

**Kirkland Alliance of Neighborhoods (KAN)
Minutes of the March 8, 2017 meeting
7:00pm, Peter Kirk Room-Kirkland City Hall**

NOTE: Action items are highlighted in yellow.

Neighborhood Reps Attending:

Central Houghton -Lisa McConnell
Everest -Anna Rising, Owen Paulus
Evergreen Hill -Johanna Palmer
Finn Hill -Bill Blanchard (KAN co-chair)
Juanita -Doug Rough
Moss Bay -Aimee Voelz
Norkirk -Janet Pruitt (KAN co-chair)
North Rose Hill -Margaret Carnegie
South Rose Hill/Bridle Trails – Chris Kagen

City Staff Attending:

Marilynne Beard
Kari Page

Meeting was called to order at 7:07 PM by Co-Chair Bill Blanchard

Introductions were done around the table.

February meeting minutes were approved as presented by consent.

Public Comment – None

Neighborhood Outreach Coordinator Position – Marilynne Beard, Deputy City Manager

- Marilynne discussed the process for hiring a new .5 FTE Neighborhood Outreach Coordinator.
- Kari Page has been the Neighborhood Outreach Coordinator (0.5 FTE) for the City Manager's office for 18 years. She has also been on the Capital Improvement Projects Outreach staff (.05 FTE) with Public Works. She will now be full time with Public Works, working with Neighborhood Safety Projects, CKC, Safe School walk routes, and other pedestrian safety projects.
- The new Neighborhood Outreach Coordinator with focus on matching grants, City Council in the neighborhoods, Neighborhood U, KAN support, For the Love of Kirkland, and providing support and presenters for Neighborhood meetings.
- The job is currently posted and will close on Sunday, March 12th. There are currently 29 applicants. After the job posting closes, Human Resources (HR) will screen the applicants for meeting the minimum/preferred requirements. Then the remaining applications are forwarded to Marilynne for possible testing and interviews. It is expected that a job offer will be made in mid-April.
- There was a brief discussion on the role of KAN with regards to the City Council. That role is up to KAN itself. The KAN chairs meet with the Mayor and Deputy Mayor on a quarterly basis. It was noted that attendance at neighborhood meetings ebbs and flows depending on the current issues. There are city resources in the communications department that could assist the Neighborhood Associations. This assistance could include how to get media attention if desired.

Kari Page – Neighborhood Safety Program and Totem Lake Connector Bridge

Neighborhood Safety Program:

- Over the years, the program has been able to leverage City funds and obtain grants and use private development fees to provide over \$200,000 in additional funds.
- On March 22nd the City department directors and the Transportation Commission will review/approve the projects to be funded. The recommendations will go to the Kirkland City Council for review/approval on April 4th. The projects will be formally announced by the end of April. The projects approved this year are planned to be complete by April 2018.
- Kari then reviewed the scoring and ranking of all of this year's proposed projects.
- Kari discussed some of the "lessons learned" during the past three years of projects. They are:
 - Send the "Suggest a Project" list to the Neighborhood Associations quarterly;
 - Look at having smaller projects funded by matching grants;
 - Better define the community involvement requirement;
 - Define ways in which volunteers are able to assist, along with limitations;
 - City is working on more templates/in house designs for projects;
 - Letters of support are more common in more affluent neighborhoods;
 - It is difficult to score the community vs neighborhood benefit;
 - Avoid the holiday season for meetings;
 - Begin the project ideas in September
 - Have engineers at more of the meetings and the tour.
- The Public Safety Levy was expected to install 50 Rapid Flashing Beacons in 20 years; as of 2016, 43 are already in process.

Totem Lake Connector Bridge on the Cross Kirkland Corridor:

- Kari announced the open house for the Totem Lake Connector Bridge next Thursday, March 16th. Public input is being sought.
- The original 12 designs will then be narrowed to three by City Council.
- The goal is to have this be more than just a bridge, but an iconic feature that welcomes you to Totem Lake.

Liaison Reports and Hot Topics

- Further announcements from Kari:
 - The Mayor's State of the City address is scheduled for April 13th at 7:00pm in the Peter Kirk Room. *Please note: this event is being rescheduled to another date-TBA.*
 - A follow-up meeting to the For the Love of Kirkland event is planned for the Fall.
 - Kari explained the process for obtaining permission to have alcohol at neighborhood picnics. The request has to go through the special events approval process. It requires new events be submitted one year in advance and reoccurring events apply six months in advance of the event. Guidelines can be found at www.kirklandwa.gov/specialevents. Questions can be directed to Sudie Elkayssi, the City's Special Projects Coordinator.
 - The November City Council meeting has been moved from Tuesday, November 7th to Wednesday, November 8th creating a conflict with KAN's meeting which will be rescheduled.
- There was a brief discussion on KAN's role with the City. It was suggested that "lessons learned" from the Central Houghton experience while updating the Houghton/Everest Neighborhood Business Center be shared and hopefully considered during work on future Neighborhood Center plans. A question came up about how we get the information to the residents during the plan update process.

- Owen Paulus spoke about the group working on the For the Love of Kirkland project on the Cross Kirkland Corridor. The date for the event is September 9th. The goal is to bring the neighborhoods together. The current idea is to have 6 or 7 stops on the trail that would have food and/or activities. A number of issues are still being worked on. He is looking for each neighborhood to commit to the project.

The meeting was adjourned at 9:17 PM by Co-Chair Bill Blanchard.