



KIRKLAND PARK BOARD REGULAR MEETING

December 14, 2022; 7:00pm
Parks Maintenance Center
12006 120th Pl NE, Kirkland, WA 98034

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. **LOCAL LAND ACKNOWLEDGEMENT**
4. **ITEMS FROM THE AUDIENCE**
5. **APPROVAL OF MINUTES**
 - a. November 9, 2022
6. **BUSINESS ITEMS**
 - a. Park Board member reports
 - b. Ballot Measure Update
 - c. KTUB Update
 - d. Chair/Vice-Chair Election
7. **COMMUNICATIONS**
 - a. Correspondence
 - b. [Department Monthly Report](#)
 - c. Staff updates and information
 - d. Comments from the Chair
8. **ADJOURNMENT**

Next Park Board Meeting: January 11, 2023

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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KIRKLAND PARK BOARD Minutes of Regular Meeting November 9, 2022

1. CALL TO ORDER

The November 9, 2022 Park Board regular meeting was called to order at 7:00 p.m. by Chair Amanda Judd.

2. ROLL CALL

Members Present: Chair Amanda Judd, Vice Chair Mike Holland, Board member Amy Ambrosini, Board member Tammy Cohen, Board member Tessa Hansen, Board member Roshan Parikh

Members Absent: Board member Crystal Thimsen

Staff Present: Deputy Director John Lloyd, Park Planning and Development Manager Mary Gardocki, Recreation Manager Sara Shellenbarger

Recording Secretary: Administrative Assistant Heather Lantz-Brazil

3. LAND ACKNOWLEDGEMENT

Board member Amy Ambrosini read aloud the Local 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."

Chair Amanda Judd volunteered to read the Local Land Acknowledgement at the next Park Board meeting.

4. ITEMS FROM THE AUDIENCE

5. APPROVAL OF MINUTES

The October 12, 2022 Park Board meeting minutes were presented to the Board and approved by unanimous consent.

6. BUSINESS ITEMS

a. Ballot Measure Update

Mary Gardocki, Park Planning and Development Manager gave an update about the potential 2023 Parks Ballot Measure Initiative work during October including highlights from the October 27 Parks Funding Exploratory Committee (PFEC) meeting presentation about the facility feasibility study. Staff answered questions from the Board.

PARK BOARD RECESSED AT 8:10 PM FOR 6 MINUTES
PARK BOARD RECONVENED AT 8:16 PM

b. KTUB Update

Sara Shellenbarger, Recreation Manager gave an update on the Kirkland Teen Union Building Request for Proposals process and next steps. Staff answered questions from the Board.

c. Chair/Vice-Chair Election Prep

John Lloyd, Deputy Director led a discussion on the election process for the 2023 Park Board Chair and Vice-Chair to prepare for elections at the December 2022 Park Board meeting. Staff answered questions from the Board.

7. COMMUNICATIONS

a. Correspondence

None presented.

b. Department Monthly Report

The October department monthly report will be emailed to the Board when it is available on the City web page.

c. Staff updates and information

John Lloyd, Deputy Director proposed moving Park Board member reports to the Business Items portion of future Park Board meetings and meeting in person at the December Park Board meeting.

Mary Gardocki, Park Planning and Development Manager gave an update on the progress and schedule of 132nd Square Park renovation.

d. Park Board member reports

Vice Chair Mike Holland reported on the Everest and Highlands Neighborhood Associations. Board member Roshan Parikh reported on the Market Neighborhood Association and discussions on the Parks, Recreation and Open Space Plan and busking.

e. Comments from the Chair

Chair Amanda Judd gave feedback on recreation and community programming in October.

8. ADJOURNMENT

Chair Amanda Judd adjourned the meeting at 8:50 PM.

Heather Lantz-Brazil, Recording Secretary
Parks and Community Services

Amanda Judd, Chair
Park Board



CITY OF KIRKLAND
Department of Parks & Community Services
123 Fifth Ave, Kirkland, WA 98033 · 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: Hillary De La Cruz, Management Analyst

Date: December 7, 2022

Subject: 2023 Parks Ballot Measure(s) Initiative Update

RECOMMENDATION:

It is recommended that the Park Board receive an update about the potential 2023 Parks Ballot Measure(s) Initiative work during the months of November and December.

BACKGROUND DISCUSSION:

At the [September 14, 2022 Park Board Meeting](#), Director Lynn Zwaagstra provided an update about the status of the potential 2023 Parks Ballot Measure Initiative, specifically highlighting the three bodies of work happening during the coming months: Costing Analysis, Facility Feasibility Study, and the Community input process with PFEC. At the [October 12, 2022 Park Board Meeting](#), Management Analyst Hillary De La Cruz shared an update about the first two PFEC meetings and the PFEC Process Roadmap. At the [November 9, 2022 Park Board Meeting](#), Park Planning and Development Manager Mary Gardocki provided an update about the Facility Feasibility Study. This memo provides a brief update about PFEC meetings in November and December and the November 15, 2022 City Council Meeting about the Facility Feasibility Study.

PFEC Meeting 5 – November 10: Parks & Rec 101: Current Operations & Future Possibilities: Recreation Focus

Thirty-nine PFEC members took a deep dive into the City's recreation programs, classes, and community events. Recreation Manager Sara Shellenbarger provided data about current program registrations and waitlists, demonstrating needs in the Kirkland community. Director Lynn Zwaagstra shared PROS Plan findings and recommendations related to recreation and administration and provided PFEC members with a sneak preview of potential ballot measure(s) elements related to recreation. These items are included in the PROS Plan and unfunded CIP list. Planning and Building Director Adam Weinstein shared an overview of population projecting and city planning and answered questions PFEC members are considering related to future planning.

See handouts and videos of presentations on the [Parks 2023 Ballot Measure Initiative website](#):

- [PCS Admin, PROS Recommendations, Potential Elements](#)
- [All about Recreation](#)
 - [Kirkland Recreation Information Video](#)

- [Population Projection & City Planning](#)
- [Meeting Handouts](#)
- [PowerPoint Presentation](#) slides for all presentations combined

PFEC Meeting 6 – December 1: Tour of Sammamish Community & Aquatic Center

This meeting was postponed due to inclement weather. Staff are rescheduling the tour.

PFEC Meeting 7 – December 8: Property Tax, Ballot Measure(s) Funding Mechanisms, Kirkland Budget and Ballot Measure History

The Thursday, December 8 PFEC meeting will provide PFEC members with presentations about how property tax works in Washington, ballot measure funding mechanisms, Kirkland's budget, and Kirkland's ballot measure history.

The following background materials were provided to PFEC members to prepare for the meeting:

- [Property Tax in Washington State](#) (MRSC.org)
- [Washington State Property Tax Video](#) – This video provides a high-level explanation of property tax and how it affects people paying property taxes either through ownership or indirectly through rent.
- [City of Kirkland Budget](#) – This page explains the City's budget process. City Council will finalize and adopt the 2023-2024 budget at a special meeting on Tuesday, December 13. Note: Staff are not expecting PFEC members to review the entire budget – presenters will provide the most important and applicable information at our meeting this week. Budget documents are [located here](#).

Additional handouts about ballot measure types, presentation slides, and video recordings of the presentations will be available online during the week of December 12:

<https://www.kirklandwa.gov/parks2023ballot>.

Facility Feasibility Study Update at November 15 City Council Meeting

An update about the Facility Feasibility Study was provided to PFEC members on October 27, 2022, Park Board members on [November 9, 2022](#), and City Councilmembers on [November 15, 2022](#). While presenting to City Council, staff provided the following recommendation:

Staff recommend that the next steps in the Facility Feasibility Study narrow the site options and focus the study on two potential sites for combined indoor facility(s): Houghton Park and Ride and North Kirkland Community Center and Park. This recommendation was reached based on consultant analysis and initial input from PFEC. Staff recommend removing Juanita Beach Park as a site option due to site concerns and low scores. Staff recommend removing Peter Kirk Park & Community Center as a site option based on PFEC's feedback that the community is invested in this park and extensive engagement may be necessary to adequately explore options. Individual investments to improve Peter Kirk Park could still be considered as part of the ballot measure.

Councilmembers shared deep appreciation and thanks for PFEC's service and members' dedication and time for this important project. Council concurred with the staff recommendation

and Opsi is currently working on options for the two sites, Houghton Park & Ride and North Kirkland Community Center and Park, that will be brought to PFEC on January 26, 2023.

[The staff memo and attachments](#) related to this recommendation provide more details. A recording of the Council meeting is available [here](#), item 9b begins at 3:33.

PFEC Meeting Materials and Future Meetings

Materials from all PFEC meetings, including meeting handouts and select presentation recordings, can be found at <https://www.kirklandwa.gov/parks2023ballot>.



CITY OF KIRKLAND
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MEMORANDUM

To: Park Board

From: Sara Shellenbarger, Recreation Manager

Date: December 8, 2022

Subject: Kirkland Teen Union Building Update

RECOMMENDATION:

It is recommended that the Park Board receive an update on the Kirkland Teen Union Building (KTUB) RFP process.

BACKGROUND DISCUSSION:

At the October 2022 Park Board meeting, staff shared the City's vision for KTUB and gave an overview of the RFP process. At the November 2022 Park Board Meeting, staff provided a brief update on the evaluation process. Of the five submissions received, the YMCA of Greater Seattle and the Boys and Girls Clubs of King County were identified as the top proposals. Both proposals are attached for reference. In the time since the last Park Board meeting staff conducted multiple interviews with both the YMCA of Greater Seattle and the Boys and Girls Clubs of King County. At the December 2022 Park Board meeting, staff will provide an overview of the top proposals to operate KTUB and will provide a comparison of the proposed service levels. Additionally, staff will provide an overview of the City's proposed model to operate KTUB for comparison.

Staff will make a similar presentation to the Human Services Commission at their December 13, 2022 meeting. Ultimately, staff will present this information along with feedback from Park Board and the Human Services Commission to City Council in January 2023.

Attachment A – Boys and Girls Clubs of King County KTUB Proposal

Attachment B – YMCA of Greater Seattle KTUB Proposal



Organizational Overview

CONTACT INFORMATION

Boys & Girls Clubs of King County

220 W. Mercer, Suite 410

Seattle, WA 98109

(206) 436-8100

Primary Contact: Melissa Pederson, 509-869-8016, mpederson@positiveplace.org

For over 75 years, Boys & Girls Clubs of King County has been opening doors of opportunity and preparing young people for a great future. We see possibility in every young person and are committed to being a voice for all youth in King County.

Here in King County We have been serving boys and girls, even under the name “The Boys Club”, since the mid-1940s. Today We serve kids age 3-21, with a wide range of needs and interests. Understanding that We all grow and learn at different paces; our programs respond to the diverse needs across our community. We are continually adapting our offerings and services to best match the evolving needs of youth throughout our community.

OUR MISSION

To inspire & enable all young people, especially those who need us most, to reach their full potential as productive, responsible, and caring citizens.

OUR VISION To provide a world-class Club Experience that assures success is within reach of every young person who enters our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle.

OUR IMPACT

Our award-winning, innovative programs empower youth to excel in school, become good citizens, and lead healthy, productive lives. We do whatever it takes to build great futures.

BY THE NUMBERS

31 Clubs in greater Seattle

9,917 registered Club members

SCHOOL YEAR

1,894 Average daily attendance

316,311 snacks and meals served

SUMMER

1,131 average daily attendance

72,550 snacks served



At Boys & Girls Clubs of King County, we do whatever it takes to support every kid who walks through our doors. We have prioritized removing barriers that may hinder youth from being able to access our Clubs. We continued to provide scholarships for all who needed them, local partners like Microsoft helped provide needed transportation to Clubs, we are opening a new Club in the Highline School District, all to be available for youth in our community. We do so while investing in and working toward becoming an **anti-racist organization** so that all feel safe and welcome in our Clubs. Having a safe place to go, guided mentorship, and life-enhancing programs enables our members to embrace confidence and become the leaders of tomorrow.

With over 500+ years of combined youth development expertise, our dedicated staff have made Boys & Girls Clubs of King County a respected leader in the Youth Development sector. Their dedication and expertise have allowed us to create tailored, youth informed programming that directly meets the needs of our members, including our new mental Wellness programming.

Over the past several years we have partnered with local mental health experts to learn about how to support the mental Wellness of our members. We have provided programs ranging from research-based mindfulness and movement to professional Youth Clinical Therapists sessions to youth therapeutic workshops. We have witnessed youth who are experiencing distress and know families are frustrated by the lack of available youth counseling services. In response to the needs of our youth, we are working to build our Mental Wellness Initiative. The initiative will include a behavioral health specialist for each Club, youth focused Clinicians to serve youth who need one on one support, a director to lead the Initiative and a Behavioral Health Advisory Board.

Our Mental Wellness Initiative is just one example of our community-based programming informed by youth voice. We have further prioritized offering a Well-rounded experience for each young person through a focus on academic excellence, health and Wellness, and service and leadership by creating youth-informed programs. Our new Teen Advisory Board has been created to ensure that youth voice stays front and center in all We do. Club members represent the next generation of social change-makers, entrepreneurs, and innovators. We strive to ensure every kid has the resources and support systems to reach their potential.

Generous funders, corporate partners, and individuals are how we can continue to provide youth-centered, tailored, programming for tomorrow's leaders.

Thank you for this opportunity to submit a proposal to lease and run programming at the Kirkland Teen Union Building.

Melissa Pederson
Director of Institutional Giving
mpederson@positiveplace.org

Kendrick Davis
Area Director – Eastside Clubs
kpittman@positiveplace.org



Understanding of The City of Kirkland's Vision for the KTUB

REACHING MORE YOUTH - We believe every young person in our community is already great. We know that access to our Clubs creates opportunities for great futures. Boys & Girls Clubs of King County has a long history of partnering with cities, counties and communities to bring high level programming to the Youth in the area. After touring KTUB with representatives from the Kirkland Boys & Girls Club, Federal Way Teen Center and YouthForce We understand the vision that the City of Kirkland has for the building - teens need a safe and welcoming place to hang out after school or on weekends; a place to develop relationships with police, community members, and the business community.

We also understand that including the Youth Voice is the most important factor when developing programming. Everything we do at our Clubs is in partnership with the Youth that attend and making certain it is fun, engaging and challenging so they continue to come back to where they know their voices are heard and their needs are met. Our programming allows kids to be themselves and express themselves whether it be through music, art, sports and more.

Launched earlier this year, the Teen Advisory Board is made up of 16 members from across the county. Teens have the opportunity to connect with one another and play an active role in steering our Teen programming. They also provide youth voice to the organization's advocacy projects. To date they have helped plan the Earth Day celebration, One Seattle Day of Service and the Be You Teen Late Night. This fall they will be partnering with King County Library for voter registration events.

We have also committed as an organization to prioritize inclusive and diverse programming. Our Program Directors are hired from the communities we represent to ensure programming is relevant. Boys & Girls Clubs of King County has also invested in our workforce by Increased compensation for our frontline team and created pathways to encourage promotion from within. We have focused on social emotional learning and mental health supports. Including but not limited to employee assistance programs, peace circles, targeted discussions, fun/laughter and a sense of community.

Our Clubs are a part of the community and partnership is key. Whether it is working with community partners to host a Back to School event or inviting elected officials for Club tours, our staff is trained in making sure we are a part of the community fabric. The more we are involved with local businesses, civil services and public services the better the social environment for the Youth that attend the Clubs. These collaborations also help to promote the positive image of the city, county and state.

We have moved to a model of Community Centric Fundraising which We know has been hard for some of our donors and partners but we are committed to being "grounded in equity and social justice, prioritize the entire community over individual organizations, foster a sense of belonging and interdependence, present our work not as individual transactions but holistically, and encourage mutual support between nonprofits."



Program and Service Plan for a Typical Week During the Academic Year

3:00 -3:45p: Teens arrive, check in, get snack, participate in low-structure drop in activities like foosball, card games, hanging out, or homework help

3:45 – 4:45p: 1st Rotation. Teens can work a shift in the Keystone Café, do yoga, homework, self-guided art projects, or take part in a YouthForce led program (financial literacy, college/career prep, or a job fair)

4:45 – 5:00p: Club Meeting. This is where teens learn more about upcoming events or announcements. Also, a time to do formal recognition for birthdays, academic and athletic achievements.

5:00 – 6:00p: 2nd Rotation. Our targeted programs are usually running at this time. SMART Girls, LEGO First, Keystone & Torch Club meetings and podcasting.

6:00 – 6:30p: Teens have some free time at the end of the day. We also use this time to connect with families at pickup as well as continue to build positive, supportive relationships with Club members.

7:00 – 10:00p: #WeOwnFriday Teen Event. The focus of #WeOwnFriday is attracting and engaging new, non-Club teens through events, meetups and programs. The goal of them is to bring new teens into full membership at KTUB

Program and service plan for a typical Week during the summer

9:00am-4:00pm: Camp activities. It is our goal to plan activities that represent the core impact areas of the Boys & Girls Club: Academic Success, Healthy Lifestyles, and Good Character & Citizenship. We will have activities planned both inside and outside every day.

4:00pm-6:00p: Teens have some free time at the end of the day

Addressing summer learning loss: We will also be focusing a portion of each day on Summer Brain Gain, a daily program focusing on 20 minutes of reading, 20 minutes writing, 20 minutes of math games, and 20 minutes of Social-Emotional Learning. This program is aimed to prevent summer learning loss with fun, educational activities.



List of Anticipated Annual Programs and Services Broken Down by Descriptive Categories

The Club is a space within Boys & Girls Clubs created especially for teens, apart from the younger kids. It is a safe place, where they can be themselves without feeling the pressure of being judged. At the Club, teens have access to resources and experiences that expose them to a world of opportunities. Plus, The Club is a comfortable place to hang out with friends, connect with caring mentors, and participate in fun activities like sports, arts, and volunteerism.

CHARACTER AND LEADERSHIP

These programs help youth become responsible, caring citizens and acquire skills to participate the democratic process. Program participants also develop leadership skills and gain opportunities for planning, decision-making, contributing to Club and community and celebrating our national heritage.

Keystone

Keystone Clubs provide leadership development opportunities for young people ages 14 to 18. Youth participate in activities in three focus areas: academic success, career preparation and community service. With the guidance of an adult advisor, Keystone Clubs aim to have a positive impact on members, the Club and community.

Youth of the Year

Youth of the Year is Boys & Girls Clubs of America's premier recognition program. It is our signature effort to foster a new generation of leaders, fully prepared to live and lead in a diverse, global and integrated world economy.

Torch Club

Torch Clubs are chartered, small-group leadership and service Clubs for boys and girls ages 11 to 13. A Torch Club is a powerful vehicle that helps Club staff meet the special character development needs of younger adolescents at a critical stage in their life.

SPORTS & RECREATION PROGRAMS

These Club programs help develop physical fitness, reduce stress and promote a positive use of leisure time, appreciation for the environment and interpersonal skills.

Triple Play

Triple Play is a comprehensive health and Wellness program. It strives to improve the overall health of Club members ages 6-18 by increasing daily physical activity, teaching them about good nutrition and helping them develop healthy relationships.



Fun at Bat

Fun at Bat is an entry-level bat-and-ball program for kids with an emphasis on character development, functional movement, active play and fun.

DEVELOPING GLOBALLY COMPETITIVE GRADUATES

These programs are designed to ensure that all Club members graduate from high school on time, ready for a post-secondary education and a 21st-century career.

Power Hour

Power Hour: Making Minutes Count provides Club professionals with the strategies, activities, resources and information to create an engaging homework help and tutoring program that encourages Club members of every age to become self-directed learners.

Project Learn

Project Learn reinforces the academic enrichment and school engagement of young people during the time they spend at the Club.

Summer Brain Game

Summer Brain Gain is comprised of one-Week modules with fun, themed activities for elementary school, middle school and high school students that are aligned with common core anchor standards. In addition, Summer Brain Gain: Read!, a literacy program, complements the larger Summer Brain Gain curriculum.

The Computer Science Pathway

The Computer Science Pathway, a key component of Boys & Girls Clubs' Education & STEM programming, invites youth and teens on a journey from their first encounter with code to creative computing.

GIVING KIDS A VOICE THROUGH THE ARTS

These programs are designed to foster creativity in young people, and give them outlets for self-expression. From photography to hip-hop, our arts programs have something that will inspire everyone

Image Makers

ImageMakers is a year-round program that helps Club members ages 6-18 learn the art and science of photography through multiple categories: Culture and Tradition, Portraits, Nature and Surroundings, Fashion and Style, and Editing and Filter. Photographs are displayed at local and regional exhibits around the world.

Music Makers

MusicMakers inspires young people to produce music, and to create their life's soundtrack.



National Fine Arts Exhibit

This year-round program encourages artistic expression among Club members ages 6 to 18 through drawing, painting, printmaking, collage, mixed media and sculpture displayed at local and regional exhibits.

HEALTH AND WELLNESS PROGRAMS

These programs develop young people's capacity to engage in positive behaviors to nurture their Well-being, set personal goals and grow into self-sufficient adults.

SMART Girls

SMART Girls provides health, fitness, prevention/education and self-esteem enhancement for girls ages 8 to 17.

Healthy Habits

Healthy Habits emphasizes good nutrition, regular physical activity and improved overall Well-being.

WORKFORCE READINESS

To help young people meet the workforce challenges of tomorrow, they need safe spaces, positive mentorship and work experiences today. At Boys & Girls Clubs, we allow kids and teens to:

- Explore their interests and passions
- Develop their employability skills
- Apply their knowledge to real-world work experiences

Career Launch

CareerLaunch prepares teens for the world of careers and work. Through CareerLaunch, Club teens 13-18 years old embark on a journey to explore possible vocations, make sound educational decisions and find success in the world of work.

diplomas2Degrees

diplomas2Degrees (d2D), a college readiness program, provides a range of services to guide Club members as they work toward high school graduation and prepare for post-secondary education and career success.

Money Matters

Money Matters promotes financial responsibility and independence among *Club* members ages 13 to 18. Participants learn how to manage a checking account, create a budget, save and invest, start small businesses and pay for college.



YOUTHFORCE – WORKFORCE READINESS

Under the leadership of the YouthForce Executive Director, BGCKC's YouthForce career development program equips hundreds of youth ages 14-21 each year with the resources and foundation needed to successfully enter the workforce and become economically self-sufficient. Developed as an independent organization in 1998 to help young people gain the skills and experience to successfully enter the workplace, YouthForce joined forces with BGCKC in 2008, and brings more than 20 years of experience and programming tailored to the needs of King County youth.

Staffing Plan Including Necessary Skills, Credentials, and Experience of Each Staff Member

Teen Director

Oversees the Teen Drop-in Center and teen targeted programs. Ensures an outcome driven club experience in our three priority areas: Academic Success, Good Character and Citizenship and Healthy Lifestyles. Leads a broad range of quality youth development programs which promote physical activity, pro-social engagement, community service, career and academic development. Ensures teen staff implement programs which utilize the 5 Key Elements of Youth Development:

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Ensures program equipment and areas are maintained on a daily basis.
- Researches best practice programs and proven methods for teen development both within Boys & Girls Clubs Movement and throughout the field of Youth Development.
- Using the Formula for Impact (FFI), Youth Program Quality Assessment (YPQA), and other assessment/evaluations/surveys – to plan, develop, implement and evaluate programs, services and activities in accordance with our mission that properly prepare youth for success in 3 primary focus areas: 1) Academic Success, 2) Good Character & Citizenship and 3) Healthy Lifestyle.
- Plans and ensures proper implementation and facilitation of BGCA programming.
- Ensures overall safety of teens attending the Teen Center. Trains new staff on safety and ensures compliance with safety policies for the Teen Center.
- Maintains proper documentation of club members including tracking priority outcomes, duration and frequency of attendance, incidents, etc.
- Administrative and fiscal functions including, overseeing budget, record keeping, reporting, data entry, data evaluation, program management, and attention to impact-measurement initiatives, program reports and grant writing support and management.
- Leads marketing and advertisement of teen programs to meet club or regional daily attendance goals within specified time frames.
- Participates in special programs, events and other projects as directed by Club Director or Operations Director.



QUALIFICATIONS, KNOWLEDGE, SKILLS, AND ABILITIES

- BA Degree in applicable field, (7+ years' experience with relevant certifications may substitute for college experience in some cases).
- 2+ years' staff management experience including hiring, training, supervising staff (or successful evidence of transferrable skills).
- 5+years working within a youth development program or agency in a leadership role (i.e. program lead/manager/director), Teen and Boys & Girls Club experience preferred.
- Experience mentoring, modeling and guiding youth utilizing strengths-based techniques.
- Fiscal management experience including creating and maintaining program budgets.
- Understands relevant youth development principles that apply to teens from diverse populations and situations including the ability to motivate teens in a positive way.
- Strong customer relations skills, ability to remain calm under in stressful situation and maintain strict confidentiality.
- Propose, learn, support and implement new ideas for the good of the Club.
- Excellent verbal and written communication and experience with Microsoft Office Suite and database knowledge.

LICENSE/CERTIFICATE REQUIREMENTS:

- A Current Driver License, Satisfactory Motor Vehicle Record as determined by BGCKC Vehicle Loss Prevention Program, (must be 21 years old or older to drive Club owned and operated vehicles).
- Current CPR and First Aid Certifications or ability to complete within 30 days of employment.

Youth Development Professional

A Youth Development Professional (YDP) supports Club Leadership in providing an Outcome Driven Club Experience in a variety of programming areas including: Gym, Games Room, Learning Center, Computer Lab, Kitchen, Club Entry, and other targeted programming areas. The majority of responsibilities are working directly with youth, ensuring their safety, Well-being and development through interactive play and other activities as directed.

The YDP is self-motivated, mature, energetic, and able to maintain clear and healthy boundaries with club members, parents and staff; able to communicate and interact with youth in a way that is age appropriate, motivational and positive in nature. The YDP must be flexible, have the ability to adapt to a work environment which changes often, must remain calm and solve problems in stressful situations. The YDP must anticipate and implement all elements of activities in an organized fashion.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide engaged presence to prepare youth for success while creating a safe and healthy Club environment that facilitates positive youth development
- Ensure facilities, equipment & supplies are maintained
- Assist with planning, developing, implementing and evaluating programs



BOYS & GIRLS CLUBS OF KING COUNTY

- Collect and track Club member attendance, coursework and behavior data
- Model mature work behaviors to ensure a productive work environment
- Ensure program areas are set-up and cleaned up on a daily basis
- Assist in facilitation of club specific and BGCA core programs
- Assist in facilitation and delivery of High Yield Learning Activities (HYLAs)
- Ensure member confidentiality during and after employment: which includes, but not limited to membership data, and school data and other information obtained
- Affirm positive behavior in members, and deliver coaching conversations and redirection when needed
- Build partnerships with parents and families
- Develop programs and activities that support the three impact pillars: healthy lifestyles, good character and citizenship, and academic success

QUALIFICATIONS, KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge and experience working with a non-profit youth development agency, Boys & Girls Club experience preferred
- Strong organization skills, attention to detail, professional presence, strong customer relations skills and ability to maintain strict confidentiality
- Understanding of youth development principles, ability to motivate youth in a positive way
- Collaborate with other Clubs, Sites and Community Partners
- Learn and support new ideas for the good of the Club
- Model and guide youth in strengths-based problem solving, goal setting and study skills
- Experience working within diverse cultures preferred

Your Vision of Working with Any Partner Organizations. Include What Programs or Services They Would Offer, Whether They Would Share Space in The Facility, as well as their Contact Information

Youth Eastside Services. We had a partnership with them for the 2021-22 school year where someone would come out Weekly and offer supports. We'd like to partner again with Youth Eastside Services (YES) to deliver mental health care services at the Club. YES is a leading behavioral health services provider for children and youth in East King County. They work with the local school district and other nonprofits in a similar capacity. YES professional therapists would provide supportive behavioral health services through regular Weekly Club visits. They would also be able to share resources, provide referrals, and offer recommendations to staff, parents, and students.

Contact: Judith Mercado, Latino Youth & Family Specialist 425-747-4937 x2320
judithm@youtheastideservices.org



Community Partner Spaces

If awarded the lease, we would create a Community Partners space in one of the larger offices/rooms in the building. Our vision is that we would equip the room with desks, shelves, rack card holder, etc. where the Community Partners we work with can come in on a regular schedule to provide resources to the Teens. Ideas for outreach would be LWSD Foundation, Hopelink, Seneca Center, Friends of Youth, and more.

Mental Wellness Initiative

We would also like to reserve the back-office space as a part of our Mental Wellness Initiative. The impacts of the pandemic and virtual learning on youth, have created a need for Mental Wellness services for youth in the communities in which we serve. BGCKC is focused to meet the needs of youth by implementing Behavioral and Mental Health professional services that will establish organizational structures, day to day practices and policies, staff training, one on one clinical support, and provide cultural approaches to serve the diverse youth and staff. As Well as establish metrics to measure the effectiveness of the services.

In the past several years, BGCKC has partnered with local mental health experts to learn about Mental Health by testing a variety of programs with youth. The programs ranged from research-based mindfulness and movement, professional Clinical Therapists specializing in youth working in the Clubs to youth therapeutic workshops.

Staff have felt unable to meet the needs of youth who are experiencing distress and they are requesting more specialized training on adverse childhood experiences, trauma informed programing and behavioral support.

Families have expressed frustration that counseling services for youth are unavailable or have long wait lists or unaffordable.

The Mental Wellness Initiative within the BGCKC will serve youth and staff who are in need. The Initiative will include:

- Behavioral Health specialist for each Club.
- Youth focused Clinicians to serve youth who need one on one support.
- Director to lead the Initiative across county and with community experts.
- Behavioral Health Advisory Board made up of 5-8 community experts with diverse backgrounds and experiences of supporting Mental Wellness with youth/families. The Board will provide expert advice on topics and needs of supporting the initiative during monthly one-hour virtual meetings. Currently in recruitment.



Corporate and community partnerships with strong existing relationships that we would integrate into KTUB programming and support through additional funding and volunteer hours. We will broker relationships that we have within our network to ensure positive interactions and outcomes.

Examples and ideas include:

Starbucks – KTUB Café Partner
Staples – Study Area and Art Room Partner
Microsoft – E-Sports and Technology partner
Seattle Mariners - Fun at Bat Partner utilizing Lee Johnson Field
Seattle Seahawks – Changemakers and Spirit of 12 Partner
Boeing – Lift Off for Learning and STEM Partner
Kroger Foundation – Healthy Lifestyles Partner
Expedia – Days of Caring Partner
Amazon – National Days of Youth Advocacy

We would love to continue and steward the partnership with the Kirkland Kiwanis Club by keeping the naming opportunity inside of the building and asking them to invest in creative and thoughtful programming that helps the Teens excel in school and future careers.

Possible Events Hosted in the Space

Youth of the Year 2024
Be You Teen Late Night 2024
Friday Night Feeds
National Fine Arts Exhibit

Articulated Strategy to Establish and Maintain Positive and Cooperative Relationships with The Parks and Community Services Department, Kirkland Police Department, and Pertinent Non-Profit Services Providers.

With the Kirkland Urban Development now surrounding the Kirkland Teen Union Building we see the potential to make the building a cornerstone of the community. Being a strong community partner is very important to Boys & Girls Clubs of King County. We want to work together to create specialized targeted programming that works to empower youth to excel in school, become good citizens and lead healthy, productive lives. This programming will foster healthy relationships with all levels of City of Kirkland employees.

**Working with the Parks & Recreation Department:**

Finding a way to collaborate to use the nearby spaces such as Lee Johnson Field, Peter Kirk Pool and the skate park to enhance our Sports & Recreation programs as well as our Healthy Lifestyles programming. We would also invite the Parks & Recreation Department to use the space as needed for their arts or indoor programming when the Teens are not using the building. Positive programming and engagement activity into the parks during open hours would be one of our main goals.

Working with the Community Services Department:

Working with the Special Events team to have the Teens involved in local Community Engagement events such as the Fourth of July Celebration, Oktoberfest and Día de Los Muertos events.

Working with the City of Kirkland:

Providing the space to host Park Board meetings, City Council gatherings and Community Input meetings.

Working with the Kirkland Police Department:

This is one of the opportunities that we see as the area for the most positive growth and interaction with the Teens. We would seek to schedule regular meetings with community police officers to establish and strengthen relationships with the Youth. We would also welcome the opportunity for regular meetings with our Area Director, Kendrick Davis, to meet with a liaison from the Police Department to address any issues in the Clubs or what the YDP's are seeing with the youth. A regular presence in the Clubs through things like community walks, back-to-school events, Friday Night Feeds, and Holiday Helpers is something that we would love to see and create an open invitation to.

Another way to foster this positive relationship is through our workforce readiness program. We would invite speakers from all of the Civil and Public Service departments to an annual career fair focused solely on these areas. If a Youth decides that they would like to pursue a career as a police officer, firefighter or parks employee they could set up a mentoring schedule to make sure they are on the correct path in education and community service.

We have a strong desire to mirror programs in other cities that lead youth to develop positive relationships with law enforcement. An example could be similar to Spokane Police Department PAL.

Working with Other Non-Profit Service Departments:

We would love to be a strong partner with the Kirkland Senior Center next door. Whether it is inviting them over for game nights, movie nights or low impact activities we want to make sure that the Youth see the benefits of socializing with an older generation. We also hope that the Teens that are engaging are adding a benefit to the Seniors as Well – maybe a few TikTok tutorials!



Practices Around Offering Programs and Services That Are Welcoming, Inclusive and Accessible, and Will Serve Diverse Youth from A Variety of Backgrounds

Celebrating our Heritage - Heritage Months

Developing engaging, thoughtful and inclusive programming around these important months will increase participation from youth of diverse backgrounds

- February- African American/Black History Month
- March- National Women's History Month
- April- Community Service Month, Earth Month, Autism Awareness Month
- May- Asian/Pacific Heritage Month, Mental Health Month,
- June- LGBTQ+ Pride Month
- September- National Hispanic Heritage Month (September 15 - October 15)
- November- Native American & Alaska Native Heritage Month

Rainbow Club

At Boys & Girls Clubs of King County, we provide safe spaces for youth to grow and thrive by honoring diversity and inclusion, treating others with respect, and expressing gratitude; We embrace alternative ways of thinking. We support our Youth who are members of the LGBTQ+ community and work to develop strong allies.

Removing Barriers

There is a \$50 a year membership fee that can be waived if a financial hardship is a barrier. Transportation will be provided from Juanita High School and additional area middle schools. We will work with Lake Washington School District to help identify the youth and communities that need us most and strategize how to get them to KTUB and engaged in the programming and access to services and resources.

Accessibility and Belonging

We are aware that a building full of energetic Teens may not be the best fit for everyone. However, our goal is to make the space as accessible as possible for those with sensory processing issues. Tools like sensory bins and calm down areas will be available to all of the Youth at the Club and the Youth Development Professional are trained to use them. If there are larger issues we will meet with families to make sure that needs are met and the Club experience is positive. If needed, aids are welcome.

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Any Proposed Facility Alterations That Would Be Undertaken by The Organization

There may be more if awarded the lease and things are discovered after ArtsWest vacates the property.

From the initial tour the main area that we would undertake is the café area. We would finish the counter tops, look for new equipment and replace tables and chairs. Ultimately, we would like to reopen the café as a fundraising opportunity for the Keystone Club.

Other items that would take place by organizing Days of Caring with community partners would be:

Trash removal

Deep cleaning

Painting all rooms

Ceiling tiles that need to be replaced

Reorganize supplies that will stay

Create thoughtful office spaces

New furniture where needed

Clean out and assess the music studio area, source new equipment as needed

Support or Resources Requested from The City to Operate Successfully

If awarded the lease, we would officially request \$175,000 from the City to assist in staffing, programming and maintenance of the building. Ideally, we would be able to access city maintenance to reduce costs where we can.

In addition to the funding, collaboration in marketing the building and space to increase membership and visibility would be the key to continued success. Space in the Parks & Recreation seasonal program guide, cross promotion on social media channels and coordination with the school districts would drive Teens to the building to ensure it is a lively, fun, safe space to be.



Anticipated Annual Operating Budget Outlining Revenue and Expenses for The KTUB Lease and Operations, Including Any City Support or Private Donations Expected to Operate in a Financially Sustainable Manner

Revenue	
Source	Amount
Membership fees	\$7,500.00
Summer programming fees	\$24,000.00
City Funding Request	\$175,000.00
Sponsorships/Grants	\$50,000.00
Community Support	\$5,000.00
Space rental revenue	\$10,000.00
	\$271,500.00
Expenses	
Item	Cost
Director and YDP Staffing	\$108,416.00
Food and snacks	\$32,500.00
Programming and Equipment	\$15,000.00
Field trips	\$6,000.00
Special Events	\$10,000.00
Transpiration and Fuel	\$5,200.00
Utilities and Maintenance	\$12,000.00
Mental Wellness Initiative Staff	\$65,000.00
Reserve/Emergency Fund	\$15,000.00
Marketing	\$2,000.00
	\$271,116.00

We will work with our CEO and Director of Finance to develop a reserve plan to sustain operations if there were another catastrophic event, like Covid-19 closures, to occur again. We are required by Boys & Girls Clubs of America to maintain a reserve fund to meet all financial agreements in the event that the Clubs cannot operate. If needed, we can provide the full outline and records from how our organization remained open during the pandemic.

Maintenance will be built into the Boys & Girls Clubs scheduled usual maintenance program, also it is planned to fundraise for a reserve fund to secure ongoing programming at Kirkland Teen Union Building if awarded the lease.

Sample Weekly Plan - October 2023

<u>3:00 - 3:45</u>	Monday	Tuesday	Wednesday	Thursday	Friday
Transportation	Van Driver	Van Driver	Van Driver	Van Driver	Van Driver
Art & Design Lab	Closed	Closed	Closed	Closed	Closed
Kiwanis Room	Hang time & homework help	Hang time & homework help	Hang time & homework help	Hang time & homework help	Teen Choice
Stage	Closed	Closed	Closed	Closed	Closed
Computer Lab	Closed	Closed	Closed	Closed	Closed
"The Pit"	Billards & Four Square	Family Feud & Cup Stacking	Magic the Gathering & Foosball	Tabletop Board Games	Free Choice in "The Pit"
MACKIE Studio	Closed or Session Time	Closed or Session Time	Closed or Session Time	Closed or Session Time	Closed or Session Time
Keystone Cafe	Snack	Snack	Snack	Snack	Snack

<u>3:45 - 4:45</u>	Monday	Tuesday	Wednesday	Thursday	Friday
Art & Design Lab	Explore Collages	Explore Sculpture Art	Explore Printmaking	Explore Mixed Media	Explore Collaborative Art
Kiwanis Room	Hang time & homework help	Hang time & homework help	Hang time & homework help	Hang time & homework help	Teen Choice
Stage	Yoga	Hip Hop Dance	Gloves for Greatnes w/ Mayweather Boxing*	Hip Hop Dance	Open Mic (1st & 3rd Fridays)

Computer Lab	closed	closed	closed	closed	closed
"The Pit"	closed	closed	closed	closed	Teen Choice
MACKIE Studio	Rocksmith+ Guitar Lessons	Rocksmith+ Guitar Lessons	Rocksmith+ Guitar Lessons	Rocksmith+ Guitar Lessons	Rocksmith+ Guitar Lessons
Keystone Cafe	Open (Teen Led)	Open (Teen Led)	Open (Teen Led)	Open (Teen Led)	Open (Teen Led)

Club Meeting 4:45-5:00

<u>5:00- 6:00</u>	Monday	Tuesday	Wednesday	Thursday	Friday
Art & Design Lab	Edible Art: Unicorn Toast	Self Portrait with natural materials	Art of Ed: Shoe Contour Drawing	Pottery Jam	Photo Scavenger Hunt
Kiwanis Room	Torch Club (11-13 yrs)	Birthday Cards for Seniors	Keystone Meeting (14-18 yrs)	Board Games w/ Seniors or Flyswatter Volleyball	Program Showcase Planning (15)
Stage	Closed	Closed	Closed	Closed	Closed
Computer Lab	MyFuture Leadership Unit Level 1 (20)	eSports: Smash Bros.	LEGO First	eSports: Smash Bros.	Teen Choice
"The Pit"	Cup Stacking Tournament	Spiderweb	SMART Girls (M.S.) Sept - November	Four Square Tourney/ Magic the Gathering	FILM FRIDAY:
MACKIE Studio	#WeOwnRadio: Podcasting Club	Lyricism 101	#WeOwnRadio: Podcasting Club	Closed or Session Time	Closed or Session Time

Keystone Cafe	Open (Teen Led)	Open (Teen Led)	Open (Teen Led)	Open (Teen Led)	Open (Teen Led)
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6:00- 6:30	Monday	Tuesday	Wednesday	Thursday	Friday
Positive Parent Connect	Teen Director	Teen Director	Teen Director	Teen Director	Teen Director
KTUB Clean-up Pride Team	Art& Design Nexus	Computer Lab	MACKIE Studio	"The Pit"	Kiwanis Room
Kiwanis Room	Closed	Closed	Closed	Eastside Area Community Advisory Board Meeting	Closed
Computer Lab	Teen Choice	Teen Choice	Teen Choice	Teen Choice	Teen Choice
"The Pit"	Open for Teens	Open for Teens	Open for Teens	Closed	FILM FRIDAY:
Keystone Cafe					Dinner (Teen Nights)
					YDP
					Teen Night 6:30 - 10:00pm



BOYS & GIRLS CLUBS
OF KING COUNTY

KIRKLAND KEYSTONE

JOIN
TODAY!

Leadership for teens ages 14-18



WHAT IS KEYSTONE?

- Keystone affords teens ages 14-18 an opportunity to gain valuable leadership and service experience.
- Teens conduct activities in four areas: academic success, career exploration, community service, and teen outreach.
- A strategic partnership between Aaron's Inc. and BGCA provides Clubs with the tools and resources to create a positive place for teens as well as for kids.
- Upcoming events include a teen-run Haunted House, Turkey Dinner, and more!

FOR MORE INFO:

Advisor: Tiffany Lukenda, Teen Director
tlukenda@positiveplace.org
425-827-0132

MEETINGS

Hybrid format, Date and Time TBD



Scan for interest form!

YouthForce METAVERSE

Oculus Quest 2 Raffle

VR Job Tours

VR Games

Free Food

Wednesday

October 5th, 2022

3pm-4:30pm

Kirkland

Boys and Girls Club

Contact: Tobias Hauser, 253-642-6077

thauser@positiveplace.org

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youthforce
dream • experience • achieve



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ESPORTS

Esports is an opportunity for the teenage Club members to compete in video games against other Club members at other Clubs in King County.

It runs similar to a sports league. All players will register for the games they want to play and will then be scheduled for the season. They will be required to show up on time and if they are unavailable they can make arrangements with their Director to play another day.

Mobile, Xbox, and Nintendo Switch are the systems we use.

For more information, please reach out to your Teen Director or email Josh Herrera, JHerrera@positiveplace.org

Next season will begin in October. Registration will open in September.



BOYS & GIRLS CLUBS
OF KING COUNTY

#WeOwnFriday
TEEN

NIGHT

*\$5 to
attend!*

*Bring a
friend!*

PIZZA | MANHUNT | MUSIC

FRIDAY, SEPT 16

6:30PM-9:30PM

KIRKLAND BOYS & GIRLS CLUB

10805 124TH AVE NE

KIRKLAND, WA 98033

**\$5 TO ATTEND; CURRENT MEMBERS GET FREE
ENTRY IF THEY BRING A FRIEND!**

Register: <https://bit.ly/3RwYMe7>



Registration is requested but not required



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September 30, 2022

Penny Sweet, Mayor
Kurt Triplett, City Manager
City of Kirkland
123 5th Avenue
Kirkland, WA 98033

Subject: Proposal to the City of Kirkland for KTUB Operational Lease (Job #47-22-PCS)

Dear Mayor Sweet and City Manager Triplett,

The YMCA of Greater Seattle (the Y) is pleased to receive the invitation to respond to Kirkland Teen Union Building Operational Lease RFP.

Since 1876, the Y has nurtured the potential of every child and teen by supporting their unique youth development journey through holistic programming. From cradle to career, the Y provides all youth with the tools and resources they need to succeed in life. With Vision 2025, we are more committed to this work than ever and to advancing equity and justice for all, especially Black, Indigenous, and Other People of Color and other marginalized youth who need us most.

The YMCA of Greater Seattle provided 10 years of stellar service to the Kirkland community at the Kirkland Teen Union Building (KTUB) until, to our disappointment, our lease was not renewed in 2020, during a time when the community needed us most. We are excited to have the opportunity to work with the City of Kirkland, rebuild and reimagine relationships and partnerships, co-create a public-private model in community, and deliver on our promise to Kirkland youth and families.

The Y has served thousands of youth and young adults from the Kirkland area through a variety of programs and offerings. Many of these youth were considered at-risk youth, and our programs were designed to provide positive alternatives. The Y creates strong networks and community partnerships with other community-based organizations with similar missions to help our young people reach their fullest potential. We look forward to resuming those relationships and bringing new collaborations to the City of Kirkland.

We also garnered financial support from Kirkland civic organizations, such as the Kiwanis and Rotary Clubs, both of whom continue to have a vested interest in our young people. We have remained concerned that without these programs and partnerships, the youth of Kirkland will suffer, especially opportunity youth, without our partnership. KTUB has served as a safe place and sanctuary for Kirkland youth, and we need such a safe space now more than ever— thus our excitement for the opportunity to resume our work at KTUB with the support and collaboration of the City of Kirkland.

The negative impact on teens caused by the triple pandemics of COVID-19, systemic racism, and climate change cannot be mitigated by a few months of being back in school. Young people and their families experienced trauma. Whether a household experienced social, financial, or physical harm due to the



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pandemic, young people have missed out on nearly two critical years to develop their sense of self. Our teenagers – the future builders, makers, and heroes of the region – need time together to heal and acclimate to in-person lives. The Y is an expert and has a proven track record globally and locally at guiding young people in exploring themselves and developing a future-focused perspective.

We believe that the Y, in collaboration with its social services partners across our region and the City of Kirkland, is best suited to assist the young people at KTUB in developing their independence, building skills and confidence to realize their full potential, and helping them explore their interests with positive adult mentors. Thank you for considering our proposal to rebuild our collaboration and help our young people thrive.

Sincerely,

Frank X. Shaw
Association Board Chair
YMCA of Greater Seattle

Loria Yeadon
President/CEO
YMCA of Greater Seattle



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RESPONSE TO JOB #47-22-PCS FOR KTUB OPERATIONAL LEASE

Organization Legal Name: Young Men's Christian Association of Greater Seattle

Address: 909 Fourth Avenue
Seattle, WA 98104

Primary Contact: Mark Putnam, AVP Social Impact Center
mputnam@seattleyymca.org
206-749-7542

Term of Services: June 1, 2023 – May 31, 2028 (5 years)

Proposed Services:

The YMCA of Greater Seattle (YGS or the Y) shares the City of Kirkland's vision to re-energize and re-activate the Kirkland Teen Union Building (KTUB) as a safe space for teens to thrive. KTUB has been a place for youth to gather, meet friends, play, learn, and grow for decades. To emerge from the COVID-19 pandemic and the resulting isolation, youth need teen center spaces like KTUB more than ever. The Y creates opportunities for youth to build community together throughout the Greater Seattle region and seeks to bring a diverse range of programming to Kirkland youth, operated by Y staff and partner agencies. YGS is prepared to be nimble and responsive to the ideas and needs of youth by adjusting programming throughout the school year with their guidance.

Cost for Services: \$404,048 per year



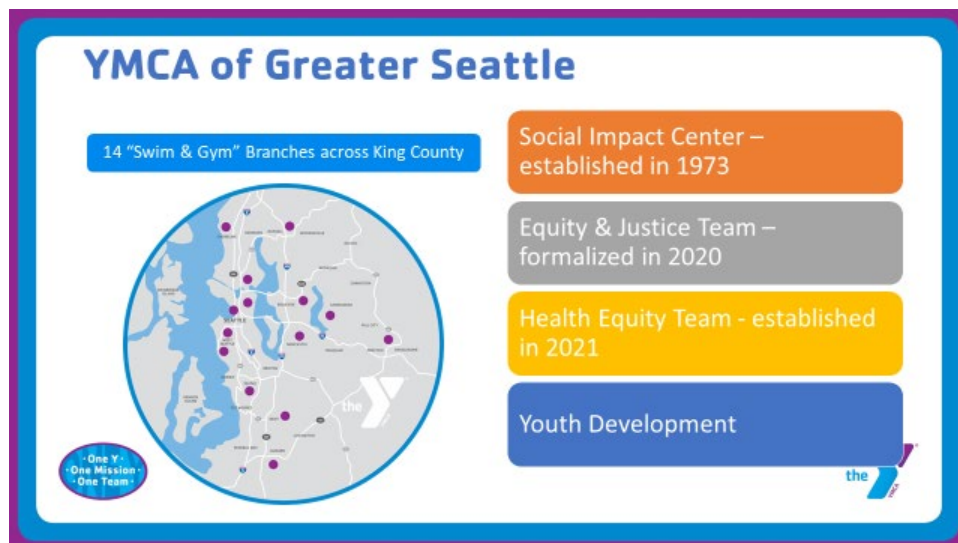
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YMCA of Greater Seattle Organizational Overview

Mission

The YMCA of Greater Seattle (YGS or the Y) was founded in 1876 to address the community's need for social services, including housing, meals, vocational training, and education. YGS designs approaches around the lifespan of young people from birth to age 25, preparing them to be safe, capable, and confident contributors to the community, and works to eliminate childhood adversity by focusing on early learning, parental enrichment, and development of youth skills. The Y believes that the earliest intervention and prevention of inequities of the social determinants of children's health is critical to achieving its mission and vision.

As a 501(c)3 charitable organization, the Y operates programs and provides services to fulfill its mission: Building a community where all people, especially the young, are encouraged to develop their fullest potential in spirit, mind, and body. This mission, in its holistic approach and with a focus on the young, has proven timeless, and is undergirded by the tenets of youth development, healthy living, and social responsibility.



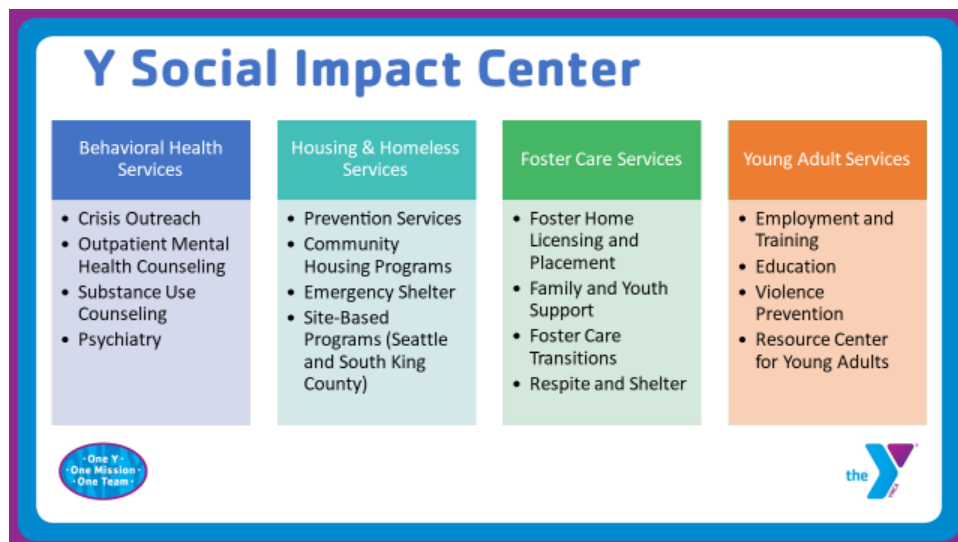
YGS connects young people to caring adults who create environments free of harm and develops the trust necessary to intervene, reduce exposure to adversity, and confront economic oppression. Through a broad range of programs and services, including mental health and substance use counseling, crisis intervention, intensive wraparound, child welfare, juvenile justice services, transitional housing, employment, education, chronic disease prevention, childcare, and diverse fitness options, the Y improves the health and vitality of community members so that all, especially the young, may realize their fullest potential in spirit, mind, and body.

The Y Social Impact Center (YSIC), the Social Services division of the YMCA of Greater Seattle, specializes in serving youth and young adults who have experienced homelessness,

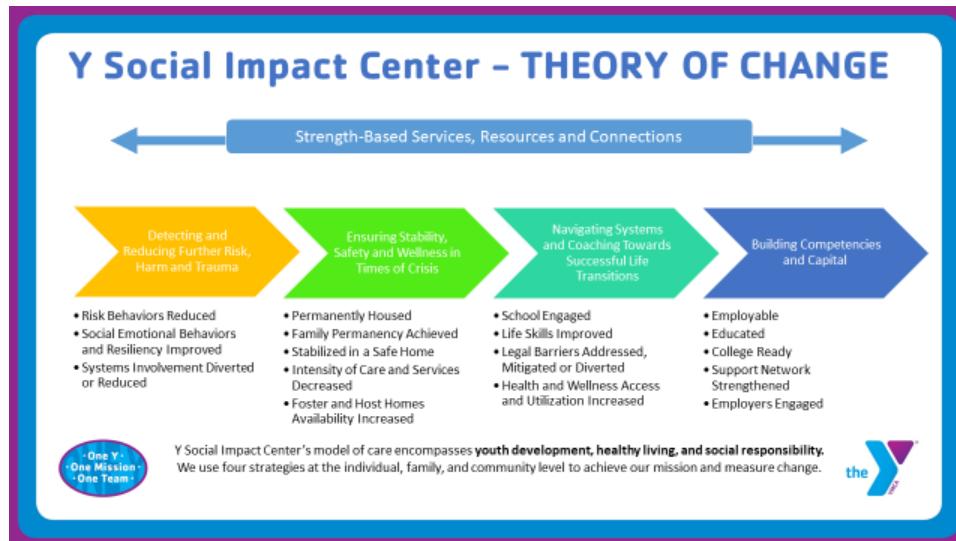
trauma, foster care, or involvement in the justice system. For nearly 50 years, the YSIC has offered services in partnership with young people throughout King County.



The Y Social Impact Center has four primary programmatic areas/divisions:



YSIC's model of care encompasses **youth development, healthy living, and social responsibility**. Utilizing individual, family, and community strategies, programs operate under a comprehensive Theory of Change:



As depicted in the Theory of Change, the first strategy of the YSIC divisions (Behavioral Health, Foster Care, Housing/Homeless Services, and Young Adult Services) emphasizes prevention, risk reduction, and detection of the causes of trauma. Employing housing first, crisis response, and stabilization approaches, the second strategy acknowledges that many participants enroll in services during a crisis. YSIC programs have the expertise to intervene quickly with coordinated services and resources that support a whole person approach.

After bringing stability and disrupting the cycle of crisis, the next goal focuses on fostering skill building and confidence to engage in health-promoting institutions (e.g., school, healthcare, and community life). For youth and young adults to actualize their tremendous potential, they need support and skills to successfully navigate life transitions that come with age and each stage of development. Increasing the likelihood of independence and self-sufficiency involves developing soft and hard skills, the chance to practice and employ new skills in a supportive environment, and a diverse network of adults and peers that provide ongoing resources, advice, and support.

VISION 2025

To respond to the needs of the King County community, YGS has adopted a strategic plan designed to advance equity and justice for all through whole person health with a trauma-informed wellness approach – considering a person's past and present life experiences – to promote healing and belonging. Hypothesizing that by taking a holistic approach to individual health for all, centering the Y to become an antiracist organization, and driving necessary systems change (starting with the Y itself), YGS can produce more equitable outcomes for all, especially Black, Indigenous & People of Color (BIPOC), as well as, other marginalized youth, families, older adults and communities, to develop their full potential.

- **ATTEND TO WHOLE PERSON HEALTH FOR ALL.** Y programs will embrace and deploy a holistic approach to health and wellness by integrating programs and services to address all aspects of health to include physical, mental & emotional, social/relational, spiritual/cultural, and community well-being. Adopting a trauma-informed



approach in the delivery of programs and services, YGS programming will consider an individual's lived experiences, both past and present, and to promote healing, health, and belonging.

- **CENTER EQUITY & JUSTICE FOR ALL.** By actively promoting a culture free from bias and injustice, YGS is committed to becoming an anti-racist organization and centering its work around active, disciplined efforts to disrupt multi-dimensional aspects of racism, starting with YGS, by removing institutional and systemic barriers that result in oppression, racism, and inequitable outcomes. Y staff will aspire to bring the Y's Mission, Core Values, Equity Statement to life and ensure YGS is accountable to marginalized communities for creating equitable and sustainable environments where equity and justice are woven into all activities and locations, in a culturally versatile, affirming, and respectful manner.
- **DRIVE SYSTEMS CHANGE.** Recognizing the historical inequities in community systems that impact individual well-being – whether a lack of access to healthcare, exposure to harmful environmental, toxins, or inadequate availability to healthy produce – to name only a few of the factors that drive whole person health, equity & justice, YGS will utilize its expertise, community trust, and a unique role to disrupt inequitable systems and build equitable systems – through the policies and practices that undergird its programs - to produce more equitable outcomes and enable whole person health for all. Driving systems change through programs and advocacy, YGS will remove barriers to access and create enabling conditions in King County communities. YGS seeks to disrupt and re-imagine systems that have produced harm and inequitable outcomes, particularly for BIPOC and other marginalized and underserved communities.
- **RECOVER STRATEGICALLY & EQUITABLY.** With the context of the dual pandemics of COVID-19 and systemic racism, YGS will answer the clarion call for equity and justice for all by approaching its financial, programmatic, and organizational recovery within in the needs of our community. With an unwavering commitment to advance equity and justice for all, YGS will ensure Y members, program participants, volunteers, and staff reflect the diversity and multiculturalism of the community we serve. Finally, YGS will seek out opportunities to innovate, collaborate with others, disrupt systems that are barriers to equity, and co-design and implement new models for a better YGS.

Past Performance

The Y's first location on the Eastside of King County opened in a Kirkland storefront in 1943. The first YMCA-owned Eastside facility opened at the present Bellevue-Redmond Road location in 1967, about six miles southeast of KTUB.

YGS operated KTUB from 2010 – 2020. Under Y leadership, KTUB provided teens with a safe space to be themselves, foster healthy relationships, and seek additional training and learning opportunities while having access to resources and mentorship that would help them to follow their dreams and overcome challenges they are facing. Unfortunately, in 2020, the Y's lease to operate KTUB was declined. This closure was a significant loss to the Kirkland, and YGS regularly receives inquiries from youth and families asking when KTUB will reopen. In 2019,



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YGS served more than 1,100 unduplicated youth at KTUB and recorded nearly 14,000 visits to the site.

YGS has sought to find a way to continue to support for Kirkland youth and families, through outreach and partnerships with partner agencies. Even without KTUB as a service hub, YSIC was able to support youth, young adults, and their families in Kirkland. See below for a summary of participants served in the Social Impact Center programs during 2021 who reside in Kirkland (zip codes: 98033 and 98034):

YSIC Clients, Kirkland residents, by program 2021

Division	Program Name	Service Count	Percent
Behavioral Health	Crisis Response and Outreach	48	63.2%
Behavioral Health	Mental Health and Substance Use Counseling	12	9.7%
Foster Care	Transition Age Foster Youth	2	1.8%
Housing	Community-Based Housing	3	3.6%
Housing	Rental Assistance and Eviction Prevention	11	15.3%
Housing	YMCA Facility-Based Housing	1	1.4%
Young Adult Services	Employment and Training	2	2.5%
Young Adult Services	Youth Centers	2	2.5%
	Total	81	100.0%

So far in 2022, YSIC has provided services to 4,540 unique youth, young adult, and adult participants countywide. The Year-to-Date (YTD) total includes 2,356 participants in behavioral health, 672 in foster care, 1,528 in housing and homeless services, and 959 in young adult services. Anticipated projections for 6,000 unique clients served in 2022 are expected to exceed the 2021 totals of 5,277. Recent highlights include:

- Doubling the number of foster youth placed and supported as they transition from care to nearly 900 in 2021, including expanding LifeSet to multiple counties and foster parents by 75%.
- Doubling young people enrolled in behavioral health (mental health and substance abuse) counseling or emergency crisis support to 3,500 in 2021.
- Doubling the number of young people housed each night to 450 in 2021. Added 100 new permanent units in Seattle, Auburn, and Tacoma, and provided over six million dollars in eviction prevention to young adults.
- More than tripled the number of staff and youth served by Y violence prevention teams, expanding programming in Seattle, Burien, and South County.

Key Staff and Expertise

Loria Yeadon, President and CEO – Loria is a champion and advocate for equity and justice for all, especially youth and families in marginalized communities—she is the first woman and first



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person of color to serve as CEO in the Y's 146-year history. She serves on the Board of Directors of Laird Norton Corporation and is a former National Board Member for Girl Scouts of the USA. Loria received her BS in Electrical Engineering from the University of Virginia; MS in Electrical Engineering from Georgia Institute of Technology; and JD from Seton Hall School of Law. She was the recipient of the 2020 Female Founders Champion Role Model Award and most recently, an honoree of the Puget Sound Business Journal's Women of Influence Awards.

Mark Putnam, Associate Vice President of YSIC – With over 20 years' experience in social services and public policy, Mark leads the YSIC, and under his leadership, YSIC has grown to serve more than 5,000 young people each year, at 20 sites across King County. Mark earned his BA in Sociology from Whitman College and MPA from Eastern Washington University. He previously served as Executive Director of All Home (King County's homelessness coordinating entity) and was named Change Agent of the Year by Real Change newspaper in 2015 and received the Breaking Barriers award from Somali Youth and Family Club in 2017.

Aaron Fox, Senior Director of Young Adult Services – With over 20 years' experience in housing program management, Aaron is responsible for providing the highest level of direct program oversight and is available for strategic and high-level support. Aaron has worked for the YSIC since 2007. Aaron oversees the Young Adult Services division which includes Employment and Training, Education Initiatives, and Youth Violence Prevention programming. He identifies as African American.

Antione Jackson, Program Director, Youth Connection Services – Antione led KTUB until 2020, providing direct program oversight and leadership to all services offered. In that role, Antione was a community builder with partner agencies, his team, the City of Kirkland, and the Kirkland youth. Since leaving KTUB, Antione is currently a Program Director for Youth Connection Services in YSIC. Youth Connection Services is a program for youth (ages 12–18) with a first-time and/or low-level offense (e.g., shoplifting, trespassing, truancy). Participants benefit from timely, client-responsive behavioral health services to prevent further involvement with the legal system.

Operational Plan

Alignment with the City of Kirkland's Vision and Goals for KTUB

YGS shares the City of Kirkland's vision to re-energize and re-activate the Kirkland Teen Union Building (KTUB) as a safe space for teens to thrive. KTUB has been a place for youth to gather, meet friends, play, learn, and grow for decades. To emerge from the COVID-19 pandemic and the resulting isolation, youth need spaces like KTUB more than ever. The Y creates opportunities for youth to build community together throughout the Greater Seattle region and seeks to bring a diverse range of programming to Kirkland youth, operated by Y staff and partner agencies. YGS is prepared to be nimble and responsive to the ideas and needs of youth by adjusting programming throughout the school year with their guidance.



Proposed Programs and Services (including depth, breadth, and scope of operations)

1. Typical Academic Year Program and Service Plan for a typical week during the academic year:

First and foremost, the Y aspires to create a teen center space that youth are excited to visit daily. A place where they learn and grow, meet friends, achieve their goals, and build confidence in their daily lives and their futures. The KTUB will be grounded in a youth-centered approach and focused on safety, happiness, and success. While the Y has extensive experience and expertise in youth programming and support, the programming at KTUB will only be utilized and successful if it is envisioned in partnership with those who will be served. If selected, the YSIC's Learning and Impact team will begin planning for a July 2023 opening by seeking input from Kirkland youth, starting with the Kirkland Youth Council, regarding their wants and needs for this space.

The Y to restore and exceed the 2019 levels of participation at KTUB. In 2019, 1,100 unduplicated individual youth participated in programming, with 14,000 separate visits by youth to the space. In 2019, an average of 52 youth accessed programming at KTUB per day.

The Y will operate KTUB teen programming Monday to Friday, on Saturdays, and on a full-day schedule during holidays. The proposed hours of operation on Monday to Thursday are from 2-6pm, 1-6pm on Wednesdays due to early dismissal times from middle and high schools, 2-8pm on Fridays, 12-4pm on Saturdays, and 10am to 6pm during school breaks. The Friday hours are designed to provide a safe place for youth to engage in pro-social and positive activities and will include food, music, and recreational activities. Staff will be on-site from 9am through 6pm daily, including the Program Director, Lead Instructors (one for 6th to 8th graders, one for 9th through 12th graders), and a Community Engagement Coordinator to conduct outreach to schools, partner coordination, and reception.

Full role descriptions are included below for these full-time KTUB staff. Additional Y staff will provide recurring programming, as described below. For example, YSIC Workforce Development staff will host the bi-weekly Job Club, and YSIC Behavioral Health staff will be on-site for workshops, therapy sessions, and available in times of crisis.

An example daily programming schedule during the school year is:

Time	Activity
2pm	Welcome and Snacks
3pm	Recreation and Arts
4pm	Homework Assistance
5pm	Activities and Workshops (rotating, see below)
6pm	Close

The Y will utilize a youth-led approach to design weekend programming, encouraging young people to identify their desired weekend programs by providing input and continuous feedback.



YGS currently anticipates Saturday-only programming from 12-4 pm and focusing each Saturday session on a particular topic or activity. For example:

Date	Focus
1st Saturday	Job Club – volunteer support with resumes and mock interviews; employer hiring events
2nd Saturday	Mental Health – workshops for youth and families on various topics, such as suicide prevention
3rd Saturday	Equity and Justice – youth led activities and expert speakers/trainers
4th Saturday	Field trip – Y bus takes youth to arts event, sporting event, or recreational activity

The following are descriptions of programming that will be available to youth at KTUB:

- Drop-In Programming

The Y will run Friday Night Teen Feeds, Educational Workshops, etc., based on the season and interest. Anyone age 13 to 19 is welcome during open hours of operation. Youth can join workshops, play pool or games, and more.

- Homework Assistance (weekdays, 4-5pm)

Two Lead Instructors will support students in completing homework and improving study skills. Homework assistance will be a core, daily part of programming supported by volunteers. Tutors will include the Program Director and Lead Instructors, volunteers (recruited by the Community Engagement Specialist), and volunteers coordinated with Big Brothers Big Sisters. See more about Big Brothers Big Sisters partnership below.

- Rotational Programming (weekly or bi-weekly workshops)

- Job Club – this program is currently offered at YSIC sites in Seattle and Auburn. Staff and volunteers support young people with job search, resume creation, mock job interviews, and connections to employer partners, including Delta Airlines, Starbucks, Hyatt Hotels, YGS recreational facilities, and more.
- Mental Health – certified counseling staff will provide group and individual counseling opportunities, mindfulness exercises, peer support, suicide prevention training, and youth-identified discussion topics or activities. The YSIC provided mental health services to more than 3,000 participants in 2021, including 60 in Kirkland. These services include mental health counseling, substance use counseling, and mental health crisis services through the county-wide, 24/7, Children's Crisis Outreach Response System (CCORS). Experienced staff will provide youth and their families with information and opportunities to improve mental health, prevent or decrease substance use, and strengthen resiliency to avoid crises.
- Recreation and Arts – as when the Y operated KTUB previously, the Art Studio's will be used to run workshops for various ages by re-establishing partnerships



with local organizations. The Recording Studio will be utilized to bring back music programming, everything from recording songs, and making old school CDs to offering concerts on the weekends. The Y continued to provide these types of workshops with youth participants in other programs and is excited to re-introduce these opportunities in Kirkland. Youth will lead decisions about which arts and recreation opportunities will be provided at KTUB.

Watch this video highlighting the KTUB 2016 Youth Institute, demonstrating the potential for arts programming at KTUB: [KTUB YMCA Youth Institute 2016 – Kirkland, Washington – YouTube](#).

- Supplemental Programs (bi-weekly and/or individualized supports as needed)
 - Youth experiencing homelessness - The Y is part of a collaborative of organizations addressing the needs of youth experiencing homelessness. This includes Friends of Youth, which operates housing and shelter programming in Kirkland and neighboring communities. A youth or family experiencing homelessness can access services with a process called "coordinated entry for all" or CEA. CEA assesses needs and triages access to resources, including housing. The Y operates specialized programming county-wide for youth and young adults experiencing housing instability, and these staff will offer support at KTUB regularly. The Y and its partners can support youth and families with emergency shelter, temporary housing, permanent housing, rental assistance, host homes, eviction prevention, and housing search support.
 - Youth involved with first-time offenses – The Y offers Youth Connection Services, a pre-arrest diversion program funded by King County Behavioral Health and Recovery Division. Services are for youth (ages 12–18) with a first-time and/or low-level offense (Shoplifting, Trespassing, Truancy, etc.) or similar behaviors who would benefit from timely, client-responsive behavioral health services to prevent further involvement with the legal system.
 - Youth involved in foster care – The Y supports foster youth and families throughout the region, including Kirkland. Y staff provide daily support for foster youth connected to the Bellevue DCYF branch and operate a home for girls who are in between foster family placements in Bellevue. These youth will have opportunities to participate in programming at KTUB, and staff will provide informational sessions for families interested in fostering.
 - Youth interested in job training – in prior years' operating KTUB, the Y utilized the on-site kitchen's espresso machine station and partnered with Northwest University to establish an internship program and will seek to re-establish that partnership. Since Sept of 2021, YSIC has partnered with FareStart to provide a 7-week virtual Youth Barista and Customer Service program. FareStart provides barista training, while the YSIC provides case management services. The program engages youth who have been disconnected from work and school in employment training and receive case management. While in the program, youth build personal development skills, including self-confidence, teamwork, self-



efficacy, communication, developing positive adult relationships, conflict resolution, critical thinking, and leadership skills. The program expands beyond coffee service to all food service positions, and the Y will recruit KTUB youth to participate in this program.

- Youth who have experienced school discipline - The Y proposes replicating a successful YMCA program from Quebec, Canada. YMCA Alternative Suspension was founded on the principle that traditional suspensions from school are missed opportunities for everyone involved: the students, their families, the school, and the community. YMCA Alternative Suspension's objective is to reduce the number of students who experience repeated disciplinary measures to help students improve their school experience and ultimately stay in school. The program is designed as an out-of-school intervention in which 12- to 17-year-old youth-in-crisis develop a trusting relationship with a positive adult role model, the program youth worker. Instead of serving their suspension at home, the program will welcome youth to KTUB and aim to reduce future suspensions and disciplinary sanctions by offering participants an opportunity to turn their time away from school into a positive experience that fosters personal growth and autonomy.
- Youth from BIPOC and LGBTQ+ communities – The Y's Equity and Justice Center of Excellence will provide regular opportunities for youth of all backgrounds to expand their knowledge and practice of inclusiveness. As a framework for these activities, the Y will honor and celebrate heritage months (Black History, Pride, Latinx, Asian Pacific Islander, and more) and develop workshops, events, and field trips in collaboration with youth. KTUB is a place that will be welcoming of all youth and will provide opportunities for leadership and skill building, particularly for those who are typically furthest from those opportunities.

2. Program and service plan for a typical week during the summer:

The Y will offer programming throughout the summer, drawing on programming provided in partnership with youth in other parts of the region.

Y-Scholars Summer University

Y-Scholars Summer University is a 6-week program designed to expand professional and academic interest using a culturally relevant curriculum to stimulate learning and prevent summer learning loss for youth in 6-12th grade. This program currently operates in Seattle, Kent, and Sea-Tac. In addition, the program is age-appropriate, based on grade and emotional maturity, so students can participate in a myriad of curriculum pathways. Summer University includes, but is not limited to, recreation activities, College Portfolio Projects, Financial Literacy Workshops, Employment and Learning Presentations, Resume Development Courses, Goal Setting, field trips, Career Panels, and Health & Wellness Workshops.



In addition to the program's academic components, students explore local activities and field trips throughout the community. This includes, but is not limited to, visiting places such as The Museum of Pop Culture, attending the Seattle Mariners National Baseball League games, participating in BBQs at a local park, attending movie premiers together, touring local colleges, and other activities such as creating Tye-Dye clothing, chocolate covered fruit arrangements, and their own custom t-shirts using skills learned earlier on in the program.

A main component of the Summer University program is the Shark Tank Business Competition. The first week of program, students are divided equally into groups where they form their own company and develop a product or service. Students then spend the next several weeks developing a pitch for their business and present in front of their peers and a group of investors. The investors range from student alumni, Y board members, and community small business owners. Investors then score the student self-made business ideas based on creativity, community impact, feasibility, and presentation. Upon completion of all presentations, the top three businesses are awarded prizes.

Level Up

In 2023, YSIC will bring Level Up to Kirkland. Held annually since 2005, Level Up is YSIC's biggest annual event designed for youth and young adults and provides activities such as a resource fair, hiring fair, education fair, food as well as a variety of workshops for youth & young adults in King County and beyond. Workshops include cooking classes, money management, career exploration, life skills, yoga, Zumba, Hip Hop Dance and a host of others. Last year's event in Sea-Tac drew more than 250 youth participants and partner agency staff.

Day Camp & Outdoor Leadership Development

The YGS one of the largest providers of camping experiences in the Puget Sound. These experiences include overnight camping at resident camps and local day camp experiences for youth ages 3-18. The Y will offer two camp models to complement the specific KTUB programming in this proposal.

Peak Camp is designed for youth entering grades 7-9 to support the critical middle school age. The curriculum focuses on decision-making and conflict-resolution skills through teamwork. Campers will work on developing their leadership skills and take part in outdoor community service projects. The Y plans to serve 234 campers at KTUB with Peak Camp each summer.

Beyond City Limits is a camp model designed to help youth explore the outdoors close to home. On this five-day adventure, campers will learn new outdoor skills, experience the beauty of the mountains, and sharpen leadership skills. Monday and Tuesday are day trips to rock climb or kayak followed by a two-night backpacking overnight Wednesday to Friday. The Y plans to offer 4 sessions of this camp serving 13 campers each session.



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Partner Programming

1. Friends of Youth

Friends of Youth serves youth and young families facing circumstances of homelessness, foster care, and behavioral health challenges. The Y has partnered with Friends of Youth for decades. Partnerships have included loaning shelter space at the Bellevue YMCA, co-leading the County's youth Rapid Rehousing Program and Host Homes program, and sharing space and programming at KTUB. Going forward, Y and Friends of Youth staff will partner to support youth experiencing homelessness or behavioral health challenges at the KTUB. Friends of Youth staff will share information with youth regularly, including how to access shelter and housing.

Contact: Paul Lwali, President and CEO; Paul@FriendsofYouth.org; (425) 869-6490

2. Big Brothers Big Sisters – Puget Sound (BBBSPS)

BBBSPS creates and supports one-to-one mentoring relationships that ignite the power and promise of youth. BBBSPS makes meaningful mentorship matches between volunteers and youth ages 6-20, and then provides training, resources, and support necessary for those matches to succeed. At KTUB, the Y will seek to ensure that all interested youth are matched with a BBBSPS mentor. Mentors and youth can meet at KTUB, with support from Y and BBBSPS Sisters staff.

Contact: Alonda Williams, President and CEO; Alonda.Williams@bbbbsps.org; (206) 456-9795

3. Hopelink

Hopelink, since 1971, has served homeless and low-income families, children, seniors, and people with disabilities in King and Snohomish Counties, providing stability and helping people gain the skills and knowledge they need to exit poverty for good. The Y will connect youth participating at KTUB, and their families with Hopelink's wide range of services. Hopelink has offered food resources, including boxed food for youth to bring home to their families and their mobile grocery truck to KTUB. Food can also be packaged for those without kitchens, including those living unhoused. In addition, Hopelink has offered to provide its "Financial Capabilities Program," including coaching, education, and tools and resources, all tailored for youth and their families.

Contact: Meghan Altimore, Vice President, Community Services and Operational Excellence; MeghanA@Hopelink.org; (425) 943-7562

4. Studio East

If selected, the Y will work with the City and the current tenant, Studio East, to forge a partnership and facility operations plan.



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Staffing Plan

Ms. Yvette Tolson, Program Director III, Education Initiatives

Ms. Tolson has worked at the YMCA of Greater Seattle for more than 30 years, mostly in leadership roles. Ms. Tolson is a highly respected leader in the African American community. Her program portfolio includes Y Scholars, a program that supports academic success for African American and BIPOC students in Seattle, Highline, and Kent school districts. In this year's senior classes, 100% of the students graduated high school, 100% planned to enroll in a 4-year college, and over 20% had already obtained an AA degree at graduation. Ms. Tolson will oversee the re-establishment of KTUB programming by directly supervising the KTUB Program Director.

Program Director (1.0 FTE, to be hired)

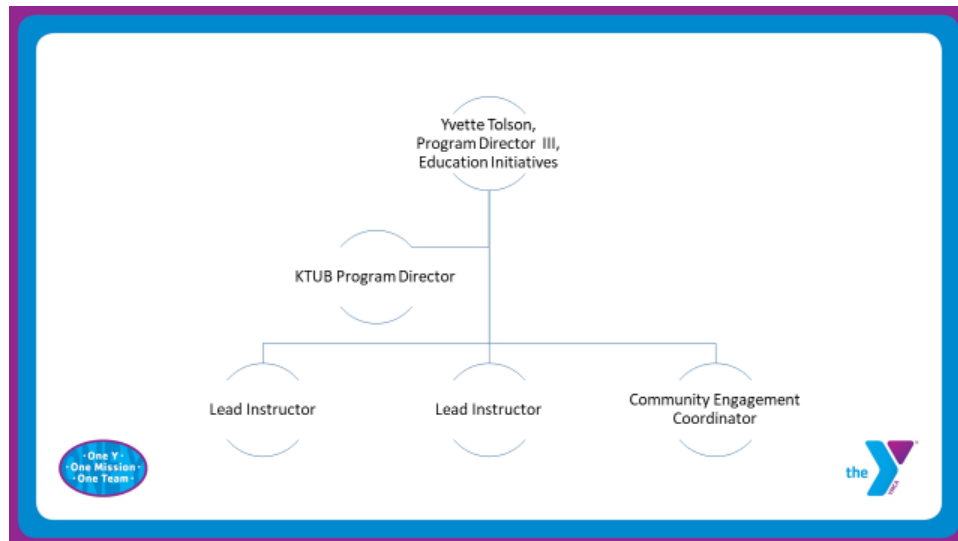
The Program Director will lead the operations of KTUB. Responsibilities will include: Develop programming working with a team to provide participants the best programming and services; Serves as support for other YMCA instructors; Coordinate activities which fit the developmental needs of youth; Communicate with, develop, and maintain positive relationships with youth and families; Provide day-to-day leadership to volunteers and community partners; Follow YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergency procedures; Maintain ordered arrangement, appearance, decor, cleanliness, and learning environment of program site.

Lead Instructors (2.0 FTE, to be hired)

The lead instructors will be on-site at KTUB and responsible for planning and implementing academic, social emotional learning, arts, and recreation activities for groups of youth. Other responsibilities include: activities take place during after school day hours and out of school hours, i.e. spring, winter, summer breaks etc.; Serve as support for other YMCA instructors; Coordinate activities which fit the developmental needs of youth; Communicate with, develop, and maintain positive relationships with youth and families; Provides day-to-day leadership to volunteers; Follow YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergency procedures; Maintains ordered arrangement, appearance, decor, cleanliness, and learning environment of program site.

Community Engagement Coordinator (1.0 FTE, to be hired)

The Community Engagement Coordinator will support the Program Director in recruiting and managing volunteers, leading service projects and events, and nurturing partnerships with businesses and organizations in Kirkland to support youth at KTUB. In addition, this position will support daily operations at KTUB with administrative and reception support.



In addition to this full-time staff team, other YMCA and partner staff will be on site for the workshops and activities described above.



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Operating Budget

KTUB Program Budget (proposed)

Staffing	Hourly Wage	Cost Per Year with Benefits
Lead Instructor (2.0 FTE)	\$24.00 (each)	\$124,800.00
Community Engagement Coordinator (1.0 FTE)	\$24.00	\$62,400.00
Program Director II (1.0 FTE)	\$36.00	\$93,600.00
Director of Employment III (.20 FTE)	\$43.00	\$22,360.00
Auxiliary Y Staff (Y-funded, through other grants)	N/A	\$100,000.00
Program Costs		
Supplies (snacks, office supplies, program materials)		\$12,000.00
Utilities, Phones, Internet		\$12,000.00
Admin		
Admin Costs (18%)		\$76,888.80
TOTAL		\$504,048.80

Resources Requested from the City of Kirkland

The annual budget for KTUB programming is \$504,048. These primarily include personnel costs, at \$403,160, and estimates an additional \$100,000 for auxiliary Y staff. The Y and grants from other sources will cover the costs for these auxiliary Y staff. Administrative costs include YMCA leadership, financial oversight, risk management, human resources, and more.

The Y respectfully requests \$404,048.00 annually from the City of Kirkland to operate KTUB, including a no-cost lease. If selected by the City to operate KTUB, the Y will immediately seek private and other government grants to support KTUB expenses. However, the Y cannot commit to securing these private resources until the City has selected its operator. Therefore, the total amount required by the City could decrease. The Y anticipates raising 15-20% of the total cost of the programming through private sources, with the remaining 85% coming from the City or other governmental sources.

Proposed Facility Alterations

Before the Y contract ended in 2020, the Y made tenant improvements at KTUB. Improvements included:

1. Technology Lab (funded by Kirkland Kiwanis)—3D Printer; Cosmo & Vector Robotic AI's; Raspberry Pi Modules; Mac Books (updated)•Circuit Playground Express; New Floors, Door (City of Kirkland); Fresh paint, data cabling, workstations & cabinets (YMCA).
2. Recording Studio Refresh—Studio Audio Board (donated - Sid Jahn Family); Mac Mini Studio Computer (donated - Jahn Family); Digital Turn Tables; Guitar & Bass Guitar; Fresh paint, carpets, sound panels & console desk.



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3. Gaming & Drop In Equipment—Gaming Laptops (11), Xbox Consoles (2); HD Projector & Scree; Pool Table (donated - Rotary Club); Air Hockey Table (donated - Chris family); Oven (Kiwanis Club); Ping Pong Table (donated - House of Grace).
4. Youth Safety—Internal Security Cameras and Monitoring; Electronic Check in System for Youth.

The Y will assess the current state of the building and hear from youth about programming they would like to determine any potential facility alterations or improvements. In the past, KTUB youth requested for a more modernized interior space. As a response, the KTUB team in 2019 teamed up with Professor Mark Mappala from Bellevue College, who teaches an Interior Design Program. Professor Mappala and his class met with KTUB youth once a week for a month to create a presentation for a YMCA KTUB remodel. Bellevue College had agreed to contribute financially, and YGS also agreed to contribute. These plans will be reviewed with KTUB youth, re-engage Bellevue College may be re-engaged, and the Y will discuss facility alterations with the City at that time.

Cooperative Relationship Building with City of Kirkland and Partner Agencies

YSIC has a reputation for building and maintaining effective partnerships with local governments, police departments, and community partner agencies through consistent communication, shared values and approaches, and a belief that relationships between partners and with participants are the basis for all progress. YSIC believes, as a core value, that to be successful, young adult participants must be involved in program development, implementation, and governance. The Y will work closely with the City Parks and Community Services Department, Kirkland Police Department, partners, community members, and especially youth, including the Youth Council, to establish a strong partnership and shared values and vision. The Y envisions forming an advisory board to guide KTUB's programming and vision. Continuous communication among all partners, listening foremost to youth themselves, will create a positive, cooperative, healthy, and sustainable partnership and a successful program for teens.

Below are a few successful collaborations between the Y and its community partners.

Since 2008, the Y co-leads is a part of a partnership in South Seattle and South King County to reduce violence among youth and young adults. LINC (Leadership, Intervention, & Change) is co-chaired by the Y's Aaron Fox and the Burien Police Department's Chief Boe, and includes representatives from cities, school districts, police departments, King County Prosecutors Office, and other community partners. Working alongside one another, each partner is focused on the same solution. This fosters an increased understanding of roles and responsibilities and has led to strong collaboration toward its goal of reducing violence among youth and young adults.

In 2019, the Y acquired South King County's leading agency serving homeless youth: Nexus Youth and Family Services. During this acquisition, the Y assumed responsibility for operating and maintaining all properties owned by Nexus, while Nexus' supportive staff continued to implement service provision. The Y and Nexus utilized a consulting firm to help align organizational cultures, programmatic similarities and differences, and talk through



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organizational challenges that might be faced as two separate organizations joining forces to collaborate as one entity. Through intentionality and planning, this process resulted in a successful organizational merger.

Since 2012, the Y has partnered with King County Drug Diversion Court (KCDDC) to support young adults in the KCDDC to break the cycle of addiction through accessing age-appropriate housing and supportive services. Together, the Y and KCDDC support young adults to successfully graduate from KCDDC and eventually exit Y housing to permanent housing options, with gainful employment. Both programs support young adults to sustain their recovery and acquire the life skills necessary to lead healthy, successful, and independent lives. KCDDC contracts with the Y to place Drug Diversion Court participants into Y housing and has agreed to provide rental assistance for these participants for up to 12 months. Following 12 months in Y housing, Drug Diversion Court participants are eligible to remain in Y housing for up to an additional 12 months (depending on their age) under a "self-pay" model that considers their current income level.

The Y recently opened three new housing programs, two of which were made possible through ambitious community partnerships. In September 2020, in partnership with a Seattle property owner and King County, the Y opened Roy Street Commons, offering 38 micro-studio housing units to youth and young adults experiencing homelessness. Then, in December 2020, the Y partnered with Tacoma Housing Authority to open Arlington Apartments, offering 58 units to young adults experiencing or at risk of experiencing homelessness.

In addition to housing program collaborations, many of the Y's supportive service programs exist as parts of healthy, inter-agency collaborations. The Youth Engagement Team is part of a collaboration between YSIC, Friends of Youth, and Center for Children and Youth Justice (CCYJ). The Youth and Family Connection Network is run in collaboration with YouthCare. The Alive and Free Program is operated through partnerships with CCYJ, the King County Public Defenders, King County and Juvenile probation, police departments in Seattle and South King County, and multiple local school districts. From the Y's Drop-in Center, participants can access resources including vaccines, healthcare, legal counsel, voter registration, emergency food, and more through the Y's many community partners, including Businesses Ending Slavery and Trafficking (BEST), the University of Washington Youth Clinic, King County Library System, LCYC, Teen Feed, and Food Lifeline. The Y has participated in several community-response and advocacy groups, including the Washington Coalition for Homeless Youth Advocacy, King County Youth Service Provider meetings, the Undoing Institutional Racism Collaborative, and the King County Commercial Sexual Exploitation of Children (CSEC) Task Force, among others.

Diversity, Equity, Inclusion and Belonging

YGS actively promotes a culture free from bias and injustice and is dedicated to removing institutional and systemic barriers that result in oppression and racism. The Y will be accountable to marginalized communities for creating equitable and sustainable environments where social justice is woven into every facet of programs, and by caring for communities in a



culturally versatile and respectful manner. This equity statement guides the vision for all programming at the Y and promotes accountability to community.

The Y's history parallels our nation's history. Aspects of the Y's past are painful to acknowledge and accept, from segregated facilities to well-intended yet culturally mis-appropriative programming, and everything in between, but the Y has also been there on the front lines of change as well, often ahead of its time, challenging social norms and boundaries for a more equitable and just society for all. The Y stands humbly in its successes, failures, learnings, and opportunities to do even more in the future. The Y's legacy as a champion of change for the community is calling the Y forward to stand even taller with Black, Indigenous, and People of Color (BIPOC) and other marginalized communities to address the social and racial inequities, injustices, and biases that are barriers to achieving our fullest potential as individuals and a community.

In 2020, YGS announced its Equity & Justice Center of Excellence to critically review how all programs serve the community and identify the cultural and systemic ways many communities are marginalized or unsupported. The Equity and Justice Center of Excellence works with community leaders, government agencies, nonprofit partners, and private sector to advance community-based and culturally appropriate research, design, and program delivery to progress children, youth, young adults, and families towards a more equitable and just society. Through a talented, diverse team of community educators, counselors, researchers, and volunteers, the Y seeks to produce a world in which all young people feel empowered to advocate, change, and contribute to their community's growth towards equity and justice. The Y uses a whole-person health approach to investigate, co-design, and produce solutions that build individual and community resiliency, creating connected, safe, capable, and confident people.

YGS commits to being an anti-racist learning organization, continuously monitoring workplace culture for progress towards an inclusive anti-racism space, led by talented team members empowered to audit, inquire, and take action. The Y is developing an equity screening that sets goals for inclusion and power-sharing with vendors and has revitalized its employee resource groups.

YSIC weaves social justice into all programs, providing culturally versatile direct services to young people from diverse backgrounds. The Y prioritizes ensuring all people are welcome in services and works to create an environment in which young people from diverse backgrounds feel not only safe, but deeply affirmed. To promote fairness, equal access, and opportunity for all people, YSIC 1) provides continuous staff training and resources to ensure delivery of culturally responsive services, 2) invests in recruitment and retention of bilingual and bicultural staff and staff with lived experiences like those of program participants, and 3) fosters relationships with grassroots organizations who have strong ties to communities of color to ensure the Y is accessible to all. From years of experience, the YSIC learned that marginalized young people are often the most challenging groups to build trust with and engage in proactive services. To address this disparity, YSIC prioritizes and values the impact of hiring a diverse staff team that reflects the population of young people served.



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The Y requires all staff to attend comprehensive training to gain skills that will improve their service delivery, de-escalation skills, resource knowledge, and fidelity to the Y's best practice approaches. The Y also trains staff to understand how to effectively support marginalized populations, including young people of color, LGBTQ+, people with disabilities, and those disenfranchised by the criminal justice system. Through an understanding of the history, origins, and structures that support racism and intergenerational poverty, staff are more equipped to develop anti-racist practices and effectively support program participants from marginalized groups. The Y schedules and tracks staff training hours to ensure that staff have the skills and knowledge needed to effectively build strong relationships with program participants.

The YSIC is committed to these principles of equity and justice. A key tenet of that commitment is that staff represent those served. Nearly 70% of YSIC programs participants are Black, Indigenous, and People of Color (BIPOC) or Lesbian, Gay, Transgender, Queer and/or Questioning, Intersex, Asexual, Two-Spirit (LGBTQIA2S). YSIC staff are more than 60% BIPOC, 50% leadership team is BIPOC, and our Advisory Board is 50% BIPOC of the YSIC Advisory Board is BIPOC.

References

Please see the attached Letters of Support from:

- Big Brothers Big Sisters of the Puget Sound
- Hopelink
- Friends of Youth

Links

- [2021 Annual Report](#)
- [YMCA Vision 2025](#)



September 29, 2022

City of Kirkland
Jay Gewin, Finance Department
123 5th Avenue
Kirkland, WA 98033

Dear Mr. Gewin and members of the Kirkland City Council,

On behalf of the YMCA of Greater Seattle, Social Impact Center, I am pleased to write this letter of support regarding our partnership with for their proposal for the operations of the Kirkland Teen Union Building.

Y Social Impact Center, a division of the YMCA of Greater Seattle, provides effective support and services to youth, young adults, and their families. The Y as an operator provides a holistic, trauma-informed approach to delivering youth services. These services include: youth mentorship, recreation, mental health and chemical dependency counseling, mental health crisis intervention, homelessness prevention, rental assistance, transitional housing, shelter, permanent housing, education, foster care, employment and violence prevention outreach, and case management.

Similar to Y Social Impact Center, Big Brothers Big Sisters of Puget Sound (BBBSPS) provides support for young people to reach their highest potential. At BBBSPS our mission is to create and support one-to-one mentoring relationships that ignite the power and promise of youth. We make meaningful mentorship matches between caring, well trained adult volunteers and youth ages 6-20, and then provides training, resources, and support necessary for those matches to succeed. Our vision for partnership with the YMCA Social Impact Center and Big Brothers Big Sisters in 2023 and beyond is that all interested youth participating at KTUB are matched with a mentor. Mentors and youth can meet at KTUB, with support from Y and Big Brother Big Sisters staff.

Big Brothers Big Sisters has a 65 year history of mentoring success in the Puget Sound region, having matched thousands of youth and volunteers with strong results and impact. We have experience partnering with educational institutions of all levels, corporations for workplace mentoring and community organizations. We look forward to building a strong partnership with the Y to bring mentoring to Kirkland at KTUB.

As President and CEO of Big Brothers Big Sisters of Puget Sound and someone who is familiar with the success of the YMCA Social Impact Center , I believe the YMCA of Greater Seattle is best suited to perform the extraordinary role of mentoring and developing Kirkland's young people.

Sincerely,

Alonda Williams

Alonda Williams
President and CEO
Big Brothers Big Sisters of Puget Sound



September 28, 2022

City of Kirkland
Jay Gewin, Finance Department
123 5th Avenue
Kirkland, WA 98033

Dear Mr. Gewin and members of the Kirkland City Council,

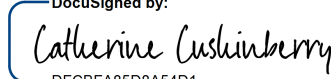
On behalf of Hopelink, I am pleased to write this letter of support regarding our partnership with the YMCA of Greater Seattle for their proposal for the operations of the Kirkland Teen Union Building.

Y Social Impact Center, a division of the YMCA of Greater Seattle, provides effective support and services to youth, young adults, and their families. The Y as an operator provides a holistic, trauma-informed approach to delivering youth services. These services include: youth mentorship, recreation, mental health and chemical dependency counseling, mental health crisis intervention, homelessness prevention, rental assistance, transitional housing, shelter, permanent housing, education, foster care, employment and violence prevention outreach, and case management.

Hopelink deeply values the strong supports provided to youth and young adults throughout our community by the YMCA of Greater Seattle. They have been a strong and valued partner in North and East King County.

Hopelink is confident that the YMCA of Greater Seattle is best suited to perform the extraordinary role of mentoring and developing Kirkland's young residents.

Sincerely,

DocuSigned by:

DFCBFA85D8A54D1...

Dr. Catherine Cushmanberry
Hopelink CEO



Re: Letter of Support for YMCA Social Impact Center – Service Operator – Kirkland Teen Union Building

Dear Penny Sweet and Kurt Triplett,

This letter expresses the support of Mark Putnam's and the YMCA Social Impact Center's application as a teen facility service operator. The YMCA of Greater Seattle is a key member of the consortium of agencies providing social and recreation services for teens of all ages throughout King County and its neighboring communities in this region.

We recognize that programs and services readily available to support youth and young adults in Kirkland are crucial. Maintaining wholesome, age-appropriate programs that support teens, will enhance our ability to regionally support their long-term stability and success. As an experienced youth and young adult provider, Friends of Youth works closely with, and are proud partners of YMCA Social Impact Centers. They have a proven track record of helping youth develop to their fullest potential.

YMCA Social Impact Centers are partners through the King County Youth Services Provider Collaboration and in other shared work or projects. Through our work together I have experienced firsthand YMCA Social Impact Centers provision of high-quality programs and services for youth and young adults. For these reasons, I am pleased to write a letter expressing our organization's strong support of their application to serve as Operator for the Kirkland Teen Union Building.

Sincerely,



Paul Lwali

President and CEO
he/him

paul@friendsofyouth.org | 425.869.6490
13116 NE 132 St., Kirkland, WA 98034
friendsofyouth.org



CITY OF KIRKLAND
Department of Parks and Community Services
123 Fifth Avenue, Kirkland, WA 98033 425.587.3000
www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: John Lloyd, Deputy Director, Parks and Community Services
Mary Gardocki, Park Planning and Development Manager

Date: December 8, 2022

Subject: Election of Chair and Vice-Chair

RECOMMENDATION

That the Park Board conduct elections to fill the positions of Chair and Vice-Chair for 2023.

BACKGROUND DISCUSSION

Kirkland Municipal Code 3.36.040 states that the Park Board Chair and Vice-Chair will be elected annually to a one-year term 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, Amanda Judd, is completing her second year as the Chair and is not eligible to be planning to resign from Park Board following the December meeting. 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.

The Chair will conduct the election process. During the election process, any Board member may nominate any other Board member, including themselves, 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.

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.

The new Chair/Vice-Chair will assume these positions following the adjournment of the Park Board meeting in which the election is conducted.

From: [John Lloyd](#)
To: [Bob Keller](#) [REDACTED]
Subject: RE: Park Board Communication to Highlands Neighborhood
Date: Wednesday, November 9, 2022 7:57:00 PM
Attachments: [image001.png](#)
[image002.png](#)

Hi Bob,

Thanks for this info. I will make sure Mike receives this information.

John Lloyd, Deputy Director

City of Kirkland – [Parks and Community Services](#)

123 Fifth Ave, Kirkland WA 98033 | (425) 587-3309

[Dive In Now](#): Accelerate the Future of Kirkland's Parks, Recreation, and Open Spaces

[Our Kirkland](#): Report Non-Emergency Issues, Request Services and Ask Questions

From: Bob Keller LAST_NAME <[REDACTED]>
Sent: Wednesday, November 9, 2022 7:56 PM
To: Park Board <parkboard2@kirklandwa.gov>
Subject: Park Board Communication to Highlands Neighborhood

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.

Hello Kirkland Park Board:

This is actually a message to Park Board Vice Chair and PFEC Member (representing the Park Board) Mike Holland.

This is Bob Keller, Highlands Neighborhood Association (HNA) representative to PFEC. Mr. Holland had asked about HNA meeting plans and expressed an interest in attending or potentially presenting on behalf of the Park Board.

To clarify the HNA Meeting schedule, there was no September meeting. HNA meetings are planned for the 3rd (Third) Wednesday in November, January, March and May.

The next meeting then is Wednesday, Nov. 16, 7 PM to be held in the **Peter Kirk Room** at Kirkland City Hall, 123 5th Ave . Note that the meeting will be available for in-person or virtual participation.

Hope that provides you the information that you were interested in, Mr. Holland.
"See" you tomorrow (Nov. 10 PFEC meeting) evening. Bob Keller



CITY OF KIRKLAND
Parks & Community Services
123 Fifth Avenue, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

Park Board
Meeting: 12/14/2022
Agenda: Communications
Item #: 7c

MEMORANDUM

To: Park Board

From: John Lloyd, Deputy Director, Parks and Community Services
Heather Lantz-Brazil, Administrative Assistant

Date: December 8, 2022

Subject: Park Board Highlights

BACKGROUND

Park Board members have requested assistance in meeting liaison role expectations. After discussion, it was determined that the following two strategies would be used to prepare Park Board members for neighborhood meetings.

- Park Board members should use the monthly report provided by staff and pick out key items to convey to the neighborhoods.
- Staff will highlight key updates for use with neighborhoods and community members that would solicit input for consideration. Other items could be related to upcoming Park Board agenda items or be generic in nature.

RECOMMENDED DISCUSSION TOPICS

The following items are possible discussion items to be conveyed to the community. Additional discussion items may be found in the monthly report or may be raised by individual community members.

- **Upcoming PCS Events** – Details and Registration Info at www.kirklandparks.net
 - Holiday Lights Contest – Winners announced on December 19
 - Spread the love and cheer this year with lights, inflatables, music, and holiday decorations of all kinds. Decorate your home for the chance to win bragging rights over your neighbors.
 - Photos will be uploaded to the Kirkland Parks and Community Services Facebook page for judging by the community - the home with the most likes in each category will be awarded a victory yard sign!
 - Community Bonfire – December 19
 - PCS warmly welcomes the community to enjoy bonfires accompanying Argosy Cruises' Christmas Ship Festival at O.O. Denny Park.
 - January Jump! Polar Bear Plunge – January 7, 2023
 - Take an icy cold plunge into Lake Washington at Kirkland's Houghton Beach! After, enjoy the festivities with music, trivia, vendor booths, clam chowder samples from Ivar's and cocoa from Kirkland Kiwanis.
- **Green Kirkland Partnership** – Details and Registration Info at www.greenkirkland.org
 - Forest Stewardship – December 17
 - Join Green Kirkland for a day of forest restoration at Watershed Park.