

KIRKLAND PARK BOARD
Minutes of Regular Meeting
January 24, 2024

1. CALL TO ORDER

The January 24, 2024 Park Board regular meeting was called to order at 7:01 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, Vice Chair Tessa Hansen, Chair Mike Holland

Members Absent: Board member Crystal Thimsen

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, Recreation Supervisor Adam Quaintance, Administrative Assistant Emily Lima Welch

Recording Secretary: Administrative Assistant Emily Lima Welch

3. ITEMS FROM THE AUDIENCE

Loita H.

4. APPROVAL OF MINUTES

The December 13, 2023 Park Board meeting minutes were presented to the Board and approved by unanimous consent.

5. BUSINESS ITEMS

a. Recreation Programming 101

Sara Shellenbarger, Recreation Supervisor presented on the services managed and provided by the Recreation division, specifically programming. Adam Quaintance, Recreation Supervisor provided an overview of the process staff uses to design and execute a recreation program, from feasibility and impact to staffing and safety.

Park Staff answered questions from the Board and from attendees.

b. Ballot Measure Feedback

John Lloyd, Deputy Director and Lynn Zwaagstra, Director led a discussion of the 2023 Proposition 1 ballot measure and the City Council 2024 direction for the next election cycle. The Board discussed and commented on Prop 1 feedback questions for Staff. The Board discussed and commented on potential future ballot measure options for Staff.

Staff answered clarifying questions from the Board.

c. Houghton Park and Ride Activation Update

John Lloyd, Deputy Director summarized the presentation provided at City Council on January 16th 2024 on short term plans to utilize the Houghton Park and Ride property. The semi-permanent pickleball courts, a skate/bike park, and community building events proposed by the

Parks and Community Services department are sourced from the PROS plan. The site may also be used by other City departments, such as for Fire Department training. This activation plan is being refined and will be presented to City Council in March 2024.

Staff answered questions from the Board.

d. Park Board Member Reports

No park board member reports presented.

6. COMMUNICATIONS

a. Correspondence

None reported.

b. Department Monthly Report

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

Staff answered questions from the Board regarding the acquisition of the Fisk Family Park.

c. Staff Updates and Information

John Lloyd, Deputy Director asked the Board to save the date for a community appreciation event for Boards, Councils and Commissions on Wednesday May 15th, 2024. Staff will send out the 2024 Park Board schedule to Board members.

Mary Gardocki, Park Planning & Development Manager reported on the status of the Houghton Beach and Everest Park restroom replacements, both are currently in design. Everest Park playground replacement and ADA pathways will be sent for bid in the spring. Marina Park is in pre-design for pier repairs and utility repairs. More progress on the Snyder's Corner development plan and the Green Loop trail plan to come later this year.

Jason Filan, Parks Maintenance & Operations Manager reported on the weather response after sub-freezing temperatures, and the repair of a few cracked pipes due to freeze and thaw. Maintenance staff is completing training during the winter, and prepping landscaping beds for spring.

Sara Shellenbarger, Recreation Manager reminded the Board of upcoming events, including Lunar New Year on February 3rd 2024 at Peter Kirk Community Center, and the Parks and Community Services Summer Job Fair on March 30th 2024 at North Kirkland Community Center.

d. Comments from the Chair

No additional comments.

7. ADJOURNMENT

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

Emily Lima Welch

Emily Lima Welch, Recording Secretary
Parks and Community Services

Mike Holland

Mike Holland (Mar 5, 2024 20:45 PST)

Mike Holland, Chair
Park Board




Park Board Meeting Minutes 01-24-2024

Final Audit Report

2024-03-06

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