



KIRKLAND PARK BOARD

March 27, 2024; 7:00 p.m.
Peter Kirk Room, Kirkland City Hall
123 5th Avenue Kirkland, WA 98033

Land Acknowledgement

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

Mission Statement

The mission of the Park Board shall be to provide policy advice and assistance to the Department of Parks and Community Services and City Council in order to ensure the effective provision of Parks and Community Services programs and facilities to the residents of the City of Kirkland.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. AGENDA ADDITIONS/CHANGES
4. ITEMS FROM THE AUDIENCE
5. APPROVAL OF MINUTES
 - a. February 28, 2024
6. BUSINESS ITEMS
 - a. KTUB Update
 - b. PROS Plan Check In
 - c. Houghton Park and Ride Update
 - d. Vice-Chair Election
 - e. Park Board Member reports
7. COMMUNICATIONS
 - a. Correspondence
 - b. Department Monthly Report
 - c. Staff Updates and Information
 - d. Comments from the Chair
8. FUTURE AGENDA ITEM REQUESTS
9. ADJOURNMENT

Next Park Board Meeting: April 24, 2024

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KIRKLAND PARK BOARD
Minutes of Regular Meeting
February 28, 2024

1. CALL TO ORDER

The February 28, 2024 Park Board regular meeting was called to order at 7:02 PM by Chair Mike Holland.

2. ROLL CALL

Members Present: Board member Amy Ambrosini, Board member Tara Bobbarjung, Board member Roshan Parikh, Board member Crystal Thimsen, Vice Chair Tessa Hansen, Chair Mike Holland

Members Absent: Board member Tammy Cohen, Board member Katherine Kearny

Staff Present: Deputy Director John Lloyd, Parks Maintenance & Operations Manager Jason Filan, Park Planning & Development Manager Mary Gardocki, Recreation Supervisor Maryke Burgess, Administrative Assistant Emily Lima Welch

Recording Secretary: Administrative Assistant Emily Lima Welch

3. AGENDA ADDITIONS/CHANGES

Board Chair Mike Holland proposed the addition of two new agenda items to the standard Park Board agenda with the agreement of Staff:

The addition of AGENDA ADDITIONS/CHANGES after Roll Call and before Items from the Audience.

The addition of FUTURE AGENDA ITEM REQUESTS after Correspondence and before Adjournment.

Board and Staff discussed.

4. ITEMS FROM THE AUDIENCE

Bob J.

5. APPROVAL OF MINUTES

The January 24, 2024 Park Board meeting minutes were presented to the Board and approved by unanimous consent.

6. BUSINESS ITEMS

a. Recreation Spring/Summer Program Preview

Maryke Burgess, Recreation Supervisor gave a presentation covering Summer 2024 recreation programming highlights and registration day preparations. Park Board was also given previews of the upcoming season's Recreation Guide as well as the updates to the City's online recreation catalog CivicRec.

Staff answered questions from the Board.

PARK BOARD RECESSED AT 7:58 PM
PARK BOARD RECONVENED AT 8:03 PM

b. Park Board Member Reports

Chair Mike Holland reported on a meeting with Mayor Kelli Curtis, Deputy Mayor Jay Arnold, and Park Board Member Roshan Parikh on February 26 2024. As a result, the Chair has requested to add the agenda items discussed at the beginning of this session, and invited the Board to consider goals for Board engagement.

The Board and Staff discussed.

Board member Roshan Parikh also reported on the meeting with Mayor Curtis, Deputy Mayor Arnold, and Chair Holland. Board Member Parikh noted his term will be ending in March.

The Board and staff discussed.

Vice Chair Tessa Hansen noted her term will be ending in March.

Board Member Tara Bobbarjung noted her term will be ending mid-cycle in August for her to attend college.

No additional park board member reports were presented.

7. COMMUNICATIONS

a. Correspondence
Jennifer D.

b. Department Monthly Report
The department monthly report was emailed to Board members and will be posted online.

c. Staff Updates and Information

i. Ballot Measure Update

John Lloyd, Deputy Director provided a summary of the result of the post-Proposition 1 survey. Results will also be presented to City Council at the March 1 2024 retreat, and Council will determine whether or not to move forward with any further action.

Staff answered questions from the Board.

John Lloyd provided a preview of upcoming Park Board agenda topics, including the Vice Chair elections occurring in March. Board and Staff discussed.

Mary Gardocki, Park Planning & Development Manager reported on active CIP projects and an overview of the park planning & development process from design, development and acquisition to leases and grants.

Jason Filan, Parks Operations Manager provided an update on the spring season kickoff, including the opening of summer restrooms on March 1 2024.

d. Comments from the Chair

8. ADJOURNMENT

Chair Mike Holland adjourned the meeting at 8:41 PM by unanimous consent.

Emily Lima Welch, Recording Secretary
Parks and Community Services

Mike Holland, Chair
Park Board



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
Sara Shellenbarger, Recreation Manager

Date: March 20, 2024

Subject: Kirkland Teen Union Building Update

RECOMMENDATION

That the Park Board receive an update from City staff on the status of the Kirkland Teen Union Building (KTUB) and teen programs and services.

BACKGROUND DISCUSSION

Reopening KTUB as a teen center has been a priority for the City since the facility closed in 2020. In 2021, Parks and Community Services piloted teen recreation programs. In 2022, those piloted programs continued and an RFP process was completed to seek an operator for KTUB. Meanwhile, the City also developed an operating plan. In December 2022, Park Board provided feedback on which operating model was preferred. In January 2023, City Council expressed support for the City's model and directed staff to explore funding options. The 2023 parks ballot measure (Proposition 1) included funding for the operations of KTUB, which voters did not support.

At the February 20, 2024 Council meeting¹, staff sought direction on how to proceed. Council affirmed their support for the City's model and directed staff to re-open KTUB as a teen center and to find funding.

Staff will share with Park Board an update on the re-opening project, including timelines for facility improvements, hiring, outreach, and the grand opening.

¹ https://www.kirklandwa.gov/files/sharedassets/public/v/1/city-council/agenda-documents/2024/february-20-2024/3a_study-session.pdf



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MEMORANDUM

To: Park Board

From: Lynn Zwaagstra, Parks and Community Services Director
Mary Gardocki, Park Planning and Development Manager

Date: March 20, 2024

Subject: 2022 PROS Plan Update

RECOMMENDATION

That the Park Board receive an update from City staff on the 2022 PROS Plan.

BACKGROUND DISCUSSION

Per Park Board request, staff will present an introductory update on the PROS Plan which will include progress to date and upcoming initiatives. The brief 10-minute presentation will focus on key elements of the PROS Plan: Executive Summary, Section 1 and Section 8. Additionally, there will be an overview of our draft PROS Plan Goals and Objective tracking document for discussion.

The remaining time for this agenda item will be devoted to Park Board questions and clarifications. The item will then return in April for full discussion. Please read attachments in advance of the meeting.

Attachments:

Attachment A: PROS Plan Executive Summary, Section 1
Attachment B: PROS Plan Section 8
Attachment C: Draft PROS Plan Goals and Objective tracking document

The PROS Plan in its entirety may be found on the City's website:
<https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Park-Planning-and-Development/Parks-Recreation-and-Open-Space-Plan>

EXECUTIVE SUMMARY

- The Purpose of this PROS Plan Update
- The Planning Process
- Public Engagement
- Key Issues Summary
- Inventory Assessment Summary
- Recommendations, Goals and Objectives Summary Table

THE PURPOSE OF THIS PROS PLAN UPDATE

This six-year Parks, Recreation, and Open Space (PROS) Plan is an update to the Parks and Community Services Department's ("Department") 2015 PROS plan, which along with a series of other planning documents, provides a framework for future planning efforts. This plan is a road map, to guide the City of Kirkland and the Department over the next six years and beyond. Simultaneously with the development of this plan, an Americans with Disabilities Act (ADA) evaluation and transition plan (See Appendix Q) and an athletic field strategic plan (See Section VII) were completed. The consulting firm BerryDunn (previously GreenPlay) was hired by the City to complete the planning project.

The new 2022 Parks, Recreation and Open Space Plan reflects a city of evolution: population growth; demographic shifts in age, ethnicity and income; renewed focus on connecting with parks and trails; increasing demand for active recreation; and a rekindled need from COVID-19 for parks programs and special events. General interests are changing, including the types of activities in which people are interested. Health and wellness programming has renewed interest, sports on diamond athletic fields have seen some decrease in interest while sports on multi-purpose fields have seen an increase (e.g., soccer, lacrosse), and pickleball is a booming sport. Combined, this shifting of demographics and interests has a significant impact on recommendations in this updated PROS Plan.

The City is strongly connected to its vision of being a vibrant, attractive, green and welcoming place to live, work and play. The focus on diversity, equity, inclusion and belonging is evident and reflected throughout this document. The Kirkland 2035 vision states that Kirkland's "Safe, walkable, bikeable, and friendly neighborhoods are connected to each other and to thriving mixed use activity centers, schools, parks and our scenic waterfront." Community engagement clearly demonstrated high priorities related to this vision; parks, trails, regional trail networks, and safe water access. The community values connection through special events and activities, sports, and has a strong desire for an aquatics and recreation center. Acquiring new park space, in particular in the north half of the City, was articulated as a strong interest.

Embracing the City's evolution and growth, while honoring the community's articulated needs and interests for the parks and recreation system leads to recommending several priorities that will be reflected in the goals, objectives, actions and capital projects list. Some highlights include the following:

Capital Projects

- Indoor aquatics and recreation center
- Conversion of grass fields to synthetic turf fields with lighting
- Multi-purpose synthetic fields that can accommodate underserved sports (e.g., lacrosse, rugby, cricket)

Active Amenities in Parks

- Pickleball courts
- Fenced off leash dog parks
- Community gardens

Trails

- Trails in parks
- Regional network of connected trails
- Connecting park trails to the Cross Kirkland Corridor (CKC) Interim Trail

Parks and Park Services

- Added park space with a focus on underserved areas and areas of north Kirkland
- Access to restrooms year round
- Enhanced safety and security
- Water access and safety

Programs and Activities

- Expanded and free park programs and events
- Environmental and outdoor programs
- Fitness classes and activities
- Aquatics programs
- Health and wellness programs and services

Kirkland has a valued and loved parks and recreation system; however, the community is seeking a much higher service level and the system needs to expand in order to meet the needs of the growing community. In order to accelerate progress towards addressing these priorities, pursuing funding through a ballot measure should be considered in the next 1-2 years.

The summarized priorities build upon the successful 2015 PROS Plan. Since 2015, the Department accomplished many of the recommendations outlined in the previous plan. This includes the improvement or development of many parks, including numerous playground renovations to provide fully inclusive opportunities, the new Totem Lake Park, the redevelopment of Edith Moulton Park, 132nd Square Park and Juanita Beach Park; and the shoreline renovation to Waverly Park, Houghton Beach Park, and David E. Brink Park. The City of Kirkland expended approximately \$39.6 million to enhance the park system as well as develop many new and innovative recreational programs and special events. Examples include new environmental education and adventure camps; science, technology, engineering and mathematics camps; non-traditional sports tournaments; free park programs such as sunset yoga, paddleboard programs, and treasure hunts; and expanded teen summer adventures. In the Summer of 2021, the Department implemented the Summer Action Plan as a means to encourage outdoor participation as the Department continued to adapt to COVID-19 protocols with such things as pop-up sprinkler parks, pop-up dog parks, See Spot Splash, and Harvest Festival, to name a few.

These accomplishments, while exceptional, have stressed the Department and taxed its resources. The Department will need to enhance its policies, procedures, training practices, staffing, communications and planning. To this end, a comprehensive operational analysis was completed to provide guidance on maintaining and sustaining the current parks system. Solidifying this operational infrastructure will more effectively allow the Department to grow and expand to meet the demands of the evolving city. Given this information, the theme of this updated PROS Plan is *maintaining, sustaining and improving*. The community envisions a robust parks and trails system, an aquatics facility and new and modern indoor recreation space in order to facilitate health, wellness, equity, environmental conservation and sustainability. This plan will highlight this vision.

THE PLANNING PROCESS

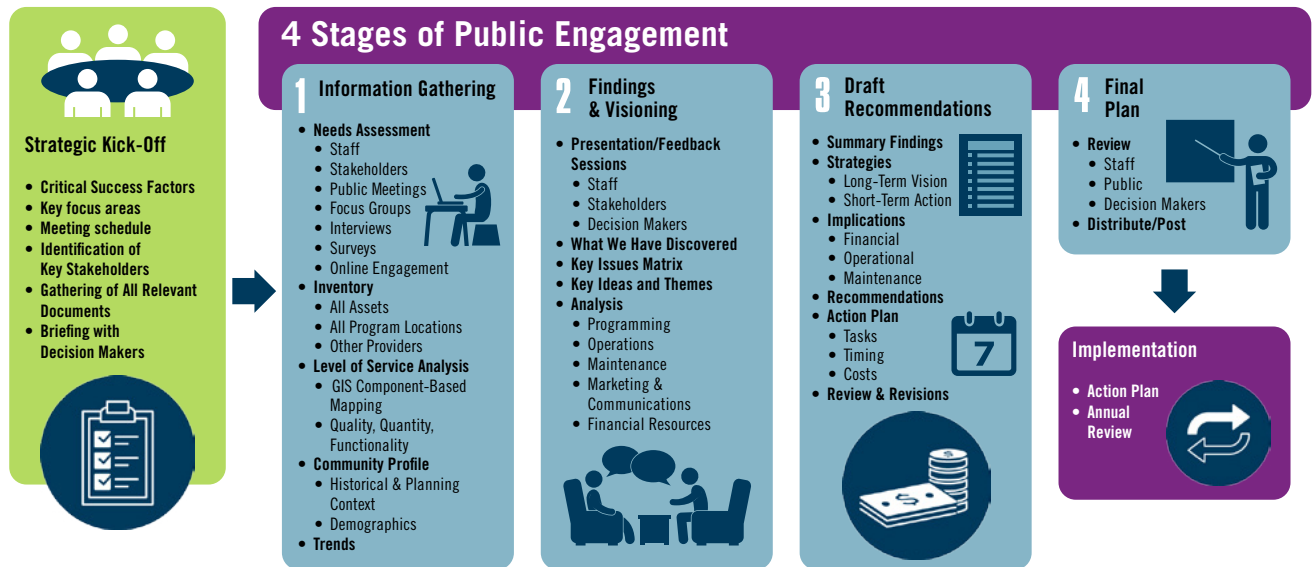
Updating and developing this Parks, Recreation, and Open Space Plan was accomplished by a team of staff, community members, and the BerryDunn consulting team, assisted by Bureau Veritas, Site Workshop, and RRC Associates. City staff worked together with the consultants to help guide the research and the overall process. This plan considered the local knowledge of staff, community members, appointed and elected City officials, and many stakeholders as well as consultant expertise and national best practices.

The plan highlights the City's core values of equity and sustainability. Using an important equity and sustainability lens, the consultants attempted to ask and answer many questions such as who has access to parks, do gap areas exist to access parks and facilities, and are programs and services available and affordable? Can the City and the Department continue to offer programs and services at the same level in the future?

The plan includes:

- Document collection and review
- Demographics and trends analysis
- Community engagement
- Organizational, financial, and recreation programming analysis
- Maintenance and operations analysis
- An athletic field strategic plan
- An ADA transition plan
- Facility inventory and Level of Service (LOS) analysis
- Potential funding opportunities
- Recommendations: Goals, objectives, an action plan, and a capital improvement plan

Key Elements of a Community Parks and Recreation Strategic/Master Plan



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PUBLIC ENGAGEMENT

The planning process included robust community engagement led and facilitated by the consultants with supplemental engagement efforts led by the City. In total, the community engagement and inclusive needs analysis process incorporated the opinions, needs, and desires of over 4,700 Kirkland community members. The engagement process included stakeholder interviews, focus group meetings, community conversations (public forums), and statistically valid and open-link surveys. To help ensure inclusivity, several focus groups were held specifically for individuals from potentially underrepresented groups, individuals with disabilities, and individuals from different cultural backgrounds. An emphasis was also placed on including youth and teens in the planning process. As a result of the many public input opportunities initiated by the City, the engagement interwoven into the plan was extremely comprehensive. It was much more robust and inclusive than most parks and recreation plans.

This process helped to create recommendations and prioritized action items and a capital improvement plan for the Department to implement over the next six years and beyond. A review of all input and findings led to the identification of key issues which were presented in a series of meetings with staff, key stakeholders, and the public. The key issues formed the basis for potential recommendations and are organized by relevant categories.

KEY ISSUES SUMMARY

The Parks and Community Services Department is a highly functioning and efficient parks and recreation agency and an integral part of the Kirkland landscape.

The goals, objectives, and action items for the plan were derived from qualitative input (staff, community, and leadership input), quantitative input (survey, planning documents, and an evaluation of parks and recreation facilities) and were presented in a visioning workshop with City and Department leadership. Following is a synopsis of the key issues, potential areas of improvement, and themes related to parks and recreation identified during the plan process:

Highly functioning, efficient, and sustainable organization

- The community loves its parks and recreation system and is asking for a higher service level. Expansion becomes more pertinent with population growth to avoid a decrease in the level of service.
- The Department does an excellent and inclusive job of meeting the needs of the community; as the population in Kirkland becomes more diverse, an even greater strategic and focused approach to diversity, equity, inclusion, and social justice may be needed.
- The Department has expanded significantly in the past decade both in terms of services and staff; this necessitates a need for new policy, procedures, and planning documents to function as efficiently and effectively as possible.
- Communication with the community is good; however, as a front-facing customer service organization, the Department would benefit from embedded communications staff to increase effectiveness and improve overall community engagement.
- The Department increased its environmental preservation programs and implemented many sustainability initiatives. Additional goals are articulated in the City's Sustainability Master Plan and will require proactive planning.
- The community receives some of its parks and recreation amenities through the Lake Washington School District; the functionality of those facilities is evolving and should be monitored.

Parks and Facilities that meet the needs of all community members

- The community clearly articulated the need for an aquatics center and indoor recreation space.
- The Kirkland community will need additional dog parks due to the growing number of Kirkland households with dogs.
- The Department took the initiative to better support individuals with disabilities with more accessible park amenities and inclusive playgrounds (e.g., Juanita Beach Park renovation, Totem Lake Park development); although most households with members who have disabilities report challenges accessing parks so additional initiatives should be considered.

- The Cross Kirkland Corridor (CKC) Interim Trail presents great opportunities for active transportation and recreation; consider developing this asset as a linear park similar to Feriton Spur Park.
- An insufficient number of rectangle and multi-use fields exist to meet the needs of new popular sports (e.g., soccer, lacrosse) and underserved sports (e.g., cricket, rugby); synthetic turf fields allow the most cost-effective way to increase this service level.
- The Department has opportunities to improve access and user experiences for kayaking, paddle boarding, and other non-motorized watercraft at waterfront parks including additional drop-off and launching areas.
- The previous established service level did not include restrooms in neighborhood parks; a trend that the evolving community would like to see changed. The community seeks restroom improvements and enhancements to maintenance, and year-round restrooms are a top community priority.
- Thirty-seven percent of Kirkland residents' walkable access within one-half mile are to passive parks with few recreation components (sports courts, playgrounds, etc.); focusing on adding components in these areas may lead to a significant improvement in service levels.
- There are access and ADA compliance issues in many parks that will be addressed in the new ADA Transition Plan.

Programs and Service Delivery

- Programs and services are so well received that the existing community centers and seasonal outdoor swimming pool are insufficient to meet the demand for recreation and aquatic services.
- Adding adaptive recreation programs presents an opportunity for improvement; most households with members who have disabilities have challenges accessing programs.
- The Department has opportunity to enhance diversity, equity, inclusion and belonging (DEIB) through policy, procedures, the built environment, services and the programs it offers; adding a DEIB position to provide expertise specifically as it pertains to parks and recreation is recommended.

- Additional and enhanced cultural activities (Hispanic) are desired and needed to comply with Kirkland Resolution 5240; the Department should develop partnerships with local community organizations to meet this need.

Finance and Staffing

- Staffing levels are inadequate to meet current needs let alone keep up with growth, primarily in recreation programming and administration.
- As the City population continues to grow, the Department will need to add resources to support additional park space, park development, facilities, and programs.
- A capital campaign (bonds, levies, or other voter-approved measures) may present an opportunity to fund major expansion of the parks and recreation system.

INVENTORY ASSESSMENT SUMMARY

To understand how well the parks in Kirkland are meeting community needs, an assessment was made of the park assets in the City. Park assets include components like sports fields or tennis courts and amenities like restrooms, benches, shade, etc. A full list of components and amenities are defined in Appendix A. Staff inventoried and evaluated each asset to determine the functional use to the park visitor based on the following categories:

The Cross Kirkland Corridor (CKC) Interim Trail highlights the Kirkland trail system. The nearly six-mile trail is maintained by the Public Works Department and runs north/south through the heart of Kirkland. In addition to the CKC, over 38 miles of other trails in and around Kirkland are associated primarily with large parks, such as Big Finn Hill Park and Bridle Trails State Park. Over 18 miles of additional trails exist, primarily within parks as loop walks and connecting paths.

The Department maintains many athletic fields at schools. Through the partnership with the Lake Washington School District, the City schedules the athletic fields at nineteen school sites and maintains the sports fields at eight of them. Over twenty schools are included in the system inventory, including playgrounds, athletic tracks, courts, and sports fields at elementary,

Waterfront Parks	11
Community Parks	8
Neighborhood Parks	28
Natural Area Parks	6
Other Sites Managed	3
Park Components	420+ identified and geolocated

middle, and high schools. Consideration is given to the limited public access available at school facilities.

Comparisons are often helpful to determine service provision. Kirkland's comparisons are favorable in some categories and fall short in others. When considering the GRASP® (Georeferenced Amenities Standards Process) National Data set, Kirkland has one park (Juanita Beach Park) in the top 200 parks overall, and two parks (Juanita Beach Park and Everest Park) that score in the top 10% of all parks. In comparison, other similar-sized agencies often have three parks in the top 10%. With future improvements, several parks could move into the top 10%. Kirkland is above the average in total locations and parks per capita; however, it scores lower in components per location, average park score, and components per capita. These values are directly related to the large number of parks that are currently underdeveloped or minimally developed. A full description of the GRASP® process is in Appendix A.

Currently, Kirkland provides approximately 6.9 acres of developed parkland per 1,000 people (National Recreation and Park Association [NRPA] median is 7.9 acres). Based on projected population growth, the City should consider acquiring and developing 58 acres of parks over the next five years to maintain its current service level. This is roughly equivalent to adding another Crestwoods and Edith Moulton Park. However, to meet the NRPA median, 94 acres would need to be added (approximately two O.O. Denny Parks). Based on additional comparisons, Kirkland will need to add a variety of components such as sports fields, courts, and playgrounds over the next six years. Due to the urban growth, some creativity in park space acquisition may be necessary; consider pocket parks,

linear parks, further development of the CKC, and even rooftop spaces.

The 2015 Parks, Recreation and Open Space Plan set a standard of 1.5 acres of neighborhood park space and 2.25 acres of community park space per 1,000 community members. Currently, the City provides 1.57 acres of neighborhood park space and 2.26 acres of community park space. More important than available acreage though, is the user experience that is best defined by what components and amenities are available in each park. This will be described at length in Section V of the plan.

In terms of overall access to parks within Kirkland, a reasonable target or goal was set to access three to four components and a significant trail corridor within a ten-minute walk. The analysis results are very positive and offer opportunities for improvement. Based on the Geographic Information System (GIS) analysis, 99% of residents are within a ten-minute walk to outdoor recreation opportunities, including 60% that meet or exceed the target score. Additional GIS analysis shows an excellent distribution of parks and facilities within a ten-minute walk of 99% of all residents. Kirkland may consider adjusting some park classifications to align more appropriately with service levels of parks.

RECOMMENDATIONS, GOALS AND OBJECTIVES SUMMARY TABLE

The BerryDunn team, along with the Department, identified goals, objectives, and action items during the planning process to best meet the community's needs and desires related to parks, recreational opportunities, facilities, and services. The goals developed are listed below, with subsequent objectives and action items presented in the plan Section I that align with these goals and objectives.

Goal 1	Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members
Goal 2	Aspire to be a Connected, Walkable, and Bicycle-Friendly Community
Goal 3	Continue to Provide a Variety of Recreation Services, Facilities, and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities
Goal 4	Maintain Organizational Resilience, Effectiveness, and Sustainable Funding
Goal 5	Continue to Prioritize Access to Parks and Programs for all Kirkland Community Members
Goal 6	Enhance and Improve Access to Athletics and Sports Opportunities
Goal 7	Protect and Conserve the Natural Environment for Future Generations

A person is sitting at a wooden picnic table on a grassy shore next to a body of water. In the foreground, there are several kayaks parked on the grass. The background shows a calm lake and a forested hillside under a clear sky. The entire image is overlaid with a semi-transparent blue filter and large, abstract blue geometric shapes.

SECTION I

GOALS, OBJECTIVES, AND ACTION PLAN

GOALS, OBJECTIVES, AND ACTION PLAN

The PROS plan process resulted in key findings that led to goals, objectives, and a detailed action plan. This section is presented at the beginning of the plan to provide readers the most salient parts of the plan up-front. This section can best be understood after reviewing the entire document.

The following goals, objectives, and action items were developed from public input, a needs assessment, level-of-service analysis, and other information gathered during the planning process. Both qualitative and quantitative data was documented in a key issue matrix tool that describes the most relevant issues and their origins that were used to help create the goals,

objectives, and action items below. See Appendix B for the Key Issues Matrix.

The seven goals are broken down into more specific objectives and action items. The action items provide tangible actions that the Department can employ to maintain and enhance efficiencies and service to the public. The time-frame designations are recommended to complete the action items are:

- Ongoing (occurs continuously)
- Short-term (up to 3 years)
- Mid-term (4–6 years)
- Long-term (7–10 years)

These timeframes have been edited below to reflect the times in years.

Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members

Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines

Actions	Time frame to complete
1.1.A Keep and maintain an updated GIS database of parks and trails assets using the current GRASP® inventory. Conduct annual component-based inventory and assessment to identify low-scoring components and add new components or amenities.	Ongoing
1.1.B Update the Department's Capital Improvement Program (CIP) plan based on needs identified in the PROS Plan. This plan and a park assessment should be reviewed bi-annually and updated as needed.	Ongoing
1.1.C Maintain a similar or greater capital investment per resident as population grows.	Ongoing
1.1.D Using walkable access analysis and data in the PROS Plan, consider infill opportunities to increase the percentage of Kirkland residents that live within a ten-minute walk of a park with sufficient components.	Ongoing
1.1.E Develop and maintain sufficient parkland to meet the guideline of 1.5 acres of neighborhood parks per 1,000 residents and 2.25 acres of parkland for community parks. Maintain existing level of service for trails of 0.26 miles per 1,000 residents. Explore policies to ensure no net loss of park land.	7-10 years

Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines

Actions	Time frame to complete
1.1.F Pursue the acquisition of parks and open space in underserved areas of the City using an equity lens.	Ongoing
1.1.G Pursue the development of an aquatic/recreation center and smaller community centers.	0-3 years; 4-6 years
1.1.H Pursue opportunities along the Cross Kirkland Corridor (CKC) Interim Trail to enhance and expand recreational opportunities (e.g. exercise stations, areas of respite, educational panels, interactive art.)	0-3 years; 4-6 years
1.1.I Consider and address insufficiencies based on population-based standards, and as identified in the LOS through future capital campaigns. Address short, medium, and long-range capital needs.	7-10 years
1.1.J Consider a partnership arrangement with King County to increase the level of service provided at the diverse Big Finn Hill Park (220 acres). Explore opportunities to manage the park and/or take ownership to develop and use the park to its potential.	7-10 years
1.1.K Consider a partnership arrangement with the State of Washington and Bridle Trails Park Foundation to increase the level of service provided at Bridle Trails State Park.	7-10 years
1.1.L Explore opportunities to increase level of service in parks based on PROS Plan gap analysis.	7-10 years

Objective 1.2: Repair, upgrade, and/or replace low scoring amenities from the inventory assessment

Actions	Time frame to complete
1.2.A Replace/upgrade playground equipment based on the low-scoring amenities list and life expectancy. Replace with all-inclusive playground equipment.	Ongoing
1.2.B Address low-scoring components and amenities from the inventory by upgrading and replacing components or amenities where appropriate.	4-6 years
1.1.C Develop an asset replacement schedule to keep replacements up-to-date based on recurring inventory updates and assessments.	4-6 years

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 1.3: Enhance user experiences, beautification, and aesthetics in parks

Actions	Time frame to complete
1.3.A Expand the use of annual plants and shrubs to enhance the aesthetics in parks.	0-3 years
1.3.B Review and update park maintenance standards for trash removal, graffiti and vandalism abatement, restroom maintenance, and continue excellent responsiveness to component and amenity repair or replacement.	7-10 years

Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks

Actions	Time frame to complete
1.4.A Ensure adequate compliance with leash laws and park rules through the City's Park Ranger Programs.	Ongoing
1.4.B Revisit the off-leash dog park siting criteria from the 2019 Off-Leash Dog Areas Report and Site Recommendations to determine if any updates or revisions need to be made.	0-3 years
1.4.C Use known residential development to prioritize locations for new dog parks (i.e., 85th Street Station Area Plan).	0-3 years
1.4.D Convert Juanita Beach (pop-up, temporary) off-leash area to a permanent dog park.	0-3 years
1.4.E Explore opportunities to channel dog license fees to support Park Ranger program and off-leash dog parks.	0-3 years
1.4.F Explore active partnership with the City's animal control officer to best support off-leash dog parks.	0-3 years

Objective 1.5: Consider developing new components at existing parks based on level of service analysis

Actions	Time frame to complete
<p>1.5.A Consider adding park components that allow for increased active lifestyle programming opportunities and upgrades, infill, and enhancements to existing parks:</p> <p>CRESTWOODS PARK</p> <ul style="list-style-type: none"> Consider upgrading athletic fields to synthetic with lights <p>HAZEN HILLS PARK</p> <ul style="list-style-type: none"> Add components based on neighborhood input <p>JUANITA BAY PARK</p> <ul style="list-style-type: none"> Consider adding Disc Golf <p>JUANITA BEACH PARK</p> <ul style="list-style-type: none"> Consider upgrading diamond fields to make them more playable Consider upgrading tennis court Consider adding pickleball Improve turf conditions at this signature park, consider synthetic turf <p>KAMIAKIN MS</p> <ul style="list-style-type: none"> Work with the Lake Washington School District (LWSD) to propose an update to the two diamond fields and consider conversion to synthetic turf <p>MCAULIFFE PARK</p> <ul style="list-style-type: none"> Consider adding more interpretative signage <p>PETER KIRK PARK & LEE JOHNSON FIELD</p> <ul style="list-style-type: none"> Develop a master plan for Peter Kirk Park that considers redevelopment or construction of facilities and amenities. Design should consider integration of Kirkland Urban through the downtown core to the 85th Street Station Area Plan and potential redevelopment of Lee Johnson Field. Vision should ensure the park is inclusive and provides recreational opportunities for all. <p>SOUTH ROSE HILL PARK</p> <ul style="list-style-type: none"> Consider adding more seating and picnic tables <p>SPINNEY HOMESTEAD PARK</p> <ul style="list-style-type: none"> Consider upgrading open turf to a rectangle field <p>TERRACE PARK</p> <ul style="list-style-type: none"> Consider improving turf conditions Consider updates to surfacing at basketball court in near future Add corridor trailhead as indicated in the CKC PROS Plan, include support components and signage <p>Additional parks: North Rose Hill Woodlands, Forbes Lake, Rose Hill Meadows, Kirkland Cemetery, Everest Park, Heritage Park.</p> <ul style="list-style-type: none"> Proximate parks with the 85th Street Station Area Plan should be enhanced 	<p>0-3 years; 4-6 years</p>

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 1.5: Consider developing new components at existing parks based on level of service analysis

Actions	Time frame to complete
1.5.B Explore potential pickleball court locations in the park system as well as regional collaboration to address the growing popularity of this sport.	0-3 years; 4-6 years

Objective 1.6: Upgrade availability and efficient operation of park restrooms

Actions	Time frame to complete
1.6.A Continue to implement and expand the capital project to add restroom facilities in high-use parks, replacing portable restrooms.	0-3 years
1.6.B Explore opportunities for year-round restrooms, establishing design standards that promote efficient operation.	0-3 years
1.6.C Explore self-cleaning restrooms for efficient operation and maintenance.	4-6 years
1.6.D Explore self-locking or remote locking restrooms for efficient operation.	4-6 years

Objective 1.7: Prioritize and improve safety and security in parks and facilities

Actions	Time frame to complete
1.7.A Follow Crime Prevention Through Environmental Design (CPTED) principles in developing future parks and operating current parks. Complete a park security evaluation that includes sight lines, lighting, isolated areas, elevated maintenance standards, control access with the use of horticultural practices and surveillance.	Ongoing
1.7.B Address community safety concerns by increasing availability of Park Rangers.	0-3 years
1.7.C Consider upgrades to lighting in parks, parking lots and around facilities, dark sky compliant when possible.	4-6 years
1.7.D Explore opportunities to fence playgrounds to enhance safety for children.	0-3 years
1.7.E Explore opportunities to install automatic gates to lock park parking lots after hours.	4-6 years
1.7.F Explore installation of security cameras in high-use parks. Explore automated traffic safety cameras in park zones as allowed by RCW 46.63.170.	4-6 years

Objective 1.7: Prioritize and improve safety and security in parks and facilities

Actions	Time frame to complete
1.7.G Create formalized water safety policy, programs and services. Consider inclusion of a level of service analysis for lifeguarded beaches.	0-3 years

Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access

Actions	Time frame to complete
1.8.A Continue to stay aligned with state laws, best practices, and sustainability practices on management of beaches and water areas.	Ongoing
1.8.B Continue to prioritize lifeguarded beach access by maintaining the same or greater level of service.	Ongoing
1.8.C Adding drop-off and loading/unloading access points at waterfront parks to support kayak and non-motorized watercraft use.	0-3 years
1.8.D Consider adding additional non-motorized watercraft launch facilities and air-pump stations.	0-3 years
1.8.E Evaluate parking opportunities around waterfront parks to ensure the most efficient access.	4-6 years
1.8.F Identify actions that will help reduce beach closures due to bacteria and poor water quality. Actions to be evaluated should include local policy and operational changes, regulatory measures and potential capital projects.	4-6 years

Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community

Objective 2.1: Expand greenways, pathways, and trails connectivity that are accessible and inclusive to all

Actions	Time frame to complete
2.1.A Provide active recreation events that encourage use of the pedestrian-bike network, the CKC, etc.	Ongoing
2.1.B Create a policy for management of soft trails in parks and open spaces.	0-3 years
2.1.C Develop, enhance, and maintain signature greenways and trails that stretch across the community and that connect residents to the City's many parks, natural areas, recreation facilities and other amenities.	7-10 years
2.1.D Develop and implement a wayfinding plan that covers signage standards, directional and distance signage, maps, park rules, and the use of mobile applications applicable to the entire parks and trails system.	7-10 years

Objective 2.2: Expand and enhance bicycle access and non-motorized access to parks, trails, and points of destination for recreation and active transportation

Actions	Time frame to complete
2.2.A Provide updated bike and walking route information online and in the Department's public materials, such as the recreation program guide and on the Department's webpage.	Ongoing
2.2.B Provide secure bike parking at parks, with racks located near each use area. Add self-service bike repair stations at community parks, on trails and at popular cycling destinations.	0-3 years
2.2.C Create welcoming pedestrian and cyclist entrances to parks, with pedestrian and bike paths that are visually prominent, direct, and physically separated from parking lots.	4-6 years
2.2.D Continue to develop and enhance a network of shared-use pedestrian and bicycle trails to enable connections within parks and between parks, nearby neighborhoods, public amenities, and major pedestrian and bicycle routes identified in Kirkland's Active Transportation Plan.	7-10 years

Objective 2.3: Collaborate and partner with Public Works and community members to effectively enhance the Cross Kirkland Corridor (CKC) in alignment with the Active Transportation Plan and CKC PROS Plan

Actions	Time frame to complete
2.3.A Partner to develop consistent trailheads/access points on the Cross Kirkland Corridor (CKC) Interim Trail with asphalt parking, signage, and restrooms, where appropriate.	7-10 years
2.3.B Explore opportunities to improve the user's experience related to the Cross Kirkland Corridor (CKC) Interim Trail with additional linear parks and park amenities to include potential playgrounds, benches, etc.	0-3 years
2.3.C Create and publish a map that shows connections to parks, biking, and other walking opportunities.	0-3 years
2.3.D Continue to define the Cross Kirkland Corridor as both active transportation and a recreation asset.	4-6 years
2.3.E Explore opportunities for the Department to partner on management and recreational development responsibility for the Cross Kirkland Corridor (CKC) Interim Trail.	4-6 years



Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities

Objective 3.1: Maximize use of existing program spaces and work to identify additional program spaces, staffing, and resources to create new programming opportunities

Actions	Time frame to complete
3.1.A Explore opportunities to lease space to create additional capacity for existing enrichment opportunities until new permanent facilities are available.	0-3 years
3.1.B Pursue the funding, design and construction of an aquatics center that includes recreational programming space, community space, cost-recovery targets, operations and maintenance requirements, and administrative and staff areas.	7-10 years
3.1.C Pursue the funding, design and construction of neighborhood recreation centers in areas with gaps in delivery of recreation services. Explore feasibility, design, location, operator, etc. for two new neighborhood recreation centers that include space for enrichment classes, neighborhood meeting spaces, administrative and staff areas, cost-recovery targets, operations, maintenance requirements, etc.	7-10 years
3.1.D Implement a model to operate the Kirkland Teen Union Building as a comprehensive teen center with teen-centered programs and services.	0-3 years

Objective 3.2: Ensure recreation opportunities are equitably distributed around the City

Actions	Time frame to complete
3.2.A Consider offering free health and fitness programs in neighborhood parks during spring, summer, and fall.	Ongoing
3.2.B Consider a mobile recreation program in underserved neighborhood parks to operate concurrently with out-of-school time. Consider partnerships to provide USDA summer lunches in conjunction with the mobile recreation program.	0-3 years
3.2.C Explore opportunities to acquire property in the Kingsgate Neighborhood for potential placement of a small community center.	7-10 years

Objective 3.3: Develop a formal recreation program evaluation process

Actions	Time frame to complete
3.3.A Track and evaluate the trends, needs, demand, participation levels, satisfaction rates, etc. for all recreation program offerings.	Ongoing
3.3.B Develop and report a minimum of five performance measures as described in the plan to evaluate the quality of recreation programs and services. Include a measure for new programs, satisfaction, program wait lists, etc.	Ongoing
3.3.C Establish and consistently implement participant input opportunities and engagement for all programs.	Ongoing
3.3.D Help ensure engagement processes include community members from diverse ethnic, neurodiverse, disabled and socioeconomic groups.	Ongoing
3.3.E Establish customer service response goals to ensure patrons receive timely responses to complaints or suggestions.	0-3 years
3.3.F Develop a recreation program plan that includes a service matrix, activity development and selection process, and other requirements found in the standards developed by the Commission for Accreditation of Park and Recreation Agencies (CAPRA).	0-3 years

Objective 3.4: Promote active, healthy lifestyles through additional recreation programming

Actions	Time frame to complete
3.4.A Promote active lifestyles by enhancing and increasing walking and running programs, senior walking programs, etc., and enhance existing programs as well as introduce new programs.	Ongoing
3.4.B Provide programs using outdoor fitness and exercise equipment in programmable spaces in neighborhood parks.	0-3 years
3.4.C Explore programming opportunities using the Cross Kirkland Corridor (CKC) Interim Trail.	0-3 years
3.4.D Provide programming and services that target potentially underserved populations that may include youth, teens, adults, and older adults.	0-3 years

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 3.4: Promote active, healthy lifestyles through additional recreation programming

Actions	Time frame to complete
3.4.E Establish and operate specialized recreation facilities to respond to identified public needs that may include community gardens, skate parks, pump tracks, a teen center, etc.	4-6 years; 7-10 years
3.4.F Consider indoor pickleball leagues and programs in existing community centers where appropriate.	0-3 years

Objective 3.5: Explore opportunities to increase and enhance community events based on demand, trends, and cultural opportunities

Actions	Time frame to complete
3.5.A Offer community building events in all parts of the City to contribute to a sense of community.	0-3 years
3.5.B Develop relationships with community organizations (particularly those representing cultural groups) to collaboratively plan and offer community building events to the whole community.	0-3 years
3.5.C Develop a formal sponsorship program for events and activities.	0-3 years
3.5.D Develop a policy and tools to assist staff with recruiting program sponsors.	0-3 years
3.5.E Consider adding a development position to fully support sponsorship opportunities.	0-3 years

Objective 3.6: Coordinate with other Kirkland community and human service providers to develop programs and services to meet demand and trends and minimize duplication of services

Actions	Time frame to complete
3.6.A Continually coordinate with local recreation providers to reduce duplication of services and maximize recreational opportunities.	Ongoing
3.6.B Seek to strengthen and grow partnerships between the Department and community organizations.	Ongoing

Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding

Objective 4.1: Consider organizational restructuring to increase efficiencies by adding identified positions in gap areas identified in the plan

Actions	Time frame to complete
4.1.A Explore telecommuting on a permanent basis for positions where appropriate.	0-3 years; 4-6 years
4.1.B Examine the organizational structure to optimize reporting lines, consider succession planning and eliminate single points of failure.	0-3 years
<p>4.1.C Create additional positions to support parks and recreation service delivery as outlined in this plan.</p> <p>Minimal Needs (9 FTE)</p> <ul style="list-style-type: none"> - Management Analyst (1) - Communications Program Specialist (1) - DEIB Coordinator (1) - Groundskeeper (3) - Adaptive Recreation Coordinator (1) - Park Ranger (2) <p>Ideal Needs (additional 8 FTE)</p> <ul style="list-style-type: none"> - Administrative Supervisor (1) - Planning Coordinator (1) - Office Specialist (for each community center) (2) - Program Coordinator (Volunteer and Partnerships) (1) - Program Coordinator (Teen Programming) (1) - Field Arborist (1) - Human Services Specialist (1) 	0-3 years; 4-6 years
4.1.D Consider leased office space to support additional service levels.	4-6 years

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 4.2: Continually engage and connect with community members to facilitate positive and collaborative community relationships and transparent decision-making

Actions	Time frame to complete
4.2.A Establish annual Department survey to determine baseline and satisfaction trends; use results to build annual work plans.	Ongoing
4.2.B Continue to engage the community in current and future parks and recreation planning efforts.	Ongoing
4.2.C Encourage and support active and ongoing participation by diverse community members in planning and decision-making.	Ongoing
4.2.D Purchase/implement a community engagement platform that supports digital surveys.	0-3 years

Objective 4.3: Increase and improve communication with all community members

Actions	Time frame to complete
4.3.A Work with City to expand social media policy to allow the Department to utilize additional social media outlets to their full capacity.	Ongoing
4.3.B Explore in-house translation services (incentive pay) for current City employees.	Ongoing
4.3.C Continue to create and enhance program marketing using an equity lens with a specific emphasis on program promotion in Spanish and Asian languages. Focus on cultural cues and fluency within specific social media platforms.	Ongoing
4.3.D Consider creative options to encourage participation on the Park Board by members of the Asian, Hispanic, and other underrepresented communities to increase communications and help build relationships.	Ongoing
4.3.E Continue to promote and create awareness of programs and activities through email, the Department website, social media, text and other methods of communication.	Ongoing

Objective 4.3: Increase and improve communication with all community members

Actions	Time frame to complete
<p>4.3.F Enhance the Department’s marketing plan to ensure diversity in communication methods and a branding plan. It should be reviewed regularly, updated as needed, and include:</p> <ul style="list-style-type: none"> • Department branding standards • Wayfinding and signage standards • Increased use of social media and other methods of communication • Continued and enhanced use of the City and Department’s website • Partnership opportunities 	0-3 years
<p>4.3.G Establish a seasonal social media and public campaign with a focus on health and wellness and reaching Asian and Hispanic community members.</p>	0-3 years
<p>4.3.H Consider the addition of a marketing, development and social media division with staffing and resources. Consider the addition of an Outreach and Engagement Coordinator to carry out enhanced communications, marketing, engagement processes, community surveying and data collection of participant feedback (See 4.1.c).</p>	4-6 years

Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion

Actions	Time frame to complete
<p>4.4.A Evaluate non-resident program participation to ensure non-resident participants are paying appropriate and equitable fees.</p>	Ongoing
<p>4.4.B Consider encouragement of a grassroots parks and recreation foundation to coordinate bond referendums, endowments, living trusts, etc.</p>	0-3 years
<p>4.4.C Pursue a voter-approved capital campaign to address facility and space shortages.</p>	0-3 years
<p>4.4.D Establish policy that funds operations and maintenance at the time CIP projects are approved for funding.</p>	0-3 years
<p>4.4.E Implement the Department’s resource allocation philosophy/pricing model in line with the Department’s fiscal policy. Update fiscal policy to “direct cost”.</p>	0-3 years
<p>4.4.F Complete a biennial fee study to benchmark Kirkland’s fees against other nearby agencies to determine current market-rate fees.</p>	0-3 years

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion

Actions	Time frame to complete
4.4.G Look for ways to establish alternative forms of revenue for programs that may include any of the financing options identified in the plan.	Ongoing
4.4.H Explore opportunities to recover a greater percentage of development fees, in advance of population growth and the 85th Street Station Area Plan. Consider additional opportunities for commercial/industrial impact fees (system development charges) to recover a greater level of impact caused by new residential and commercial/ industrial development and land dedication policy.	7-10 years

Objective 4.5: Develop and enhance relationships with key partners

Actions	Time frame to complete
4.5.A Hold an annual partner recognition event.	Ongoing
4.5.B Explore additional partnerships with community service clubs, non-profits, and the business and faith-based communities to deliver parks and recreation services.	Ongoing
4.5.C Reevaluate the inter-governmental agreement with the Lake Washington School District to ensure an ongoing and mutually beneficial agreement is in place. The agreement should include a requirement to evaluate the agreement on a recurring basis.	4-6 years

Objective 4.6: Maximize volunteer opportunities in the Department

Actions	Time frame to complete
4.6.A Increase park service and restoration events.	0-3 years
4.6.B Consider addition of a full-time Volunteer Coordinator. (See 4.1.c)	4-6 years
4.6.C Expand the Adopt-A-Park program.	4-6 years

Objective 4.7: Aspire to be a leader in the parks and recreation field following best practices and meeting standards for high functioning parks and recreation agencies

Actions	Time frame to complete
<p>4.7.A Implement plan actions in a transparent manner:</p> <ul style="list-style-type: none"> • Hold annual off-site Department goal setting and prioritization of plan goals • Create internal task force groups specific to individual objectives and action items (made up of front-line staff with one supervisor/manager) • Issue annual reporting on plan progress • Include implementation status in monthly reports to the public that showcases accomplishments and project status • Review and share status at all-staff meetings 	Ongoing
<p>4.7.B Complete the CAPRA self-evaluation to identify appropriate standards for policy and planning documents and implement best practices.</p>	0-3 years
<p>4.7.C Create and implement CAPRA policy for updating policy and Department planning documents to help ensure timely updates and appropriate document tracking.</p>	0-3 years
<p>4.7.D Work toward an NRPA Gold Medal application within 5 years.</p>	0-3 years
<p>4.7.E Work toward meeting each of the 154 National Accreditation standards as defined by the Commission on Parks and Recreation Accreditation within six years. Complete self-evaluation annually.</p>	7-10 years



Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members

Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging

Actions	Time frame to complete
5.1.A Ensure the Department continues to implement, in spirit and intent, the requirements in Kirkland City Council Resolution 5240 which requires DEIB staffing and resources (see 4.1.c).	Ongoing
5.1.B Improve and enhance communication with members of Hispanic, Asian, and other historically excluded populations in Kirkland. Offer programs in various Asian and Hispanic languages as possible and in demand.	Ongoing
5.1.C Utilize translation services for community engagement opportunities.	Ongoing
5.1.D Place a focus on acknowledging the contributions of Native American heritage, including developing a facility naming policy recognizing indigenous peoples.	Ongoing
5.1.E Program a minimum of three cultural events in Kirkland each year; engage Hispanic, Asian and other historically excluded populations/partners in the provision of special events and programs.	Ongoing
5.1.F Continue to create a welcoming environment in facilities with translated signs.	0-3 years
5.1.G Complete a formal evaluation of the Department DEIB practices that includes: <ul style="list-style-type: none"> • Racial/ethnic/cultural barriers • Economic status/resource barriers • Age-related barriers • Gender identification barriers • Disability-related barriers Publish an annual disparity report with goals and action items to address barriers.	0-3 years

Objective 5.2: Focus (internally) on diversity, equity, inclusion, social justice, and a sense of belonging

Actions	Time frame to complete
5.2.A Develop DEIB policy and provide ongoing training programs for staff to ensure inclusivity throughout the department.	Ongoing
5.2.B Create an ongoing DEIB Department committee to support and encourage a fully inclusive workplace and welcoming parks, facilities, programs, and activities.	Ongoing

Objective 5.3: Continue to help ensure recreation programs and facilities are affordable for all community members

Actions	Time frame to complete
5.3.A Create a promotional campaign to inform the community of scholarships. Consider an outreach element with the scholarship policy.	Ongoing
5.3.B Evaluate scholarship policy annually to ensure data privacy and a standard for need (poverty level) is appropriately applied in Kirkland.	Ongoing
5.3.C Consider a tiered pricing program for selected activities.	4-6 years
5.3.D Create a standard for offering a set number or percent of free or low-cost programs as budget allows.	4-6 years

Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability

Actions	Time frame to complete
5.4.A Develop a plan to ensure members of the community who are neurodiverse or have intellectual, physical, sensory or psychological conditions have access to adaptive and inclusive programs and services.	0-3 years
5.4.B Ensure compliance with the 2010 Americans with Disabilities Act Update, specifically with Section § 33.130, through the provision of inclusion resources where necessary.	Ongoing
5.4.C Develop and implement a program planning form that assesses ADA needs for programs and activities.	Ongoing

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability

Actions	Time frame to complete
5.4.D Implement recommendations in the 2022 ADA Transition Plan.	Ongoing
5.4.E Evaluate current policies and practices with the Human Services staff and report annually to the Human Services Commission.	0-3 years
5.4.F Analyze parking availability and develop use policy to ensure access for all.	0-3 years

Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities

Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities

Actions	Time frame to complete
6.1.A Enhance signage and expand the park ranger program to reduce the number of dogs on sports fields.	Ongoing
6.1.B Consider replacement and enhancement of amenities to include available parking, restrooms, and portable fences for use on diamond fields.	Ongoing
6.1.C Implement the Athletic Fields Strategic Plan which recommends renovating and improving conditions of low-scoring grass fields, including both diamond and rectangle fields.	Ongoing
6.1.D Implement the Athletic Fields Strategic Plan which recommends conversion of selected park athletic fields to lighted rectangle and multi-purpose fields.	0-3 years
6.1.E Explore partnerships with the Lake Washington School District to enhance and improve additional athletic fields through the City/School partnership.	4-6 years
6.1.F Explore regional partnerships and collaboration to support unserved sports such as cricket, rugby, lacrosse, pickleball.	0-3 years
6.1.G Explore lighting sports fields where practical and ensure use of a public engagement process with neighboring homes.	7-10 years

Objective 6.2: Improve permitting/scheduling of athletic fields to ensure field availability to all

Actions	Time frame to complete
6.2.A Ensure weekly open/free play time is reserved at all parks.	Ongoing
6.2.B Allow for greater rest periods for heavily used turf fields (May and June).	Ongoing
6.2.C Provide opportunities for unserved sports such as rugby and cricket as field capacity is added to provide greater equitable access.	0-3 years
6.2.D Purchase an online real-time registration software for field scheduling to provide the best possible service and field availability in real-time.	0-3 years

Goal #7: Protect and Conserve the Natural Environment for Future Generations**Objective 7.1:** Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning

Actions	Time frame to complete
7.1.A Integrate findings and recommendations from the City of Kirkland Sustainability Master Plan, December 2020.	Ongoing
7.1.B As is practical, limit the Department's carbon footprint, creating an internal sustainability plan for 2022 – 2028 with measurable goals and action items.	0-3 years
7.1.C Create a pesticide-free parks program and recruit volunteers to assist with weed abatement.	0-3 years
7.1.D Consider horticultural practices that feature native and drought-resistant plants to conserve water.	0-3 years
7.1.E Explore opportunities for food forests, and natural public gardens to steward the local ecosystem.	0-3 years
7.1.F Ensure all current and future park and facility lighting is LED. Consider dark sky compliant lighting where possible.	0-3 years
7.1.G Replace hand-powered gas equipment with electric where practical.	0-3 years
7.1.H Convert the Department's gas-powered vehicle fleet to electric in phases.	7-10 years

GOALS, OBJECTIVES, AND ACTION PLAN

Objective 7.2: Identify ongoing funding, acquire property, and implement park projects that promote, restore, and sustain the natural environment

Actions	Time frame to complete
7.2.A Identify and pursue acquisition of parcels that protect and preserve open space, forested space and environmentally sensitive areas.	4-6 years
7.2.B Identify and pursue capital improvement projects that protect, preserve, restore and sustain sensitive and forested areas. Include these components in park development projects.	Ongoing
7.2.C Continue support of the Green Kirkland Partnership, the park steward program and the volunteer events and activities that are critical for the health of parks, forests, and open space.	Ongoing
7.2.D Explore the most appropriate funding methods identified in the planning process.	0-3 years



Objective 7.3: Align goals and initiatives to coordinate with stormwater and surface water plans, partnerships, and initiatives

Actions	Time frame to complete
7.3.A Explore opportunities to partner with Stormwater in the Public Works Department for funding and development of open spaces that serve both stormwater and recreational purposes.	Ongoing

Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy

Actions	Time frame to complete
7.4.A Help ensure decisions on tree maintenance, care, replacement, removal, etc. are transparent to the Kirkland community.	Ongoing
7.4.B Develop a policy on trees, including type, growth rates, replacement, etc. to ensure a healthy canopy.	0-3 years
7.4.C Complete a tree inventory for trees in parks and open space properties with a plan for location to plant new trees. Explore purchase of a software package to plot and manage trees.	0-3 years
7.4.D Implement a tree management and maintenance plan to help ensure tree management is proactive vs. reactive. This requires additional resources that include an urban forest supervisor and an additional arborist. (See 4.1.c)	0-3 years
7.4.E Provide tree education opportunities in Department marketing materials to highlight benefits of a healthy tree canopy in Kirkland.	0-3 years
7.4.F Work collaboratively with departments to support tree canopy preservation, monitoring and goals.	Ongoing

The background of the page is a photograph of a park. In the center, there is a wooden gazebo with a roof. To the left of the gazebo, there is a statue of a person standing on a pedestal. In the foreground, there is a wooden bench. In the background, there are many trees and a few people walking. The entire image is overlaid with a semi-transparent blue filter.

SECTION VIII

CAPITAL IMPROVEMENT PLAN AND PRIORITIES

- Priorities For Capital Investment
- Capital Improvement Projects (CIP)
- Implementing The Plan

PRIORITIES FOR CAPITAL INVESTMENT

The consultants recommend that setting priorities for capital investment be based in part on walkable access to parks and spaces, considering the level of service in each of those parks and facilities, and opportunities to meet the needs of those most vulnerable community members.

Using the target values and isolating the lower service areas identified in Section V of this plan, the following analysis suggests possible priorities for future years. Remembering that the study shows a very high level of service for walkable access within a 10-minute walk (1/2 mile), several gaps were identified where the service may not be fully meeting community needs and thus presenting an opportunity to increase the level of service to the community.

This means that residents have access to some opportunities but are not yet at the level that might be considered appropriate. Additional analysis of each of these potential gap areas includes specific demographics of each region. Total population, median household income, diversity index, and crime index are all important factors when prioritizing future improvements or new parkland.

The following map identifies general gap areas with a dashed boundary and a letter. These areas correspond to Table 33. In this table, demographics from each region are identified. Rankings and priorities correlate to an index that considers several of these overall values.



CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Current Service Level	"Priority (by Map Area)"	Map Label	2021 Total Population	2021 Median Household Income	2021 Diversity Index	2021 Total Crime Index	2026 Total Population	Overall Index (#/4)	"Overall Index (1-10 for each category)"
Low Service Area	High	H (a)	3216	\$99,197	63.5	138	3427	100%	29.00
Low Service Area	High	H (b)	2085	\$100,309	59.2	87	2238	75%	15.00
Low Service Area	High	H (c)	1792	\$77,675	68.2	75	1883	75%	22.00
Low Service Area	Moderate	M (d)	4429	\$114,154	56.2	79	4586	50%	13.00
Low Service Area	Moderate	M (e)	3086	\$114,916	44.1	34	3197	50%	10.00
Low Service Area	Moderate	M (f)	1266	\$78,851	57.5	67	1357	50%	11.00
Low Service Area	Moderate	M (g)	1068	\$120,028	66.9	49	1108	25%	9.00
Low Service Area	Moderate	M (h)	1819	\$116,343	50.4	172	2242	50%	8.00
Low Service Area	Lower	L (i)	2614	\$140,752	50.6	47	2734	25%	7.00
Low Service Area	Lower	L (j)	2251	\$188,048	47.6	67	2392	25%	6.00
Low Service Area	Lower	L (k)	1865	\$121,538	50.2	67	1981	25%	4.00
Low Service Area	Lower	L (l)	1450	\$200,001	35.2	25	1534	25%	1.00
Low Service Area	Lower	L (m)	1411	\$150,874	47.1	19	1455	0%	0.00
No Service	Lowest		671	\$200,001	40.4	37	712	0%	0.00
No Service	Lowest		153	\$200,001	32.7	25	162	0%	0.00
Low Service Area	Lowest		966	\$151,931	47.4	236	1096	25%	9.00
Low Service Area	Lowest		784	\$140,425	45	38	822	0%	0.00
Low Service Area	Lowest		606	\$115,948	52.6	173	762	50%	8.00
Low Service Area	Lowest		566	\$151,903	47.3	236	642	25%	8.00
Low Service Area	Lowest		502	\$137,200	48.8	51	529	0%	0.00
Low Service Area	Lowest		439	\$123,655	41.5	133	484	25%	3.00
Low Service Area	Lowest		412	\$116,971	48.6	59	440	0%	0.00
Low Service Area	Lowest		292	\$140,400	60.4	129	315	50%	7.00
Low Service Area	Lowest		203	\$121,006	59.6	128	205	50%	5.00
Low Service Area	Lowest		157	\$140,747	61	121	168	25%	6.00
Low Service Area	Lowest		156	\$112,410	57.2	24	160	50%	5.00
Low Service Area	Lowest		141	\$101,314	62.2	86	144	50%	13.00
Low Service Area	Minimal Population		33	\$112,233	52.9	24	34	25%	5.00
Low Service Area	Minimal Population		27	\$117,470	54.1	48	29	0%	0.00
Low Service Area	Minimal Population		9	\$120,000	50.5	173	11	25%	6.00
Low Service Area	Minimal Population		5	\$200,001	32	91	6	0%	0.00
Low Service Area	Minimal Population		2	\$125,000	0	280	4	25%	10.00
Low Service Area	No Population		0	0	0	0	0		
Low Service Area	No Population		0	0	0	0	0		
No Service	No Population		0	0	0	0	0		
Low Service Area	No Population		0	0	0	0	0		
Red shade indicates top 10 by category									

Table 33: Priority Areas for Capital Investment

Priorities Based on Walkable Access (10-min)

Kirkland, Washington

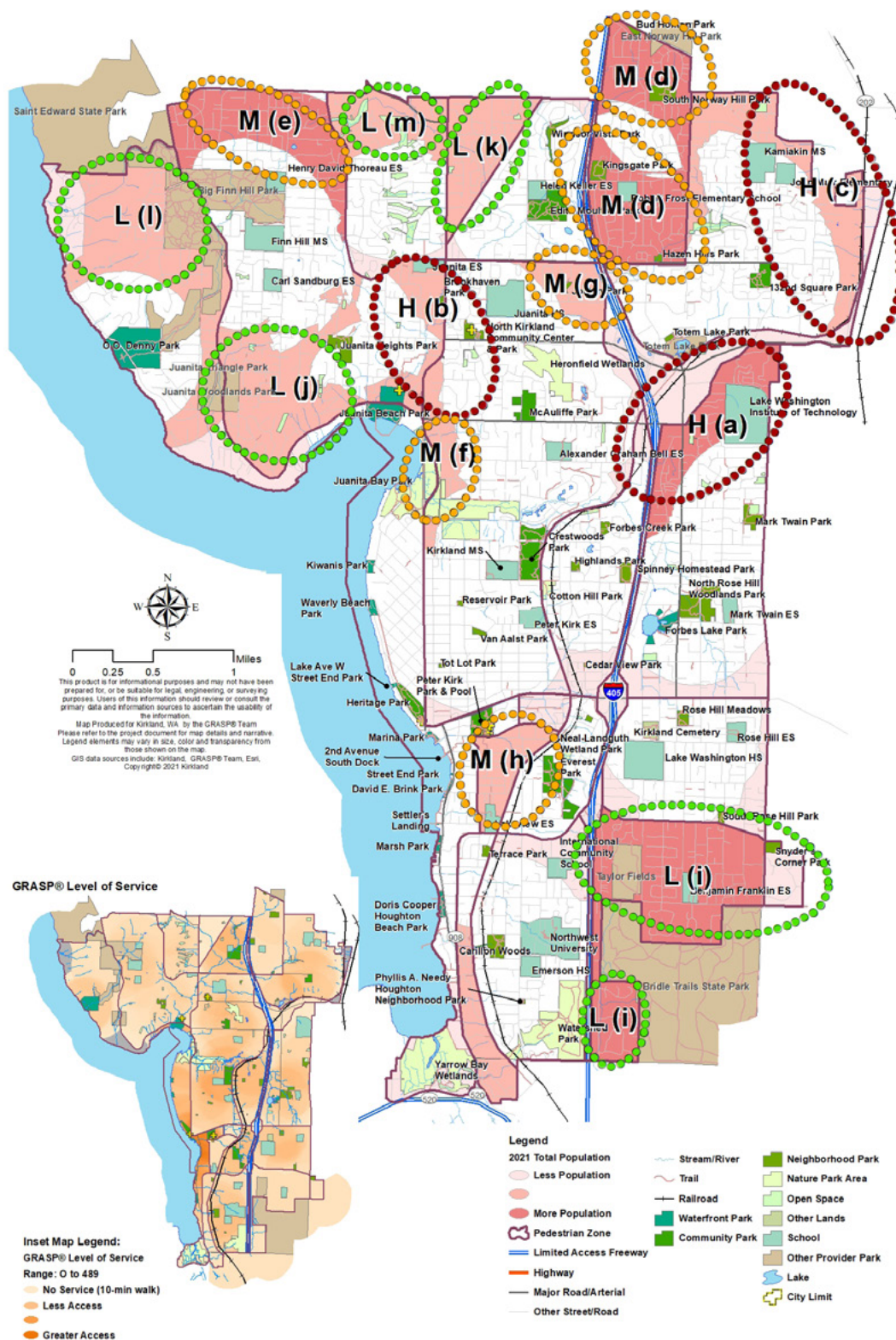


Figure 60: Priorities Based on Walkable Access (10-min)

CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Within each priority region, existing parks or properties have also been identified. Their corresponding priority area from the map is included. In the following table each property is evaluated for:

- Level of service of the area
- An initial priority for each park/property
- Upgrade potential of existing components
- Additional components opportunities
- Property acres and other factors as noted

Corresponding Priority Map Area	Area Map Label	Priority based on park and proximity	Map ID	Open Space	Classification	Comments	LOS Comments	City Comments	CIP List	Current GRASP® Score	Acres
High Priority Area	H (b)	H	L049	Brookhaven Park	Neighborhood Park	May have room to add components	Fairly isolated area			9	1.0
High Priority Area	H (b) L (j)	H	L043	Juanita Beach Park*	Waterfront Park	Consider improving and adding components to serve neighborhood. Also consider better addressing pedestrian barrier to the main part of park	Back side of park could better serve neighborhood		PKC 11902	88*	21.9
Medium Priority Area	M (d)	M/H	L071	South Norway Hill Park	Neighborhood Park	Consider development as park and added components	Underdeveloped parcel in residential neighborhood		PKC 14100	18	9.8
Medium Priority Area	M (d)	M/H	L070	Kingsgate Park	Neighborhood Park	Consider development as park and added components	Underdeveloped parcel in residential neighborhood		PKC 13600	7	6.9
Medium Priority Area	M (d)	M/H	L092	Hazen Hills Park	Neighborhood Park	Minimal developed but has room	Underdeveloped parcel in residential neighborhood			4	1.3
Medium Priority Area	M (f)	M	L044	Juanita Bay Park	Natural Park	Could serve some low scoring area	Parts of park are in low scoring area			38	110.8
Medium Priority Area	M (d)	L/M	L013	Bud Homan Park	Neighborhood Park	Close to East Norway Hill Park	Fairly isolated area			7	2.2
Medium Priority Area	M (g)	L/M	L041	Josten Park	Neighborhood Park	Poor access and minimal street frontage	Central to low served area in residential			6	0.9
Low Priority Area	L (i)	M/H	L073	Snyder's Corner Park	Neighborhood Park	Consider development as park and added components. Does have fairly significant ped barriers around	Underdeveloped parcel in residential neighborhood		PKC 12400	3	4.5
Low Priority Area	L (i)	M/H	L045	South Rose Hill Park	Neighborhood Park	Consider development as park and added components	Underdeveloped parcel in residential neighborhood			19	2.2
Low Priority Area	L (j)	L/M	L085	Juanita Heights Park	Neighborhood Park	Consider additional components in NW corner	Touches low scoring area		PKC 13510	7	10.7
Very Low Priority Area		L	L074	Cedar View Park	Neighborhood Park	Limited room to add components	Isolated and small		PKC 14400	3	0.2
Very Low Priority Area		L	L088	Yarrow Bay Wetlands	Natural Park	Likely very limited additional development possible	Minimal residential nearby		PKC 12800	9	74.2

Table 34: Priority Areas for Capital Investment

Open space and undeveloped properties in the following table may provide additional land that could contribute to the service in a gap area. Many of these have limited public access opportunities or are very small.

Corresponding Priority Map Area	Area Map Label	Priority based on park and proximity	Map ID	Open Space	Classification	Comments	LOS Comments	City Comments	CIP List	Current GRASP® Score	Acres
High Priority Area	H (c)	M/H	L128	KG2	OS	Could serve neighborhood	Appears to be a utility site like water tower?			7	2.5
High Priority Area	H (a)	M	L002	NRH4	OS	Limited access	Could be developed but limited access. Stormwater park with loop trail with access from both sides			2	1.1
Medium Priority Area	M (d)	L	L093	KG1	OS	See Bud Homan	Connects to Bud Homan			2	0.0
Low Priority Area	L (j)	M	L015	FH4	OS	Could add to service	Good street front			3	0.8
Low Priority Area	L (k)	M/H	L014	JU4	OS	Could serve neighborhood	Small but does have access			3	0.7
Low Priority Area	L (j)	L/M	L011	FH5	OS	Room to develop but near large lot residential	South end is low score area			3	1.9
Low Priority Area	L (j)	L	L009	FH7	OS	Based on current access limited possibilities	No street access			3	2.0
Low Priority Area	L (k)	L/M	L081	Wiviott Property	OS	In residential area	Small corner lot			3	0.7
Very Low Priority Area		L/M	L034	Open Space 25	OS	Near FH8	Good street front			3	1.2
Very Low Priority Area		L/M	L027	Open Space 3	OS	Near OS 7	Does have some street access but small			3	1.5
Very Low Priority Area		L/M	L033	Open Space 18	OS	Near OS 13	Street front but small			2	0.2
Very Low Priority Area		L/M	L032	Open Space 13	OS	Does have a few access points	Mostly drainage behind houses			3	6.1
Very Low Priority Area		L	L021	Open Space 10	OS	Could add components to west side	Mostly higher scoring			3	6.3
Very Low Priority Area		L/M	L029	Open Space 2	OS	Near OS 3 & 7	Does have some street access but small			2	0.8
Very Low Priority Area		L/M	L028	Open Space 7	OS	Near OS 2 & 3	Largest of the 3 parcels but this one has no street connection			3	8.0
Very Low Priority Area		L/M	L091	FH8	OS	Good street frontage	Small			3	0.4
Very Low Priority Area		L	L012	FH3	OS	Near HOA park	In current low service area but limited			3	0.1
Very Low Priority Area		VL	L098	TL3	OS	Hidden in industrial area	Industrial area			3	1.1

Table 34: Priority Areas for Capital Investment

CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Schools within these gap areas were also evaluated for the potential to increase service to the surrounding neighborhood. Several are or could be important supplements to the neighborhoods they serve. They are listed in the following table:

Corresponding Priority Map Area	Area Map Label	Priority based on park and proximity	Map ID	Open Space	Classification	Comments	LOS Comments	City Comments	CIP List	Current GRASP® Score	Acres
High Priority Area	H (b)	H	L101	Juanita Elementary School	School	Near Brookhaven Park	In low score area with high priority			10	2.0
High Priority Area	M (d)	H	L116	Robert Frost Elementary School	School	Near Kingsgate	In the middle of low score area			11	9.7
High Priority Area	H (c)	M	L115	Kamiakin Middle School	School	May impact low score area	High population area may be impacted		PKC 13320	14	25.2
High Priority Area	H (c)	M	L114	John Muir Elementary	School	Limited impact on low score area	Similar to Kamiakin Middle School			9	9.8
High Priority Area	H (a)	M	L113	Lake Washington Institute of Technology	School	Could serve residential to North and West	May have limited amenities for public			2	59.4
Medium Priority Area	M (h)	M	L109	Lakeview Elementary School	School	May already serve neighborhood?				12	1.5
Low Priority Area	L (i)	L	L110	Benjamin Franklin Elementary School	School	Are some parks in the area including Taylor Fields and Bridle Trails	Central to the low score area			11	5.5
Very Low Priority Area		VL	L129	International Community School	School	Could serve neighborhood	On edge or low score area			13	10.5

Table 34: Priority Areas for Capital Investment

CAPITAL IMPROVEMENT PROJECTS (CIP)

Currently, the Department's CIP budget includes 14 projects with a total cost of \$17.7 million. The Department had previously identified an additional 34 projects at a cost of \$170.5 million that were unfunded. The CIP lists are in Table 35a and b and includes both funded and non-funded projects that total \$324,757,900.

Project Number	Project Title	Total
PKC 04900	Open space, park land & trail acquisition grant match program	100,000
PKC 0660	Parks, play areas & accessibility enhancements	1,370,000
PKC 13310	Dock and shoreline renovations	2,625,000
PKC 13320	City-school playfield partnership	400,000
PKC 13330	Neighborhood park land acquisition	5,180,000
PKC 15100	Park facilities life cycle projects	1,030,800
PKC 15200-OO	Denny park improvements - picnic shelter	275,000
PKC 15400	Indoor recreation & aquatic facilities study	160,000
PKC 15500	Green loop master plan & acquisition	2,400,000
PKC 15600	Park restrooms renovation/replacement program	1,583,000
PKC 15700	Neighborhood park development program	300,000
PKC 15900	Off-leash dog areas	1,869,600
PKC 16100	Mcauliffe park sanitary sewer	325,000
PKC 16200	Wayfinding and park signage program plan	700,000
PKC 16300	Trail master plan	320,000
PKC 16900	Marina park dock & shoreline renovations	1,000,000
PKC 17000	ADA compliance upgrades	120,000
PARKS Funded Total		19,758,400

Table 35a: Kirkland Parks and Community Services CIP List - Funded

CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Project Number	Project Title	Total
PKC 11400	Mark Twain Park Renovation Plan and Development	96,000
PKC 11600	Lee Johnson Field Artificial Turf Installation	6,400,000
PKC 11902	Juanita Beach Park Development Phase II	12,800,000
PKC 12210	Indoor Aquatics and Recreation Facility Construction	96,000,000
PKC 12400	Snyder's Corner Park Master Plan and Development	128,000
PKC 13800	Everest Park Restroom/Storage Building Replacement	2,304,000
PKC 14900	Taylor Playfields-Former Houghton Landfill Site Master Plan	384,000
PKC 15000	North Kirkland Community Center Renovation & Expansion Plan	130,000
PKC 16600	Brink Park Building Renovation	100,000
PKC 16800	Spray Park	1,500,000
NEW	Skate Park Feasibility and Location Study	75,000
NEW	Crestwood Park Fields Conversion to Synthetic Turf	9,100,000
NEW	Park Specific Master Plan for Peter Kirk Park and Siting/ Location For Lee Johnson Field	75,000
NEW	Land Acquisition and Development for a Community Park In North Kirkland (15 Acres)	58,500,000
NEW	Upgrade Rectangle Fields at Spinney Homestead Park and Terrace Park To Synthetic Turf with Lights	4,800,000
NEW	Upgrade Diamond Fields at Highlands Park and Juanita Beach Park To Synthetic Turf with Lights	4,800,000
NEW	Add Outdoor Fitness Gyms in three Parks To Be Determined	750,000
NEW	Safety and Security Upgrades	200,000
NEW	Add ADA Kayak Launch Opportunities at two Waterfront Parks	156,000
NEW	All-Inclusive Playground	1,950,000
NEW	Disc Golf Course Feasibility and Construction at Juanita Bay Park	97,500

CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Project Number	Project Title	Total
NEW	Construct New Pickleball Courts	97,500
PKC 09510	Heritage Park Development - Phase III & IV	5,120,000
PKC 09700	Reservoir Park Renovation Plan	150,000
PKC 10800	McAuliffe Park Development	9,000,000
PKC 11300	Spinney Homestead Park Renovation Plan and Development	120,000
PKC 11500	Terrace Park Renovation Plan and Development	75,000
PKC 12600	Watershed Park Master Plan	128,000
PKC 12700	Kiwanis Park Master Plan	96,000
PKC 12800	Yarrow Bay Wetlands Master Plan	256,000
PKC 12900	Heronfield Wetlands Master Planning & Development	160,000
PKC 13510	Juanita Heights Park Master Plan	125,000
PKC 13600	Kingsgate Park Master Plan and Development	192,000
PKC 13903	Totem Lake Park Phase III: South Side CKC Enhancements and West Boardwalk	5,120,000
PKC 14100	South Norway Hill Park Site Master Plan	125,000
PKC 14300	Marsh Park Restroom Replacement	108,800
PKC 14400	Cedar View Park Improvement Plan	76,000
PKC 14500	Environmental Education Center	750,000
PKC 14800	Forbes House Renovation & Historic Preservation Plan	86,000
PKC 16400	Peter Kirk Park - Fencing and Drainage Improvements	250,000
PKC 16500	Peter Kirk Park - Skate Park Upgrades	500,000
PKC 16700-00	Denny Park Improvements - Sand Volleyball	75,000
NEW	ADA Phase 1 (2023)	1,300,000
NEW	ADA Phase 2 (2024)	1,300,000
NEW	ADA Phase 3 (2025)	1,430,000

CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Project Number	Project Title	Total
NEW	ADA Phase 4 (2026)	1,560,000
NEW	ADA Phase 5 (2027)	1,690,000
NEW	Park Playgrounds, Sports Courts and Amenity Repair, Replacement and Additions Phase 2	1,000,000
NEW	Convert Three Restrooms to Self-Cleaning	585,000
NEW	Add Small Playgrounds at Marsh Park and Marina Park	780,000
NEW	Cricket and Rugby Field Opportunities Feasibility Study	75,000
PKC 05610	Forbes Lake Park Development and Connections to 85th St SAP	7,680,000
NEW	Recreation Centers (Small, Neighborhood) Construction	32,500,000
NEW	NE 85th SAP Parks Acquisition & Development Opportunity Fund	5,000,000
NEW	Linear Parks Partnering with Active Transportation and Greenways Projects (20 Miles of Trails)	39,000,000
NEW	CKC Enhancements and Future Development	5,000,000
NEW	Blue Lighting Security System Along CKC	32,500
NEW	Self Service Bike Repair at Selected Community Parks and along CKC (5 Locations)	97,500
NEW	Additional Seating and Picnic Tables at Rose Hill Park	97,500
PARKS Unfunded Total		322,083,300

Table 35b: Kirkland Parks and Community Services CIP List – Unfunded

IMPLEMENTING THE PLAN

This plan outlines specific goals, objectives and actions that can be fully implemented given appropriate community engagement, transparent decision-making and sufficient resources (funding, staffing, etc.). Some best practices for implementing this plan include:

Leading

- Internal task force groups specific to individual objectives and action items (made up of front-line staff with one supervisor/manager)

Reporting

- Annual reporting on plan progress
- Include implementation status in monthly reports to the public, which showcases accomplishments and project status
- Quarterly implementation review and share status at all-staff meetings
- Quarterly reporting on plan status to the Park Board

Additionally, results and findings from the PROS Plan process delivered strong messages from the community about needed park improvements, adding new park components (e.g., playground, pickleball

court), constructing an indoor aquatics center, recreation center, and developing a trail network connecting parks throughout the city. The community expressed the need to provide more aquatics programming, sports programming, fitness activities, outdoor recreation opportunities, and more free or non-fee-based special events. In response to hearing these needs expressed by the community, City Council adopted a new work plan item at the March 1, 2022 City Council meeting through R-5514. The new work plan item reads:

Explore potential comprehensive Parks ballot measure options to be placed before Kirkland voters in 2023 for the purpose of maintaining and expanding natural areas, open spaces, aquatic and recreational facilities, and program opportunities that enhance the health and wellbeing of the community to further the goals of abundant parks, open spaces, and recreational services.

The City Council directed staff to take the necessary steps to place a potential ballot measure(s) on the November 2023 ballot. As part of this direction, staff created the following possible funding mechanisms for consideration.



CAPITAL IMPROVEMENT PLAN AND PRIORITIES

Ballot Measure Type (Revenue Source)	Vote Required	Could be used for:			Duration	Limitations on Revenue Source
		Capital	O&M	Notes about use		
"One-bump" Single-Year* Property Tax Levy Lid Lift	50% + 1	×	×	Any lawful government purpose. Purpose does not need to be specified in ballot measure.	Temporary or permanent. Limit 9 years if used for debt service on bonds.	Can increase by more than 1% for first year. Future years limited to 1% annual increase.
Multi-Year* Property Tax Levy Lid Lift	50% + 1	×	×	Any limited purpose stated in the ballot measure. No supplanting: Cannot be used to pay for existing programs.**	Temporary or permanent Permanent: increases by more than 1% for 6 years, then only increases by 1% in remaining years. Limit 9 years if used for debt service on bonds .	Can increase by more than 1% for up to 6 years. After 6 years, limited to 1% annual increase. Ballot states total tax rate for year 1 and maximum "limit factor" which total levy amount may not exceed. The limit factor can differ each year.
Excess Property Tax Levy Measure/ General Obligation Bond	60% with validation ***	×		Can only be used for capital.	Collected for as many years as necessary to repay bonds, often 20+ years depending on initial structure of bonds.	No 1% limit. Levy amount for each year calculated to repay the exact amount of debt for that year. Calculated according to length of obligation and associated amortization schedule prepared at the time of the bond sale.

Ballot Measure Type (Revenue Source)	Vote Required	Could be used for:			Duration	Limitations on Revenue Source
		Capital	O&M	Notes about use		
Metropolitan Park District (MPD)	50% + 1	×	×	<p>Depends on funding mechanism. If using excess property tax levy/ bonds for capital expenses, subject to 60% with validation.</p> <p>In 2017, Kirkland championed a successful change in state law that allows an MPD to be capped in response to community concerns about the MPD.</p>	<p>Once created an MPD is an independent governing body and has junior taxing district authority.</p> <p>Duration of taxing impact depends on specific taxing mechanism.</p> <p>The governing board can be the City Council or an independent board.</p>	<p>Statutory maximum levy amount is \$0.75/\$1,000 of assessed property tax valuation, but this maximum levy amount may be set at a lower level in the initial MPD formation ballot measure.****</p>

Notes:

O&M: Operating and Maintenance

*Note about “years” in type of levy lid lift: A good way to think of the difference between “single-year” and “multi-year” lid lifts is: How many years can your total levy increase by more than 1%? With a single-year lid lift, you can exceed the 1% annual limit for one year only, and then future increases are limited to 1% (or inflation) for the remainder of the levy. With a multi-year lid lift, you can exceed the 1% annual limit for up to 6 consecutive years. Both of these types of levy lid lifts can be temporary or permanent. More details: [MRSC Levy Lid Lifts](#).

**Supplanting allowed if levy funds would be replacing lost funding due to lost federal funds or state grants/loans.

***Validation: 40% voter turnout based on the prior year General Election voter turnout.

**** State law changed in 2017 with [SSB 5138](#) to allow voters to set a maximum levy amount in the initial ballot measure. This provision was not in place when Kirkland voted on establishing a MPD in 2015. See [RCW 35.61.210](#).

Resources

Municipal Research and Services Center (MRSC) is a nonprofit organization in Washington that provides legal and policy guidance to local governments across the state. Their resources are comprehensive and useful when evaluating what types of revenue sources may be best for a local City. Information summarized in this table comes from:

- [MRSC Metropolitan Park Districts](#)
- [MRSC Levy Lid Lifts](#)
- March 2022 [Revenue Guide for Washington Cities and Towns](#) – very detailed
- 2013 MRSC post written by Tracey Dunlap, Deputy City Manager, Special Projects: [Lessons Learned from Two Successful Levy Lid Lifts](#) (in Kirkland)

Goal	Objective	Actions	Assigned	Timeframe to Complete
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.A Keep and maintain an updated GIS database of parks and trails assets using the current GRASP® inventory. Conduct annual component-based inventory and assessment to identify low-scoring components and add new components or amenities.		Ongoing
				Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.B Update the Department's Capital Improvement Program (CIP) plan based on needs identified in the PROS Plan. This plan and a park assessment should be reviewed biannually and updated as needed.		Ongoing
				Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.C Maintain a similar or greater capital investment per acre		Ongoing
		1.1.D Using walkable access analysis and data in the PROS Plan, consider infill opportunities to increase the percentage of Kirkland residents that live within a tenminute walk of a park with sufficient components.		Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.E Develop and maintain sufficient parkland to meet the guideline of 1.5 acres of neighborhood parks per 1,000 residents and 2.25 acres of parkland for community parks. Maintain existing level of service for trails of 0.26 miles per 1,000 residents. Explore policies to ensure no net loss of park land.		7-10 years
				Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.F Pursue the acquisition of parks and open space in underserved areas of the City using an equity lens.		Ongoing
				0-3 years; 4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.G Pursue the development of an aquatic/recreation center and smaller community centers.		0-3 years; 4-6 years
		1.1.H Pursue opportunities along the Cross Kirkland Corridor (CKC) Interim Trail to enhance and expand recreational opportunities (e.g. exercise stations, areas of respite, educational panels, interactive art.)		0-3 years; 4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.I Consider and address insufficiencies based on population-based standards, and as identified in the LOS through future capital campaigns. Address short, medium, and longrange capital needs.		7-10 years

Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.J Consider a partnership arrangement with King County to increase the level of service provided at the diverse Big Finn Hill Park (220 acres). Explore opportunities to manage the park and/or take ownership to develop and use the park to its potential.	7-10 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.K Consider a partnership arrangement with the State of Washington and Bridle Trails Park Foundation to increase the level of service provided at Bridle Trails State Park.	7-10 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.1: Continue to maintain, expand, and improve existing facilities, components, amenities, and level of service (LOS) based on GRASP® scores, population growth, and urban development guidelines	1.1.L Explore opportunities to increase level of service in parks based on PROS Plan gap analysis.	7-10 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.2: Repair, upgrade, and/or replace low scoring amenities from the inventory assessment	1.2.A Replace/upgrade playground equipment based on the low-scoring amenities list and life expectancy. Replace with all-inclusive playground equipment.	Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.2: Repair, upgrade, and/or replace low scoring amenities from the inventory assessment	1.2.B Address low-scoring components and amenities from the inventory by upgrading and replacing components or amenities where appropriate.	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.2: Repair, upgrade, and/or replace low scoring amenities from the inventory assessment	1.2.C Develop an asset replacement schedule to keep replacements up-to-date based on recurring inventory updates and assessments.	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.3: Enhance user experiences, beautification, and aesthetics in parks	1.3.A Expand the use of annual plants and shrubs to enl	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.3: Enhance user experiences, beautification, and aesthetics in parks	1.3.B Review and update park maintenance standards for trash removal, graffiti and vandalism abatement, restroom maintenance, and continue excellent responsiveness to component and amenity repair or replacement.	7-10 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks	1.4.A Ensure adequate compliance with leash laws and park rules through the City's Park Ranger Programs.	Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks	1.4.B Revisit the off-leash dog park siting criteria from the 2019 Off-Leash Dog Areas Report and Site Recommendations to determine if any updates or revisions need to be made.	0-3 years

Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks	1.4.C Use known residential development to prioritize locations for new dog parks (i.e., 85th Street Station Area Plan).	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks	1.4.D Convert Juanita Beach (pop-up, temporary) off-leash area to a permanent dog park.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks	1.4.E Explore opportunities to channel dog license fees to support Park Ranger program and off-leash dog parks.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.4: Create and operate additional dog off-leash opportunities in Kirkland parks	1.4.F Explore active partnership with the City's animal control officer to best support offleash dog parks.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.5: Consider developing new components at existing parks based on level of service analysis	<p>components that allow for increased active lifestyle programming opportunities and upgrades, infill, and enhancements to existing parks:</p> <p>CRESTWOODS PARK</p> <ul style="list-style-type: none"> • Consider upgrading athletic fields to synthetic with lights <p>HAZEN HILLS PARK</p> <ul style="list-style-type: none"> • Add components based on neighborhood input <p>JUANITA BAY PARK</p> <ul style="list-style-type: none"> • Consider adding Disc Golf <p>JUANITA BEACH PARK</p> <ul style="list-style-type: none"> • Consider upgrading diamond fields to make them more playable • Consider upgrading tennis court • Consider adding pickleball • Improve turf conditions at this signature park, consider synthetic turf <p>KAMIAKIN MS</p> <ul style="list-style-type: none"> • Work with the Lake Washington School District (LWSD) to propose an update to 	0-3 years; 4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.5: Consider developing new components at existing parks based on level of service analysis	1.5.B Explore potential pickleball court locations in the park system as well as regional collaboration to address the growing popularity of this sport.	0-3 years; 4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.6: Upgrade availability and efficient operation of park restrooms	1.6.A Continue to implement and expand the capital project to add restroom facilities in high-use parks, replacing portable restrooms.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.6: Upgrade availability and efficient operation of park restrooms	1.6.B Explore opportunities for year-round restrooms, establishing design standards that promote efficient operation.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.6: Upgrade availability and efficient operation of park restrooms	1.6.C Explore self-cleaning restrooms for efficient operation and maintenance.	4-6 years

Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.6: Upgrade availability and efficient operation of park restrooms	1.6.D Explore self-locking or remote locking restrooms for	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.A Follow Crime Prevention Through Environmental Design (CPTED) principles in developing future parks and operating current parks. Complete a park security evaluation that includes sight lines, lighting, isolated areas, elevated maintenance standards, control access with the use of horticultural practices and surveillance.	Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.B Address community safety concerns by increasing	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.C Consider upgrades to lighting in parks, parking lots and around facilities, dark sky compliant when possible.	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.D Explore opportunities to fence playgrounds to ent	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.E Explore opportunities to install automatic gates to	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.F Explore installation of security cameras in high-use parks. Explore automated traffic safety cameras in park zones as allowed by RCW 46.63.170.	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.7: Prioritize and improve safety and security in parks and facilities	1.7.G Create formalized water safety policy, programs and services. Consider inclusion of a level of service analysis for lifeguarded beaches.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access	1.8.A Continue to stay aligned with state laws, best practices, and sustainability practices on management of beaches and water areas.	Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access	1.8.B Continue to prioritize lifeguarded beach access by maintaining the same or greater level of service.	Ongoing
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access	1.8.C Adding drop-off and loading/unloading access points at waterfront parks to support kayak and non-motorized watercraft use.	0-3 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members		Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access	1.8.D Consider adding additional non-motorized watercraft launch facilities and air-pump stations.	0-3 years

Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access	1.8.E Evaluate parking opportunities around waterfront parks to ensure the most efficient access.	4-6 years
Goal #1: Expand the Provision of High-Quality Park Experiences to Meet the Active and Passive Recreational Needs of Kirkland Community Members	Objective 1.8: Maintain and enhance Kirkland's waterfront parks to connect residents with the water and provide unique recreational experiences and greater access	1.8.F Identify actions that will help reduce beach closures due to bacteria and poor water quality. Actions to be evaluated should include local policy and operational changes, regulatory measures and potential capital projects.	4-6 years
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.1: Expand greenways, pathways, and trails connectivity that are accessible and inclusive to all	2.1.A Provide active recreation events that encourage use of the pedestrian-bike network, the CKC, etc.	Ongoing
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.1: Expand greenways, pathways, and trails connectivity that are accessible and inclusive to all	2.1.B Create a policy for management of soft trails in parks and open spaces.	0-3 years
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.1: Expand greenways, pathways, and trails connectivity that are accessible and inclusive to all	2.1.C Develop, enhance, and maintain signature greenways and trails that stretch across the community and that connect residents to the City's many parks, natural areas, recreation facilities and other amenities.	7-10 years
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.1: Expand greenways, pathways, and trails connectivity that are accessible and inclusive to all	2.1.D Develop and implement a wayfinding plan that covers signage standards, directional and distance signage, maps, park rules, and the use of mobile applications applicable to the entire parks and trails system.	7-10 years
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.2: Expand and enhance bicycle access and non-motorized access to parks, trails, and points of destination for recreation and active transportation	2.2.A Provide updated bike and walking route information online and in the Department's public materials, such as the recreation program guide and on the Department's webpage.	Ongoing
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.2: Expand and enhance bicycle access and non-motorized access to parks, trails, and points of destination for recreation and active transportation	2.2.B Provide secure bike parking at parks, with racks located near each use area. Add self-service bike repair stations at community parks, on trails and at popular cycling destinations.	0-3 years
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.2: Expand and enhance bicycle access and non-motorized access to parks, trails, and points of destination for recreation and active transportation	2.2.C Create welcoming pedestrian and cyclist entrances to parks, with pedestrian and bike paths that are visually prominent, direct, and physically separated from parking lots.	4-6 years

		7-10 years
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.2: Expand and enhance bicycle access and non-motorized access to parks, trails, and points of destination for recreation and active transportation	2.2.D Continue to develop and enhance a network of shared-use pedestrian and bicycle trails to enable connections within parks and between parks, nearby neighborhoods, public amenities, and major pedestrian and bicycle routes identified in Kirkland's Active Transportation Plan.
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.3: Collaborate and partner with Public Works and community members to effectively enhance the Cross Kirkland Corridor (CKC) in alignment with the Active Transportation Plan and CKC PROS Plan	2.3.A Partner to develop consistent trailheads/access points on the Cross Kirkland Corridor (CKC) Interim Trail with asphalt parking, signage, and restrooms, where appropriate.
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.3: Collaborate and partner with Public Works and community members to effectively enhance the Cross Kirkland Corridor (CKC) in alignment with the Active Transportation Plan and CKC PROS Plan	2.3.B Explore opportunities to improve the user's experience related to the Cross Kirkland Corridor (CKC) Interim Trail with additional linear parks and park amenities to include potential playgrounds, benches, etc.
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.3: Collaborate and partner with Public Works and community members to effectively enhance the Cross Kirkland Corridor (CKC) in alignment with the Active Transportation Plan and CKC PROS Plan	2.3.C Create and publish a map that shows connections to parks, biking, and other walking opportunities.
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.3: Collaborate and partner with Public Works and community members to effectively enhance the Cross Kirkland Corridor (CKC) in alignment with the Active Transportation Plan and CKC PROS Plan	2.3.D Continue to define the Cross Kirkland Corridor as both active transportation and a recreation asset.
Goal #2: Support the City's Efforts to be a Connected, Walkable, and Bicycle Friendly Community	Objective 2.3: Collaborate and partner with Public Works and community members to effectively enhance the Cross Kirkland Corridor (CKC) in alignment with the Active Transportation Plan and CKC PROS Plan	2.3.E Explore opportunities for the Department to partner on management and recreational development responsibility for the Cross Kirkland Corridor (CKC) Interim Trail.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.1: Maximize use of existing program spaces and work to identify additional program spaces, staffing, and resources to create new programming opportunities	3.1.A Explore opportunities to lease space to create additional capacity for existing enrichment opportunities until new permanent facilities are available.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.1: Maximize use of existing program spaces and work to identify additional program spaces, staffing, and resources to create new programming opportunities	3.1.B Pursue the funding, design and construction of an aquatics center that includes recreational programming space, community space, cost-recovery targets, operations and maintenance requirements, and administrative and staff areas.

		7-10 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.1: Maximize use of existing program spaces and work to identify additional program spaces, staffing, and resources to create new programming opportunities	3.1.C Pursue the funding, design and construction of neighborhood recreation centers in areas with gaps in delivery of recreation services. Explore feasibility, design, location, operator, etc. for two new neighborhood recreation centers that include space for enrichment classes, neighborhood meeting spaces, administrative and staff areas, cost-recovery targets, operations, maintenance requirements, etc.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.1: Maximize use of existing program spaces and work to identify additional program spaces, staffing, and resources to create new programming opportunities	3.1.D Implement a model to operate the Kirkland Teen Union Building as a comprehensive teen center with teen-centered programs and services.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.2: Ensure recreation opportunities are equitably distributed around the City	3.2.A Consider offering free health and fitness programs in neighborhood parks during spring, summer, and fall.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.2: Ensure recreation opportunities are equitably distributed around the City	3.2.B Consider a mobile recreation program in underserved neighborhood parks to operate concurrently with out-of-school time. Consider partnerships to provide USDA summer lunches in conjunction with the mobile recreation program.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.2: Ensure recreation opportunities are equitably distributed around the City	3.2.C Explore opportunities to acquire property in the Kingsgate Neighborhood for potential placement of a small community center.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.3: Develop a formal recreation program evaluation process	3.3.A Track and evaluate the trends, needs, demand, participation levels, satisfaction rates, etc. for all recreation program offerings.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.3: Develop a formal recreation program evaluation process	3.3.B Develop and report a minimum of five performance measures as described in the plan to evaluate the quality of recreation programs and services. Include a measure for new programs, satisfaction, program wait lists, etc.
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.3: Develop a formal recreation program evaluation process	3.3.C Establish and consistently implement participant input opportunities and engagement for all programs.

Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.3: Develop a formal recreation program evaluation process	3.3.D Help ensure engagement processes include community members from diverse ethnic, neurodiverse, disabled and socioeconomic groups.	Ongoing
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.3: Develop a formal recreation program evaluation process	3.3.E Establish customer service response goals to ensure patrons receive timely responses to complaints or suggestions.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.3: Develop a formal recreation program evaluation process	3.3.F Develop a recreation program plan that includes a service matrix, activity development and selection process, and other requirements found in the standards developed by the Commission for Accreditation of Park and Recreation Agencies (CAPRA).	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.4: Promote active, healthy lifestyles through additional recreation programming	3.4.A Promote active lifestyles by enhancing and increasing walking and running programs, senior walking programs, etc., and enhance existing programs as well as introduce new programs.	Ongoing
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.4: Promote active, healthy lifestyles through additional recreation programming	3.4.B Provide programs using outdoor fitness and exercise equipment in programmable spaces in neighborhood parks.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.4: Promote active, healthy lifestyles through additional recreation programming	3.4.C Explore programming opportunities using the Cross Kirkland Corridor (CKC) Interim Trail.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.4: Promote active, healthy lifestyles through additional recreation programming	3.4.D Provide programming and services that target potentially underserved populations that may include youth, teens, adults, and older adults.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.4: Promote active, healthy lifestyles through additional recreation programming	3.4.E Establish and operate specialized recreation facilities to respond to identified public needs that may include community gardens, skate parks, pump tracks, a teen center, etc.	4-6 years; 7-10 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.4: Promote active, healthy lifestyles through additional recreation programming	3.4.F Consider indoor pickleball leagues and programs in existing community centers where appropriate.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.5: Explore opportunities to increase and enhance community events based on demand, trends, and cultural opportunities	3.5.A Offer community building events in all parts of the City to contribute to a sense of community.	0-3 years

Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.5: Explore opportunities to increase and enhance community events based on demand, trends, and cultural opportunities	3.5.B Develop relationships with community organizations (particularly those representing cultural groups) to collaboratively plan and offer community building events to the whole community.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.5: Explore opportunities to increase and enhance community events based on demand, trends, and cultural opportunities	3.5.C Develop a formal sponsorship program for events and activities.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.5: Explore opportunities to increase and enhance community events based on demand, trends, and cultural opportunities	3.5.D Develop a policy and tools to assist staff with recruiting program sponsors.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.5: Explore opportunities to increase and enhance community events based on demand, trends, and cultural opportunities	3.5.E Consider adding a development position to fully support sponsorship opportunities.	0-3 years
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.6: Coordinate with other Kirkland community and human service providers to develop programs and services to meet demand and trends and minimize duplication of services	3.6.A Continually coordinate with local recreation providers to reduce duplication of services and maximize recreational opportunities.	Ongoing
Goal #3: Provide a Variety of Recreation Services, Facilities and Programs that Promote the Health and Well-Being of Community Members of All Ages and Abilities	Objective 3.6: Coordinate with other Kirkland community and human service providers to develop programs and services to meet demand and trends and minimize duplication of services	3.6.B Seek to strengthen and grow partnerships between the Department and community organizations.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.1: Consider organizational restructuring to increase efficiencies by adding identified positions in gap areas identified in the plan	4.1.A Explore telecommuting on a permanent basis for	0-3 years; 4-6 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.1: Consider organizational restructuring to increase efficiencies by adding identified positions in gap areas identified in the plan	4.1.B Examine the organizational structure to optimize reporting lines, consider succession planning and eliminate single points of failure.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.1: Consider organizational restructuring to increase efficiencies by adding identified positions in gap areas identified in the plan	4.1.C Create additional positions to support parks and recreation service delivery as outlined in this plan. Minimal Needs (9 FTE) - Management Analyst (1) - Communications Program Specialist (1) - DEIB Coordinator (1) - Groundskeeper (3) - Adaptive Recreation Coordinator (1) - Park Ranger (2) Ideal Needs (additional 8 FTE) - Administrative Supervisor (1) - Planning Coordinator (1) - Office Specialist (for each community center) (2) - Program Coordinator (Volunteer and Partnerships) (1) - Program Coordinator (Teen Programming) (1) - Field Arborist (1) - Human Services Specialist (1)	0-3 years; 4-6 years

Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.1: Consider organizational restructuring to increase efficiencies by adding identified positions in gap areas identified in the plan	4.1.D Consider leased office space to support additional service levels.	4-6 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.2: Continually engage and connect with community members to facilitate positive and collaborative community relationships and transparent decision-making	4.2.A Establish annual Department survey to determine baseline and satisfaction trends; use results to build annual work plans.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.2: Continually engage and connect with community members to facilitate positive and collaborative community relationships and transparent decision-making	4.2.B Continue to engage the community in current and future parks and recreation planning efforts.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.2: Continually engage and connect with community members to facilitate positive and collaborative community relationships and transparent decision-making	4.2.C Encourage and support active and ongoing participation by diverse community members in planning and decision-making.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.2: Continually engage and connect with community members to facilitate positive and collaborative community relationships and transparent decision-making	4.2.D Purchase/implement a community engagement platform that supports digital surveys.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.A Work with City to expand social media policy to allow the Department to utilize additional social media outlets to their full capacity.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.B Explore in-house translation services (incentive pay) for current City employees.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.C Continue to create and enhance program marketing using an equity lens with a specific emphasis on program promotion in Spanish and Asian languages. Focus on cultural cues and fluency within specific social media platforms.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.D Consider creative options to encourage participation on the Park Board by members of the Asian, Hispanic, and other underrepresented communities to increase communications and help build relationships.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.E Continue to promote and create awareness of programs and activities through email, the Department website, social media, text and other methods of communication.	Ongoing

Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	<p>4.3.F Enhance the Department's marketing plan to ensure diversity in communication methods and a branding plan. It should be reviewed regularly, updated as needed, and include:</p> <ul style="list-style-type: none"> • Department branding standards • Wayfinding and signage standards • Increased use of social media and other methods of communication • Continued and enhanced use of the City and Department's website • Partnership opportunities 	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.G Establish a seasonal social media and public campaign with a focus on health and wellness and reaching Asian and Hispanic community members.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.3: Increase and improve communication with all community members	4.3.H Consider the addition of a marketing, development and social media division with staffing and resources. Consider the addition of an Outreach and Engagement Coordinator to carry out enhanced communications, marketing, engagement processes, community surveying and data collection of participant feedback (See 4.1.c).	4-6 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.A Evaluate non-resident program participation to ensure non-resident participants are paying appropriate and equitable fees.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.B Consider encouragement of a grassroots parks and recreation foundation to coordinate bond referendums, endowments, living trusts, etc.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.C Pursue a voter-approved capital campaign to address facility and space shortages.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.D Establish policy that funds operations and maintenance at the time CIP projects are approved for funding.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.E Implement the Department's resource allocation philosophy/pricing model in line with the Department's fiscal policy. Update fiscal policy to "direct cost".	0-3 years

Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.F Complete a biennial fee study to benchmark Kirkland's fees against other nearby agencies to determine current market-rate fees.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.G Look for ways to establish alternative forms of revenue for programs that may include any of the financing options identified in the plan.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.4: Explore alternative funding options and a voter-approved capital campaign for programmatic and capital expansion	4.4.H Explore opportunities to recover a greater percentage of development fees, in advance of population growth and the 85th Street Station Area Plan. Consider additional opportunities for commercial/industrial impact fees (system development charges) to recover a greater level of impact caused by new residential and commercial/industrial development and land dedication policy.	7-10 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.5: Develop and enhance relationships with key partners	4.5.A Hold an annual partner recognition event.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.5: Develop and enhance relationships with key partners	4.5.B Explore additional partnerships with community service clubs, non-profits, and the business and faith-based communities to deliver parks and recreation services.	Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.5: Develop and enhance relationships with key partners	4.5.C Reevaluate the inter-governmental agreement with the Lake Washington School District to ensure an ongoing and mutually beneficial agreement is in place. The agreement should include a requirement to evaluate the agreement on a recurring basis.	4-6 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.6: Maximize volunteer opportunities in the Department	4.6.A Increase park service and restoration events.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.6: Maximize volunteer opportunities in the Department	4.6.B Consider addition of a full-time Volunteer Coordinator. (See 4.1.c)	4-6 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.6: Maximize volunteer opportunities in the Department	4.6.C Expand the Adopt-A-Park program.	4-6 years

			Ongoing
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.7: Aspire to be a leader in the parks and recreation field following best practices and meeting standards for high functioning parks and recreation agencies	<p>4.7.A Implement plan actions in a transparent manner:</p> <ul style="list-style-type: none"> • Hold annual off-site Department goal setting and prioritization of plan goals • Create internal task force groups specific to individual objectives and action items (made up of front-line staff with one supervisor/manager) • Issue annual reporting on plan progress • Include implementation status in monthly reports to the public that showcases accomplishments and project status • Review and share status at all-staff meetings 	
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.7: Aspire to be a leader in the parks and recreation field following best practices and meeting standards for high functioning parks and recreation agencies	4.7.B Complete the CAPRA self-evaluation to identify appropriate standards for policy and planning documents and implement best practices.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.7: Aspire to be a leader in the parks and recreation field following best practices and meeting standards for high functioning parks and recreation agencies	4.7.C Create and implement CAPRA policy for updating policy and Department planning documents to help ensure timely updates and appropriate document tracking.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.7: Aspire to be a leader in the parks and recreation field following best practices and meeting standards for high functioning parks and recreation agencies	4.7.D Work toward an NRPA Gold Medal application within 5 years.	0-3 years
Goal #4: Maintain Organizational Resilience, Effectiveness, and Sustainable Funding	Objective 4.7: Aspire to be a leader in the parks and recreation field following best practices and meeting standards for high functioning parks and recreation agencies	4.7.E Work toward meeting each of the 154 National Accreditation standards as defined by the Commission on Parks and Recreation Accreditation within six years. Complete self-evaluation annually.	7-10 years
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.A Ensure the Department continues to implement, in spirit and intent, the requirements in Kirkland City Council Resolution 5240 which requires DEIB staffing and resources (see 4.1.c).	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.B Improve and enhance communication with members of Hispanic, Asian, and other historically excluded populations in Kirkland. Offer programs in various Asian and Hispanic languages as possible and in demand.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.C Utilize translation services for community engagement opportunities.	Ongoing

Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.D Place a focus on acknowledging the contributions of Native American heritage, including developing a facility naming policy recognizing indigenous peoples.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.E Program a minimum of three cultural events in Kirkland each year; engage Hispanic, Asian and other historically excluded populations/partners in the provision of special events and programs.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.F Continue to create a welcoming environment in facilities with translated signs.	0-3 years
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.1: Focus (externally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.1.G Complete a formal evaluation of the Department DEIB practices that includes: <ul style="list-style-type: none"> • Racial/ethnic/cultural barriers • Economic status/resource barriers • Age-related barriers • Gender identification barriers • Disability-related barriers Publish an annual disparity report with goals and action items to address barriers.	0-3 years
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.2: Focus (internally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.2.A Develop DEIB policy and provide ongoing training programs for staff to ensure inclusivity throughout the department.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.2: Focus (internally) on diversity, equity, inclusion, social justice, and a sense of belonging	5.2.B Create an ongoing DEIB Department committee to support and encourage a fully inclusive workplace and welcoming parks, facilities, programs, and activities.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.3: Continue to help ensure recreation programs and facilities are affordable for all community members	5.3.A Create a promotional campaign to inform the community of scholarships. Consider an outreach element with the scholarship policy.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.3: Continue to help ensure recreation programs and facilities are affordable for all community members	5.3.B Evaluate scholarship policy annually to ensure data privacy and a standard for need (poverty level) is appropriately applied in Kirkland.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.3: Continue to help ensure recreation programs and facilities are affordable for all community members	5.3.C Consider a tiered pricing program for selected acti	4-6 years
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.3: Continue to help ensure recreation programs and facilities are affordable for all community members	5.3.D Create a standard for offering a set number or percent of free or low-cost programs as budget allows.	4-6 years

Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability	5.4.A Develop a plan to ensure members of the community who are neurodiverse or have intellectual, physical, sensory or psychological conditions have access to adaptive and inclusive programs and services.	0-3 years
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability	5.4.B Ensure compliance with the 2010 Americans with Disabilities Act Update, specifically with Section § 33.130, through the provision of inclusion resources where necessary.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability	5.4.C Develop and implement a program planning form that assesses ADA needs for programs and activities.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability	5.4.D Implement recommendations in the 2022 ADA Transition Plan.	Ongoing
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability	5.4.E Evaluate current policies and practices with the Human Services staff and report annually to the Human Services Commission.	0-3 years
Goal #5: Continue to Prioritize Access to Parks and Programs for All Kirkland Community Members	Objective 5.4: Ensure programs, facilities, communication, etc. comply with the Americans with Disabilities Act and are fully inclusive, regardless of ability	5.4.F Analyze parking availability and develop use policy to ensure access for all.	0-3 years
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.A Enhance signage and expand the park ranger program to reduce the number of dogs on sports fields.	Ongoing
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.B Consider replacement and enhancement of amenities to include available parking, restrooms, and portable fences for use on diamond fields.	Ongoing
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.C Implement the Athletic Fields Strategic Plan which recommends renovating and improving conditions of low-scoring grass fields, including both diamond and rectangle fields.	Ongoing
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.D Implement the Athletic Fields Strategic Plan which recommends conversion of selected park athletic fields to lighted rectangle and multi-purpose fields.	0-3 years
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.E Explore partnerships with the Lake Washington School District to enhance and improve additional athletic fields through the City/School partnership.	4-6 years

Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.F Explore regional partnerships and collaboration to support unserved sports such as cricket, rugby, lacrosse, pickleball.	0-3 years
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.1: As resources are identified, expand capacity at existing fields by enhancing infrastructure, components, and amenities	6.1.G Explore lighting sports fields where practical and ensure use of a public engagement process with neighboring homes.	7-10 years
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.2: Improve permitting/scheduling of athletic fields to ensure field availability to all	6.2.A Ensure weekly open/free play time is reserved at all parks.	Ongoing
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.2: Improve permitting/scheduling of athletic fields to ensure field availability to all	6.2.B Allow for greater rest periods for heavily used turf fields (May and June).	Ongoing
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.2: Improve permitting/scheduling of athletic fields to ensure field availability to all	6.2.C Provide opportunities for unserved sports such as rugby and cricket as field capacity is added to provide greater equitable access.	0-3 years
Goal #6: Enhance and Improve Access to Athletics and Sports Opportunities	Objective 6.2: Improve permitting/scheduling of athletic fields to ensure field availability to all	6.2.D Purchase an online real-time registration software for field scheduling to provide the best possible service and field availability in real-time.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.A Integrate findings and recommendations from the City of Kirkland Sustainability Master Plan, December 2020.	Ongoing
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.B As is practical, limit the Department's carbon footprint, creating an internal sustainability plan for 2022 – 2028 with measurable goals and action items.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.C Create a pesticide-free parks program and recruit volunteers to assist with weed abatement.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.D Consider horticultural practices that feature native and drought-resistant plants to conserve water.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.E Explore opportunities for food forests, and natural public gardens to steward the local ecosystem.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.F Ensure all current and future park and facility lighting is LED. Consider dark sky compliant lighting where possible.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.G Replace hand-powered gas equipment with electric where practical.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.1: Improve and enhance Department sustainability initiatives, aligned with the City's sustainability master planning	7.1.H Convert the Department's gas-powered vehicle fleet to electric in phases.	7-10 years

Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.2: Identify ongoing funding, acquire property, and implement park projects that promote, restore, and sustain the natural environment	7.2.A Identify and pursue acquisition of parcels that protect and preserve open space, forested space and environmentally sensitive areas.	4-6 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.2: Identify ongoing funding, acquire property, and implement park projects that promote, restore, and sustain the natural environment	7.2.B Identify and pursue capital improvement projects that protect, preserve, restore and sustain sensitive and forested areas. Include these components in park development projects.	Ongoing
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.2: Identify ongoing funding, acquire property, and implement park projects that promote, restore, and sustain the natural environment	7.2.C Continue support of the Green Kirkland Partnership, the park steward program and the volunteer events and activities that are critical for the health of parks, forests, and open space.	Ongoing
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.2: Identify ongoing funding, acquire property, and implement park projects that promote, restore, and sustain the natural environment	7.2.D Explore the most appropriate funding methods identified in the planning process.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.3: Align goals and initiatives to coordinate with stormwater and surface water plans, partnerships, and initiatives	7.3.A Explore opportunities to partner with Stormwater in the Public Works Department for funding and development of open spaces that serve both stormwater and recreational purposes.	Ongoing
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy	7.4.A Help ensure decisions on tree maintenance, care, replacement, removal, etc. are transparent to the Kirkland community.	Ongoing
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy	7.4.B Develop a policy on trees, including type, growth rates, replacement, etc. to ensure a healthy canopy.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy	7.4.C Complete a tree inventory for trees in parks and open space properties with a plan for location to plant new trees. Explore purchase of a software package to plot and manage trees.	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy	7.4.D Implement a tree management and maintenance plan to help ensure tree management is proactive vs. reactive. This requires additional resources that include an urban forest supervisor and an additional arborist. (See 4.1.c)	0-3 years
Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy	7.4.E Provide tree education opportunities in Department marketing materials to highlight benefits of a healthy tree canopy in Kirkland.	0-3 years

Goal #7: Protect and Conserve the Natural Environment for Future Generations	Objective 7.4: Fully support the City's 20-Year Urban Forestry Plan to ensure the health of the tree canopy	7.4.F Work collaboratively with departments to support tree canopy preservation, monitoring and goals.	Ongoing
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CITY OF KIRKLAND
Department of Parks & Community Services
123 Fifth Ave, Kirkland, WA 98033 · 425.587.3300
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MEMORANDUM

To: Park Board

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

Date: March 20, 2024

Subject: Houghton Park and Ride Interim Use

RECOMMENDATION

That Park Board receive an update on the planned interim uses of the Houghton Park and Ride while long term plans are developed.

BACKGROUND DISCUSSION

At the January 24, 2024 Park Board meeting¹ staff updated Park Board about preliminary discussions with City Council about the interim use of the Houghton Park and Ride (HPR) property. Concepts included, but were not limited to pickleball courts, a skate park, a pump track, and storage/lay-down space for various construction projects. Recommendations were developed based on goals in the 2023 Parks, Recreation and Open Space (PROS) Plan. City Council was supportive of requested staff continue developing these options and return with more details. Staff presented an update to City Council at the March 19, 2024 City Council meeting². A summary of the recommendations is outlined below, with an overview of the site shown in **Attachment 1**.

Pickleball Courts: Four temporary pickleball courts will be constructed in the north parking lot of the HPR property.

Skate Park, Pump Track, and Traffic Garden: The northern portion of the site will be used for a skate park, pump track, and bicycle playground/traffic garden. A modular system will be used which can be relocated in the future once long-term plans for the HPR are determined. The modular design proposed provides a variety of elements and is suitable for beginner and more advanced skaters.

Community Garden Plots: While not initially included in the January proposal, staff received several requests to include additional community garden plots at HPR. The current Pea Patch

¹ <https://www.kirklandwa.gov/files/sharedassets/public/v/1/parks-amp-comm-services/park-board/pdfs/agendas-amp-packets/2024-01-24-park-board-meeting-agenda-and-packet.pdf>

² https://www.kirklandwa.gov/files/sharedassets/public/v/1/city-council/agenda-documents/2024/march-19-2024/9c_business.pdf

program consistently sells out and has a long waiting list. Staff will install approximately 22 Community Garden plots on the western edge of the site.

Other Considerations: As discussed in January, the southern half of the HPR could be used for various recreation programs. Adding a few programs can be accomplished with current staffing levels. Staff recommendations included offering a few community flea markets or pop-up summer markets per year. Additionally, drive-in movies could be scheduled at the site rather than at Juanita Beach Park. Additionally, the site could be used for small community building events like a chalk art festival, trunk-or-treating, or a winter/holiday market. Finally, the skate park and pickleball courts could be utilized for camps and lessons. Staff will begin developing programming opportunities to take advantage of the amenities planned for the HPR property.

Once activated for park use, Parks staff will begin managing and maintaining the site, including picking up trash, routine inspections, and maintaining the restroom.

Finally, to ensure the safety of participants, fencing and other security should be included in the project. Staff recommend installing three- to four-foot-tall chain link fences between each of the pickleball courts as well as along the southern end of the skate park. Fencing or large concrete ecology blocks would be placed to prevent vehicles from accessing the recreational areas of the site and to prevent balls from the pickleball courts from rolling into other activity areas.

Summary of Parks and Community Services Use

- Pickleball Courts: \$70,000 - \$85,000 (one-time)
- Skate Park and Bike amenities: \$350,000 (one-time)
- Community Gardens: \$15,000 (one-time)
- Fencing/Ecology Blocks: \$25,000 (one-time)
- Site Amenities: \$25,000 (one-time)
 - benches, tables, signage, etc.
- Construction Contingency: \$25,000 (one-time)
- Maintenance: \$35,000 (ongoing)

Total One-Time Expense: \$510,000 - \$525,000

Total Ongoing Expense: \$35,000

Staff received other requests for the site that were not considered because they were not suitable for short term temporary use being considered. Examples of requested elements include sand volleyball courts, a playground, and electric vehicle charging stations. Overnight parking was also requested. Staff recommend establishing standard operating hours and to close/lock the gates daily, similar to other parks.

Other Potential Use

The Public Works Property Analyst has developed a systematic approach for determining lease rates based on several factors, including land value, area leased, rate of return desired, and other impact factors. Following this methodology, staff recommend setting a lease rate of \$4.03 per square foot per year for construction staging/laydown usage with a 3% annual escalation factor for multi-year leases.

The long-term use of HPR has not yet been determined. However, the City Manager shared with City Council at the March 5, 2024 meeting that the Seattle Kraken have expressed interest in a public/private partnership for the construction of an ice arena at HPR. Subsequently, City Council received a letter from Lance Lopes, Executive Vice President/General Counsel, stating the Seattle Kraken's interest in building two regulation NHL ice rinks with ancillary support

facilities at the site (**Attachment 2**). One option proposed was to build a third floor on the ancillary support building that could be operated by the City of Kirkland for recreation and community programming and services. It should be noted that this is a concept only and no discussions have yet occurred about this potential opportunity.

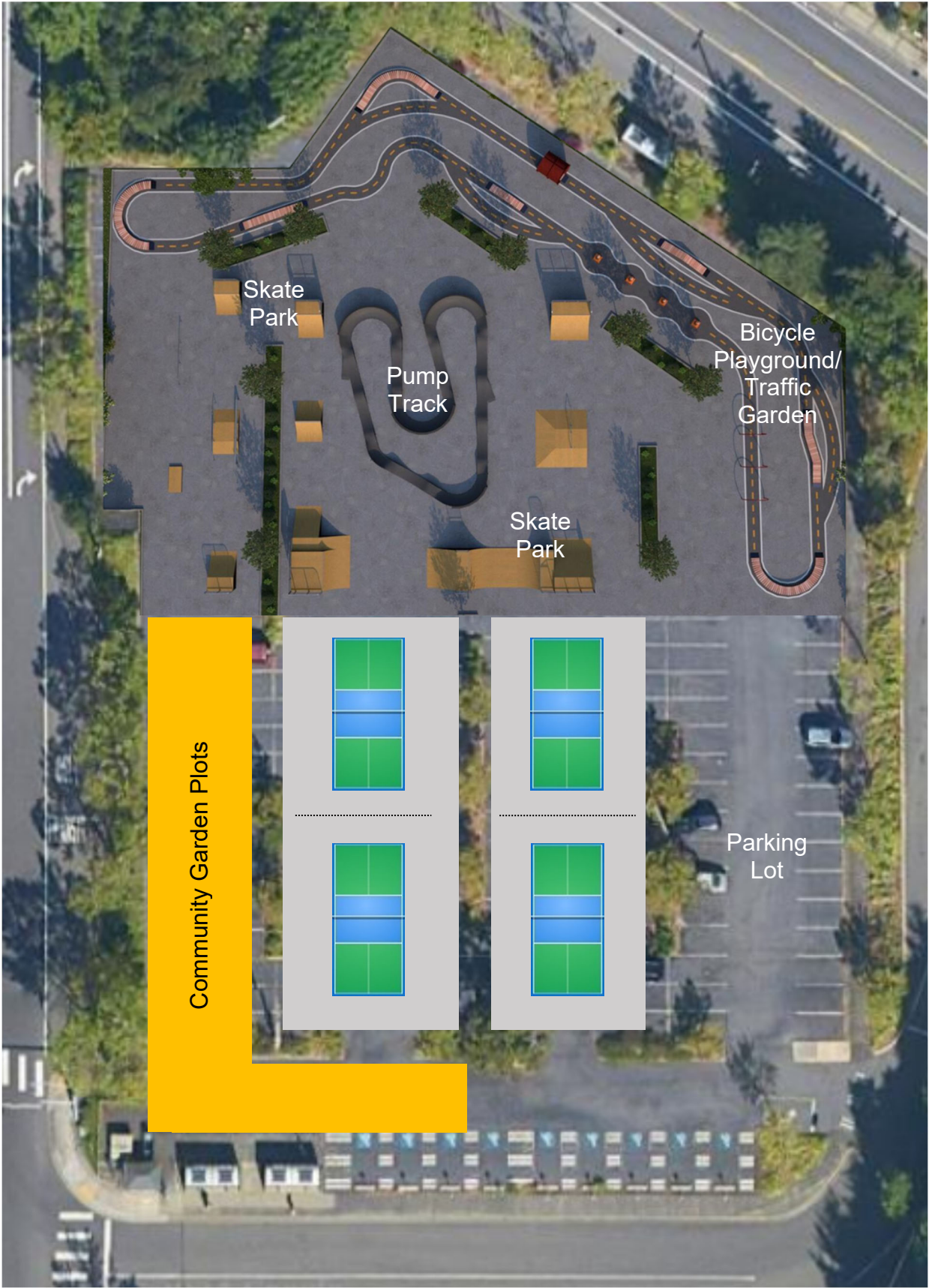
Next Steps

Staff will continue to update Park Board on the activation of the HPR property. Once the temporary amenities are installed staff will begin promoting the site to the public.

Attachment 1 – Site Layout Overview

Attachment 2 – Seattle Kraken Letter

Attachment 1: Site Layout Overview



Attachment 2: Seattle Kraken Letter

Proposal Kraken Community Iceplex and Community Center- Kirkland

Project Description

By September 2026, the Kraken propose building two regulation NHL ice rinks and ancillary support facilities, including ice plant, locker rooms, skate shop, concession stand, lobby, fitness/training, offices and viewing areas on the parcel identified in Exhibit A. We will also include 22 on- site parking spaces and a covered child drop off area.

The facility will utilize the parking located on the adjacent parcel to the north with reserved parking for a portion of the spaces.

The Kraken will build and operate a 75,000 square foot first floor and a 15,000 square feet second floor for its hockey programming and viewing areas to rinks.

The City of Kirkland will retain 15,000 square feet on the third floor that the Kraken will build as warm shell and demised for Kirkland to program with FF&E as it desires at its' cost. The cost to build this "Kirkland Space" shall be borne by Kirkland as a proposed fixed cost of \$7,500,000, which represents a burdened cost of \$500 per sq. ft. Kirkland will have use of the covered drop off area and a vertical access to the space.

Kraken benefits received from Kirkland:

1. 35-year lease with a 5-year option at \$1 per year.
2. Waiver of development and permit fees and Kirkland portion of construction sales tax.
3. Building set back variance to allow for zero lot line on E/W sides to allow rinks to fit.
4. Kirkland would cooperate with Kraken effort to serve as conduit to borrow \$40M in short term (2 yrs) construction loan financing from King County with interest expense and loan guarantee paid by the Kraken and paid off 6 months after completion of construction.
5. Kirkland will ensure at least 210 parking spaces are available in the north parcel during the term of the lease and that a minimum of 160 are reserved for Kraken facility use.
6. Kraken will retain ability to sell naming rights to the facility for the lease term

Kirkland public benefits received from Kraken:

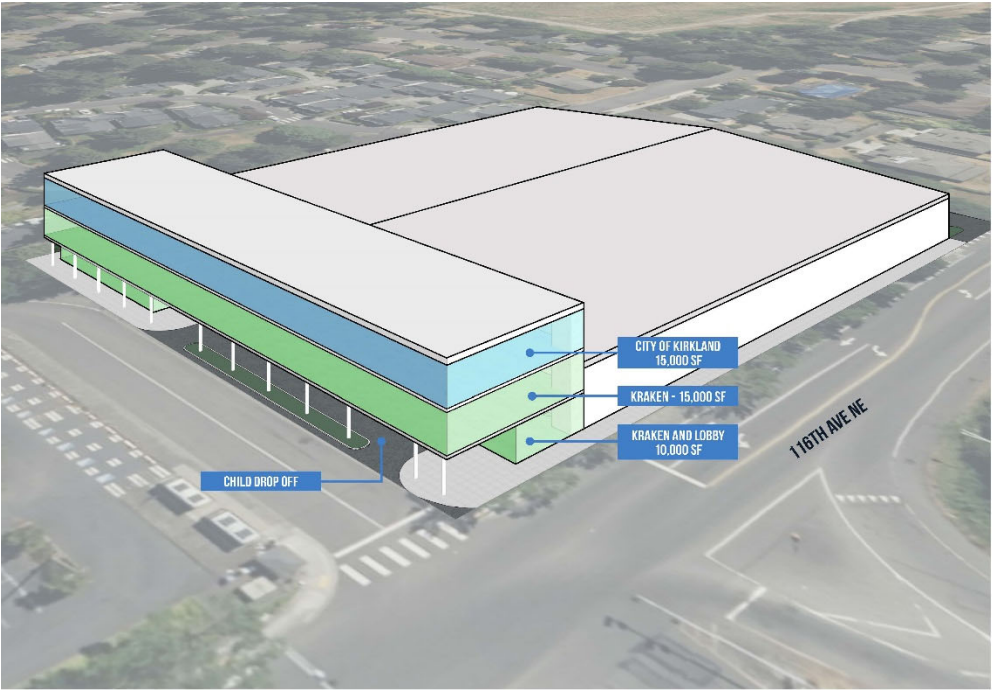
1. Kirkland residents will get convenient paid access to state-of-the-art ice rinks operated at the sole risk and expense of the Kraken.
2. Kirkland residents will have a 15,000 square foot community center to be programmed and operated by Kirkland, but built by the Kraken.
3. Kraken take risk for financing, design, construction, completion and long term maintenance of the facility and we would sign a lease for a 35 +5 year term. We would lease back the Kirkland Space for \$1 plus expenses (utilities, etc.) and Kirkland gets full control of that space.
4. Kirkland could offset the entire cost of the community center and land acquisition cost from the Kraken tax payments we estimate at \$600k per year. (Property \$400k, B & O \$45k, Sales \$110k, Admissions \$45k)
5. Kirkland business community and Kirkland gets additional activity and sales tax revenue generated from Kraken Community Iceplex visitors and tournament attendees.
6. Kirkland gets Seattle Kraken players and NHL brand presence in its community.
7. Kirkland's underserved communities and schools would receive Kraken resources and attention.
8. Kirkland would own the entire facility and expiration of lease.



SITE PLAN
Kraken Ice Center



SECTION PERSPECTIVE
Kraken Ice Center



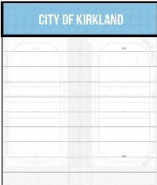
PERSPECTIVE
Kraken Ice Center



Level 1



Level 2



Level 3





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

Date: March 27, 2024

Subject: Election of Vice Chair

RECOMMENDATION

That the Park Board conduct elections to fill the vacant Vice Chair position for the remainder of the 2024 term.

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 code also stipulates if the Chair is unable to complete his/her term, the vice-chair shall assume the position of chair and perform all the required duties until the expiration of the respective term and a new vice-chair shall be elected. The Park Board held elections for Chair and Vice Chair for the 2024 term at the December 13, 2023 meeting, electing Mike Holland as Chair, and Tessa Hansen as the Vice Chair. Due to personal matters, Ms. Hansen informed staff she would not be seeking a second term on Park Board which expires on March 31, 2024, leaving the Vice Chair position vacant. As such, Park Board will need to elect a new Vice-Chair to complete the remainder of the 2024 term.

The Vice Chair serves as a backup to the Chair and is responsible for performing the duties of the Chair in the event the Chair is not present. Additionally, the Chair and Vice Chair meet with Parks and Community Services leadership staff quarterly to discuss and plan for future Park Board meetings. The Chair or Vice Chair may be asked to speak at special park-related events such as groundbreakings, dedication ceremonies, or other similar events. Should the Chair be unable to complete his or her term, the Vice Chair will assume the position of Chair and an election will be held to fill the position of 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 Vice Chair position. Nominations do not need to be seconded by another Board member; however, a nominee may decline the nomination if desired. Park Board does not have a rule governing how elections are conducted. As such, the board may conduct this election any way they like, as long as it is not a secret or anonymous ballot and is done in an open meeting. Staff recommend the process outlined below for elections.

1. The Chair begins the election procedure by calling for nominations for Vice Chair.
2. Once all nominations have been made, the Chair closes the nomination period and allows each nominee to speak toward their desire for the position.

3. Once each nominee (who has accepted the nomination) has been given the chance to speak, the Chair shall begin the voting procedure.
4. If multiple people are nominated, the election should 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.
 - a. The nominee with the most votes will be declared the winner.
 - b. 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 another opportunity for the tied nominees to speak toward their desire for the position.
5. If only one person is nominated, the vote can be conducted via voice vote (all in favor/opposed), but the Chair can choose a roll call vote for simplicity.

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

John Lloyd

From: Sara Shellenbarger
Sent: Thursday, March 21, 2024 8:51 AM
To: Janice Richardson; Park Board
Subject: RE: We have temporary guardianship of a special needs grandson 11. Parks programs lacking for adaptive

Hi Janice,

Thank you for reaching out to the Park Board. They will receive a copy of your email, along with this response to you.

I'm sorry the registration process was hectic. It is challenging each year as the demand for programs exceeds what we are able to offer.

We have also seen the slowness with the software system that you mentioned, which is due to the high volume of people trying to sign up. Our registration vendor is working to resolve this issue. If your desired program is full, we encourage you to get added to the waitlist.

When the software system gets jammed up with many people registering for the same program at the same time, it will often (by design) stop registrations and put people on the waitlist, which preserves the order in which folks tried to register. So often times if this happens and you are early in the waitlist, it's likely you'll be able to enroll – it just takes our staff team a few days to get through everything because it becomes a more manual process.

While we don't currently offer dedicated adaptive recreation programs, we are committed to accommodating people with disabilities and will make every reasonable effort to ensure our programs are accessible.

I'm not sure of your grandson's specific needs and I'd be happy to talk about accommodations with you. It sounds like having an aide or companion join him at camp may be helpful and we'd be happy to work with you on that. Please feel free to call me at 425-587-3351 to discuss.

With gratitude,

Sara Shellenbarger (she/her)
Recreation Manager
City of Kirkland – Parks and Community Services
123 Fifth Ave, Kirkland WA 98033 | (425) 587-3351

-----Original Message-----

From: Janice Richardson <ncaazebra@icloud.com>
Sent: Tuesday, March 19, 2024 1:13 PM
To: Park Board <parkboard@kirklandwa.gov>
Subject: We have temporary guardianship of a special needs grandson 11. Parks programs lacking for adaptive

Hello

Been in Kirkland since 1961.

Paying taxes for 47 years.

Was very surprised when I called a month ago to discuss any camps. Programs. Class that out special needs grandson could attend. We would register and pay.

Had information about 2 that would be appropriate Mad scientist and a recreation

Told to log in and sign up early this morning.

The webpage closed down. Went in loops. Said early morning closed.

It was not successful for us or our friends with custody of their grandchild.

When we called there was a full waitlist at the opening of the work day.

We are surprised that Kirkland doesn't offer adaptive or programs for special needs

I keep reading about the equality. Equity. DEI

It's not that he's biracial that matters it's that he may need extra help and we wanted to know if Ronald could sit in lobby. Hall. Car and help if needed. He needs the experience of being around other children

We would like to know your thoughts

The Richardsons
425-766-7132