

DEPARTMENT OVERVIEW:

PARKS AND COMMUNITY SERVICES

MISSION

Provide and demonstrate excellence; making Kirkland the place to be.

DEPARTMENT FUNCTIONS

The department conducts recreation and cultural programs which include instructional activities; special events; youth services; operation of a swimming pool, senior center, and community center; sport leagues for youths and adults; open gymnasiums; life-guarded beaches; and the Summer Performing Arts Program. The department also provides maintenance, planning, and development of parks, scheduling of ballfields and park facility rentals.

The **Administration Division** handles all of the basic policy planning, budget preparation and tracking, and provides staff support to the Park Board.

The **Parks Maintenance Division** is responsible for grounds and structural maintenance of 38 parks totaling over 540 acres. In addition, this division maintains the City cemetery, public art, Heritage Hall and the grounds of the Kirkland Performance Center, Senior Center, Teen Union Building, and Library. This division is also responsible for maintenance and repairs of the swimming pool, docks, moorage, ballfields, boat launch, and other repair and construction projects. The division administers the City-School Partnership program, donations program, parks volunteer program, and scheduling functions of all park space and various property management functions.

The **Community Services Division** provides year-round recreation opportunities, special events, and enrichment programs to the community. The division is responsible for the operation of the North Kirkland Community Center, the Kirkland Senior Center, the Peter Kirk Pool, Waverly and Houghton Beaches, and is the liaison between the City and Kirkland

Performance Center, Highland Center for Specialized Recreation, and the Teen Union Building.

The Community Services division is also responsible for the Youth and Family Services program, which includes providing staff support to the Youth Council, the Human Services Advisory Committee, and the newly formed Senior Council. These programs seek to enhance the quality of life for citizens in the community. The Youth Council provides an opportunity for youth to be involved in their community. The Human Services Advisory Committee works with agencies in the delivery of crisis intervention, stabilization, and prevention services for various human service needs. The Senior Council mission is to recognize the value and contributions seniors bring to our community, maintain and improve the quality of life for Kirkland residents age 50+ by identifying their concerns, advocating their needs, and creating programs that advance their well-being.

The **Parks Planning and Development Division** is responsible for park master planning and facility design, land acquisition, capital projects and construction management, grant preparation, and long range strategic policy planning for Parks. This division also manages volunteer park ranger programs.

2004 ACCOMPLISHMENTS

- Completed new restroom at Marina Park.
- Completed acquisition of former Water District #1 property and initiated community planning for park improvements.
- Completed playfield improvements at B.E.S.T. School.
- Initiated construction of Phase I improvements to Waverly Park.

- Initiated master planning for McAuliffe Park.
- Completed new picnic shelter at Everest Park in partnership with Rotary Club and Everest Neighborhood Association.
- Developed design alternatives and cost estimates for a new restroom/storage facility at Everest Park.
- Initiated master planning efforts for Juanita Beach Park.
- Completed development of Cedar View Park in conjunction with the Highlands Neighborhood Association.
- Completed the installation of new swings and replacement play equipment at Crestwoods Park.
- Continued interim improvements at McAuliffe Park including; fencing, signage, irrigation, turf restoration, and minor safety improvements allowing public access.
- Continued the donation program securing donated benches, tables, art, and landscape material that was installed in parks throughout the community.
- Completed the construction of Cedar View Park. The construction was accomplished using in-house labor and neighborhood volunteers.
- Completed the installation of play equipment at South Juanita Park.
- Completed neighborhood grant funded improvements at Highlands Park that included a drinking fountain, trees, and fencing.
- Completed neighborhood grant funded improvements at David Brink Park including a new concrete staircase, landscaping, and dock lighting.
- Completed the building improvements and restoration of Heritage Hall. Completed the first phase of landscape improvements to the grounds and installation of an automated irrigation system. (Lower floor improvements were completed by Kirkland Heritage Society volunteers, grant funding, and individual contributions).
- Completed a market survey, established policies, pricing structure, and began scheduling private, public and community use of Heritage Hall.
- Continued the utilization of the salvage program securing materials, supplies, and landscape products from private properties that are scheduled for demolition. Most notably was the relocation of a Lyons Mane Maple "Shishigashira" from a property in Houghton to McAuliffe Park, the estimated value of the tree is between \$9,000 and \$12,000.
- Completed improvements to the ballfield dugouts at Lee Johnson Field in Peter Kirk Park. Completed the installation and signage to officially rename the ballfield at Peter Kirk, Lee Johnson Field, in memory of Lee Johnson.
- Develop a Juanita Bay Park vegetation management plan geared towards restoring wetlands and controlling invasive plants.
- The Senior Council implemented a new successful community event in 2003, *Baby Boomers and Beyond: A Healthy Living Expo*, which had 400 in attendance.
- The second annual, *Baby Boomers and Beyond: A Healthy Living Expo*, included health seminars in Spanish and Mandarin. The promotional flyer was also translated into Spanish and Mandarin.
- Updated, printed, and distributed the *Where to Care* booklet.
- Partnered with the cities of Bellevue and Redmond in support of the Exploring Diversity Media project.
- Initiated Fire Station ride alongs for the Kirkland Youth Council.
- Hosted the 3rd annual Holly Day Brunch for the Senior Center.
- Conducted a City Council study session with the Kirkland Youth Council leadership.

- Helped to plan and produce a DUI reenactment at Juanita High School.
- Expanded programming in the senior Latino and Chinese programs to include health seminars and fitness classes.
- Initiated "Sound Steps," a pilot walking program through the Healthy Aging Partnership. More than 200 seniors registered for the program making Kirkland the largest single program of the 14 sites that participated in the pilot program.
- Launched the Health Enhancement Program. Participants work with a registered nurse to make health behavioral changes in their life.
- Implemented a free clinic to assist those in the community with computer problems.
- Developed a wide range of programs specifically targeted to the needs of younger seniors and their aging parents.
- Created and implemented the new Kirkland Teen Volunteer Scholarship.
- Hosted the 5th annual Kirkland All City Summit.
- Partnered with the Kirkland Teen Union Building to host the 2nd annual Blue Fish Festival.
- Continued involvement with the Kirkland Youth Council, *We've Got Issues*, mini-grant program, and quarterly service projects.
- Continued support and staff representation of the following regional activities: Eastside Human Services Forum; Eastside Human Services Alliance; Eastside Refugee and Immigrant Coalition; United Way; Regional Policy Committee; Eastside Healthy Start; Eastside Community Health and Safety Network; King County Religious Leaders Task Force; Family and Child Early Support of East King County (FACES).
- Staff involvement in planning and implementing the Eastside Human Services Forum, "Human Services 101," an educational forum for eastside, regional and state elected officials.
- Conducted site visits, including the Friends of Youth capital project Griffin Home, Eastside Domestic Violence, and Therapeutic Health Services. The City funds these projects.
- Hosted the Human Services North and East King County Funders Workshop and developed a short application form for agencies who have received funding of \$8,000 or less.
- Continued working with the Regional Policy Committee to find short and long term solutions to human service budget cuts.
- Human Services Advisory Committee conducted a study session with the City Council concerning the state of human services on the eastside.
- Host of VISTA volunteer and staff consultant to produce a multilingual resource guide due for distribution in October 2004.

2005-2006 OBJECTIVES

Environmental Stewardship

- Complete highest priority wetland enhancement projects at Juanita Bay Park geared towards restoring wetlands and controlling invasive plants.

Community Involvement

- With the Senior Council, develop three programs for public access TV.
- Recruit new Senior Council members.
- Expand our community partnerships.

Investment in the Infrastructure

- Complete North Rose Hill Woodlands Park improvements, including new group picnic shelter and wetland boardwalk trail segments.
- Construct a new restroom/storage building at Everest Park.
- Complete playfield and park-related improvements to the following school properties: Kirkland Junior High School, Ben Franklin Elementary School, Juanita

Elementary School, and Rose Hill Elementary School.

- Complete park improvements to former Water District #1 property in Central Houghton neighborhood.
- Complete construction of Phase II improvements to Waverly Park.
- Complete master planning for a new neighborhood park in the South Rose Hill neighborhood (off of 124th Avenue NE).
- Identify and acquire available park land, open space, and natural areas utilizing the \$1 million Park Bond Opportunity Fund.
- Complete a park master plan for Juanita Beach Park.
- Complete a park master plan for McAuliffe Park.
- Produce an updated Park, Facilities, and Trails Guide.
- Complete CIP funded play area enhancements and renovation at Mark Twain, Spinney Holmstead, Reservoir, and Houghton Neighborhood Parks.
- Complete a business plan for revenue generation at McAuliffe Park that will include public, private and community use.
- Continue to establish a market niche and develop a revenue stream at Heritage Hall balancing uses.
- Complete installations and construction projects funded through the Neighborhood Services grant and CIP programs.
- Develop methods and a maintenance program to help preserve the historical buildings, farm equipment, tools, and windmills at McAuliffe Park.
- Continue to promote and market the City donation and salvage programs.
- Explore alternative use of the Senior Center gift shop area to increase program space in the facility.

Human Services

- Continue the successful walking program after the pilot program "Sound Steps" ends in September 2004.
- Continue and expand the Health Enhancement Program to include a Social Worker as well as an RN.
- Implement new East Indian Program.
- Develop a five year Youth Services Strategic Plan.
- Continue to implement the Kirkland Teen Volunteer Scholarship.
- Develop a "Youth in Government Day" plan for the City of Kirkland.
- Partner with the Lake Washington School District to provide meaningful work experience for disabled young adults.
- Work with the Kirkland Youth Council to develop a work plan for the 2004 All City Youth Summit.
- Help to design a comprehensive graffiti plan for the City of Kirkland.
- Provide opportunities for the Kirkland Youth Council to be an integral part of the Centennial Celebration.
- Create a teen resource information card for City staff. (Specifically those in the field, such as fire fighters and police)
- Continue to work with KPD and the Kirkland Youth Council to improve youth and police relations.
- Continue to partner with the Teen Union Building to host the 3rd annual Blue Fish Festival.
- Conduct monitoring visits with contracted CDBG agencies to ensure that projects are in compliance with federal regulations.
- Participate in King County Religious Leaders Task Force, which advocates for human services issues and responds to county and state cuts in human services.

- Expand "Pooled" funding application process to include four new agencies.
- Continue working with the Eastside Human Services Forum and the Eastside Human

Services Alliance to influence changes and to be a voice for Kirkland citizens as it related to human services.