



KIRKLAND PARK BOARD

April 24, 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. WELCOME NEW PARK BOARD MEMBERS
4. AGENDA ADDITIONS/CHANGES
5. ITEMS FROM THE AUDIENCE
6. APPROVAL OF MINUTES
 - a. March 27, 2024
7. BUSINESS ITEMS
 - a. Park Board Roles and Responsibilities
 - b. 4th of July Parade Preview
 - c. PROS Plan Check In
 - d. Park Board Member reports
8. COMMUNICATIONS
 - a. Correspondence
 - b. [Department Monthly Report](#)
 - c. Staff Updates and Information
 - d. Comments from the Chair
9. FUTURE AGENDA ITEM REQUESTS
10. ADJOURNMENT

Next Park Board Meeting: May 22, 2024

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KIRKLAND PARK BOARD
Minutes of Regular Meeting
March 27, 2024

1. CALL TO ORDER

The March 27, 2024 Park Board regular meeting was called to order at 7:04 PM by Chair Mike Holland.

2. ROLL CALL

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

Members Absent: None

Staff Present: Director Lynn Zwaagstra, Deputy Director John Lloyd, Parks Maintenance & Operations Manager Jason Filan, Recreation Manager Sara Shellenbarger, Park Planning & Development Manager Mary Gardocki, Administrative Assistant Emily Lima Welch

Recording Secretary: Administrative Assistant Emily Lima Welch

3. AGENDA ADDITIONS/CHANGES

None noted.

4. ITEMS FROM THE AUDIENCE

Keith Dunbar

5. APPROVAL OF MINUTES

The February 28, 2024 Park Board meeting minutes were presented to the Board and approved by unanimous consent.

PARK BOARD RECESSED AT 7:09 PM.
PARK BOARD RECONVENED AT 7:17 PM.

6. BUSINESS ITEMS

a. KTUB Update

Sara Shellenbarger, Recreation Manager presented on the recent City Council direction to return to the City management of the Kirkland Teen Union Building (KTUB). The presentation reviewed the operating model, including the partnerships with Youth Eastside Services (YES) and 4 Tomorrow, and reviewed service goals. Sara provided the Board with the project timeline for activation of the new facility and new positions in recruitment, leading up to full site activation in September 2024.

Staff answered questions from the Board.

b. PROS Plan Update

Mary Gardocki, Park Planning & Development Manager provided an overview on the PROS 2022 executive summary, goals and objectives, and the capital improvement plan and priorities. The Board discussed the best way to approach their review of the PROS priorities and track

progress, and agreed to review Section I: Goals, Objectives, and Action Plan before the next session.

Staff answered questions from the Board.

c. Houghton Park and Ride Update

John Lloyd, Deputy Director presented on the interim use plan for the Houghton Park and Ride site, which was approved by City Council on March 19, 2024. Maintenance staff will coordinate with Public Works to install 4 pickleball courts and an estimated 20 community garden plots in the spring, in addition to activating the restroom at the site for public use. Administration staff is actively in procurement for a modular skatepark, pump track, and bike garden, estimated to be installed in July 2024. The site will also be accessible for other programming (such as drive-in movies), and staff plans to install shade structures, benches, tables, and other typical park amenities. Staff estimates the cost will be \$525,000 for installation of the semi-permanent amenities, and ongoing expenses to be about \$35,000 for site maintenance.

Staff answered questions from the Board.

c. Vice-Chair Election

John Lloyd, Deputy Director led the Vice-Chair elections.

Motion to elect Amy Ambrosini as Vice-Chair.

Moved: Tessa Hansen; Seconded: Crystal Thimsen

The motion passed with 6 votes in favor, none against, and 1 absent.

e. Park Board Member Reports

Chair Mike Holland was invited to attend Park Board Member interviews on March 26, 2024 with the Council. John Lloyd noted that the City Clerk will most likely reach out to selected candidates by the end of the week, and the Board should be notified of its new members the week of April 1st.

Mike reminded the Board of the upcoming May 15, 2024 Boards, Councils, and Commissions appreciation event.

No additional park board member reports were presented.

7. COMMUNICATIONS

a. Correspondence

Janice R.

Staff answered questions from the Board.

b. Department Monthly Report

The department monthly report was emailed to Board members and will be posted online.

c. Staff Updates and Information

Sara Shellenbarger, Recreation Manager reminded the Board about the department job fair at North Kirkland Community Center on Saturday March 30th from 10 AM to 1 PM. Human Resources and hiring managers will both be present, and they will be accepting applications and interviewing on site.

Mary Gardocki, Planning & Development Manager reported that progress on the second O.O. Denny picnic shelter is starting to move forward again. The project will go for bid in June, and again in the Fall 2024, if necessary.

d. Comments from the Chair
No additional comments.

8. FUTURE AGENDA ITEM REQUESTS

Chair Mike Holland reviewed the April meeting's tentative agenda, including the discussion of PROS Section I: Goals, Objectives, and Action Plan, and reminded the Board of the intention to return to the conversation on improving Board engagement.

9. ADJOURNMENT

Chair Mike Holland adjourned the meeting at 8:58 PM by unanimous consent.

Emily Lima Welch, Recording Secretary
Parks and Community Services

Mike Holland, Chair
Park Board



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

MEMORANDUM

To: Park Board

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

Date: April 24, 2024

Subject: Role of Park Board

RECOMMENDATION

That Park Board receive a training on the role of Park Board

BACKGROUND DISCUSSION

As new members are appointed to Park Board, staff typically provide an orientation which has typically included an overview of the Parks and Community Services Department as well as an overview of the role of a Park Board member. Additionally, staff have provided additional training to Park Board on specific topics during regular business meetings. However, over the past few years Park Board has been focused on two major initiatives: the Parks, Recreation, and Open Space (PROS) Plan update, and the ballot measure initiative. With both initiatives complete, staff want to use this opportunity to provide a training that is central to Park Board's success. Staff will provide a training and discussion about the role of the Board and how Board members can engage with the community to further enhance their experience as a Board member.



CITY OF KIRKLAND
Department of Parks and Community Services
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www.kirklandwa.gov

MEMORANDUM

To: Park Board

From: John Lloyd, Deputy Director, Parks and Community Services
Sara Shellenbarger, Recreation Manager
Maryke Burgess, Recreation Supervisor
Jazmine Quintero, Program Coordinator

Date: April 17, 2024

Subject: Celebrate Kirkland – 4th of July Parade Overview

RECOMMENDATION

That the Park Board receives an update from City staff about the 2024 Celebrate Kirkland 4th of July Parade, including a preview of how the 25th anniversary of the event will be commemorated.

BACKGROUND DISCUSSION

In 2024, the City of Kirkland will produce Celebrate Kirkland for a second time. This year the parade also celebrates its 25th anniversary. This milestone has inspired new components to enhance our celebration including more diverse entertainment, commemorative giveaways, an interactive mural project, and dynamic event maps.

The staff presentation will include a brief overview of the parade and its history, what's new in 2024, and how the City is celebrating the parade's 25th anniversary. Staff will also share how Park Board members can participate in different aspects of parade day.

More information about this year's event is available at: <https://kirklandwa.gov/CelebrateKirkland>



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MEMORANDUM

To: Park Board

From: Lynn Zwaagstra, Parks and Community Services Director
John Lloyd, Deputy Director
Jason Filan, Parks Operations Manager
Mary Gardocki, Park Planning and Development Manager
Sara Shellenbarger, Recreation Manager

Date: April 1, 2024

Subject: 2022 PROS Plan Update: Section 1 and Goals Work in Progress

RECOMMENDATION

That the Park Board receive Section 1 and the PROS Plan Goals Work in Progress for advance reading and discussion.

BACKGROUND DISCUSSION

Per Park Board request, staff presented an introductory update on the PROS Plan in March. The brief presentation which included progress to date and upcoming initiatives identified in the draft goals tracking document.

Following the March discussion, Park Board and staff requested reading Section 1 for the April meeting. Here are a few considerations for reading to prompt discussion:

How would you summarize this priority list?

By action

By time schedule

By categories

What actions resonate most with you? What actions surprised you?

Pick 1 - 3 actions that you were glad to see on the list.

Imagine what the scope of work is and staff time that might be required

Is the timeline in alignment with related tasks?

How would you describe the overall theme of these Goals and Objectives?

The time for this agenda item will be devoted to Park Board questions, clarifications and robust discussion amongst Park Board and staff members regarding these two attachments.

Attachments:

Attachment A: PROS Plan Section 1

Attachment B: PROS Plan Goals Work in Progress

The PROS Plan in its entirety may be found on the City's website:

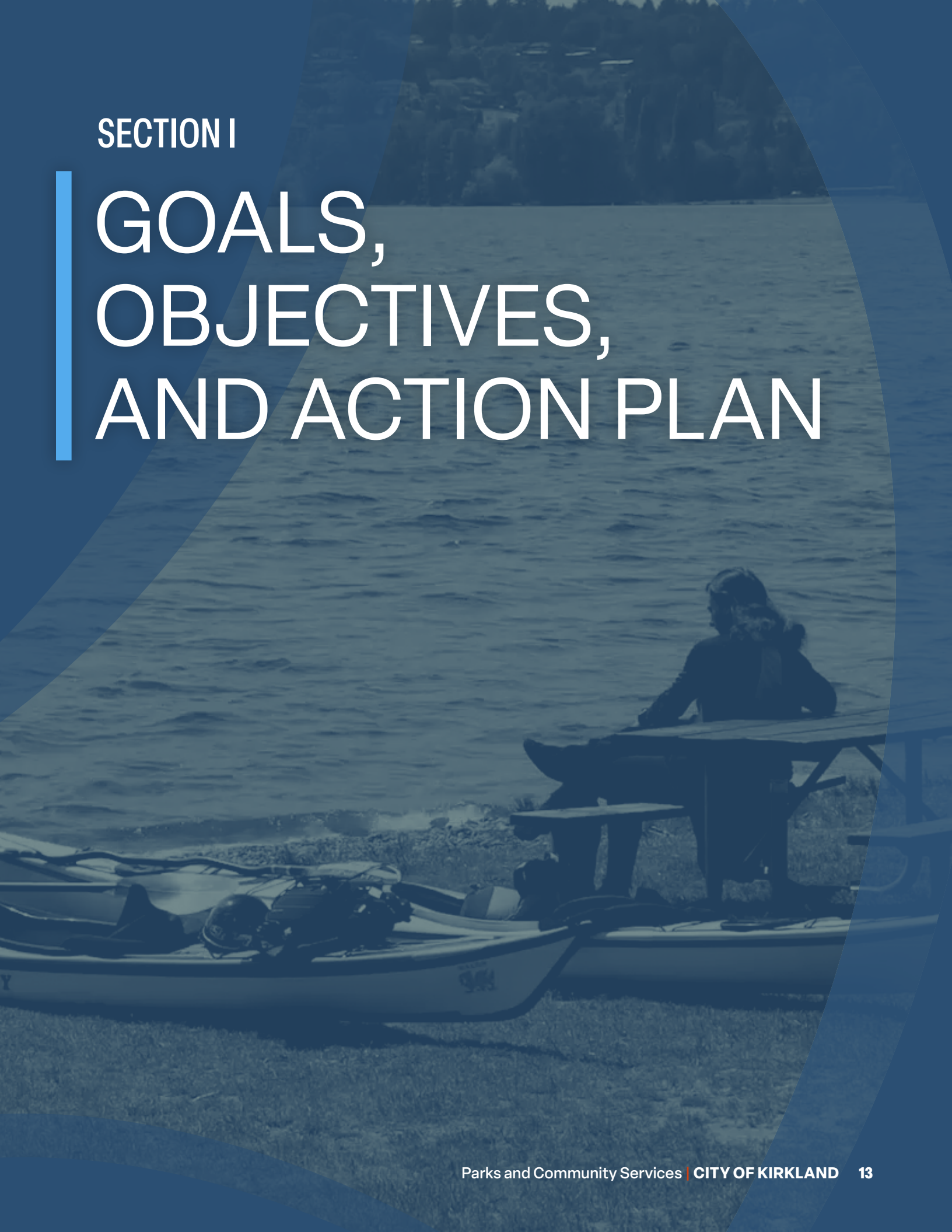
<https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Park-Planning-and-Development/Parks-Recreation-and-Open-Space-Plan>

Timeframe to Complete	0-3 years
Row Labels	
1.3.A Expand the use of annual plants and shrubs to enhance the aesthetics in parks.	Budget does not currently allow
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.	Not started
1.4.C Use known residential development to prioritize locations for new dog parks (i.e., 85th Street Station Area Plan).	Not started
1.4.D Convert Juanita Beach (pop-up, temporary) off-leash area to a permanent dog park.	Not started
1.4.E Explore opportunities to channel dog license fees to support Park Ranger program and off-leash dog parks.	Budget does not currently allow
1.4.F Explore active partnership with the City's animal control officer to best support offleash dog parks.	In progress
1.6.A Continue to implement and expand the capital project to add restroom facilities in high-use parks, replacing portable restrooms.	Ballot item - failed funding
1.6.B Explore opportunities for year-round restrooms, establishing design standards that promote efficient operation.	Ballot item - failed funding
1.7.B Address community safety concerns by increasing availability of Park Rangers.	Ballot item - failed funding
1.7.D Explore opportunities to fence playgrounds to enhance safety for children.	Not started
1.7.G Create formalized water safety policy, programs and services. Consider inclusion of a level of service analysis for lifeguarded beaches.	Ballot item - failed funding
1.8.C Adding drop-off and loading/unloading access points at waterfront parks to support kayak and non-motorized watercraft use.	Not started
1.8.D Consider adding additional non-motorized watercraft launch facilities and air-pump stations.	Not started
2.1.B Create a policy for management of soft trails in parks and open spaces.	Not started
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.	Not started
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.	Budget does not currently allow
2.3.C Create and publish a map that shows connections to parks, biking, and other walking opportunities.	Complete
3.1.A Explore opportunities to lease space to create additional capacity for existing enrichment opportunities until new permanent facilities are available.	In progress/ongoing
3.1.D Implement a model to operate the Kirkland Teen Union Building as a comprehensive teen center with teen-centered programs and services.	Complete
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.	Complete
3.3.E Establish customer service response goals to ensure patrons receive timely responses to complaints or suggestions.	Not started
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).	Not started
3.4.B Provide programs using outdoor fitness and exercise equipment in programmable spaces in neighborhood parks.	Not started
3.4.C Explore programming opportunities using the Cross Kirkland Corridor (CKC) Interim Trail.	Not started
3.4.D Provide programming and services that target potentially underserved populations that may include youth, teens, adults, and older adults.	In progress/ongoing
3.4.F Consider indoor pickleball leagues and programs in existing community centers where appropriate.	In progress/ongoing
3.5.A Offer community building events in all parts of the City to contribute to a sense of community.	In progress/ongoing
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.	In progress/ongoing
3.5.C Develop a formal sponsorship program for events and activities.	Complete
3.5.D Develop a policy and tools to assist staff with recruiting program sponsors.	Not started
3.5.E Consider adding a development position to fully support sponsorship opportunities.	Not started
4.1.B Examine the organizational structure to optimize reporting lines, consider succession planning and eliminate single points of failure.	In progress
4.2.D Purchase/implement a community engagement platform that supports digital surveys.	Not started
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: <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 	In progress
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.	In progress
4.4.B Consider encouragement of a grassroots parks and recreation foundation to coordinate bond referendums, endowments, living trusts, etc.	Ballot item - failed funding
4.4.C Pursue a voter-approved capital campaign to address facility and space shortages.	Complete
4.4.D Establish policy that funds operations and maintenance at the time CIP projects are approved for funding.	Complete
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".	Not started
4.4.F Complete a biennial fee study to benchmark Kirkland's fees against other nearby agencies to determine current market-rate fees.	Not started
4.6.A Increase park service and restoration events.	Complete
4.7.B Complete the CAPRA self-evaluation to identify appropriate standards for policy and planning documents and implement best practices.	Not started
4.7.C Create and implement CAPRA policy for updating policy and Department planning documents to help ensure timely updates and appropriate document tracking.	Not started
4.7.D Work toward an NRPA Gold Medal application within 5 years.	Not started
5.1.F Continue to create a welcoming environment in facilities with translated signs.	Not started
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 	Not started
Publish an annual disparity report with goals and action items to address barriers.	Not started

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.	Not started
5.4.E Evaluate current policies and practices with the Human Services staff and report annually to the Human Services Commission.	In progress/ongoing
5.4.F Analyze parking availability and develop use policy to ensure access for all.	In progress
6.1.D Implement the Athletic Fields Strategic Plan which recommends conversion of selected park athletic fields to lighted rectangle and multi-purpose fields.	In progress
6.1.F Explore regional partnerships and collaboration to support unserved sports such as cricket, rugby, lacrosse, pickleball.	In progress
6.2.C Provide opportunities for unserved sports such as rugby and cricket as field capacity is added to provide greater equitable access.	In progress
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.	Not started
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.	Not started
7.1.C Create a pesticide-free parks program and recruit volunteers to assist with weed abatement.	In progress
7.1.D Consider horticultural practices that feature native and drought-resistant plants to conserve water.	In progress/ongoing
7.1.E Explore opportunities for food forests, and natural public gardens to steward the local ecosystem.	In progress/ongoing
7.1.F Ensure all current and future park and facility lighting is LED. Consider dark sky compliant lighting where possible.	Not started
7.1.G Replace hand-powered gas equipment with electric where practical.	In progress
7.2.D Explore the most appropriate funding methods identified in the planning process.	Not started
7.4.B Develop a policy on trees, including type, growth rates, replacement, etc. to ensure a healthy canopy.	Not started
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.	Not started
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)	Not started
7.4.E Provide tree education opportunities in Department marketing materials to highlight benefits of a healthy tree canopy in Kirkland.	Not started
Grand Total	

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
<p>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.</p>	<p>0-3 years; 4-6 years</p>

Objective 1.6: Upgrade availability and efficient operation of park restrooms

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

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

Actions	Time frame to complete
<p>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.</p>	<p>Ongoing</p>
<p>1.7.B Address community safety concerns by increasing availability of Park Rangers.</p>	<p>0-3 years</p>
<p>1.7.C Consider upgrades to lighting in parks, parking lots and around facilities, dark sky compliant when possible.</p>	<p>4-6 years</p>
<p>1.7.D Explore opportunities to fence playgrounds to enhance safety for children.</p>	<p>0-3 years</p>
<p>1.7.E Explore opportunities to install automatic gates to lock park parking lots after hours.</p>	<p>4-6 years</p>
<p>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.</p>	<p>4-6 years</p>

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

Actions	Time frame to complete
<p>1.7.G Create formalized water safety policy, programs and services. Consider inclusion of a level of service analysis for lifeguarded beaches.</p>	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
<p>1.8.A Continue to stay aligned with state laws, best practices, and sustainability practices on management of beaches and water areas.</p>	Ongoing
<p>1.8.B Continue to prioritize lifeguarded beach access by maintaining the same or greater level of service.</p>	Ongoing
<p>1.8.C Adding drop-off and loading/unloading access points at waterfront parks to support kayak and non-motorized watercraft use.</p>	0-3 years
<p>1.8.D Consider adding additional non-motorized watercraft launch facilities and air-pump stations.</p>	0-3 years
<p>1.8.E Evaluate parking opportunities around waterfront parks to ensure the most efficient access.</p>	4-6 years
<p>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.</p>	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
<p>3.1.A Explore opportunities to lease space to create additional capacity for existing enrichment opportunities until new permanent facilities are available.</p>	0-3 years
<p>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.</p>	7-10 years
<p>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.</p>	7-10 years
<p>3.1.D Implement a model to operate the Kirkland Teen Union Building as a comprehensive teen center with teen-centered programs and services.</p>	0-3 years

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

Actions	Time frame to complete
<p>3.2.A Consider offering free health and fitness programs in neighborhood parks during spring, summer, and fall.</p>	Ongoing
<p>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.</p>	0-3 years
<p>3.2.C Explore opportunities to acquire property in the Kingsgate Neighborhood for potential placement of a small community center.</p>	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
<p>4.1.A Explore telecommuting on a permanent basis for positions where appropriate.</p>	<p>0-3 years; 4-6 years</p>
<p>4.1.B Examine the organizational structure to optimize reporting lines, consider succession planning and eliminate single points of failure.</p>	<p>0-3 years</p>
<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) 	<p>0-3 years; 4-6 years</p>
<p>4.1.D Consider leased office space to support additional service levels.</p>	<p>4-6 years</p>

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

Objective 4.3: Increase and improve communication with all community members

Actions	Time frame to complete
<p>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.</p>	Ongoing
<p>4.3.B Explore in-house translation services (incentive pay) for current City employees.</p>	Ongoing
<p>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.</p>	Ongoing
<p>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.</p>	Ongoing
<p>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.</p>	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
<p>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.</p>	Ongoing
<p>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.</p>	7-10 years

Objective 4.5: Develop and enhance relationships with key partners

Actions	Time frame to complete
<p>4.5.A Hold an annual partner recognition event.</p>	Ongoing
<p>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.</p>	Ongoing
<p>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.</p>	4-6 years

Objective 4.6: Maximize volunteer opportunities in the Department

Actions	Time frame to complete
<p>4.6.A Increase park service and restoration events.</p>	0-3 years
<p>4.6.B Consider addition of a full-time Volunteer Coordinator. (See 4.1.c)</p>	4-6 years
<p>4.6.C Expand the Adopt-A-Park program.</p>	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
<p>5.1.G Complete a formal evaluation of the Department DEIB practices that includes:</p> <ul style="list-style-type: none"> • Racial/ethnic/cultural barriers • Economic status/resource barriers • Age-related barriers • Gender identification barriers • Disability-related barriers <p>Publish an annual disparity report with goals and action items to address barriers.</p>	0-3 years

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

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

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

Actions	Time frame to complete
<p>5.3.A Create a promotional campaign to inform the community of scholarships. Consider an outreach element with the scholarship policy.</p>	Ongoing
<p>5.3.B Evaluate scholarship policy annually to ensure data privacy and a standard for need (poverty level) is appropriately applied in Kirkland.</p>	Ongoing
<p>5.3.C Consider a tiered pricing program for selected activities.</p>	4-6 years
<p>5.3.D Create a standard for offering a set number or percent of free or low-cost programs as budget allows.</p>	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
<p>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.</p>	0-3 years
<p>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.</p>	Ongoing
<p>5.4.C Develop and implement a program planning form that assesses ADA needs for programs and activities.</p>	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
<p>7.2.A Identify and pursue acquisition of parcels that protect and preserve open space, forested space and environmentally sensitive areas.</p>	4-6 years
<p>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.</p>	Ongoing
<p>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.</p>	Ongoing
<p>7.2.D Explore the most appropriate funding methods identified in the planning process.</p>	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
<p>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.</p>	<p>Ongoing</p>

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
<p>7.4.A Help ensure decisions on tree maintenance, care, replacement, removal, etc. are transparent to the Kirkland community.</p>	<p>Ongoing</p>
<p>7.4.B Develop a policy on trees, including type, growth rates, replacement, etc. to ensure a healthy canopy.</p>	<p>0-3 years</p>
<p>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.</p>	<p>0-3 years</p>
<p>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)</p>	<p>0-3 years</p>
<p>7.4.E Provide tree education opportunities in Department marketing materials to highlight benefits of a healthy tree canopy in Kirkland.</p>	<p>0-3 years</p>
<p>7.4.F Work collaboratively with departments to support tree canopy preservation, monitoring and goals.</p>	<p>Ongoing</p>