

# **KIRKLAND PARK BOARD**

## **Minutes of Regular Meeting**

### **December 12, 2018**

#### **1. CALL TO ORDER**

The December 12, 2018 Park Board Regular meeting was called to order at 7:00 p.m. by Chair Rosalie Wessels.

#### **2. ROLL CALL**

Members Present: Chair Rosalie Wessels, Vice Chair Kelli Curtis, Richard Chung, Kobey Chew, Kevin Quille and Jason Chinchilla

Members Absent: Uzma Butte, Susan Baird-Joshi

Staff Present: John Lloyd, Linda Murphy, Jason Filan and Mary Gardocki

Recording Secretary: Heather Lantz-Brazil

#### **3. APPROVAL OF MINUTES**

The November 14 meeting minutes were presented. Ms. Curtis motioned to approve the minutes. Mr. Chinchilla seconded. The motion carried (5-0) *Mr. Quille was absent during the motion.*

#### **4. ITEMS FROM THE AUDIENCE**

#### **5. UNFINISHED BUSINESS**

##### **a. Department and Park Board Draft Work Plan**

The Board reviewed and commented on the 2019-2020 Parks and Community Services Department and Park Board work plans. Staff answered questions from the Board.

The Board provided the following feedback:

- Add date and expand Board's role on document
- Add Juanita Beach project
- Previous work plan comparison and quarter-to-quarter comparison
- Rename Yuppie Pawn Site to Totem Lake Park
- Add Special Events
- Add property acquisition guidelines

##### **b. CIP Update**

Ms. Gardocki provided updates on the following projects: Juanita Beach Bathhouse Renovation, 132nd Square Park, Waverly Park Phase 2, David Brink Park Shoreline Renovation, and Totem Lake Park. Staff answered questions from the Board.

c. Juanita Beach Playground Design

Ms. Gardocki provided an update on the Juanita Beach Park playground. Staff answered questions from the Board. The Board liked the synthetic grass playground surface and had mixed responses on the colors for equipment.

**6. NEW BUSINESS**

a. Vendors/Concessions in Parks

Ms. Murphy provided updates on three Request for Proposals for the following: Commercial Tourism use of 2nd Ave South Pier Dock, Commercial Tourism use of Marina Park Commercial Tour Pier, and Concessions Opportunities for Recreation Services and/or Food Services in Kirkland Parks. Staff answered questions from the Board.

b. Levels of Service/Maintenance Standards Update

Mr. Filan and Mr. Lloyd provided background information on Park Operations Level of Service and Maintenance Standards. Staff answered questions from the Board.

c. 2019 Playground Renovation/Replacement

Ms. Gardocki and Mr. Filan provided an update on the 2019 playground renovations and equipment replacements for Highlands Park, Tot Lot Park and Terrace Park. Staff answered questions from the Board.

d. Election of Chair/Vice Chair

Mr. Lloyd provided the Board a memorandum outlining the election process and expectations.

Ms. Wessels requested nominations for the position of Park Board Chair. Ms. Curtis nominated Ms. Wessels for the position of Chair. Ms. Wessels accepted the nomination. Mr. Quille motioned to appoint Ms. Wessels for the position of Chair. Mr. Chew seconded. Ms. Wessels was elected (6-0).

Ms. Wessels requested nominations for the position of Park Board Vice Chair. Mr. Chinchilla nominated Ms. Curtis for the position of Vice Chair. Ms. Curtis accepted the nomination. Mr. Quille motioned to appoint Ms. Curtis for the position of Vice Chair. Ms. Wessels seconded. Ms. Curtis was elected (6-0).

**7. COMMUNICATIONS**

a. Correspondence

b. Staff Reports

Staff responded to questions from the Board regarding encroachment concerns in parks, recreation revenue variances, and participant waitlists for recreation classes.

c. Committee Reports

Mr. Chew – Google Lights tree lighting ceremony at Kirkland campus

Mr. Chung – Totem Lake Art design (future meeting)

Ms. Curtis – Green Kirkland Day at Josten Park and Everest Park, Off-leash Dog Survey at Turkey Trot, Everest Neighborhood Meeting, Edith Moulton 1% Art replacement

Mr. Quille – Kirkland Winterfest tree lighting ceremony

Ms. Wessels – Green Kirkland Day at Everest Park, Community Conversations on bike share and off-leash dog areas in Kirkland Council Chambers

d. Comments from the Chair

**8. GOOD OF THE ORDER**

a. Off-Leash Dog Area Outreach Update

Ms. Gardocki provided an update on the outreach process related to off-leash dogs in the community. The Board requested to receive the final outreach report before making a recommendation to City Council.

**BREAK**

**9. EXECUTIVE SESSION**

a. Executive Session on possible property acquisition

**10. ADJOURNMENT**

Mr. Chew moved to adjourn the meeting. Mr. Quille seconded. The motion carried (6-0). The meeting was adjourned at 9:50 p.m.

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Lynn Zwaagstra, Director  
Parks and Community Services

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Rosalie Wessels, Chair  
Park Board