



# KIRKLAND PARK BOARD REGULAR MEETING

April 12, 2023; 7:00 p.m.

Meeting to be held virtually, via Zoom

<https://kirklandwa-gov.zoom.us/j/88650999390?pwd=THV0YmZMeExXaTVJbEcyZUJuSTA3QT09>

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

## AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **LOCAL LAND ACKNOWLEDGEMENT**
4. **ITEMS FROM THE AUDIENCE**
5. **APPROVAL OF MINUTES**
  - a. March 8, 2023
6. **BUSINESS ITEMS**
  - a. Ballot Measure Update
  - b. Joint Meeting Debrief
  - c. Park Board Member Reports
7. **COMMUNICATIONS**
  - a. Correspondence
  - b. [Department Monthly Report](#)
  - c. Staff Updates and Information
  - d. Comments from the Chair
8. **ADJOURNMENT**

*Next Regular Park Board Meeting: May 10, 2023*

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**KIRKLAND PARK BOARD**  
**Minutes of Regular Meeting**  
**March 8, 2023**

**1. CALL TO ORDER**

The March 8, 2023 Park Board regular meeting was called to order at 7:05 p.m. by Chair Mike Holland.

**2. ROLL CALL**

Members Present: Chair Mike Holland, Board member Amy Ambrosini, Board member Katherine Kearny, Board member Roshan Parikh, Board member Tammy Cohen

Members Absent: Vice Chair Tessa Hansen, Board member Crystal Thimsen

Staff Present: Deputy Director John Lloyd, Park Planning and Development Manager Mary Gardocki, Parks Operations Manager Jason Filan, Recreation Manager Sara Shellenbarger, Management Analyst Hillary De La Cruz

Recording Secretary: Administrative Assistant Heather Lantz-Brazil

**3. LAND ACKNOWLEDGEMENT**

Board member Amy Ambrosini read aloud the Local Land Acknowledgement:

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

Board member Katherine Kearny volunteered to read the Local Land Acknowledgement at the next Park Board meeting.

**4. ITEMS FROM THE AUDIENCE**

None presented.

**5. APPROVAL OF MINUTES**

Motion to approve the February 8, 2023 Park Board meeting minutes as amended:

"d. Comments from the Chair

~~Saturday, Chair Mike Ribbon cutting with Council at Snyder's Corner pop-up~~

Saturday, February 11th, Chair Mike Holland will attend the ribbon cutting with Council at Snyder's Corner pop-up."

Moved: Katherine Kearny; Seconded: Roshan Parikh

The motion passed with 4 votes in favor and 0 against and 0 abstentions.

Board member Tammy Cohen was not present for the vote.

## **6. BUSINESS ITEMS**

### **a. Joint Meeting with City Council Preparation**

John Lloyd, Deputy Director gave a presentation on joint meeting preparation for the April 4, 2023 City Council and Park Board Study Session. The presentation covered the top priorities of Park Board and feedback from the Parks Funding Exploratory Committee (PFEC) on Potential Ballot Measure(s) elements. Hillary De La Cruz, Management Analyst gave a presentation on PFEC's results and recommendation to City Council and ballot measure exploration process next steps. Staff answered questions from the Board.

### **PARK BOARD RECESSED AT 8:07 PM FOR 10 MINUTES PARK BOARD RECONVENED AT 8:17 PM**

Park Board discussed important Potential Ballot Measure(s) elements and thoughts on the PFEC recommendation and staff collected feedback from the Board. Staff will summarize the feedback received and send it to Park Board before the Joint Study Session with City Council on April 4, 2023.

## **7. COMMUNICATIONS**

The meeting adjourned before this section.

## **8. ADJOURNMENT**

Chair Mike Holland adjourned the meeting at 9:10 PM by unanimous consent.

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Heather Lantz-Brazil, Recording Secretary  
Parks and Community Services

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Mike Holland, Chair  
Park Board



## **MEMORANDUM**

**To:** Park Board

**From:** Mary Gardocki, Park Planning and Development Manager  
Hillary De La Cruz, Management Analyst

**Date:** April 6, 2023

**Subject:** 2023 Parks Ballot Measure(s) Initiative Update

### **RECOMMENDATION:**

It is recommended that the Park Board receive an update about the potential 2023 Parks Ballot Measure(s) Initiative work that took place after the March 8, 2023 Park Board meeting and next steps.

### **BACKGROUND DISCUSSION:**

Park Board has received updates about the potential parks ballot measure(s) initiative at the following Park Board meetings during the Parks Funding Exploratory Committee (PFEC) process:

- [September 14, 2022](#): focused on the three bodies of work happening as part of the initiative: Costing Analysis, Facility Feasibility Study, and the Community input process with PFEC.
- [October 12, 2022](#): focused on PFEC meetings and schedule.
- [November 9, 2022](#): focused on Facility Feasibility Study.
- [December 14, 2022](#): focused on PFEC meetings, and the shift in direction of the Facility Feasibility Study to focus on two potential sites for combined indoor facility(s): Houghton Park and Ride and North Kirkland Community Center and Park.
- [February 8, 2023](#): focused on PFEC meetings and Facility Feasibility Study.
- [March 8, 2023](#): focused on PFEC Results and next steps in the ballot measure(s) process.

This memorandum provides highlights of ballot measure(s) exploratory process work that has been completed the March 8, 2023 Park Board meeting and next steps.

### **Parks Funding Exploratory Committee (PFEC) Report**

Forty-five dedicated PFEC members met 13 times from September 15, 2022 to March 2, 2023 to learn about parks and recreation in Kirkland, community needs identified in the PROS Plan, and to have important conversations about what to prioritize in a potential ballot measure(s).

The [PFEC Report](#) outlines the PFEC process and PFEC results. PFEC's scheduled work concluded in early March 2023. PFEC members received information about 22 potential ballot measure(s) elements that included projects based on PROS Plan priorities. This review included discussing five options for potential indoor aquatics and recreations facilities, two at the soon-to-be City

owned Houghton Park and Ride property and three at North Kirkland Community Center. Park Board received a brief version of this presentation at their February 8, 2023 meeting. City Council received the same presentation from Opsis Architecture about these facility options at their [February 21, 2023 Council meeting](#).

PFEC was asked to prioritize elements and recommend a package to Council for inclusion in a ballot measure(s). They were also asked to discuss the overall cost of a ballot measure, debt financing term for bonds (20- or 30-years), and ballot measure types. As outlined in the PFEC Report, on March 2, 2023, there was overwhelming agreement that a ballot measure should include at least one aquatics and recreation facility, nine additional year-round restrooms in parks, Green Loop Trail priority segments, seven new sports courts, partial funding for teen programs and KTUB operations, and increased lifeguard hours at beaches and water safety programs. However, PFEC felt that to make informed recommendations on other major decision points, they would need the results of the already planned Community Survey. PFEC also suggested some additional options to be explored by Opsis for the aquatic and recreation facilities such as two complementary facilities, one at each location, as well as value-engineered options that might eliminate some space and programming to lower the overall facility costs. PFEC will reconvene in May once this new information is available.

The total costs of six scenarios based on the PFEC base package recommendation are included in Table 1. Details about the PFEC base package recommendation are outlined in Table 2 on the next page. Information about location of elements is included for reference.

Table 1: Total Annual Cost of One Facility + Top Five Elements Scenarios

Facility	Annual Cost to \$1M Home 20-year financing	Cents per \$1,000 AV 20-year financing	Annual Cost to \$1M Home 30-year financing	Cents per \$1,000 AV 30-year financing
<b>Houghton 103,000 sq ft + top 5</b>	<b>\$ 272.17</b>	\$0.2199 Capital \$0.0522 Operating	<b>\$ 232.62</b>	\$0.1804 Capital \$0.0522 Operating
<b>Houghton 86,000 sq ft + top 5</b>	<b>\$ 232.24</b>	\$0.1842 Capital \$0.0481 Operating	<b>\$ 199.13</b>	\$0.1510 Capital \$0.0481 Operating
<b>NKCC 74,000 sq ft + top 5</b>	<b>\$ 228.11</b>	\$0.1842 Capital \$0.0439 Operating	<b>\$ 195.00</b>	\$0.1510 Capital \$0.0439 Operating

Table 2: Base Package: At Least One Aquatics and Recreation Facility + Top Five Elements

Element	Specific Location and Neighborhood	Annual Cost to \$1M Home 20-year financing	Cents per \$1,000 AV 20-year financing	Annual Cost to \$1M Home 30-year financing	Cents per \$1,000 AV 30-year financing
<b>Aquatics and Recreation Facility</b> (or facilities) <i>Costs provided for each of 5 current options</i>	Houghton P&R 103,000 sq ft (South Rose Hill/Bridle Trails)	\$230.67	\$0.2307	\$195.15	\$0.1951
	Houghton P&R 86,000 sq ft	\$190.74	\$0.1907	\$161.66	\$0.1617
	NKCC 74,000 sq ft (Juanita)	\$186.61	\$0.1866	\$157.52	\$0.1575
	NKCC 49,000 sq ft with Gym	\$154.79	\$0.1548	\$132.54	\$0.1325
	NKCC 49,000 sq ft with Pool	\$161.50	\$0.1615	\$138.04	\$0.1380
<b>Additional Year-Round Restrooms</b> (3 new, 6 winterized)	New: McAuliffe Park (Juanita), North Rose Hill Woodlands Park (North Rose Hill), Terrace Park (Lakeview) Winterized: Edith Moulton Park (Juanita), O.O. Denny Park (Finn Hill), Juanita Bay Park (Market), Waverly Beach Park (Market), Crestwoods Park (Norkirk), Marsh Park (Lakeview)	\$17.30	\$0.0173	\$15.34	\$0.0153
<b>Green Loop Trail Priority Segments</b>	Finn Hill, Juanita	\$7.90	\$0.0079	\$6.48	\$0.0065
<b>New Sports Courts</b> (7)	<ul style="list-style-type: none"> <li>• Pickleball complex with 3 courts, exact location TBD</li> <li>• Full Basketball court, location TBD</li> <li>• Two Tennis Courts, exact location TBD</li> <li>• Sand Volleyball: O.O. Denny Park (Finn Hill)</li> </ul>	\$5.03	\$0.0050	\$4.38	\$0.0044
<b>Teen Programs &amp; KTUB Operations</b>	Moss Bay (KTUB) & citywide	\$8.89	\$0.0089	\$8.89	\$0.0089
<b>Increased Lifeguarding at Beaches &amp; Water Safety Education Program</b>	Juanita Beach Park (Juanita), Waverly Beach Park (Market), Doris Cooper Houghton Beach Park (Lakeview)	\$2.38	\$0.0024	\$2.38	\$0.0024

At the March 8, 2023 Park Board meeting and [March 21, 2023](#) Council study session, staff presented highlights from the PFEC Report and discussed next steps. At the Council meeting, staff recommended three immediate next steps including the Community Survey, additional facility feasibility study work, and reconvening PFEC on May 1, 2023 to review new information and provide further recommendations to Council at the May 16, 2023 Council meeting. Councilmembers shared their appreciation for PFEC members and thoughts about the PFEC Report.

### **Facility Feasibility Study Update**

The Recreation and Aquatics Centers Feasibility Study Final Report was submitted by Opsis Architecture in a draft format for the March 21, 2023 Council meeting and in the final format on March 31, 2023. See the [Full Report](#) and [Appendix](#).

At the [March 21, 2023](#), Councilmembers directed staff to work with Opsis Architecture to create additional options for consideration, including:

1. An option with two complementary facilities with aquatics and recreation elements balanced between both locations. This study involves removing community spaces from facilities to understand potential cost reduction.
2. A slightly larger sized replacement for North Kirkland Community Center (approximately 20,000 square feet) that could be combined with one of the existing Houghton Park and Ride facility options.
3. An 86,000 square foot facility at North Kirkland Community Center.

Staff are working with consultants and this information should be available by May 1, 2023 for the PFEC meeting, and presented to City Council on May 16, 2023.

### **Community Survey Update**

As outlined at the April 4, 2023 Council meeting ([memo](#), [video of discussion](#)), staff are working with EMC Research to prepare a statistically valid Community Survey to understand the importance of the six PFEC- recommended potential ballot measure(s) elements to community members. The statistically valid survey is planned to be in the field in mid-to-late April and reach a sample size of 400 Kirkland community members. The statistically valid survey will be followed by an open-link, online version of the same Community Survey to be circulated by the City for approximately two to three weeks. Prior to publishing the survey, the questions will be reviewed by the City Attorney and the Public Disclosure Commission to ensure that the survey complies with all state laws related to ballot measures. Results from the statistically valid survey and preliminary results from the first portion of the open-link survey will be shared with PFEC at their May 1, 2023 meeting to inform further PFEC recommendations. Complete results from both surveys will be brought to Council on May 16, 2023.

### **PFEC Meeting Materials**

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

### Next Steps

Staff will continue to provide Park Board with updates about this initiative. Table 3 outlines the general timeline for the Council process related to this body of work from March through August. Italics indicate work occurring outside of Council meetings. This schedule is subject to change.

Table 3: Ballot Measure Exploratory Process: City Council Steps

<b>Date</b>	<b>Item</b>
<b>March 21</b>	Council Study Session with staff presentation on PFEC Report
<i>March - April</i>	<i>Additional Facility Feasibility Study work with Opsis Architecture</i>
<b>April 4</b>	Council to review draft Community Survey Questions
<i>April</i>	<i>Statistically Valid Community Survey in the field followed by open link community input</i>
<i>May 1</i>	<i>PFEC reconvenes to review Community Survey results and provide further recommendation to Council</i>
<b>May 16</b>	Council Study Session with Community Survey Results, Updated PFEC Report, and Additional Facility Feasibility Study Options.
<b>June 6</b>	Staff to provide final draft ballot measure(s) options to Council, including draft ballot title language
<b>June 6</b>	Council to authorize recruitment for Pro/Con Committees
<b>July 5</b>	Council to confirm Pro/Con Committee appointments
<b>July 18</b>	Last Council Meeting to approve Ballot Measure Ordinance
<i>August 1</i>	<i>Ballot Measure Resolution due to King County</i>
<i>August 4</i>	<i>Explanatory Statement Due</i>
<i>August 8</i>	<i>Pro/Con Statements Due</i>
<i>August 10</i>	<i>Pro/Con rebuttal statements due</i>



**CITY OF KIRKLAND**  
**Department of Parks & Community Services**  
123 Fifth Ave, Kirkland, WA 98033 · 425.587.3300  
[www.kirklandwa.gov](http://www.kirklandwa.gov)

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## **MEMORANDUM**

**To:** Park Board  
**From:** John Lloyd, Deputy Director, Parks and Community Services  
**Date:** April 6, 2023  
**Subject:** Joint Meeting Debrief

### **RECOMMENDATION**

That Park Board have a debrief discussion following their joint meeting with City Council.

### **BACKGROUND DISCUSSION**

On April 4, 2023, Park Board held a joint meeting with City Council. The purpose of the joint meeting was to discuss Park Board priorities and concerns with City Council. Staff will lead a discussion with Park Board members to answer any questions or discuss any potential follow up items.