



KIRKLAND PARK BOARD REGULAR MEETING

March 8, 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. February 8, 2023
6. **BUSINESS ITEMS**
 - a. Joint Meeting with City Council Preparation
 - b. Park Board member reports
7. **COMMUNICATIONS**
 - a. Correspondence
 - b. [Department Monthly Report](#)
 - c. Staff Updates and Information
 - d. Comments from the Chair
8. **ADJOURNMENT**

Park Board Joint Meeting with City Council: April 4, 2023

Next Regular Park Board Meeting: April 12, 2023

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KIRKLAND PARK BOARD
Minutes of Regular Meeting
February 8, 2023

1. CALL TO ORDER

The February 8, 2023 Park Board regular meeting was called to order at 7:00 p.m. by Chair Mike Holland.

2. ROLL CALL

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

Members Absent: Board member Tammy Cohen

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 Crystal Thimsen 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 Amy Ambrosini volunteered to read the Local Land Acknowledgement at the next Park Board meeting.

4. ITEMS FROM THE AUDIENCE

5. APPROVAL OF MINUTES

The January 11, 2023 Park Board meeting minutes were presented to the Board and approved by unanimous consent.

6. BUSINESS ITEMS

a. Ballot Measure Capital and Operating Investment Opportunities

Hillary De La Cruz, Management Analyst gave a presentation on the potential 2023 Parks Ballot Measure(s) Initiative work during the month of January, including reviewing the twenty-two potential ballot measure capital and operating elements currently being evaluated by the Parks Funding Exploratory Committee (PFEC). Staff answered questions from the Board. Chair Mike Holland explained the role of PFEC and the decision making process ahead regarding these potential ballot measure elements.

PARK BOARD RECESSED AT 7:50 PM FOR 10 MINUTES
PARK BOARD RECONVENED AT 8:00 PM

b. Recreation and Aquatic Center Feasibility Study Results

Mary Gardocki, Park Planning and Development Manager gave a presentation that was previously presented to PFEC from Opsis Architecture, consultant for a feasibility study for an indoor aquatics and recreation center(s). The presentation covered Facilities Guiding Principles; Community Needs and Program Spaces; Houghton Park and Ride Program and Concept Design Options; NKCC Program and Design Options; Capital and Operational Costs; and Evaluation of Options. Staff answered questions from the Board.

c. Park Board member reports

Vice-Chair Hansen attended Finn Hill Neighborhood meeting, discussing parks acquisition, lessons learned from ARC with a large response and around 50 attendees.

Board member Kearny, planning to attend March 4 neighborhood meeting.

Chair Holland presented the PROS Plan and PFEC concepts to the Highlands Neighborhood Association.

7. COMMUNICATIONS

a. Correspondence

None presented.

b. Department Monthly Report

Sarah Rock, Communications Program Specialist distributed on 2/8/23.

c. Staff updates and information

Mary Gardocki, Park Planning and Development Manager invited Park Board to the 132nd Square Park Ribbon Cutting event on April 1, 2023.

Sara Shellenbarger, Recreation Manager shared an update on Parks and Community Services department's proposal to operate the Kirkland Teen Union Building and City Council's direction.

d. Comments from the Chair

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

8. ADJOURNMENT

Chair Mike Holland adjourned the meeting at 8:54 PM.

Heather Lantz-Brazil, Recording Secretary
Parks and Community Services

Mike Holland, Chair
Park Board

DRAFT



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: John Lloyd, Deputy Director – Parks and Community Services

Date: February 28, 2023

Subject: 2023 Park Board Joint Meeting with City Council

RECOMMENDATION

That the Park Board discuss topics for discussion with City Council in advance of the joint meeting with City Council, including potential ballot measure capital and operating elements currently being evaluated by the Parks Funding Exploratory Committee (PFEC).

BACKGROUND DISCUSSION

Each year, the Park Board typically has a joint meeting with City Council. This meeting is an opportunity for Park Board to directly interface with City Council. Past topics for these joint meetings have focused on top City Council and Park Board priorities. The last joint meeting was held on [February 15, 2022](#), and focused on park level of service, park acquisition and development strategies, and the need for an indoor recreation and aquatics center. Staff will lead a discussion with Park Board to identify discussion topics for the upcoming joint meeting scheduled for April 4, 2023. This will include a review of the ballot measure elements being considered by PFEC.

Park Board has consistently advocated for an indoor recreation and aquatics center during joint meetings with City Council. Significant progress has been made on this subject since the last joint meeting with City Council. In addition to Park Board advocacy, the community made their desire known through extensive feedback provided during the 2022 Parks, Recreation and Open Space (PROS) Plan update. Community feedback demonstrated the desire for an indoor recreation and aquatic center. Additionally, park improvements, additional new park components (e.g., playground, pickleball court), and a trail network connecting parks throughout the city were also identified as a top need for the community. In response to the preliminary results of the PROS Plan community engagement process, City Council adopted a new work plan item to explore options for a potential ballot measure(s). The new work plan item reads as follows:

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.***

Staff hired Opsis Architecture to complete a feasibility study for a recreation and aquatic center. The feasibility study will identify potential locations for such a facility and will provide detailed cost estimates and several concept plans for consideration throughout the community engagement process. In addition to the recreation and aquatic center, staff identified a slate of potential capital and operating investments to be considered for inclusion on the ballot measure(s). These investments were identified based on goals and priorities established in the PROS Plan and included projected costs and locations.

To ensure the community understands the needs and supports the request for new investments, City Council re-established the Parks Funding Exploratory Committee (PFEC) to lead a community input process to identify the capital and operating elements and the funding mechanisms to be placed on the ballot. This committee was crucial to the success of the 2012 Parks Levy. PFEC is a diverse group of stakeholders that have an interest in Kirkland's parks and recreation services. Park Board is represented on PFEC by Chair Mike Holland. PFEC will make a formal recommendation about what should be included in the ballot measure.

As one of the largest initiatives ever undertaken by the department, staff have provided Park Board regular updates on the feasibility study and about the materials being presented to PFEC. As the primary interface between the community and the City, it is crucial that Park Board have a detailed understanding of all the information being presented to PFEC. Although PFEC is responsible for making a formal recommendation to City Council, staff scheduled the upcoming joint meeting with City Council to ensure Park Board has the opportunity to convey their priorities and concerns for a potential ballot measure before Council makes any final decisions.

In preparation for the joint meeting with City Council, staff will lead Park Board in a discussion about the various elements under consideration for the ballot measure. Park Board will be asked to identify their priorities for the ballot measure along with any concerns they may have. Additionally, Park Board may identify any other topics for discussion with City Council. Staff will synthesize Park Board feedback into a memo for the joint meeting.



MEMORANDUM

To: Park Board

From: John Lloyd, Deputy Director, Parks and Community Services
Heather Lantz-Brazil, Administrative Assistant

Date: February 28, 2023

Subject: Park Board Highlights – March 2023

BACKGROUND

Park Board members have requested assistance in meeting liaison role expectations. After discussion, it was determined that the following two strategies would be used to prepare Park Board members for neighborhood meetings.

- Park Board members should use the monthly report provided by staff and pick out key items to convey to the neighborhoods.
- Staff will highlight key updates for use with neighborhoods and community members that would solicit input for consideration. Other items could be related to upcoming Park Board agenda items or be generic in nature.

RECOMMENDED DISCUSSION TOPICS

The following items are possible discussion items to be conveyed to the community. Additional discussion items may be found in the monthly report or may be raised by individual community members.

- **Upcoming PCS Topics at Next Council Meetings**
 - March 21, 2023 Study Session
 - Parks Funding Exploratory Committee Recommendations of Park Ballot Measure
 - Special Event Policy Update
- **Upcoming PCS Events** – Details and Registration Info at www.kirklandparks.net
 - Wheels and Reels Winter Drive-In Movies – March 4 (Enchanted)
 - Enjoy a night out under the stars at Juanita Beach Park with our Winter Drive-in Movie Series sponsored by MorningStar Senior Living of Kirkland. The parking lot opens at 6:00 PM and the movie starts at 7:00 PM. \$20 per vehicle, pre-registration is required.
 - Lucky Leprechaun Luncheon, Ages 50+ - March 17
 - Pull out your green attire and your lucky charms and join us for this fun event at the Peter Kirk Community Center from 11 AM to 1 PM! Festive traditional entertainment provided by Fiddle in the Forrest followed by a traditional Irish lunch provided by Concierge Care Advisors.
 - Cost of \$10 with advanced registration by 3/5
 - Spring/Summer Recreation Activity Guide available mid-March

- General registration for programs and camps start on March 22 at 7 AM
 - Swim registration and pool rentals start on March 29 at 7 AM
- Mermaid Ball – March 24
 - Dance the night away at North Kirkland Community Center from 6:30-8:30 PM with your special guest. Everyone is invited to participate in this enchanted evening of music, a thematic craft, and light refreshments. Dress to impress and make sure to have your free professional picture taken for a treasured memory.
- Teen Movie Night – March 31
 - Teens are invited to watch a movie at the Peter Kirk Community Center from 6-9 PM picked out by teens and enjoy snacks at our make your own popcorn and trail mix bar. Registration is not required but is encouraged; all walk-ins are welcome.
- Parks and Recreation Job Fair – April 1
 - Attendees (15+ years old) will have an opportunity to meet with hiring managers from various sections, enjoying face-to-face time with staff, and even apply and complete on-site in-person applications.
 - Highlighted Job Openings: Camp Leaders, Beach & Pool Lifeguards, Swim Teach Coaches, Swim Lesson Instructors, Senior Lifeguards, Recreation Attendants/Leads, Teen Program Instructors, Nature Camp instructors, Paid High School Interns, Seasonal Park Rangers, Horticulture Manager, Natural Area Restoration Manager, Ballfield Manager, and General Parks Labor, plus more.
- **Green Kirkland Partnership** – Details and Registration Info at www.greenkirkland.org
 - Forest/Habitat/Urban Forest Stewardship/Restoration
 - Mar 1: Forest stewardship at Highlands Park.
 - Mar 8: Habitat stewardship at Juanita Bay Park.
 - Mar 18: Forest restoration at Juanita Open Space #1.
 - Mar 19: Urban forest restoration at Kingsgate Park.
 - Mar 22: Habitat stewardship at Juanita Bay Park East.
 - New Steward Orientation – March
 - Mar 14: Session 1 – Program Overview and Restoration (Online), 6-8 PM
 - Mar 18: Session 2 – Field Training Best Practices (In-person), 10 AM – 1 PM
 - Mar 21: Session 3 – Volunteer Management (Online), 6-8 PM