

Kirkland Alliance of Neighborhoods (KAN) Meeting Minutes

4/12/17

Peter Kirk Room, City Hall

7:00 pm

NOTE: Action items are highlighted in yellow.

Neighborhood Reps Attending:

Central Houghton – Larry Toedtli, Lisa McConnell

Everest –

Evergreen Hill –

Finn Hill Neighborhood Alliance – Bill Blanchard (KAN Co-Chair)

Highlands – Debbie Ohman; Karen Story

Juanita Neighborhoods – Doug Rough

Lakeview –

Market –

Moss Bay – Bea Nahon

Norkirk – Janet Pruitt (KAN Co-Chair), Heather Hendrix-McAdams, Cindy Randazzo

North Rose Hill – Margaret Carnegie, Chris Kagen

South Rose Hill/Bridle Trails –

City Staff Attending:

Kari Page, Neighborhood Services Outreach Coordinator

Eric Shields, Planning Director

John Haslip, Police Lieutenant

Councilmembers Dave Asher, Toby Nixon

Co-Chair Janet Pruitt convened the meeting at 7:02 pm.

After introductions we unanimously ratified the March meeting minutes.

Minutes – please let Bill know asap if someone from your neighborhood can't take minutes as follows:

- May – Everest
- June – SRH/BT

Public Comments

- Dave Asher announced Kiwanis pancake breakfast May 27; Tickets \$7 at the door or from a Kiwanis member in advance

Crossing Kirkland Event – Jonathan Heuer

- Biggest expense is port-a-potties – would your neighborhood want to chip in? (Remember that we're already hoping for \$50 per neighborhood toward the event costs.)

Please send the following info to your email lists:

- The event will take place on Saturday, Sept. 9 in the afternoon
- Sign up to help plan the event: <http://www.signupgenius.com/go/10c0f4bafa622a0fc1-phase>
- Hoping for 2-3 people per neighborhood to help brainstorm and organize
- Six stations would be ideal, with two neighborhoods per station
- Current ideas include activities for kids and adults, t-shirts for sale, food trucks with food for sale, music

Neighborhood Plans – Eric Shields

These are the meeting notes Eric sent us to review, incorporating all of our comments. Please send him any feedback at EShields@kirklandwa.gov.

How to Handle Future Neighborhood Plan Updates

Comprehensive Plan Policies:

- Complete plans between city-wide plan updates (every 7 years)
- Establish a plan update schedule
- To avoid duplication, consider a set of policies that apply to all neighborhoods
- Consider creating a plan template applicable to all plans

Based on the above, we need to:

- Update multiple neighborhood plans at the same time (but not necessarily combining multiple neighborhoods into a single plan)
- Update plans within a single calendar year (to be adopted in December of each year)
- Update all plans over a five year period (to leave 2 years for city-wide updates)
- We've already lost a year in this cycle, so we need to do all updates in this cycle in four years.

Discussion questions for neighborhoods:

- What are the three most important reasons to have your neighborhood plan frequently updated?
 - To keep residents energized and informed
 - To keep pace with rapid changes
 - To incorporate smart growth concepts
 - To reduce the need for CARs
 - To reduce the need for people having to repeatedly get up to speed
 - To allow plan updates to just focus on what's new
 - To reduce the frequency of major changes and shift focus to minor "tweaks"
 - To allow for more proactivity and less reactivity
 - To help get into a routine
- What are the three most important topics to be addressed in neighborhood plan updates?
 - Land use!
 - Transportation– including pedestrian and bicycle pathways
 -
 - Urban design
 - Parks
- How many public meetings do you think are needed for a neighborhood plan update?
 - Maybe just two
 - Several
 - It depends on the issues
- What are three key things that could shorten the plan update process to six to ten months?
 - Talk to neighborhood boards early
 - Have boot camps to educate participants before starting the plans
 - Start with a community brain-storming meeting, including property owners and businesses
 - Establish clear deadlines
 - Have a clear list of things that need to be done
 - Focus on the important things
 - At the end of each meeting, set the topic and expectations for the next one
 - Provide materials electronically
 - Ask for CARs later in the process
 - Come to meetings with clear options and questions
 - Neighborhood boards can help draft proposals, educate residents, and collect input

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- Stick to deadlines - there will always be people who complain that they never heard about the process until the last minute; assure them that they will get another chance in just five years
- Would you be comfortable with staff preparing a draft plan early in the update process?
 - Not until direction is established
 - Should use existing plans as the basis for discussions
- Other ideas
 - Need to find a way to get people to show up
 - Use fewer consultants – except where subject matter expertise is needed
 - Try to promote conversations among different interest groups
 - Make sure to leave staff and PC time for city-wide issues
 - Be sure to keep adjacent neighborhoods informed
 - Allow for long-term plans, such as new pathways, to be implemented one piece at a time
 - Save CARs until the end of the process because then the vision and goals are clear
 - Have staff bring questions to neighborhoods, rather than solutions, to help ensure that residents don't feel any proposal is a "done deal"
 - Set realistic expectations for this first round of plan updates – both for the time it will take and for what can be accomplished
 - Make on-line resources available
 - Plan templates may be helpful, but need to recognize that neighborhoods have different needs and interests
 - In the effort to be efficient in plan updates, don't sacrifice what is necessary to make plans effective

Police at Neighborhood Meetings – Lieutenant Haslip, KPD

- New police chief Harris wants increased police presence at neighborhood meetings
- Each neighborhood needs to be decide whether they can allot time for questions, and how much time
- Many people want to know who patrols their neighborhood; is it possible to send this information to neighborhoods, or put it on the police website? Lt. Haslip will ask.

Neighborhood Services – Kari Page, Neighborhood Services Coordinator

- 990 forms due May 15; no extensions; watch for email from Jeannie
- State of the City tentatively Monday, May 22
- 2017 Neighborhood Safety Projects were approved by council
 - Council suggested possibly increasing the \$50K cap, to allow for things like sections of sidewalk
- Rotary is looking into constructing a shelter/gazebo with historic signage at the site of the old train depot on Railroad Avenue next to the CKC
- The Cultural Arts Council has chosen a sidewalk art design to be paid for by "1% for art." See the design at:
http://www.kirklandwa.gov/Assets/City+Council/Council+Packets/041817/11d_NewBusiness.pdf.

Liaison Reports

Planning and Economic Development Committee – Bea

- Marina Park marina expansion designs being discussed (on next KAN agenda)

Transportation Commission – Lisa

- Learned about proposed Metro route changes; 255 would transfer to light rail at UW instead of continuing downtown
- Discussed neighborhood greenways

Planning Commission – Lisa

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- Houghton/Everest Neighborhood Center planning continues

Neighborhood Round Table

Ran out of time; no one had any pressing announcements

Meeting adjourned 9:07

Next meeting is May 10 at City Hall.

Upcoming Agenda Items:

- Totem Lake connector bridge design
- Marina expansion designs
- Sign ordinance updates
- **OTHER?**

Upcoming Events/Deadlines:

- 990 forms due May 15
- **State of the City address TBD**