



City of Tukwila
**Community Development &
 Neighborhoods Committee**

- ◆ Kate Kruller, Chair
- ◆ Kathy Hougardy
- ◆ Zak Idan

<u>Distribution:</u>	
K. Kruller	Mayor Ekberg
K. Hougardy	D. Cline
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V. Seal	L. Humphrey
D. Robertson	

AGENDA

TUESDAY, APRIL 10, 2018 – 5:30 PM
HAZELNUT CONFERENCE ROOM
 (At east entrance of City Hall)

Item	Recommended Action	Page
1. PRESENTATION(S)		
2. BUSINESS AGENDA		
a. An update on the Ryan Hill neighborhood study. <i>Moira Bradshaw, Senior Planner</i>	a. Discussion only.	Pg.1
b. A resolution increasing the Change Fund level for Foster Golf Course. <i>Robert Eaton, Parks & Recreation Manager</i>	b. Forward to 4/16 Consent Agenda.	Pg.63
c. A grant agreement with the King Conservation District for Green Tukwila. <i>Robert Eaton, Parks & Recreation Manager</i>	c. Forward to 4/16 Consent Agenda.	Pg.67
d. A grant agreement with the National Recreation and Park Association for the 10-Minute Walk. <i>Rick Still, Parks & Recreation Director</i>	d. Forward to 4/16 Consent Agenda.	Pg.89
3. ANNOUNCEMENTS		
4. MISCELLANEOUS		

Next Scheduled Meeting: *Tuesday, April 24, 2018*



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INFORMATIONAL MEMORANDUM

To: **Community Development and Neighborhoods Committee**

From: **Jack Pace, Director, Community Development**
Jay Wittwer, Chief, Fire

By: **Moira Bradshaw, Senior Planner**

Copy: **Mayor Ekberg**

Date: **April 3, 2018**

Subject: **Ryan Hill Neighborhood Study**

ISSUE

Ryan Hill Neighborhood Update

BACKGROUND

A Comprehensive Plan/Zoning amendment request to change 15 acres in the neighborhood from Low Density Residential to High Density Residential was received for 2017. Staff recommended deferring consideration on that request until a study of the needs and future of the whole neighborhood could be performed. The concern was that this one request could trigger additional changes without a clear plan in place for the neighborhood.

The City hired a consultant to help prepare a neighborhood-wide study and a public involvement process. A web page was created and a public open house was held in November 2017. An on-line and paper survey for property owners and residents was used to gather input. Alternative draft land use scenarios were prepared to generate discussion and opinion about the area's future.

DISCUSSION

The property owners/residents (50:50 own and live or own and don't live; 50% have been owners for 20 years or more followed by 25% of 5-9 years) liked the attention; they feel a certain amount of neglect by the City although the emergency services have always been good. Responses about quality of life are split between very good and fair. The neighborhood, which is divided north to south by the Seattle City Light 200-foot-wide right of way, thinks differently about the future. The north half of the neighborhood is slightly more interested in change while the southern half prefers the neighborhood as is. The neighborhood is most in favor of sewer improvements and would potentially be willing to consider self-assessment to fund them. There are also some concerns about the safety of some intersections and the lack of sidewalks.

Two items are currently listed in the City's Capital Facilities Plan for the neighborhood – a neighborhood park (\$3 million) and a sewer system (\$1.9 million) both of which are unfunded and beyond the current 6-year CIP

Seattle Fire Station 33 is less than half as far as Tukwila Station 53 from the neighborhood boundary. Negotiation have been underway to create mutual aid agreements with the City of Seattle, which would in particular benefit this neighborhood.

Good operating practice is to have a looped water system, which does not exist in this neighborhood. The addition to the Capital Facilities Plan of a metered intertie with the City of Seattle Water system will be discussed with the Public Works Department.

FINANCIAL IMPACT

The cost estimates in the study assume development driven infrastructure improvements.

SUMMARY

Community Input

The study revealed a number of things that were unknown. The residents and property owners have differing opinions about the future of the neighborhood depending on where they live or own property. Higher density is more desirable to property owners north of the Seattle City Light right of way than south of the right of way.

Likely Development Scenarios

Except for the 15 acre Raisbeck property located along the west side of the neighborhood and bordering MLKJR Way S., future development is likely to be small scale (short plats) and incremental. Development of less than 4 lots does not require frontal improvements nor would the through connection be financially feasible for most short plat developers. In addition, the City is unable to require developers fix current deficiencies.

Transportation network

Enhancing and improving the circulation system is feasible from an engineering standpoint but not likely from a financial standpoint. The 1,200-foot-long dead end (twice the length of the City's maximum standard) can be eliminated by connecting between the 109th/48th and 110th/49th Avenue S intersections. The cost of mitigating environmentally sensitive area impacts will be as expensive as the cost of the public and private infrastructure improvements because mitigation will likely be off-site.

Boundary issues

The irregular City limit boundary, which has existed for close to 30 years, will continue to cause additional coordination for private individuals and the Cities of Seattle and Tukwila. The existing boundary leaves the west half of the 51 Avenue S. as part of unincorporated King County and the east half of the right of way in the City of Seattle and three private parcels are in Seattle and Tukwila.

Based upon the study, the following administrative actions will be implemented.

- Coordination between Community Development and Public Works on the Study findings y relative to infrastructure.
- Continue support for negotiations with area fire and emergency service providers for automatic aid; especially with the City of Seattle.
- Continue processing the comp plan zoning/amendment requests.

RECOMMENDATION

Information only.

ATTACHMENT

Ryan Hill Neighborhood Study



City of Tukwila

Ryan Hill Neighborhood Study



MARCH 2018

LDC Surveying
Engineering
Planning



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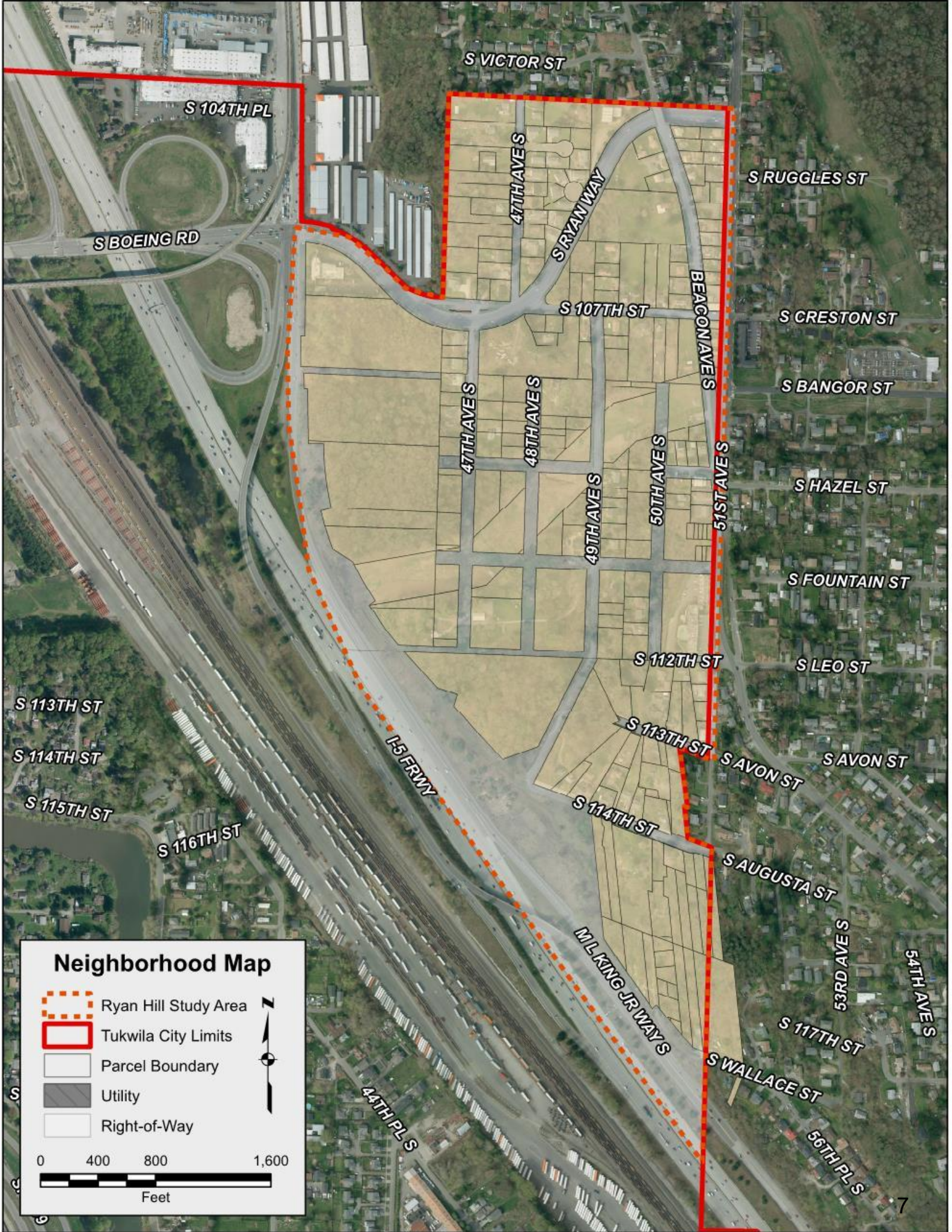
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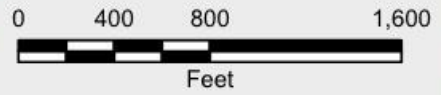
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Neighborhood Map

-  Ryan Hill Study Area
-  Tukwila City Limits
-  Parcel Boundary
-  Utility
-  Right-of-Way





INTRODUCTION

Background

The Ryan Hill neighborhood is located on the northeastern edge of the City of Tukwila. It is bordered by Interstate 5 on the west and by the City of Seattle on the north and east. The Ryan Hill neighborhood was annexed into the City of Tukwila in 1989 as part of the Fire District #1 annexation. Over the past 30 years, there have been small additions to the neighborhood but, as a whole, the neighborhood has remained relatively unchanged.

The neighborhood is located on the eastern wall of the Duwamish River basin and contains extensive sensitive features such as wetlands, streams, and slopes. The neighborhood also has limited sewer, water, and transportation infrastructure and is dissected by a 200-foot wide Seattle Power & Light utility easement. The neighborhood's existing character is predominantly single-family residential, with residents describing portions of the neighborhood as a rural oasis within the greater urban area.

Development interest within the Ryan Hill neighborhood has gradually been increasing. The renewed interest in development has created the need for a comprehensive look at what, if any, land use changes should be made and what types of infrastructure improvements would be required to support potential redevelopment. The intentions of this study are to ensure that any development decisions work collectively to achieve neighborhood-driven goals and to ensure that development-driven infrastructure improvements, such as sewer, water, and roadways, are coordinated and maximized.

Study Objectives

Change is inevitable and, with our roaring regional economy, is happening very quickly. We may not be able to stop change, but we can certainly coordinate how and to what extent it happens. There are many areas of the Ryan Hill neighborhood that will likely remain the same, but there may be opportunities where development could support neighborhood goals. The primary objective of this study is to engage the neighborhood in an effort to determine what, if any, land use changes should be made and the types of water, sewer, roadway, and public facility improvements that would be required to support such changes, should they occur. This study is a proactive approach to understanding the realities of the area and the desires of its property owners and residents.

Tukwila Comprehensive Plan Neighborhood Goals:

- *Land use patterns that encourage a strong sense of community*
- *Physical features that preserve and strengthen neighborhood character and enhance neighborhood quality*
- *Enhancement and revitalization that encourages long-term residency and environmental sustainability*
- *High quality pedestrian character with a variety of housing options for residents in all stages of life*
- *Supportive neighborhood commercial areas and protections from noise impacts*
- *Goals from Element 7, Residential Neighborhoods, in the City of Tukwila Comprehensive Plan*



How Will the Study be Used?

The Ryan Hill Neighborhood study provides information that can be used to assist with the coordination of development-driven infrastructure improvements should any land use changes and development or redevelopment within the neighborhood take place. To that end, this study is different than a traditional neighborhood study that would typically examine design-related issues and would determine goals and objectives to guide future development and redevelopment. This study was commissioned to determine what, if any, land use changes could be made based upon input from residents and property owners and how infrastructure could be coordinated to ensure maximum benefit.

While this study assesses new land use scenarios, it should also be noted that the purpose of this study is not to implicitly make any changes to the neighborhood – it is a “what if” assessment that analyzes existing conditions and constraints to develop scenarios that can be used during discussions regarding the neighborhood’s future. Making minimal or no change to the neighborhood is reflected in the Baseline Scenario and is one of the future scenarios considered.

This study can be used by city staff and leaders as a basis for decision-making regarding land use changes, capital facility planning, and quality of life enhancements. It is not, however, a stand-alone planning document intended to guide all decisions related to the future of the neighborhood but should be supplementary to those discussions.

Contents

The Ryan Hill Neighborhood Study has been divided into five sections that include:

Neighborhood Input – A neighborhood input meeting and neighborhood survey were used to engage residents and property owners on what the future of the neighborhood should be. The general themes from the neighborhood meeting and survey are outlined in this section.

Existing Conditions – This is the baseline analysis that assessed many of the physical, environmental, and infrastructure limitations to future development within the neighborhood. Maps and background information that served as the basis for scenario development is located within this section.

Development Scenarios – This section outlines the various scenarios developed including opportunities, input received, challenges, and planning-level cost estimates for infrastructure improvements.

Cost Estimate Matrix – This section provides a summary of the scenarios and an overview of the cost estimate breakdown for each.

Conclusions – A summary of the opportunities and challenges for the neighborhood, property owners, and the City.

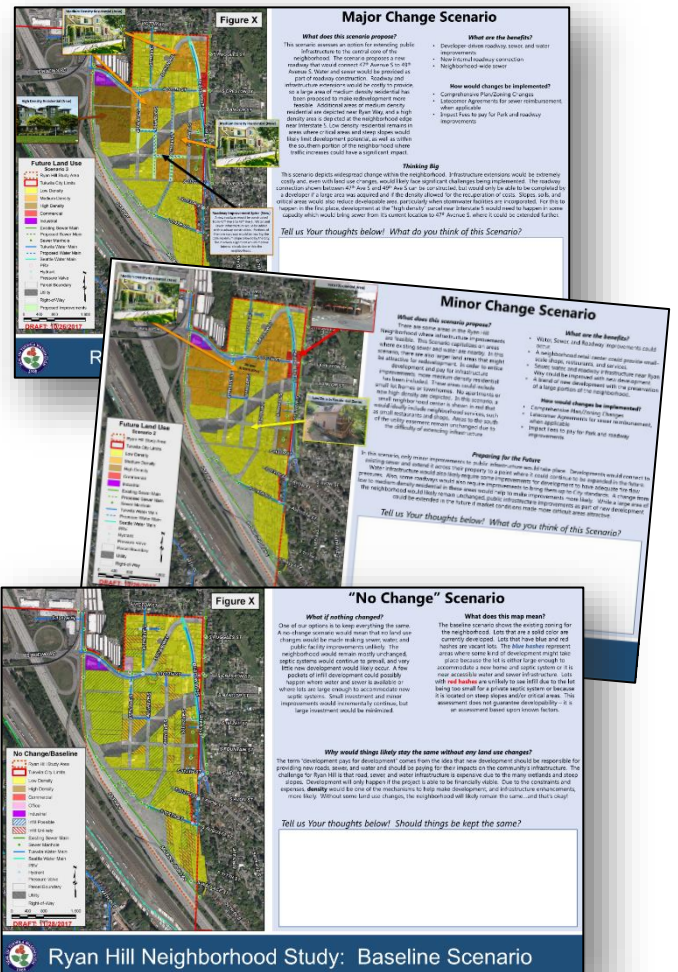


NEIGHBORHOOD INPUT

On November 15, 2017, a neighborhood input meeting for the Ryan Hill Neighborhood Study was held at the Tukwila Community Center from 5 to 7 pm. Approximately 30 individuals attended the meeting where input on the future of the neighborhood was solicited. In addition to numerous existing conditions maps, three future scenario maps, along with a summary on each, were provided for input.

Overall themes from the neighborhood input meeting are summarized on the following page, but generally the key takeaways from the meeting include the following:

- The rural atmosphere is an asset that many want to preserve and protect
- Many residents & property owners wanted to see neighborhood change and new development
- Many residents also expressed a desire to preserve and keep the neighborhood the same
- Generally, attendees from the northern half of the neighborhood, near Ryan Hill Way, were more likely to support some degree of change where residents in the middle and southern portions of the neighborhood were more likely to support keeping the neighborhood the same, with a few exceptions
- New sewer infrastructure is needed
- New parks and recreation space is needed
- Improved bicycle and pedestrian facilities are needed



As part of neighborhood engagement, a mailer with a link to a survey was sent out to neighborhood residents and property owners. Additionally, a project webpage¹ was developed to host the survey and provide updates on the project's progress. Survey results depicted an even split in the neighborhood between those wanting to keep the neighborhood the same and those wanting some degree of change. The following are some of the most notable responses to the survey:

- 50% of respondents lived in Ryan Hill and 50% of respondents owned property but did not live in Ryan Hill.
- 75% of respondents indicated that they intended to keep living or owning property in Ryan Hill.
- 43% of respondents want the neighborhood to remain the same, 14% would support minor changes, and 43% supported neighborhood-wide changes.
- Generally speaking, respondents supported new single-family housing, were evenly divided on new townhomes, and were apprehensive to multifamily.
- For those on septic, 57% indicated they were interested in connecting to public sewer, 29% indicated they were not interested in connecting, and 14% indicated they might be interested in connecting to public sewer.

¹ Project Website: <http://www.tukwilawa.gov/departments/community-development/community-planning/ryan-hill-neighborhood-study/>.

What the Neighborhood Said...

Ryan Hill's Assets

- Close to everything yet far enough away to be peaceful
- Wooded, nice neighbors, proximity to transit and airport
- Close proximity to the City
- Convenient access to Interstate 5, Interstate 405, and Highway 167

Opportunities

- More Retail
- Preserving the neighborhood as it exists today
- Safe bicycle & pedestrian access, especially to light rail and transit
- More parks & greenspace
- Sewer improvements & enhancements
- More development, new neighbors, and activity

Challenges

- Maintaining the neighborhood's character and feel
- Keeping areas of the neighborhood the same / no change
- Impacts of additional traffic should growth occur





EXISTING CONDITIONS

Existing conditions within the Ryan Hill neighborhood are diverse. They range from traditional single-family neighborhoods served by public sewer to areas that remain largely untouched with large parcels and homes served by private septic systems. One multifamily senior living facility is located on 51st Avenue S. and a few retail/service uses are located on 51st Avenue S. at 107th Street. No significant public facilities are present within the neighborhood and no public parks currently exist; however, the City has identified a future park as part of its Parks, Recreation, and Open Space Plan.

Most homes in the neighborhood were constructed prior to 1970, with a few infill homes constructed over the past 20 years. Recently, a new townhome development was completed on 51st Avenue S. directly adjacent to the senior living facility. The new townhome development represents the growing pressures for change.

The following section outlines in greater detail the existing conditions that were evaluated as part of the neighborhood analysis, including the existing land use framework, critical areas, transportation network, and public utilities. The existing conditions analysis serves as a baseline from which planning-level decisions can be made and is a critical step in creating a framework for decision-making by neighbors and City leaders.

49th Avenue S. Streetscape



Townhome Development Along 51st Avenue S.



S. Ryan Hill Way at Beacon Avenue S.



Rural Characteristics along S. 109th Street





Existing Land Use

The Existing Land Use Map on the adjacent page provides a visual on how land use within the neighborhood is currently being used. Land use is guided by the City’s zoning ordinance and the current land use pattern generally coincides with existing zoning. The most predominant land use in Ryan Hill is single-family residential, shown in yellow, which represents traditional single-family detached homes. The area of high density residential along 51st Avenue S. represents the senior housing facility. The medium density residential in orange represents new townhomes recently constructed along 51st Avenue S. The largest commercial area in the neighborhood is the southeast corner of MLK R. Way S. at S. Ryan Way where Raisbeck Engineering is currently located, with other small service establishments located along 51st Avenue S.

The figure below shows the existing land use breakdown for the neighborhood based on the Existing Land Use Map. Almost half of neighborhood parcels are currently vacant, largely coinciding with areas where steep slopes, critical areas, and limited infrastructure have hindered development potential. A total of 42 percent of the neighborhood land area contains detached single-family homes. The 200-foot wide Seattle City Light easement that runs east-to-west through the neighborhood accounts for approximately 7 percent of the total land area. High and medium density residential uses along with commercial and public/semi-public uses account for the remaining 6 percent of the existing land use breakdown.

Ryan Hill Neighborhood Existing Land Use Breakdown

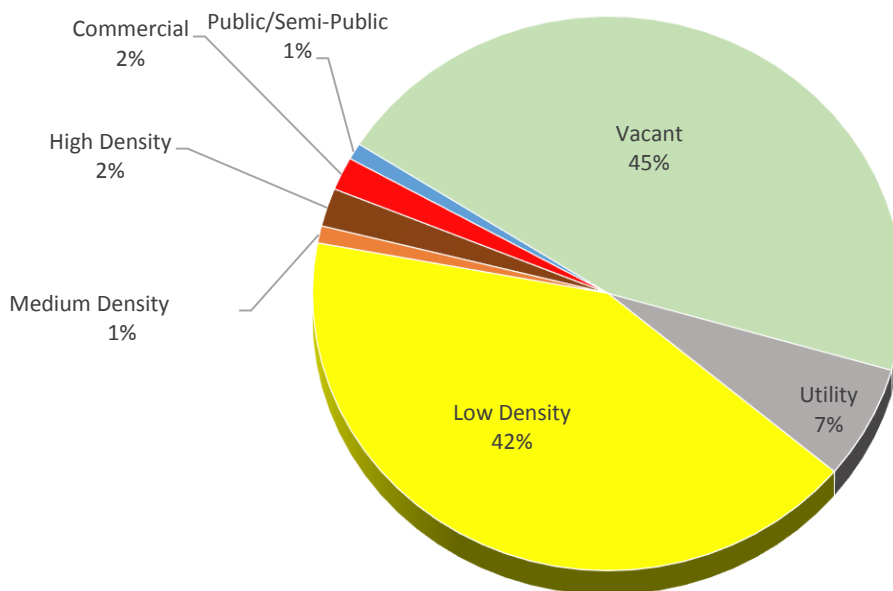
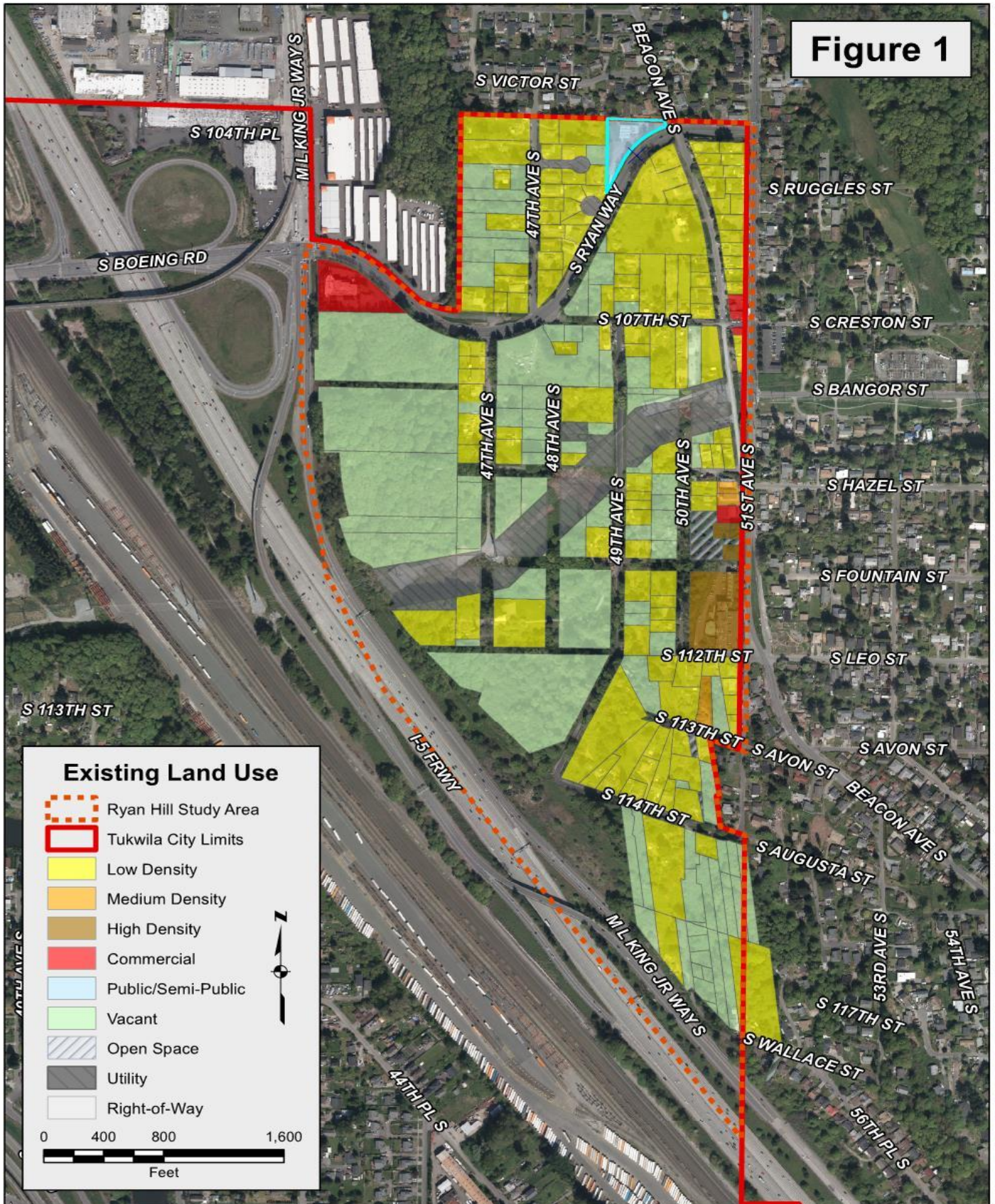


Figure 1



Critical Areas

The Ryan Hill neighborhood is located on the eastern wall of the Duwamish River basin, which creates many limitations and challenges for future development. There is a 300-foot elevation change between the western and eastern portions of the study area as the terrain rapidly rises eastward from the Duwamish River. While there are many mitigation efforts that can be taken to facilitate development, should that be desired, encumbrances by streams, wetlands, and slopes will make any future development difficult across most of the neighborhood area – many vacant parcels depicted on the previous page directly coincide with areas where slopes, streams, or wetlands are present. Any future land use changes should seek to balance growth with the preservation of sensitive areas per City goals and policies.

Wetlands

There are several wetland areas within the study area, the largest of which is located across the west central portions of the neighborhood, near the southern end of 47th Avenue S. There are three additional wetland areas identified on iMAP, the City's GIS data and mapping system, and would require additional reconnaissance should a property owner seek to develop their property.

Streams

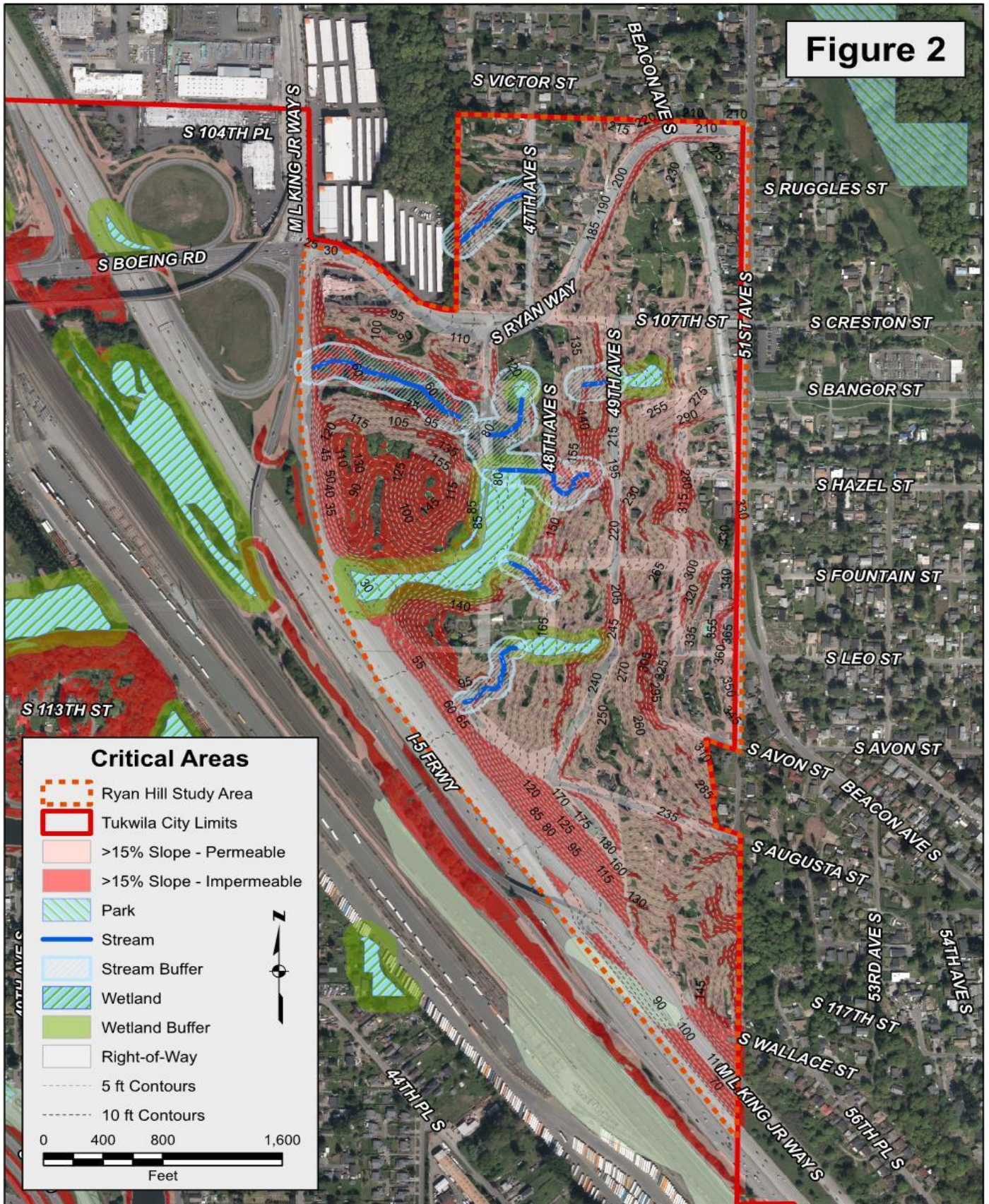
There are several identified streams located across the western half of the study area. These streams, and their buffers, also present challenges and limitations for future development. Based on available data, it does not appear that the identified streams within the Ryan Hill neighborhood are fish-bearing streams. Similar to wetlands, any development would require additional analysis to verify type and exact location. Development near or within streams and buffers would be required to mitigate development impacts in accordance with Washington State Department of Ecology and City of Tukwila standards. In many cases, these encumbrances limit future development.

Slopes

Steep slopes are the greatest development-related issue impacting the Ryan Hill neighborhood. The steep slopes present attractive views, including views of downtown Seattle from portions of the study area – they also create barriers and limitations. The Critical Areas Map on the adjacent page depicts pink and red areas where slopes over 15% are present. Steep slopes identified in red are those with impermeable soils likely composed of Vashon Till or other hard soils. While the impermeable surfaces would potentially be more conducive for structural development since the solid foundation reduces the landslide hazard risk, impermeable soils do not allow infiltration meaning that sites on impermeable soils would likely need to include detention facilities, an expensive addition.

Steep slopes depicted in pink are those with permeable soils where stormwater infiltration is more likely. Typically, flat, permeable soils are the most attractive for development since they can infiltrate stormwater runoff. Infiltration is a cost advantage because some of the rainwater is able to be immediately infiltrated into the soils and that infiltration ability reduces the sizing of infiltration vaults which can preserve more buildable area. When infiltration is not feasible, all stormwater must be detained on site and released at a pre-development rate. The detention vaults are often significantly larger than infiltration vaults and the detention vaults can sometimes reduce the developable area of a site and are, at a minimum, costly to build. As mentioned above, impermeable soils generally indicate a solid foundation which is good for a structure but bad for infiltration. Permeable soils on slopes often lack this solid foundation and are therefore more prone to landslides. When there is any landslide risk, infiltration is not feasible because infiltration can further saturate and destabilize slopes that are already at risk. There is an interesting dichotomy between permeable soils on slopes being better for infiltration but less conducive for development and impermeable soils generally being better for structures but less conducive for infiltration. Different approaches to development would be required based upon the underlying soils of a site.

Figure 2



Transportation

Existing Network

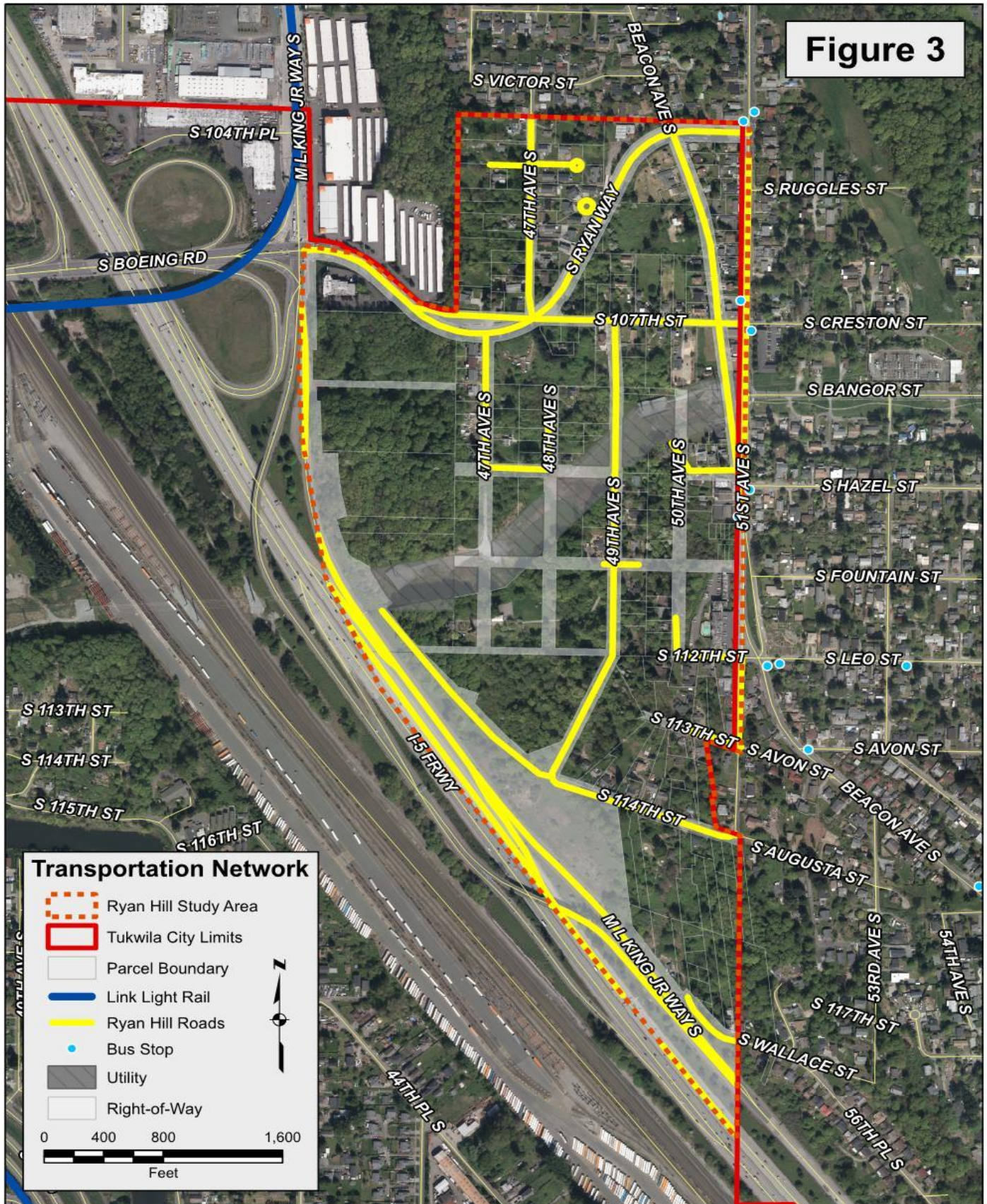
S. Ryan Way is the primary east/west arterial through the neighborhood and provides access to Interstate 5. 51st Avenue S. is the primary north/south arterial through the neighborhood and also serves as the border between the City of Tukwila and the City of Seattle. While the roadway serves as the City limit boundary between the two cities, the roadway from the centerline eastward is within the City of Seattle's jurisdiction and the area from the centerline to the west property line is under King County's jurisdiction leaving no portion of the 51st Avenue S. ROW within the City of Tukwila's control. This has complicated efforts to make improvements to 51st Avenue S. 49th Avenue S. also provides an additional north/south connection and was recently resurfaced. With the exception of S. Ryan Way and 51st Avenue S., most of the existing roadways do not meet current City standards. They generally lack sufficient pavement widths, storm drainage infrastructure, and have little to no pedestrian or bicycle infrastructure.

Gaps

The Transportation Network Map, Figure 3, contains numerous connectivity gaps. As platting occurred in the past, right-of-way was provided, but much of the existing right-of-way set aside for future roadways has not been improved. The Transportation Network map on the adjacent page shows this connectivity gap well. Grey areas depict where current right-of-way exists. The grey areas form a great roadway grid, but steep slopes and critical areas significantly limit the ability for this roadway network to be achieved. Yellow areas highlight existing roadway pavement and the limited connectivity that has actually been realized. One outcome for scenario development is reviewing the existing roadway network and determining where additional connectivity can be achieved.

In addition to roadways, connectivity and transportation also involves pedestrian and bicycle infrastructure. With the exception of 51st Avenue S. and S. Ryan Way, no significant pedestrian or bicycle infrastructure exists. Neighborhood input identified these improvements as needed, particularly if any additional development occurs.





Utilities

Sewer

Existing sewer service within the neighborhood is limited, as depicted on the Utility Map, Figure 4 on the adjacent page. Public sewer is primarily confined to MLK JR. Boulevard, S. Ryan Way (west of 47th Avenue S.), 47th Ave S. (north of S. Ryan Way), S. 114th Street, and along 51st Avenue S. Topography across the neighborhood has played a large part in limiting public sewer extensions. Elevations decrease rapidly west of 51st Avenue S. which limits the service potential from the existing sewer main at that location. All future sewer service will require additional sewer main extensions from mains located on MLK Jr. Way S., S. 114th Street, and S. Ryan Way. The condition of existing sewer mains within the neighborhood is unknown, but no capacity issues have been identified.

Water

The neighborhood water system is primarily served by the City of Seattle water main located along Beacon Avenue S. and a 12-inch City of Tukwila water main along portions of S. Ryan Way. Public water mains within the interior of the neighborhood is extremely limited with several dead-end water mains (mains where no looping is available). The interior network of 8-inch water mains serves several hydrants, primarily along 47th Avenue S., 48th Avenue S., and S. 107th Street. Should any future development occur, a key infrastructure objective would be the looping of the 8-inch water main to support water quality and increase fire flow capacities. Additionally, many homes in the neighborhood are served by “spaghetti lines” which are private, two-inch service lines that extend from a water meter box placed off a public water main to the individual home. Spaghetti lines are private service lines owned and maintained by the individual property owner. As water mains are expanded and looped, many of the long private service lines will likely be reduced. Discussions with City Staff indicate that future capacity is needed and could be accomplished through construction of a costly reservoir, or through an agreement with the City of Seattle, in cooperation with the Cascade Water Alliance (Tukwila’s water provider) for an intertie and Master Meter, ideally at the northern border with the City of Seattle at MLK Jr. Way S.

Septic

Due to the limited sewer infrastructure, a large number of neighborhood residents are currently on private septic systems. In most cases, septic systems can be designed and utilized without a significant impact to public health given percolating soils and sufficient room to infiltrate within designated septic drainfields. The Septic/Sewer Map, Figure 5, provides an overview of parcels that are either connected to sewer or are utilizing private septic systems. The map breaks down septic systems into two categories – functional septic systems and problematic septic systems.

The Seattle/King County Department of Health data was analyzed to provide a high-level assessment of the current status of existing septic systems. Those identified as functional septic systems in yellow are currently shown as being in good condition by the Department of Health. The data indicates that an inspection has occurred and no issues were detected, or could mean that the septic system obtained required permits from the Department of Health and no issues have since been reported. Problematic septic systems in red are those where either no permit data for the system exists, potentially because the system was installed prior to 1970, or where issues have been reported. It’s important to note that properties identified as problematic septic systems do not necessarily have failing septic systems.

Input received through the neighborhood meeting and the neighborhood survey indicates that the sewer/septic situation in Ryan Hill is one of the most pressing needs. Many with septic systems expressed a desire to voluntarily connect to public sewer in the future.

Figure 4

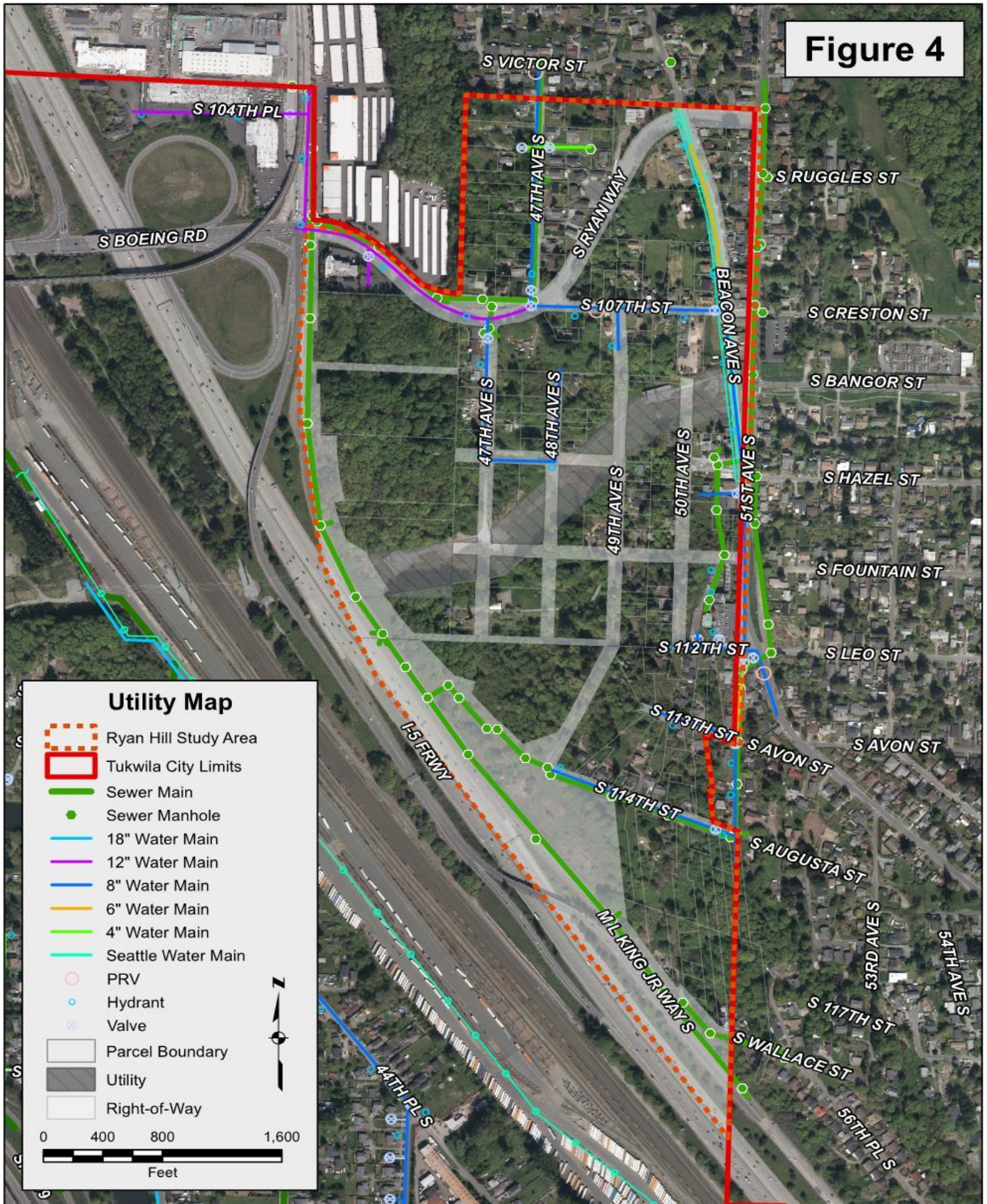
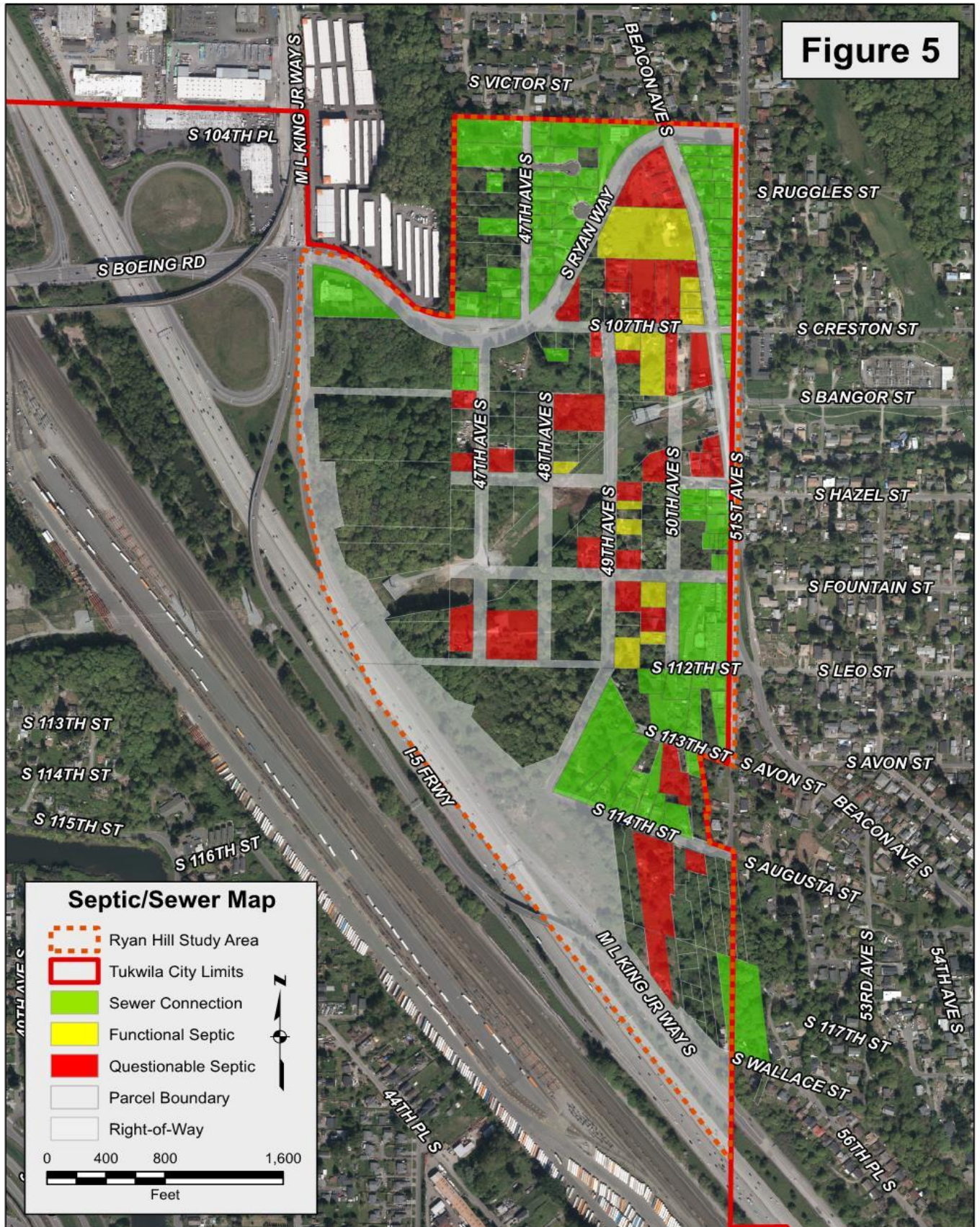




Figure 5





DEVELOPMENT SCENARIOS

Overview

As part of the analysis, a total of four land use scenarios were developed. At the onset of the project, a baseline scenario and two land use scenarios were developed to promote neighborhood input on the possible future scenarios for their neighborhood. These initial scenarios were presented at the November 15th neighborhood input meeting and feedback on the options was solicited. The three scenarios included:

- **Baseline/No Change Scenario** – Assumed no changes to the neighborhood’s land use pattern and no significant infrastructure improvements. Certain infill development would occur, but the neighborhood would likely remain relatively unchanged.
- **Minor Change Scenario** – Assumed new medium density residential near Ryan Hill Way where existing access and minor infrastructure improvements could support change, if desired. An expanded retail node was also shown along 51st Avenue S. at 107th Street.
- **Major Change Scenario** – Depicted pockets of medium density residential, an area of high density residential along MLK Jr. Way S., and an area of new medium density residential along 49th Avenue S. served by a new roadway that connects 47th Avenue S. to 49th Avenue S within the city’s existing roadway design standards.

Neighborhood input on these three scenarios was received and was combined into the creation of a new scenario that attempted to blend neighborhood input into a consolidated approach. This final scenario adjusted new medium density residential to only be located north of the Seattle City Light utility easement, where residents were generally supportive of change, and kept all land use to the south of the utility easement the same in response to feedback from residents regarding the protection of the rural character in that portion of the neighborhood. A high-density area was depicted along MLK Jr. Way S. to facilitate the roadway connection between 47th Avenue S. and 49th Avenue S.

This section outlines in greater detail the specifics related to each of these development options.

Assumptions

At the onset of the process, meetings were conducted with various City of Tukwila departments to determine whether infrastructure, planning, parks, police, and fire issues exist and what, if any, improvements are planned. Based upon those discussions, the following assumptions were used during the drafting of land use scenarios:

- All water and sewer infrastructure improvements within the neighborhood would need to be development-driven.
- There is only one source of water through the City of Seattle intertie and the lack of water main looping is a concern. Additional water storage/capacity would likely be needed with new development and this could be achieved with an additional intertie and master meter with the City of Seattle.
- While right-of-way for future roadways exists, there is currently an overall lack of connectivity and nonmotorized facilities such as sidewalks. Improved connectivity is desired and should be examined.
- There were no identified deficiencies or needs with police coverage, other than minor issues occasionally reported.
- Concerns have been expressed by the Tukwila Fire Chief about being able to provide adequate emergency medical service for any increase in demand. Response times could be improved through a mutual aid agreement, which is currently being negotiated with the City of Seattle. The primary challenge for fire relates to fire flow for fighting fires and for sprinkler systems, upgrading hydrants as development occurs, and difficult access for fire trucks due to the lack of street connectivity.
- The Parks, Open Space, and Recreation Plan identifies a future park for this neighborhood, but is not currently budgeted.



Baseline / No Change Scenario

Overview

The first scenario assessed outcomes should no land use change or infrastructure improvements take place. The No Change/Baseline, Figure 6, on the adjacent page maintains the existing Future Land Use and Zoning designations and proposes no changes to land use. Additionally, the scenario depicts existing water and sewer infrastructure and also assumes no major changes or upgrades of public infrastructure. Given these assumptions, a parcel-by-parcel analysis was conducted to determine whether infill development on vacant parcels could occur. This review did not account for redevelopment on sites where existing homes are located – it only assessed vacant parcels for infill potential.

On the No Change/Baseline Map, parcels with blue dashed lines are those where infill development could potentially occur. These are sites that have access to public sewer or are large enough to potentially support a private septic system and drainfield. Additionally, these sites could support a new single-family home and are located in areas where driveway access could reasonably be provided. All potential infill is assumed to be the type of development currently permitted by existing zoning.

Parcels in the No change/Baseline Map with red dashed lines are those where infill development would be more challenging and less likely to occur. These are sites that are encumbered by critical areas, located on steep slopes, and are sites where new private septic systems would be challenging. It's important to note that a parcel identified as unlikely to receive infill development does not necessarily mean that infill development is impossible – these are sites where infill development would be considerably more challenging due to physical constraints and infrastructure limitations.

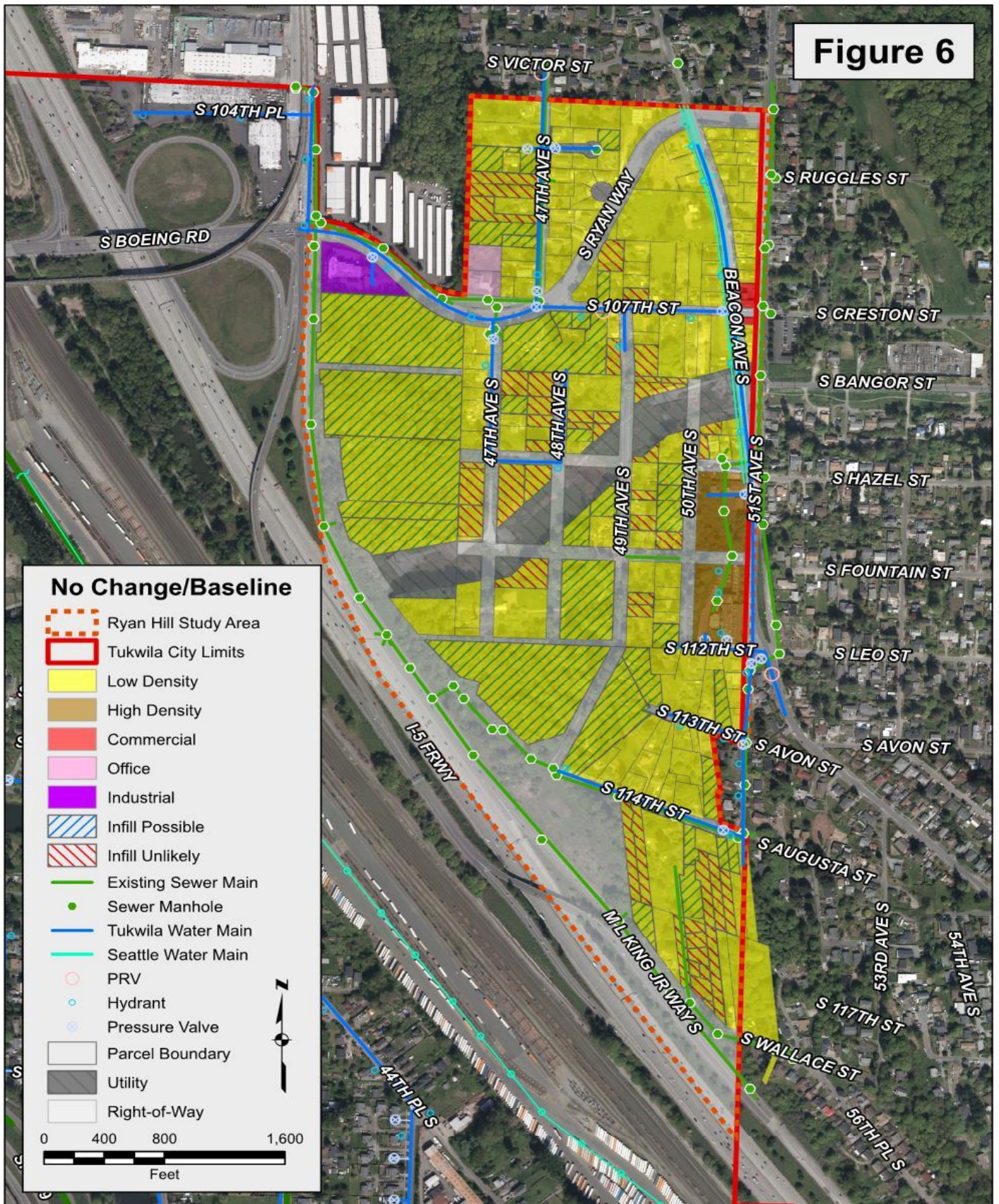
Analysis

Many residents have expressed a strong desire for the neighborhood to remain the same. The neighborhood is a rural oasis within the surrounding urban environment and contains many sensitive environmental areas, scenic views, and rural tranquility. Should no land use changes or infrastructure improvements be made, only limited development and redevelopment would likely occur and the neighborhood's existing characteristics would likely be preserved during this development cycle.

Facility Improvement Costs

This scenario assumes no major public facility improvements; therefore, no infrastructure improvements are depicted.

Figure 6





Scenario One

Overview

Scenario One, Figure 7, was presented at the Neighborhood Input Meeting as the “Minor Change Scenario.” Scenario One proposed land use changes between S. Ryan Way and the Seattle City Light utility easement. While improvements would be needed, this portion of the neighborhood is generally more conducive for development and could be more directly served by S. Ryan Way reducing traffic impacts to areas of the neighborhood where the lack of roadway infrastructure would present traffic and cost challenges. An expanded area of commercial/retail was depicted along 51st Avenue S. at 107th Street where a node of neighborhood service retail could be situated to serve existing and future residents.

Given the location of the land use changes, infrastructure improvements would be relatively minimal. Extension of public sewer eastward along S. Ryan Way and S. 107th Street would serve their respective surrounding areas. The most critical infrastructure piece in this scenario would be the extension of sewer main from MLK Jr. Way S eastward to 47th Avenue S. A ridge located to the south of S. Ryan Way limits the ability for areas along 47th Avenue S. to be served from S. Ryan Way which makes a public extension to 47th Avenue S. from MLK Jr. Way south a critical element for future sewer service to the entire center of the neighborhood. Without this extension in some capacity, the expansion of additional sewer service to the central portions of the neighborhood will remain unlikely.

Many of the areas where medium density residential is shown are currently supported by existing water infrastructure. Water main looping within the interior areas of the neighborhood would occur in conjunction with any new development, particularly when internal looping might be required to obtain minimum fire flow requirements set by the fire marshal. Finally, the additional storage/capacity intertie with the City of Seattle would likely be necessary to support the full realization of this scenario.

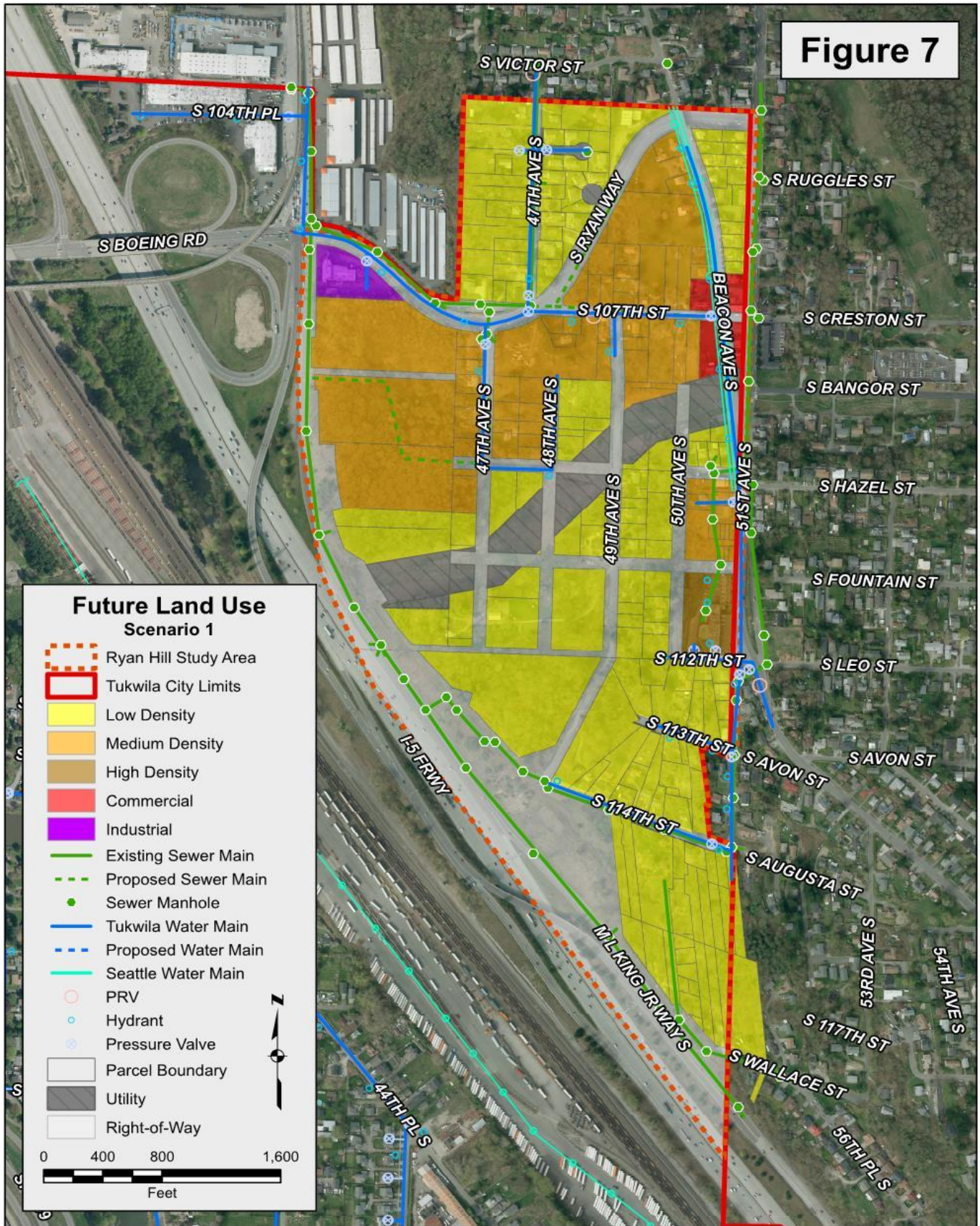
Analysis

Scenario One proposes land use changes over approximately one third of the neighborhood area. Given the critical areas and slopes, a land use change to medium density residential would provide an incentive for redevelopment to occur and would help to drive the provision of infrastructure improvements. Input received on this scenario at the neighborhood input meeting was generally positive, with a lot of positive feedback on an expanded commercial/retail node. As with other scenarios, many also expressed a strong desire to keep the neighborhood the same. Neighborhood feedback on this scenario also referenced the need for bicycle and pedestrian improvements, especially across the Boeing Access Road. The majority of the neighborhood would remain unchanged in this scenario, but additional traffic would be generated.

Facility Improvement Costs

Due to most of the proposed improvements occurring near S. Ryan Way, facility improvement costs are limited. This cost estimate only includes anticipated public extensions, which in this scenario are confined to sewer extensions, including the wetland mitigation required with the proposed sewer extension. The details for cost estimates are included within Appendix A.

Scenario One Cost Estimate	
Sanitary Sewer Segment	Cost
MLK to 47th Ave. S.	\$632,250
S. Ryan Way & S. 107th Street Extension	\$593,500
Scenario One Total	\$1,225,750





Scenario Two

Overview

Future Land Use Scenario 2, Figure 8, was drafted based on feedback received from the Neighborhood Input Meeting. The primary themes at the meeting included keeping the neighborhood the same, supporting some neighborhood change, and/or encouraging the commercial/retail node along 51st Avenue S. Attendees from the area north of the Seattle City Light Utility Easement were generally more supportive of some degree of change where attendees from the central and southern portions of the neighborhood generally indicated a desire to keep the neighborhood the same. In order to blend this feedback, medium density land use changes are only shown north of the Seattle City Light easement and no land use changes are proposed south of the easement. In order to address connectivity elements, an area of high density residential has been shown along MLK Jr. Way S. High-density construction at this location could facilitate the new roadway connection between 47th Avenue S. and 49th Avenue S. and the construction of a new traffic signal at 47th Avenue S. Any development at the high-density location would need to extend sewer to 47th Avenue S. to support the higher density to the east. This extension would serve the entire central portion of the neighborhood assuming the sewer line would continue to be extended from this point in the future. Finally, a new roadway connection between S. 114th Street and S. Wallace Street is depicted to help improve connectivity and could be constructed with any future single-family development at that location, as currently allowed by zoning. An additional storage/capacity intertie with the City of Seattle, which would directly increase the neighborhood’s storage capacity, would likely be necessary to support the full realization of this scenario.

Analysis

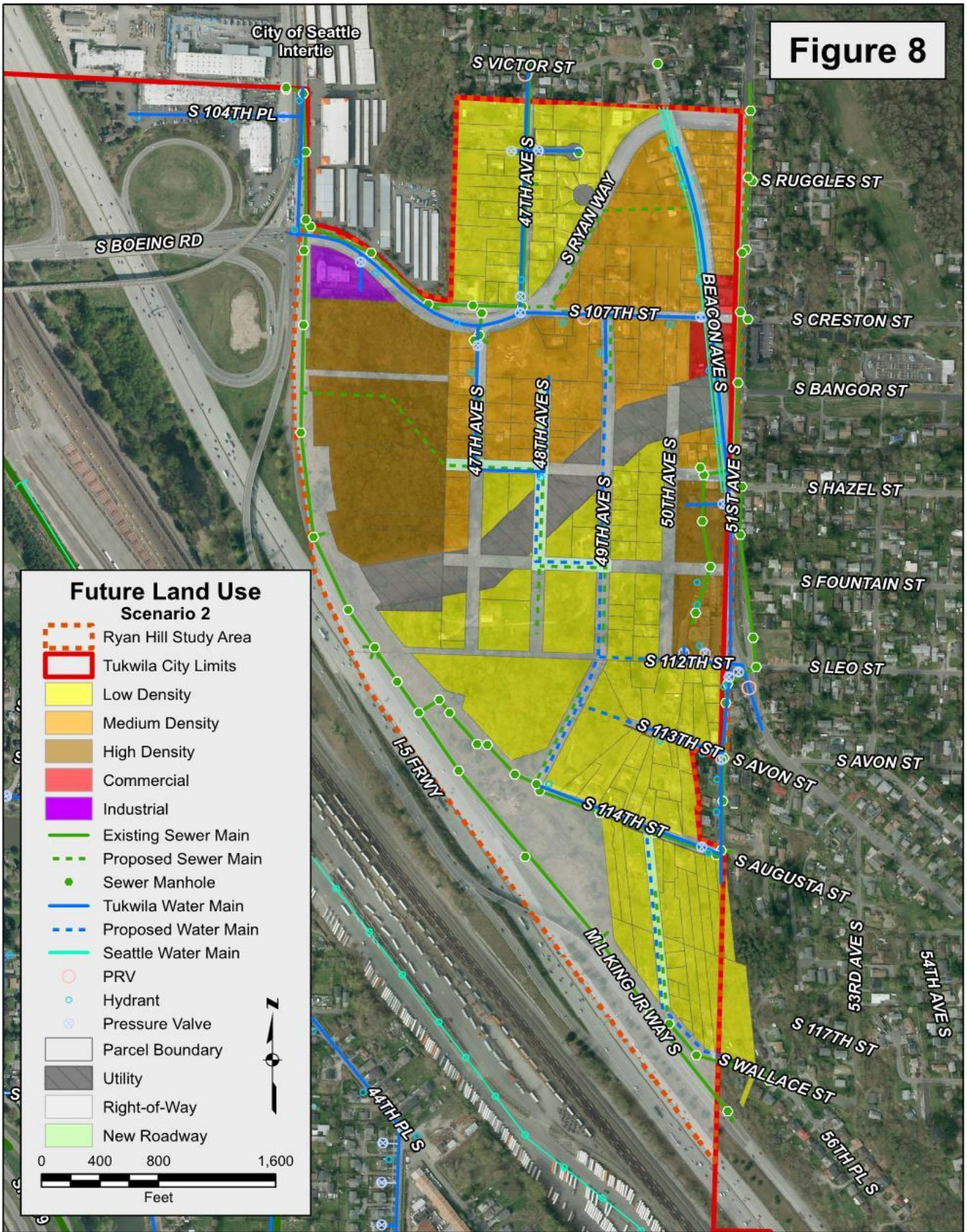
Sewer infrastructure expansions are incrementally proposed under this scenario, as depicted on the Scenario Two map. The two most critical sewer main extensions in this scenario are the extension eastward along S. Ryan Way to serve the area along Beacon Avenue S, and the extension through the high-density site which would bring sewer from MLK Jr. Way S. to 47th Avenue S. Sewer could temporarily terminate at 47th Avenue S. with future extensions eastward as development occurs.

Water infrastructure improvements and expansions are also proposed under this scenario, with water main looping being a major priority. Water main looping along 49th Avenue S. is the most significant proposal in this scenario. Additionally, water main looping between 48th Avenue S. to 49th Avenue S. will significantly improve fire flow and will allow for additional hydrants to be placed throughout the central core of the neighborhood where deficiencies currently exist. As with sewer, even if fire flow requirements at the high-density location are able to be achieved without looping, water main would ideally be constructed in conjunction with the roadway improvement with some financial agreement likely required.

Facility Improvement Costs

Sanitary Sewer Segment	Cost Estimate
MLK to 49th Ave S.	\$517,000
S. Ryan Way & 107th Street Extension	\$593,500
49th Ave. S.	\$210,000
S. 114th Street to S. Wallace Street	\$84,250
Sanitary Sewer Total	\$1,404,750
Water Main Segment	Cost Estimate
49th & 112th	\$773,200
S. 114th Street to S. Wallace Street	\$109,100
48th Ave. S. to 49th Ave. S.	\$80,000
Water Main Total	\$962,300
New Roadways	Cost Estimate
Hazel - 48th - Fountain (47th to 49th Spine)	\$2,567,900
S. 114th Street to S. Wallace Street	\$1,191,880
New Roadways Total	\$3,759,780
Scenario Two Total	\$6,126,830

Figure 8





Scenario Three

Overview

Scenario Three, Figure 9, was presented at the Neighborhood Input Meeting as the “Major Change” Scenario. This option was originally created to assess the option of extending public infrastructure through the central core of the neighborhood by creating a new roadway connection between 47th Avenue S. and 49th Avenue S with water and sewer infrastructure. This new infrastructure spine would dramatically increase sewer service potential, water main looping, and roadway connectivity. In order to achieve those objectives, an area of medium density residential was depicted near the existing high density zoned areas. Development-driven infrastructure improvements through the central core would be costly, and higher density would likely be the mechanism to help justify such improvements financially. Additional areas of medium density residential were added along S. Ryan Way and a high-density option was added along MLK Jr. Way S. to assist with the completion of needed infrastructure improvements through development-driven means.

Analysis

The primary purpose of the “Major Change” scenario was to create an option that provides significant infrastructure improvements within the neighborhood. As part of the objective of achieving development-driven improvements, this scenario depicts much higher densities, particularly in the central core of the neighborhood, to offset the costs of new infrastructure. Sewer infrastructure is extended into the central core at 47th Street through the high-density parcel which, from this location, could be extended to serve the vast majority of areas currently not able to be connected to gravity sewer due to ridges and topography. Additionally, significant water main looping is proposed, the most significant of which is located along 49th Avenue S. and along the proposed new roadway.

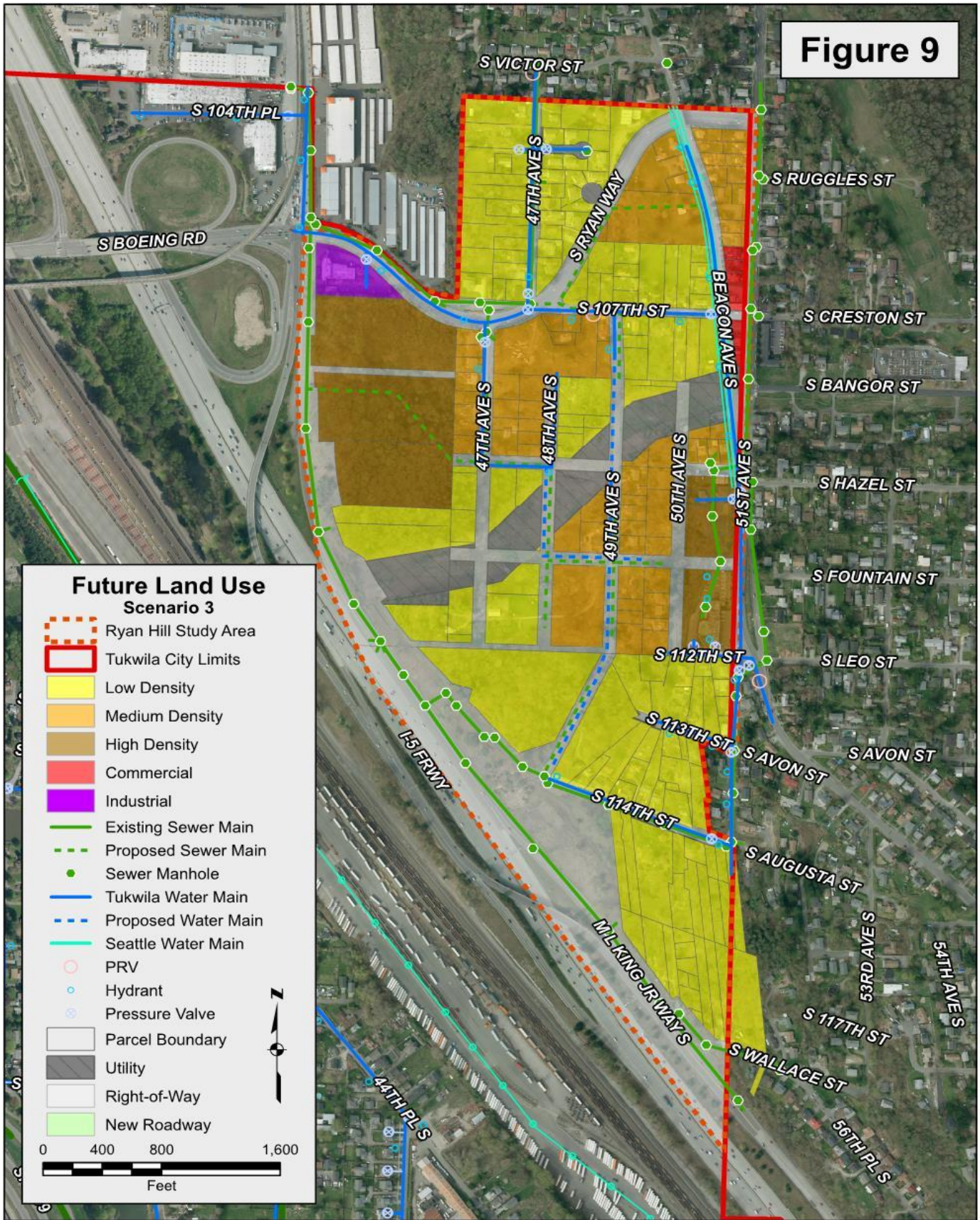
The most significant issue with Scenario Three, and is also reflected in Scenario Two, is the wetland mitigation that would be required as part of the new roadway between 47th Avenue S. and 49th Avenue S. There are many variabilities associated with the wetland mitigation, but estimates put the wetland mitigation costs alone at approximately \$1.25 million.

Neighborhood input received on this scenario expressed concern over how Major Changes could impact the rural feel of the neighborhood and increase traffic congestion. In particular, several comments expressed concern over the medium density residential depicted south of the Seattle City Light easement. Other comments related to the desire for more parks and greenspace with higher densities and the desire for more pedestrian and bicycle connectivity, especially with linkages to transit.

Facility Improvement Costs

Scenario Three Cost Estimate	
Sanitary Sewer Segment	Cost Estimate
MLK to 49th Ave S.	\$517,000
S. Ryan Way & 107th Street Extension	\$593,500
49th Ave. S.	\$210,000
Sanitary Sewer Subtotal	\$1,320,500
Water Main Segment	Cost Estimate
49th & 112th	\$773,200
48th Ave. S. to 49th Ave. S.	\$80,000
Water Main Subtotal	\$853,200
New Roadways	Cost Estimate
Hazel - 48th - Fountain (47th to 49th Spine)	\$2,567,900
New Roadways Subtotal	\$2,567,900
Scenario Three Total	\$4,741,600

Figure 9





Land Use Types

The different scenarios developed used the land use categories from the City of Tukwila Comprehensive Plan. Should any changes occur, they would be required to be consistent with the adopted Comprehensive Plan. The following are illustrative examples of the types of development depicted on the various land use scenarios.

 *Low Density*

Low density represents single-family detached neighborhoods and is the predominant land use across the neighborhood. It includes more developed single-family detached neighborhoods and large-lot parcels with a more rural feel.

 *Medium Density*

Medium density reflects areas where cottages, townhomes and similar products that generally have higher dwelling unit per acre allowances than low density areas.

 *High Density*

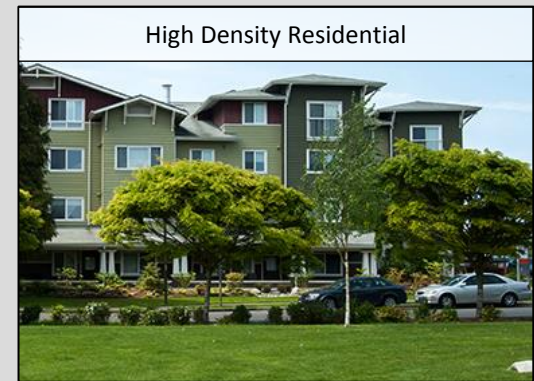
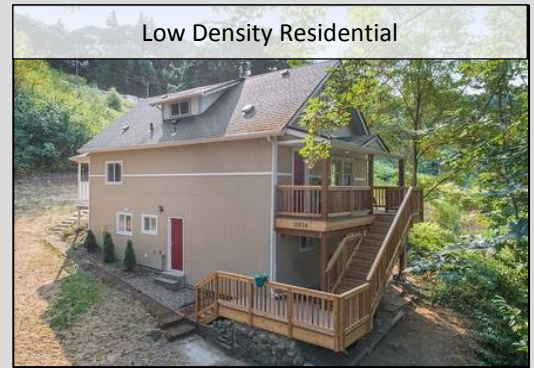
High density reflects multifamily buildings such as apartments, condominiums, and senior living facilities.

 *Commercial*

For purposes of this study, commercial areas are intended to provide neighborhood services. Areas depicted as commercial in the drafted scenarios are intended to provide a walkable, cohesive node of services for current and future residents.

 *Industrial*

Only one area within the neighborhood is currently designated as Industrial. No additional industrial designates are depicted or anticipated. Raisbeck Engineering occupies the one industrial site within the study area.





Scenario Comparison

Cost estimates prepared for each of the three scenarios were developed as planning-level estimates and are subject to a variety of different factors. The numbers developed used most recent data pertaining to costs within the Seattle metropolitan region. It is important to note that the primary purpose of cost estimate development is to weigh the significance of each of the proposed land use scenarios in light of what major public infrastructure improvements would likely be required for each of those scenarios to be realized. In some cases, no cost estimate is provided. In such cases, it is not being suggested that no improvements would be required, but rather that no major public infrastructure improvements were developed or identified as part of the scenario evaluation.

Water utilities are not as dependent on topography and gravity as sewer systems. Water main scenarios focused on looping of water mains to improve fire flow pressure and alleviate water quality challenges. Public looping is depicted; however, there may be opportunities to accomplish looping objectives at different areas if a new development project presents such an opportunity.

Sewer mains are much more critical due to its reliance on gravity flow for optimal operation. All sewer mains depicted on each of the scenarios accounted for topography and slope. The sewer system is conceptual and is intended for planning purposes only. As with all infrastructure planning, other alternatives or routing of sewer main may prove beneficial and are evaluated on a case-by-case basis. Sewer cost estimates accounted for the construction of new sewer mains but did not account for situations where additional measures must be included, such as in cases where deep sewer must be provided.

New Roadway cost estimates assumed the construction of an entirely new roadway with curb and gutter, storm sewer, and pedestrian facilities. The new spine roadway across the central part of the neighborhood is seen to be the most critical should any new development occur. The scenario considered grades and proposed a route that can be constructed within the City’s current roadway design parameters, including maximum slope. As with all other cost estimates, unknown circumstances may change the actual costs of construction, but these estimates provide an overview for planning decision-making.

Ryan Hill Scenario Cost Estimate Summary*				
Utility	Baseline/No Change	Scenario One	Scenario Two	Scenario Three
Water	\$0	\$0	\$962,300	\$853,200
Sewer	\$0	\$1,225,750	\$1,404,750	\$1,320,500
New Roadways	\$0	\$0	\$3,759,780	\$2,567,900
Total	\$0	\$1,225,750	\$6,126,830	\$4,741,600

* All numbers provided are planning-level estimates for public infrastructure only



CONCLUSIONS

Overview

The scenarios drafted within this report are intended to portray a different array of change opportunities as well as the major public infrastructure components that would likely be needed to support those changes. While the intent of this project is to examine growth scenarios, a no-change scenario is entirely possible. Should a no-change path forward be selected, information contained within this report can still be used to guide the provision of infrastructure through an incremental, case-by-case evaluation of proposed projects.

Opportunities for Change

The greatest opportunity identified as part of this study pertains to the extension of public sewer mains. There are opportunities to continue to extend sewer in the northern and southern portions of the neighborhood, areas where public sewer already exists. The central portion of the neighborhood, however, currently lacks public sewer and, due to topography, is not able to be served from the existing sewer on Ryan Way. The only way that sewer service can be provided to the entire central portion of the neighborhood is through a sewer extension from MLK Jr. Blvd. Regardless of what type of development occurs, it is critical to bring public sewer from MLK JR. Blvd. to 47th Avenue S. From this point, sewer can be extended to serve the portion of the neighborhood not currently able to be served by gravity sewer.

The second biggest opportunity is the provision of a new roadway connection through the neighborhood. This new roadway connection is depicted in Scenarios Two and Three. The vacant right-of-way within the neighborhood was assessed to determine if an east-to-west roadway connection through the central portion of the neighborhood was viable, especially considering the significant slopes. Of all the scenarios assessed, the roadway connection depicted in Scenarios Two and Three is feasible from a buildable perspective. The roadway grading performed as part of the analysis indicated that the roadway connection could be provided at grades less than 15 percent and with limited retaining walls. The greatest challenge to construction of the roadway connection pertains to the required wetland mitigation. Planning-level estimates for wetland mitigation are \$1.25 million². The specifics of mitigation require an in-depth assessment, but the costs are significant compared to the overall roadway cost estimate.

Water main looping is another opportunity within the neighborhood area. The current system of water mains is extremely disconnected leaving many dead-end water mains. Dead-end water often presents a maintenance hassle as they require the use of blowoffs and fire hydrants to keep water from stagnating, unless a high-water user is located at the dead-end of the main. Water main looping helps to keep water continuously moving within the water mains and also increases fire flow pressure. In areas where no adjacent water main is present, “spaghetti lines” are being used by property owners to get water to their homes. As described earlier, the spaghetti lines are private water lines that extend from the water main (and water meter) to the actual home. Long spaghetti lines are often a maintenance problem for the property owner, especially due to leaks. Water system improvements would help to limit water quality issues, increase fire flow pressures, and reduce the water waste issues associated with spaghetti lines and blow-offs.

Finally, there is an opportunity to establish additional water ties with the City of Seattle to increase water supply and capacity within the Ryan Hill area. Building a reservoir, as recommended by the State Department of Health to provide back-up capacity, is an extremely expensive undertaking and is not likely to be feasible from a development-driven perspective. A new reservoir is also not depicted within the City’s capital facilities plan. Establishing additional interties

² Estimates are based upon a \$30-\$50 per square foot cost to buy wetland mitigation through King County’s Wetland Mitigation Bank (<https://www.kingcounty.gov/about/policies/rules/utilities/put811pr.aspx>). Stream mitigation would likely be higher and, due to many variabilities, is difficult to estimate and are not applicable to this roadway since only wetland disturbance would be required. The high end of \$50 per square foot was used for this mitigation estimate due to the many variabilities and unknowns.



with the City of Seattle with a master meter would help to support additional capacity without the need for the building of a capacity reservoir.

Challenges

There are many challenges to development within the study area. The most significant challenge to future development within the study area is the prevalence of critical areas and steep slopes. While steep slopes are the most visible barrier, portions of the neighborhood also contain wetlands, streams, and their respective buffers. Wetland and stream impact with mitigation is permitted under certain circumstances; however, the mitigation of these areas will pose significant costs, which might impede the realization of development-driven improvements through such areas. Specific mitigation costs and approaches would need to be assessed in detail.

The area currently lacks service by a regional detention facility. This is a significant impediment to development because without a regional detention facility stormwater would need to be retained on individual development sites. The building of on-site storm facilities is a common practice in this region due to the focus on improving run-off flowing into streams, wetlands, and Puget Sound. Many development sites incorporate storm facilities through detention or infiltration vaults, which minimize visual appearance and are often able to be counted as on-site open space if designed for active or passive use. Infiltration, in particular, would be complicated in many areas of the Ryan Hill neighborhood due to steep slopes. Geotechnical assessments would be required to verify whether or not a site on a slope is suitable for development and to what extent on-site infiltration is possible, although infiltration is not typically optimal in areas where steep slopes are present. There are no plans for a regional detention facility in the Ryan Hill neighborhood.

As expressed throughout the report and analysis, the limited sewer infrastructure is a significant barrier for development. Portions of Ryan Hill are served by public sewer or are able to be served by public sewer with an extension from an existing sewer main. The entire central portion of the neighborhood, however, is not able to be served by public sewer without an extension of sewer from the main along MLK Jr. Blvd. Any development that would occur in the central portion of the neighborhood would be required to extend sewer from MLK Jr. Blvd in order to be served by gravity sewer. It is not likely that any smaller development would be able to justify the costs of such an extension and the use of a latecomers agreement for potential reimbursement is not a feasible option for a small development project as there is no guarantee that the costs would be recouped – latecomers are generally used if the builder is able to pencil the project with the infrastructure extension making any reimbursement received additional profit. A developer cannot rely on a reimbursement through a latecomers since such a reimbursement is typically only good for a set time period and is not guaranteed.

At the neighborhood meeting, residents expressed a desire to increase parks and open spaces within the neighborhood. If new residents were added, there would likely be the need to add additional parks and open spaces. There are many challenges with expanding parks and open spaces within the neighborhood as the City's financial obligations are spent operating and maintaining existing facilities. The 200-foot wide Seattle City Light utility easement that extends east to west through the neighborhood does present an opportunity. In the Seattle City Light easement to the north and east within the City of Seattle, the Chief Sealth trail, a major recreational amenity and nonmotorized transportation facility, has been developed. The biggest challenge to providing recreation or park facilities within the easement is the steep slopes and attempting to make facilities ADA compliant.

Roadway, pedestrian, and bicycle infrastructure would need significant upgrades if additional residents were to be added to the Ryan Hill area. The neighborhood is generally within one mile of the Rainier Beach light rail system. An additional light rail station is planned in Tukwila to the west of Interstate 5 near E. Marginal Way S. In order to mitigate increased traffic, new pedestrian and bicycle facilities would need to link the Ryan Hill area with these transit facilities. Within the neighborhood itself, roadways would need to be widened as development occurs. These frontage improvements would



need to incorporate sidewalks and certain roadways would need to provide bicycle facilities. Depending on the size of the site, frontage improvements could be quite costly further complicating the ability for already tough sites to “pencil out” from a development perspective.

The most significant development challenges pertain to infrastructure – water, sewer, roads, pedestrian, bicycle, and stormwater. Without some investment in public infrastructure by the City, it is not likely that significant reinvestment in Ryan Hill will likely occur. Development-driven improvements are a common practice and it is expected that development should pay for the impacts that the development is imposing on the existing infrastructure system, but due to the significant deficiencies within the neighborhood, it is highly likely that some public investment will likely be needed in some capacity. The best approach for change, should that be desired, is to focus on key areas where incremental change can start.

Medium Residential Zone

All development scenarios depict an expansion of Medium Density zoning which would fall under the requirements of Chapter 18.12 - Medium Density Residential (MDR) District. Overall, the requirements specified within Chapter 18.12 are relatively consistent with other jurisdictions in regards to townhome development. The one requirement that might impact redevelopment within the Ryan Hill area in particular is the lot area calculations of 3,000 sq. ft. per unit as part of the density calculations for townhomes. Many jurisdictions allow for medium density calculations of 2,000 sq. ft. per unit for townhomes within medium density zoned areas, as is the standard within the City of Tukwila’s High Density Residential (HDR) District. Much of the recent townhome construction within the City has occurred within HDR areas. In regards to townhomes, the MDR and HDR bulk regulations are very similar, but the HDR Zone allows for lot area/density calculations of 2,000 sq. ft. where the MDR zone requires a lot area/density calculation of 3,000 sq. ft. Due to the similar requirements between the two, developers are much more likely to build within the HDR zone due to the additional units they are able to achieve within that zone.

Should zoning changes be made to the Ryan Hill area, developers will likely face many challenges, such as providing new water, sewer, and storm infrastructure and assembling smaller lots to make development feasible. The topographical constraints and new water, sewer, and stormwater infrastructure will be an added cost that might not be seen as economically viable in areas where lots must be assembled in order to build enough units to justify costs. The 3,000 sq. ft. lot area/density calculation within the MDR zone could be assessed to determine if a different standard might facilitate change. Townhome developers will likely continue to favor HDR zones due to the immediate economic gains with MDR areas being left to a later development cycle.



APPENDIX A: COST ESTIMATES

Scenario One Cost Estimates

Sewer

Ryan Hill Neighborhood - Scenario 1		LDC <small>www.LDCcorp.com</small>	
Engineer's Estimate		Tel: (425) 806-1869	
Project Name:	<u>Ryan Hill Neighborhood</u>	Project No.:	<u>17-149</u>
Description:	<u>Engineer's Estimate</u>	Date:	<u>2/19/2018</u>
		Calc. By:	<u>JCS</u>

Sanitary Sewer

MLK - East	Unit Price	Unit	Quantity	Cost
Clearing and Grubbing	\$ 40,000.00	AC	0.8	\$ 32,000.00
8" Sanitary Sewer	\$ 85.00	LF	850	\$ 72,250.00
Sanitary Manholes	\$ 3,000.00	EA	4	\$ 12,000.00
Wetland Mitigation	\$ 50.00	SF	10000	\$ 500,000.00
Restore Native	\$ 20,000.00	AC	0.8	\$ 16,000.00
			Subtotal	\$ 632,250.00

S. Ryan Way & 107th	Unit Price	Unit	Quantity	Cost
8" Sanitary Sewer	\$ 85.00	LF	1700	\$ 144,500.00
Sanitary Manholes	\$ 3,000.00	EA	8	\$ 24,000.00
Restore Existing Roadway	\$ 250.00	LF	1700	\$ 425,000.00
			Subtotal	\$ 593,500.00

Summary

MLK - 49th	\$	632,250.00
S. Ryan Way & 107th	\$	593,500.00
Total:		\$1,225,750.00



Scenario Two Cost Estimates

Sewer

Ryan Hill Neighborhood - Scenario 2 Engineer's Estimate	 www.LDCcorp.com Tel: (425) 806-1869
Project Name: <u>Ryan Hill Neighborhood</u>	Project No.: <u>17-149</u>
Description: <u>Engineer's Estimate</u>	Date: <u>1/19/2018</u>
	Calc. By: <u>JCS</u>

Sanitary Sewer

MLK - 49th	Unit Price	Unit	Quantity	Cost
Clearing and Grubbing	\$ 40,000.00	AC	1	\$ 40,000.00
8" Sanitary Sewer	\$ 85.00	LF	2600	\$ 221,000.00
Sanitary Manholes	\$ 3,000.00	EA	12	\$ 36,000.00
Restore Native	\$ 20,000.00	AC	1	\$ 20,000.00
Restore Existing Roadway	\$ 250.00	LF	800	\$ 200,000.00
Total				\$ 517,000.00

S. Ryan Way & 107th	Unit Price	Unit	Quantity	Cost
8" Sanitary Sewer	\$ 85.00	LF	1700	\$ 144,500.00
Sanitary Manholes	\$ 3,000.00	EA	8	\$ 24,000.00
Restore Existing Roadway	\$ 250.00	LF	1700	\$ 425,000.00
Subtotal				\$ 593,500.00

49th from 114th to 112th	Unit Price	Unit	Quantity	Cost
8" Sanitary Sewer	\$ 85.00	LF	600	\$ 51,000.00
Sanitary Manholes	\$ 3,000.00	EA	3	\$ 9,000.00
Restore Existing Roadway	\$ 250.00	LF	600	\$ 150,000.00
Subtotal				\$ 210,000.00



<p>Ryan Hill Neighborhood - Scenario 2</p> <p>Engineer's Estimate</p>	<p><small>www.LDCcorp.com</small></p> <p>Tel: (425) 806-1869</p>
------------------------------------------------------------------------------	------------------------------------------------------------------

Project Name:	Ryan Hill Neighborhood	Project No.:	17-149
Description:	Engineer's Estimate	Date:	1/19/2018
		Calc. By:	JCS

Unnamed - From 114th - Wallace	Unit Price	Unit	Quantity	Cost
8" Sanitary Sewer	\$ 85.00	LF	850	\$ 72,250.00
Sanitary Manholes	\$ 3,000.00	EA	4	\$ 12,000.00
			Subtotal	\$ 84,250.00

Summary

MLK - 49th	\$	517,000.00	
S. Ryan Way & 107th	\$	593,500.00	
49th from 114th & 112th		\$210,000.00	
Unnamed - From 114th - Wallace		\$84,250.00	
Total:		\$1,404,750.00	



Water

Ryan Hill Neighborhood - Scenario 2 Engineer's Estimate	 www.LDCcorp.com Tel: (425) 806-1869
Project Name: <u>Ryan Hill Neighborhood</u>	Project No.: <u>17-149</u>
Description: <u>Engineer's Estimate</u>	Date: <u>1/21/2018</u>
	Calc. By: <u>JCS</u>

Water Main

49th & 112th	Unit Price	Unit	Quantity	Cost
8" D.I. Water Main	\$ 70.00	LF	2600	\$ 182,000.00
8" Gate Valve	\$ 2,500.00	EA	10	\$ 25,000.00
Fire Hydrant	\$ 3,000.00	EA	10	\$ 30,000.00
Blow Off	\$ 600.00	EA	2	\$ 1,200.00
Clear & Grub	\$ 40,000.00	AC	1	\$ 40,000.00
Restore Existing Roadway	\$ 250.00	LF	1900	\$ 475,000.00
Restore Native	\$ 20,000.00	AC	1	\$ 20,000.00
Total				\$ 773,200.00

S. Wallace to S. 114th	Unit Price	Unit	Quantity	Cost
8" D.I. Water Main	\$ 70.00	LF	1200	\$ 84,000.00
8" Gate Valve	\$ 2,500.00	EA	5	\$ 12,500.00
Fire Hydrant	\$ 3,000.00	EA	4	\$ 12,000.00
Blow Off	\$ 600.00	EA	1	\$ 600.00
Subtotal				\$ 109,100.00

Summary

49th & 112th		\$773,200.00
S. Wallace to S. 114th		\$109,100.00
Total:		\$882,300.00



New Roadways

Ryan Hill Neighborhood - Scenario 2	LDC <small>www.LDCcorp.com</small>
Engineer's Estimate	Tel: (425) 806-1869

Project Name:	<u>Ryan Hill Neighborhood</u>	Project No.:	<u>17-149</u>
Description:	<u>Engineer's Estimate</u>	Date:	<u>2/19/2018</u>
		Calc. By:	<u>JCS</u>

New Road Construction

Hazel - 48th - Fountain	Unit Price	Unit	Quantity	Cost
Asphalt Pavement	\$ 14.00	SF	25000	\$ 350,000.00
Concrete Curb & Gutter	\$ 36.00	LF	2300	\$ 82,800.00
5' Concrete Sidewalk	\$ 110.00	LF	2000	\$ 220,000.00
12" Storm Drain	\$ 60.00	LF	1500	\$ 90,000.00
Storm Structures	\$ 2,100.00	EA	11	\$ 23,100.00
Imported Fill	\$ 75.00	CY	1300	\$ 97,500.00
Earth Moving	\$ 45.00	CY	6100	\$ 274,500.00
Clearing & Grubbing	\$ 40,000.00	AC	3	\$ 120,000.00
Wetland Mitigation	\$ 50.00	SF	25000	\$ 1,250,000.00
Restore Native	\$ 20,000.00	AC	3	\$ 60,000.00
			Total	\$ 2,567,900.00



<p>Ryan Hill Neighborhood - Scenario 2</p> <p>Engineer's Estimate</p>	<p>LDC</p> <p><small>www.LDCcorp.com</small></p> <p>Tel: (425) 806-1869</p>
Project Name: <u>Ryan Hill Neighborhood</u>	Project No.: <u>17-149</u>
Description: <u>Engineer's Estimate</u>	Date: <u>2/19/2018</u>
	Calc. By: <u>JCS</u>

114th - Wallace	Unit Price	Unit	Quantity	Cost
Asphalt Pavement	\$ 14.00	SF	21250	\$ 297,500.00
Concrete Curb & Gutter	\$ 36.00	LF	1955	\$ 70,380.00
5' Concrete Sidewalk	\$ 110.00	LF	1700	\$ 187,000.00
12" Storm Drain	\$ 60.00	LF	850	\$ 51,000.00
Storm Structures	\$ 2,100.00	EA	8	\$ 16,800.00
Imported Fill	\$ 75.00	CY	1105	\$ 82,875.00
Earth Moving	\$ 45.00	CY	5185	\$ 233,325.00
Clearing & Grubbing	\$ 40,000.00	AC	2.55	\$ 102,000.00
Restore Native	\$ 20,000.00	AC	2.55	\$ 51,000.00
Rockery Retaining Walls	\$ 25.00	SF	4000	\$ 100,000.00
			Total	\$ 1,191,880.00

Summary

Hazel -48th - Fountain	\$ 2,567,900.00
114th - Wallace	\$ 1,191,880.00
Total:	\$3,759,780.00



Scenario Three

Water

Ryan Hill Neighborhood - Scenario 3	LDC <small>www.LDCcorp.com</small>
Engineer's Estimate	Tel: (425) 806-1869

Project Name:	<u>Ryan Hill Neighborhood</u>	Project No.:	<u>17-149</u>
Description:	<u>Engineer's Estimate</u>	Date:	<u>2/19/2018</u>
		Calc. By:	<u>JCS</u>

New Road Construction

Hazel - 48th - Fountain	Unit Price	Unit	Quantity	Cost
Asphalt Pavement	\$ 14.00	SF	25000	\$ 350,000.00
Concrete Curb & Gutter	\$ 36.00	LF	2300	\$ 82,800.00
5' Concrete Sidewalk	\$ 110.00	LF	2000	\$ 220,000.00
12" Storm Drain	\$ 60.00	LF	1500	\$ 90,000.00
Storm Structures	\$ 2,100.00	EA	11	\$ 23,100.00
Imported Fill	\$ 75.00	CY	1300	\$ 97,500.00
Earth Moving	\$ 45.00	CY	6100	\$ 274,500.00
Clearing & Grubbing	\$ 40,000.00	AC	3	\$ 120,000.00
Wetland Mitigation	\$ 50.00		25000	\$ 1,250,000.00
Restore Native	\$ 20,000.00	AC	3	\$ 60,000.00
			Total	\$ 2,567,900.00

Summary

Hazel -48th - Fountain	\$	2,567,900.00
Total:		\$2,567,900.00



Sewer

Ryan Hill Neighborhood - Scenario 3 Engineer's Estimate	www.LDCcorp.com Tel: (425) 806-1869
Project Name: <u>Ryan Hill Neighborhood</u>	Project No.: <u>17-149</u>
Description: <u>Engineer's Estimate</u>	Date: <u>1/19/2018</u>
	Calc. By: <u>JCS</u>

Sanitary Sewer

MLK - 49th	Unit Price	Unit	Quantity	Cost
Clearing and Grubbing	\$ 40,000.00	AC	1	\$ 40,000.00
8" Sanitary Sewer	\$ 85.00	LF	2600	\$ 221,000.00
Sanitary Manholes	\$ 3,000.00	EA	12	\$ 36,000.00
Restore Native	\$ 20,000.00	AC	1	\$ 20,000.00
Restore Existing Roadway	\$ 250.00	LF	800	\$ 200,000.00
Total				\$ 517,000.00

S. Ryan Way & 107th	Unit Price	Unit	Quantity	Cost
8" Sanitary Sewer	\$ 85.00	LF	1700	\$ 144,500.00
Sanitary Manholes	\$ 3,000.00	EA	8	\$ 24,000.00
Restore Existing Roadway	\$ 250.00	LF	1700	\$ 425,000.00
Subtotal				\$ 593,500.00

49th from 114th to 112th	Unit Price	Unit	Quantity	Cost
8" Sanitary Sewer	\$ 85.00	LF	600	\$ 51,000.00
Sanitary Manholes	\$ 3,000.00	EA	3	\$ 9,000.00
Restore Existing Roadway	\$ 250.00	LF	600	\$ 150,000.00
Subtotal				\$ 210,000.00

Summary

MLK - 49th	\$ 517,000.00
S. Ryan Way & 107th	\$ 593,500.00
49th from 114th & 112th	\$210,000.00
Total:	\$1,320,500.00



New Roadways

Ryan Hill Neighborhood - Scenario 3 Engineer's Estimate	 <small>www.LDCcorp.com</small> Tel: (425) 806-1869
Project Name: <u>Ryan Hill Neighborhood</u>	Project No.: <u>17-149</u>
Description: <u>Engineer's Estimate</u>	Date: <u>1/19/2018</u>
	Calc. By: <u>JCS</u>

New Road Construction

Hazel - 48th - Fountain	Unit Price	Unit	Quantity	Cost
Asphalt Pavement	\$ 14.00	SF	25000	\$ 350,000.00
Concrete Curb & Gutter	\$ 36.00	LF	2300	\$ 82,800.00
5' Concrete Sidewalk	\$ 110.00	LF	2000	\$ 220,000.00
12" Storm Drain	\$ 60.00	LF	1500	\$ 90,000.00
Storm Structures	\$ 2,100.00	EA	11	\$ 23,100.00
Imported Fill	\$ 75.00	CY	1300	\$ 97,500.00
Earth Moving	\$ 45.00	CY	6100	\$ 274,500.00
Clearing & Grubbing	\$ 40,000.00	AC	3	\$ 120,000.00
Restore Native	\$ 20,000.00	AC	3	\$ 60,000.00
			Total	\$ 1,317,900.00

Summary

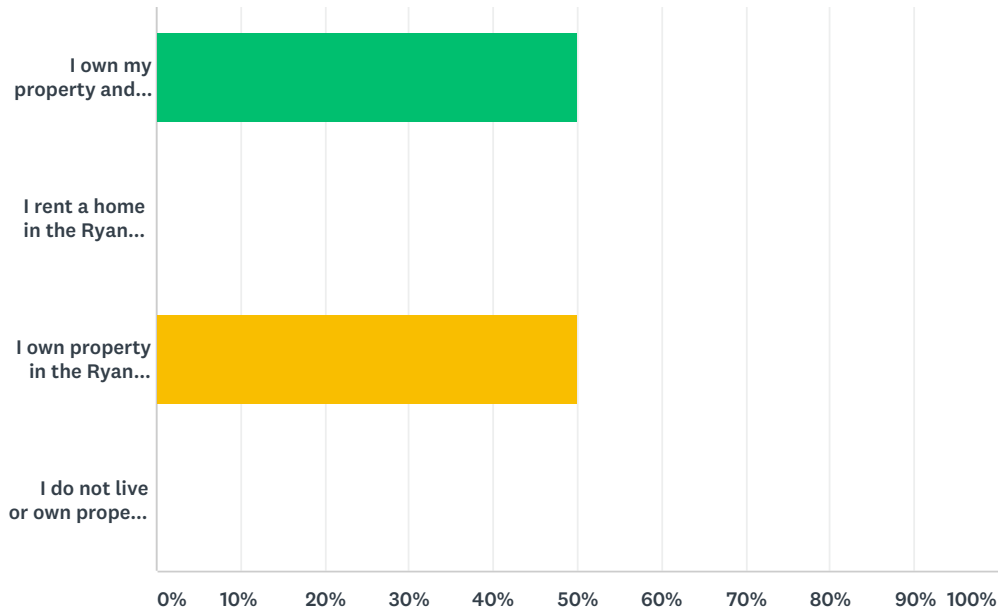
Hazel -48th - Fountain	\$	1,317,900.00
Total:		\$1,317,900.00



Appendix B: Neighborhood Survey Results

Q1 Which of the following best describes you?

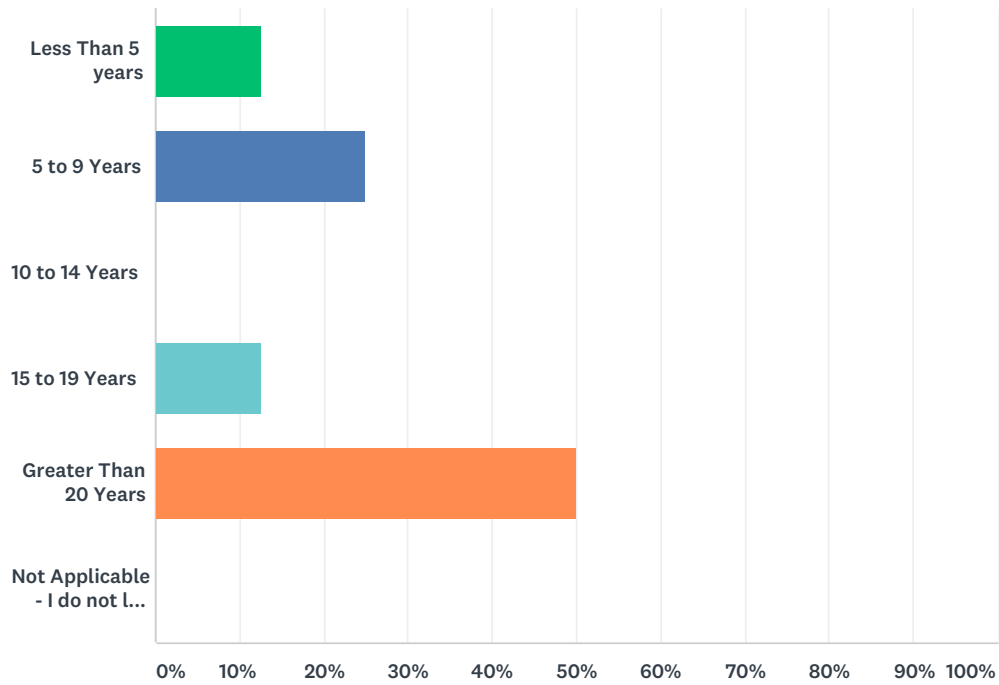
Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
I own my property and live in the Ryan Hill neighborhood	50.00%	4
I rent a home in the Ryan Hill neighborhood	0.00%	0
I own property in the Ryan Hill neighborhood but do not live there	50.00%	4
I do not live or own property in the Ryan Hill neighborhood	0.00%	0
TOTAL		8

Q2 How long have you lived or owned property in the Ryan Hill neighborhood?

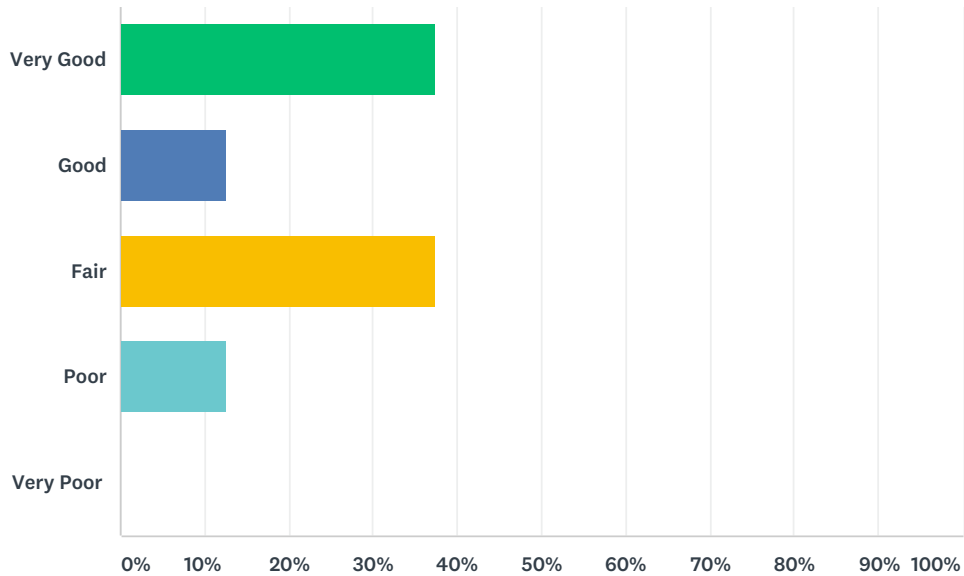
Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Less Than 5 years	12.50%	1
5 to 9 Years	25.00%	2
10 to 14 Years	0.00%	0
15 to 19 Years	12.50%	1
Greater Than 20 Years	50.00%	4
Not Applicable - I do not live or own property in the neighborhood	0.00%	0
TOTAL		8

Q3 How would you rate the quality of life in the Ryan Hill Neighborhood?

Answered: 8 Skipped: 0

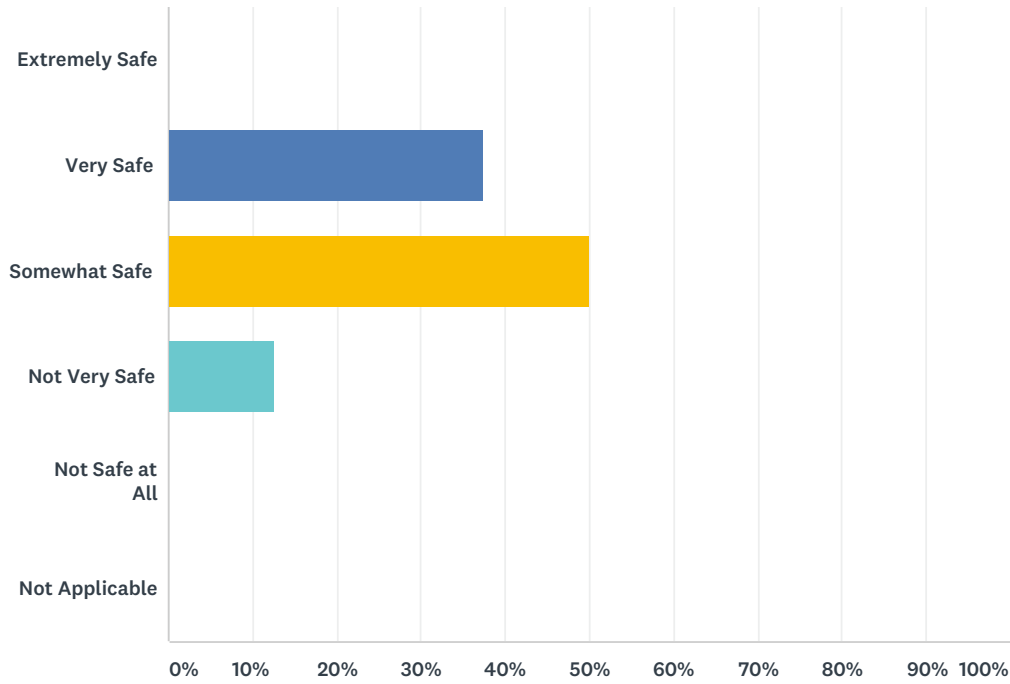


ANSWER CHOICES	RESPONSES
Very Good	37.50% 3
Good	12.50% 1
Fair	37.50% 3
Poor	12.50% 1
Very Poor	0.00% 0
TOTAL	8

#	IF YOU'D LIKE, PROVIDE COMMENTS ON WHY	DATE
1	Quiet	11/22/2017 3:56 PM
2	Nice and quiet neighborhood. No traffic, noise, or parking problems.	11/22/2017 2:53 PM
3	It's not safely walkable. There are not community parks...if there are I don't know where they are. We have septic tanks.	11/8/2017 2:00 PM

Q4 Overall, how safe do you feel in the neighborhood?

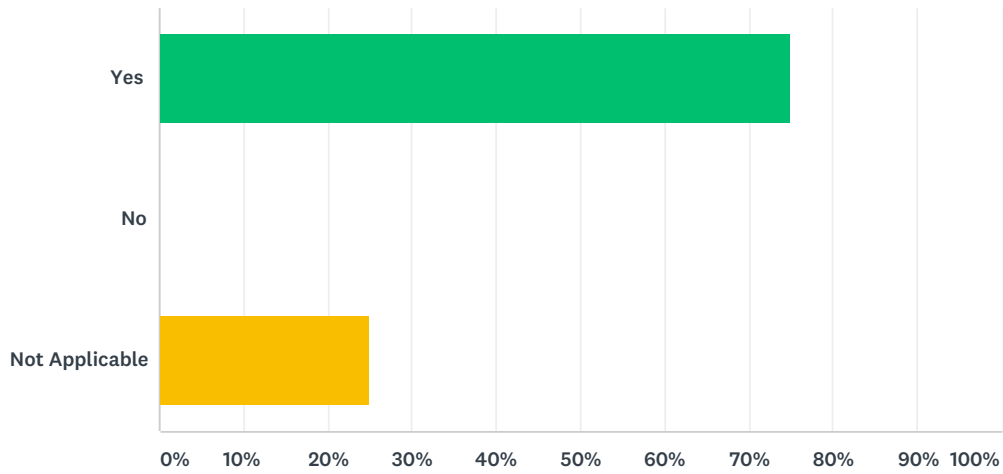
Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Extremely Safe	0.00%	0
Very Safe	37.50%	3
Somewhat Safe	50.00%	4
Not Very Safe	12.50%	1
Not Safe at All	0.00%	0
Not Applicable	0.00%	0
TOTAL		8

Q5 Do you see yourself continuing to live in the neighborhood for the foreseeable future?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	75.00%	6
No	0.00%	0
Not Applicable	25.00%	2
TOTAL		8

#	IF "NO," PLEASE TELL US WHY	DATE
1	just own property, don't actually live there	11/22/2017 3:56 PM

Q6 What would you say is the neighborhood's greatest asset?

Answered: 7 Skipped: 1

#	RESPONSES	DATE
1	Location	11/27/2017 2:20 PM
2	accessibility to Seattle	11/22/2017 3:56 PM
3	not crowded. No parking, traffic or noise problems. Great neighbors!	11/22/2017 2:53 PM
4	rural, country yet in the city. quiet not overcrowded close to freeway and shopping, etc	11/19/2017 1:49 PM
5	The reason we hope to retire there is the rural feeling so close in. We also love the economic racial and cultural diversity.	11/19/2017 11:00 AM
6	Close to everything yet far enough away to feel like you have privacy	11/8/2017 2:00 PM
7	Proximity to Seattle	11/6/2017 1:18 PM

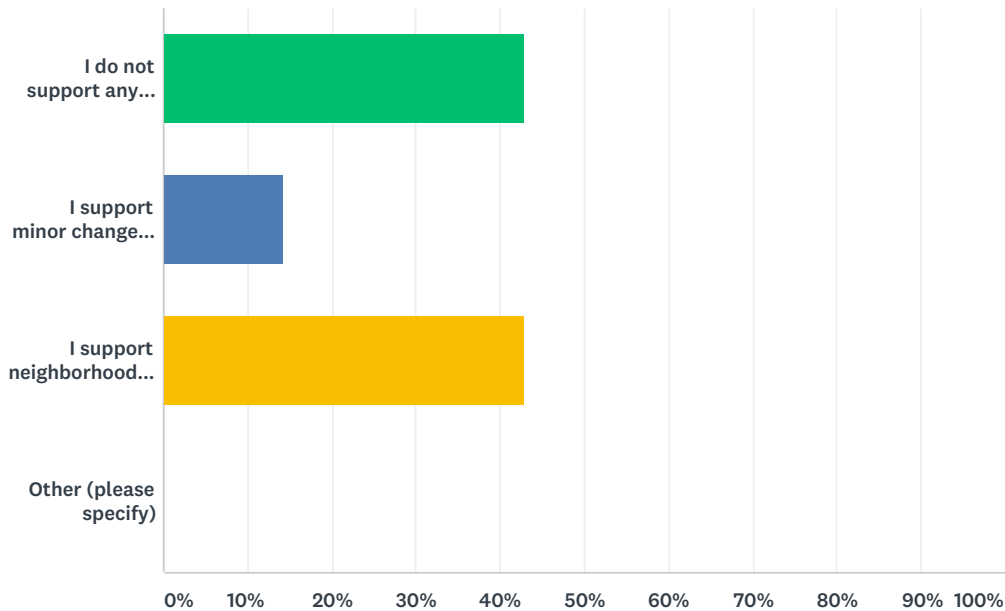
Q7 What changes, if any, are needed in the neighborhood?

Answered: 7 Skipped: 1

#	RESPONSES	DATE
1	Higher density zoning	11/27/2017 2:20 PM
2	NONE	11/22/2017 3:56 PM
3	None!!!!	11/22/2017 2:53 PM
4	too many vehicles parked onto the street and often times rental cars which take up neighborhood parking	11/19/2017 1:49 PM
5	Increase walkability Increase parks	11/8/2017 2:00 PM
6	Sewer line installed	11/6/2017 5:16 PM
7	Sewer	11/6/2017 1:18 PM

Q8 Which of the following best describes your view on the future of the neighborhood?

Answered: 7 Skipped: 1

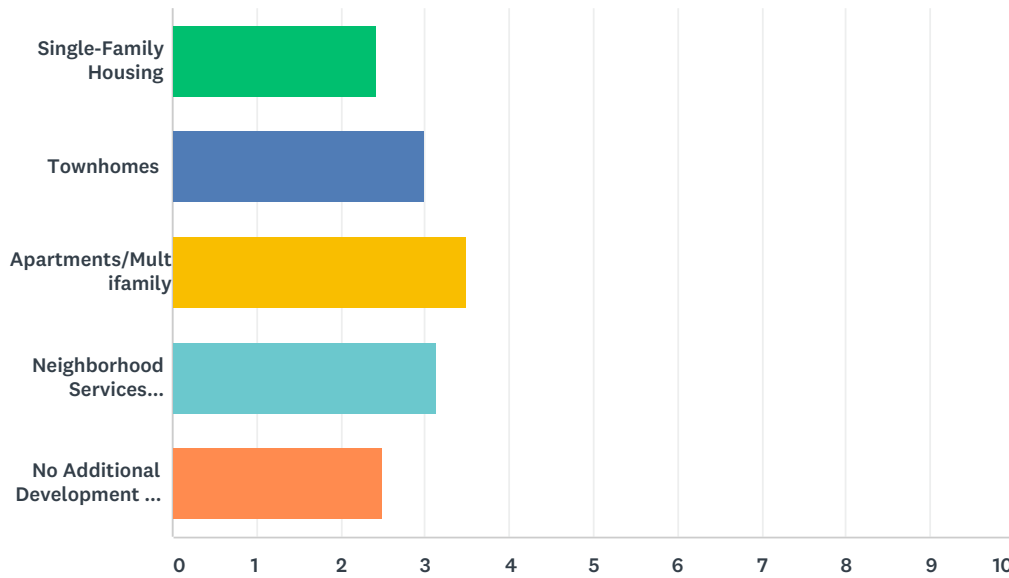


ANSWER CHOICES	RESPONSES	
I do not support any changes - keep the neighborhood the same	42.86%	3
I support minor changes in appropriate areas	14.29%	1
I support neighborhood-wide changes	42.86%	3
Other (please specify)	0.00%	0
TOTAL		7

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q9 How appropriate would the inclusion of the following development types be within the Ryan Hill neighborhood?

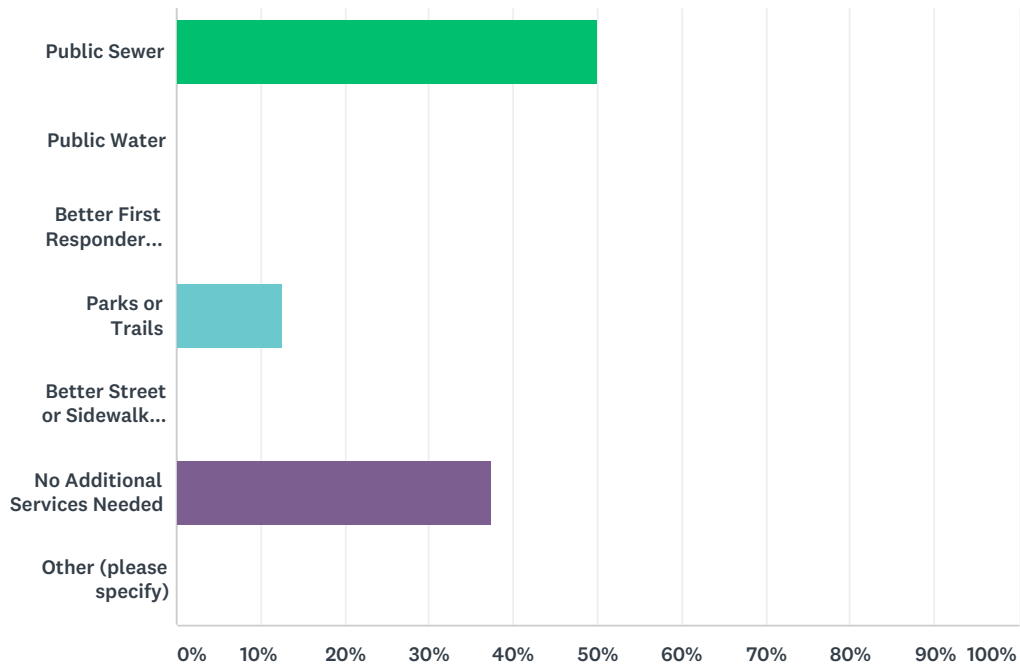
Answered: 8 Skipped: 0



	VERY APPROPRIATE	APPROPRIATE	NEUTRAL	NOT APPROPRIATE	VERY INAPPROPRIATE	TOTAL	WEIGHTED AVERAGE
Single-Family Housing	57.14% 4	0.00% 0	14.29% 1	0.00% 0	28.57% 2	7	2.43
Townhomes	25.00% 2	12.50% 1	25.00% 2	12.50% 1	25.00% 2	8	3.00
Apartments/Multifamily	25.00% 2	0.00% 0	12.50% 1	25.00% 2	37.50% 3	8	3.50
Neighborhood Services (Restaurants, Entertainment, and Shopping)	14.29% 1	28.57% 2	14.29% 1	14.29% 1	28.57% 2	7	3.14
No Additional Development is Needed	33.33% 2	16.67% 1	33.33% 2	0.00% 0	16.67% 1	6	2.50

Q10 Of the following city services, which would you consider to be the greatest neighborhood need?

Answered: 8 Skipped: 0

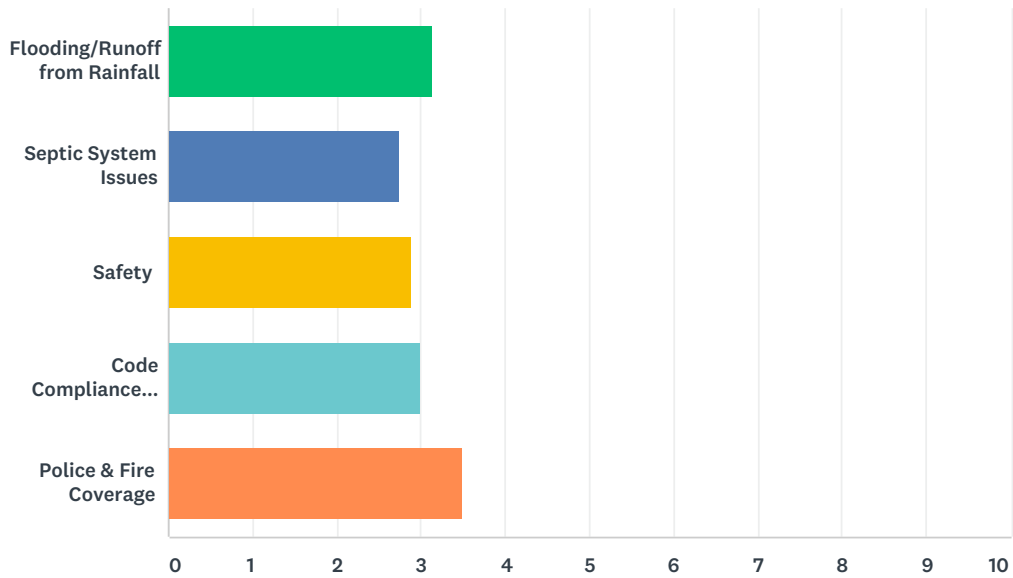


ANSWER CHOICES	RESPONSES	
Public Sewer	50.00%	4
Public Water	0.00%	0
Better First Responder Coverage (i.e., Police or Emergency Medical, Fire)	0.00%	0
Parks or Trails	12.50%	1
Better Street or Sidewalk Access	0.00%	0
No Additional Services Needed	37.50%	3
Other (please specify)	0.00%	0
TOTAL		8

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q11 How concerned are you about any of the following issues within the neighborhood?

Answered: 8 Skipped: 0

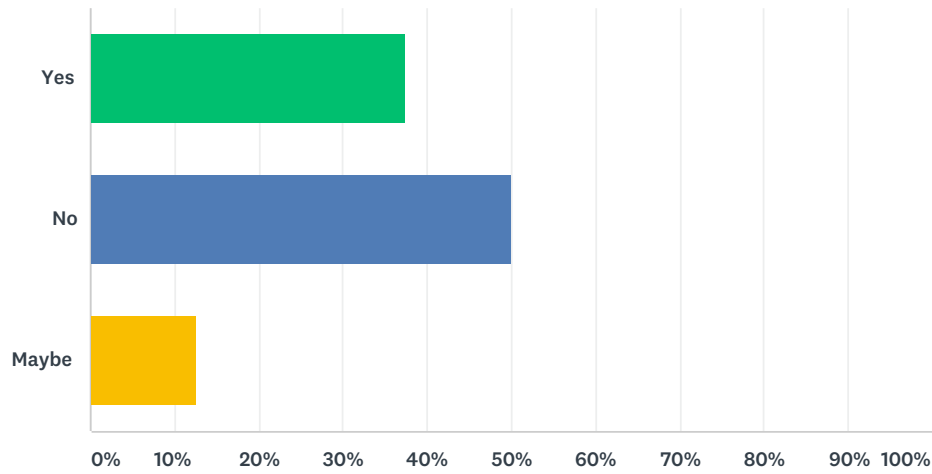


	EXTREMELY CONCERNED	SOMEWHAT CONCERNED	NEUTRAL	NOT CONCERNED / NOT AN ISSUE	TOTAL	WEIGHTED AVERAGE
Flooding/Runoff from Rainfall	12.50% 1	12.50% 1	25.00% 2	50.00% 4	8	3.13
Septic System Issues	25.00% 2	12.50% 1	25.00% 2	37.50% 3	8	2.75
Safety	0.00% 0	50.00% 4	12.50% 1	37.50% 3	8	2.88
Code Compliance (i.e., Weeds, Graffiti, Junked Cars, Trash)	0.00% 0	37.50% 3	25.00% 2	37.50% 3	8	3.00
Police & Fire Coverage	0.00% 0	0.00% 0	50.00% 4	50.00% 4	8	3.50

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q12 Should changes be made to increase the likelihood of development within the neighborhood, such as rezones or incentives?

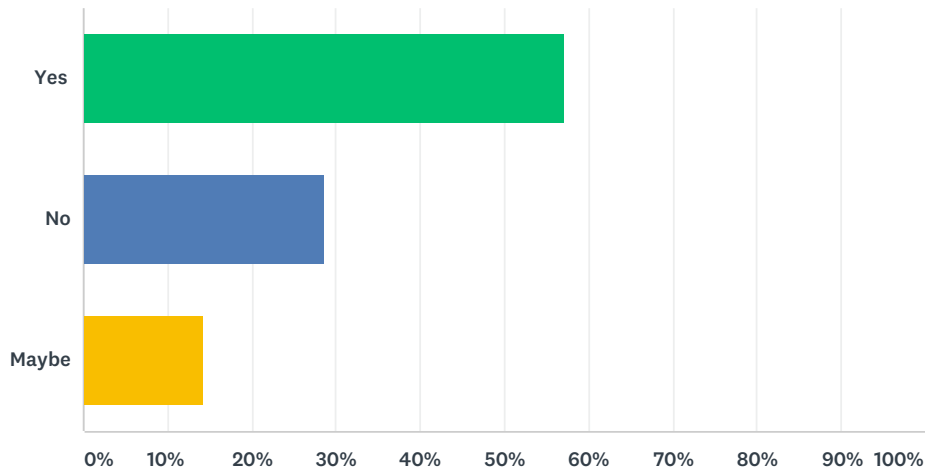
Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	37.50%	3
No	50.00%	4
Maybe	12.50%	1
TOTAL		8

Q13 If you are currently served by a private septic system, is connecting to a public sewer system something you would be interested in?

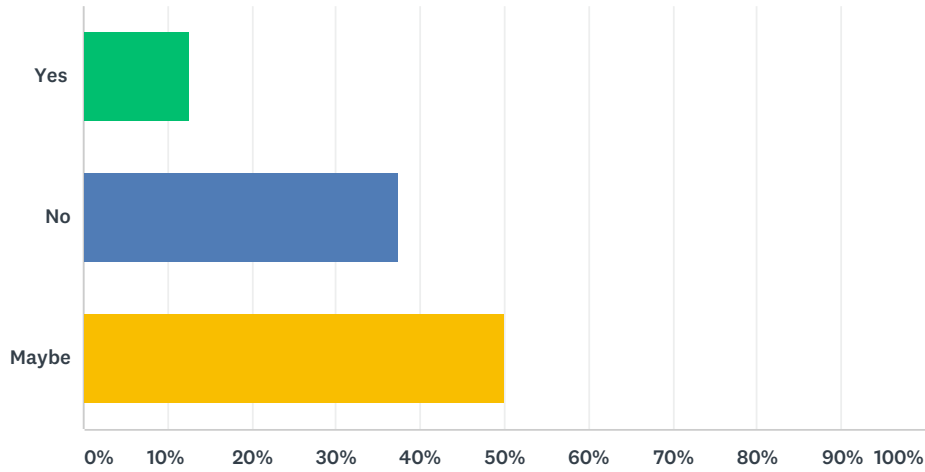
Answered: 7 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	57.14%	4
No	28.57%	2
Maybe	14.29%	1
TOTAL		7

Q14 Would you support a self-assessment on your property taxes to pay for water, sewer, and/or roadway improvements within the neighborhood?

Answered: 8 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	12.50%	1
No	37.50%	3
Maybe	50.00%	4
TOTAL		8

Q15 Do you have any additional comments regarding the future of the Ryan Hill neighborhood?

Answered: 6 Skipped: 2

#	RESPONSES	DATE
1	No Changes!	11/22/2017 3:56 PM
2	No further development needed!!!!	11/22/2017 2:53 PM
3	i love the quiet rural neighborhood we have more traffic than the roads can adequately hold now and am not interested in having more which would be generated by apartments	11/19/2017 1:49 PM
4	We hope any opportunity to connect the area for pedestrians and bicycles to the planned Boeing Access Road lightrail station is pursued. Connecting the existing bike trail along the river to the Chief Sealth trail or an eastward path would be a cause we would be happy to support financially. Given proximity to the existing trails as well as the light rail, any further development of the area would necessarily involve pursuing non auto dependent transportation to make sense. This is a unique opportunity that should not be missed, and would continue to bolster the diversity and sense of place for the neighborhood, as well as ease the dependence on Ryan Way and I-5. Anecdotaly, my family (9 and 11 year olds) can currently bike to an evening at southcenter within 30 minutes, but we have to drive the section over the freeway and MLK. The light rail station will never be able to build enough parking spaces if other modes of travel than the car are allowed. I believe the benefits to the neighborhood's sense of safety, cohesion, and economic diversity, as well as its residents' appreciation of its open spaces won't be fully realized without developing ways of competing with the car. (True for Seattle generally, but even more so in Ryan Hill, as one is forced to leave it for work and shopping, and as it is so close to light rail and excellent bike routes.)	11/19/2017 11:00 AM
5	Thanks for the opportunity to weigh in	11/8/2017 2:00 PM
6	No	11/6/2017 1:18 PM



INFORMATIONAL MEMORANDUM

TO: Community Development & Neighborhoods Committee

FROM: Rick Still, Parks & Recreation Director

BY: Robert Eaton, Parks & Recreation Manager

CC: Mayor Ekberg

DATE: April 10, 2018

SUBJECT: Foster Golf Links Change Fund Increase

ISSUE

Resolution to amend the Foster Golf Links Change Fund.

BACKGROUND

The existing Foster Golf Links Change Fund is set at \$1,200.00 and has been at that level for several years. Recently, staff have identified several areas to improve operational efficiencies related to daily transactions and managing the change fund. Specifically, they identified adding a third till and increasing the change amount for each till will both provide more timely custom service and cut down transaction time thereby providing quicker turnaround time for patrons. This is a crucial area of focus during the very busy summer months when multiple golfers are registering and making payments for tee times every four minutes. Quick transaction management is essential.

DISCUSSION

Staff have been reviewing operations and best management practices to improve customer service. There is great potential to improve customer service through operational efficiencies by increasing the change fund balance. This resolution will increase the Foster Golf Links Change Fund from \$1,200.00 to \$2,500.00.

FINANCIAL IMPACT

No additional expenditure.

RECOMMENDATION

The Council Committee is being asked to consider forwarding this item to the Consent Agenda at the April 16, 2018 Regular Meeting.

ATTACHMENTS

Draft Resolution

DRAFT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, INCREASING THE FOSTER GOLF LINKS CHANGE FUND TO IMPROVE OPERATIONAL EFFICIENCIES, AND REPEALING RESOLUTION NO. 1890.

WHEREAS, the Tukwila City Council previously established Change Fund and Petty Cash Fund levels by Resolution No. 1890, passed on September 6, 2016; and

WHEREAS, there is a need to increase the Change Fund level from the General Fund—000 from \$1,200.00 to \$2,500.00 for Foster Golf Links to process daily cash transactions between three tills and to increase operational efficiency;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The Change Fund levels are hereby set as follows:

Finance Department	General Fund	000	\$ 300.00
Finance Department	Water Fund	401	400.00
City Clerk's Office	General Fund	000	100.00
Municipal Court	General Fund	000	300.00
Parks and Recreation	General Fund	000	350.00
Golf Course	Foster Golf Course Fund	411	1,200.00 <u>2,500.00</u> (or less as needed)

Section 2. The Petty Cash Fund levels are hereby set as follows:

Finance Department	General Fund	000	\$ 300.00
Finance Dept. Witness/Juror Fees	General Fund	000	1,000.00
Police Investigation/Tukwila	General Fund	000	10,000.00
Fire Department	General Fund	000	350.00
Parks and Recreation	General Fund	000	300.00
Public Works Division I	General Fund	000	350.00

Section 3. Resolution No. 1890 is hereby repealed.

PASSED BY THE CITY COUNCIL OF THE CITY OF TUKWILA, WASHINGTON, at a Regular Meeting thereof this _____ day of _____, 2018.

ATTEST/AUTHENTICATED:

Christy O'Flaherty, MMC, City Clerk

Verna Seal, Council President

APPROVED AS TO FORM BY:

Rachel B. Turpin, City Attorney

Filed with the City Clerk: _____
Passed by the City Council: _____
Resolution Number: _____



INFORMATIONAL MEMORANDUM

TO: Community Development & Neighborhoods Committee

FROM: Rick Still, Parks & Recreation Director

BY: Robert Eaton, Parks & Recreation Manager

CC: Mayor Ekberg

DATE: April 10, 2018

SUBJECT: King Conservation District Jurisdictional Funds Grant

ISSUE

Contract agreement with King Conservation District for expending jurisdictional funds on the Green Tukwila program via their grant process.

BACKGROUND

Every year, Tukwila receives approximately \$10,000 from King Conservation District (KCD) in jurisdictional funds. If these funds are not expended, they roll over to the next year. Currently, Tukwila has approximately \$51,000 in jurisdictional funds. The city's Green Tukwila (GT) management team (comprised of staff from Parks & Recreation, Public Works, and Department of Community Development) agree it could benefit the city to utilize the jurisdictional funds to implement the Green Tukwila program by increasing staff capacity. Currently, Olena Perry, .75 FTE Recreation Specialist, dedicates .25 FTE of her job to GT and the jurisdictional funds could be used to temporarily increase her hours another ten hours a week to focus on implementing the Green Tukwila plan. Additional funds are included in the proposal for supplies and contracted professional crews as well. KCD is in support of the funds being used this way and other local agencies have expended their jurisdictional funds on Green Cities work as well.

DISCUSSION

KCD uses a grant process to track and monitor the expenditures of jurisdictional funds. Staff met with KCD personnel and were encouraged to submit a project workplan defining how the jurisdictional funds would be used (attachment A). The KCD Board approved this project and requires the city to sign an agreement (attachment B). The project scope will allow for the dedicated staff time required to implement the GT program.

The grant project is for a two-year scope of work and will include the temporary increase in staff hours (10hrs/week), supplies, and contracted professional crews. Funds from Parks Maintenance (\$20,000) and the Recreation division (\$10,000) budgets along with staff time (10hrs/week) will be used for the matching portion of the grant. With the approval of this agreement, Tukwila will be allocating a total of 20hrs/week (.5FTE) of time over the next two years for implementing the Green Tukwila program.

FINANCIAL IMPACT

The total expense of the grant project is \$117,400 apportioned over 2018 and 2019. The Parks & Recreation general fund budget will cover \$70,000 of the expense as the matching portion of the grant (60%). This is comprised of staff time already allocated to the program and contracted professional restoration crews. The remaining \$47,400 are grant funds that will be reimbursed to the city by KCD over the next two years. Below is a table summarizing this.

Tukwila P&R Budget	\$ 70,000
KCD Funds	\$ 47,400
PROJECT TOTAL	\$ 117,400

Below is a table categorizing the grant funds and how they will be expended and reimbursed.

	2018	2019
Salaries & Benefits	\$ 20,000	\$ 20,000
Field Supplies	\$ 1,000	\$ 1,000
Professional Services	\$ 2,700	\$ 2,700
Annual Totals	\$ 23,700	\$ 23,700
GRANT TOTAL		\$ 47,400
KCD Reimbursement	\$ 23,700	\$ 23,700
TOTAL REIMBURSEMENT		\$ 47,400

This is a reimbursement grant; therefore, the initial expenditures will have to be from the Parks & Recreation general fund budget then be reimbursed by the King Conservation District jurisdictional funds. Although there is no net increase to the budget because of the reimbursement, due to accounting procedures, the P&R budget will be overspent by the grant amount in 2018. Therefore, staff is seeking permission to overspend the Parks & Recreation budget by approximately \$23,700 in 2018 which will be reimbursed by the KCD Jurisdictional Funds. This will be included in the 2018 year-end budget amendment and included in the 2019 budget.

RECOMMENDATION

The Council Committee is being asked to consider forwarding this item to the April 16, 2018 Regular Meeting Consent Agenda authorizing the Mayor to sign the grant agreement with King Conservation District for \$47,400.

ATTACHMENT

- Project Workplan Application
- KCD Grant Agreement

Green Tukwila Implementation - 2018 & 2019

Member Jurisdiction Grant Program

Tukwila

6200 Southcenter Blvd
Tukwila, WA 98188

Robert Eaton

13900 Interurban Ave S
Tukwila, WA 98168

Robert.Eaton@TukwilaWA.gov
O: 206-433-7157

Application Form

Summary Information

Project Title*

Green Tukwila Implementation - 2018 & 2019

Principal Partners (if any)

Amount of KCD Funding Requested*

You will need to upload a detailed budget document before you submit your application. Please make sure the amount requested and total project cost amounts you list here match the amounts in the uploaded budget document.

\$47,400.00

Total Project Cost*

\$117,400.00

Total Matching Funds (optional)

\$70,000.00

Project Start Date*

01/01/2018

Project End Date*

12/31/2019

Close Date

Project Location*

Address, Parcel #, OR L&L Points, for site specific projects only.
If more than two locations, state "multiple" and explain.

Multiple Sites:

- Tukwila Park, 15460 65th Ave S
- Crystal Springs Park, 15832 51st Ave S

- S. 128th Parcel, corner of S. 128th St & 37th Ave S, Parcel #7345600722 (recently acquired vacant parcel, still unnamed)

Jurisdiction

If the applicant is not a city or jurisdiction, please type in the city or jurisdiction this project is located in.

Is your project on public or private land?*

Public

State Legislative District #*

Click here to find it on the web. If your project resides in more than one district, type in the primary district or type in zero.

11

King County District #*

Click here to find it on the web. If your project resides in more than one district, type in the primary district or type in zero.

8

Natural Resource Improvement Actions- Criteria Checklist

Please **only** select "yes" below the action that your project **directly** addresses

Direct Improvement of Natural Resource Conditions*

To improve landscape and natural resource conditions as a result of direct action that enhances water quality, protects and conserves soils, implements ecosystem restoration and preservation projects (*examples include supporting private property owners with land stewardship, water quality, aquatic and wildlife habitat resources, removal of invasive weeds, stewardship on public land*)

Does your project directly address this issue?

Yes

Education and Outreach*

To raise awareness, deepen knowledge, and change behaviors of residents, landowners, and other land managers and organizations to practice exemplary stewardship of natural resources (*examples include education about stormwater management; the value of farmland, local farms and food systems, shorelines, salmon habitat, forests and other ecosystems*)

Does your project directly address this issue?

Yes

Pilot and Demonstration Projects*

To test and/or improve concepts and/or approaches in natural resource management that can be replicated by others (*examples include low impact development or green infrastructure demonstration projects, development of new best management practices, distribution of local farm products, urban agriculture (e.g. farmers markets and backyard food production to promote or support social economic independence and healthy living); technological innovation for natural resource conservation*)

Does your project directly address this issue?

Yes

Capacity Building*

To enhance the ability of organizations, agencies, residential landowners and other land owners and managers to have knowledge, skills, tools, support systems and technical resources to implement exemplary best management practices and deliver natural resource management actions on the ground (*examples include urban agriculture development, assistance to and inclusion of private property owners, preservation, restoration, and/or expansion of urban and/or rural agricultural lands, rural and urban forest lands, riparian restoration and stewardship on private and public lands*)

Does your project directly address this issue?

Yes

Project Type

Education
Forestry, Urban

Narratives, Budget, & Attachments

Project Description - Short

Provide a short, concise description of the project no more than two or three sentences.

Project Description- Member Jurisdiction*

Provide a description of the project that summarizes what you will do, how you will do it, and why you will do it. Describe target audience, outcomes, objectives and general timelines.

The Green Tukwila Program was recently adopted by the Tukwila City Council on March 6, 2017. A 20-Year Stewardship Plan was developed to guide the overall program. The first step in implementation is

recruiting and developing Forest Stewards that will adopt parks or areas of parks and be the volunteer point person for that site. Although there is currently no staff time or funding allocated to this new program, it has risen to become a priority for the city. So much so, that the Parks & Recreation Department has reallocated workloads to enable an existing .75 Full-Time Employee to dedicate .25 FTE of time to this project beginning in 2018. The city is also desiring to utilize the KCD Funds to add an additional .25 FTE to this existing staff member for a total of .50 FTE dedicated to this project for the next two years. KCD Funds and existing city budget funds will also be used to contract professional crew days to support and augment this project. There is great need for this as well as developing the stewardship program. As this is a new program to the city, this grant project will focus on outreach, supporting and developing stewards, and beginning the boots on the ground work through volunteer events.

With this allocation of staff time to the program, the city will be able to better implement an intentional plan, beginning with this project. This project will focus on three sites initially Tukwila Park, Crystal Springs Park, and S. 128th Parcel. It has just been confirmed in the last couple of months that there is now a local resident to steward the S. 128th St Parcel, a non-profit (Student Conservation Association) to steward Tukwila Park, and a local company, McKinstry, to steward Crystal Springs Park.

The goal of the on site work is to take portions of all three sites (Tukwila Park, Crystal Springs Park, and S. 128th Parcel) through the four phases of restoration: All three sites are currently in crisis due to English ivy, Himalayan Blackberry and Knotweed. In 2018, the Green Tukwila Partnership lead by Tukwila Parks & Recreation will also start educating the public and inviting volunteers to participate in restoration of these three sites. Volunteers will be working in phase 1, invasive removal and phase 2, planting, of the 4 phases of restoration. Volunteers will be taught the impact of invasive species of plants on native plants, recognizing the invasive species, removal of invasive species, how to use tools, safe practices with equipment and why it is important to have healthy, sustainable forests in the urban landscape.

Throughout this project, staff will continue to develop and grow the stewardship program and train actual stewards which promotes community and a sense of ownership. This program is the future of the Green Tukwila Partnership.

Project Activities and Measurable Results*

List specific project activities to be completed with KCD grant funds and the associated outcomes or measurable results, and timeline.

1. Hosting three main Green Tukwila events each year: MLK Day of Service/January, United Way Day of Caring/September, Green Tukwila Day/October that will focus on restoration work and stewardship development. Funds will be used to promote the events, provide supplies and tools.
2. Develop and strengthen partnerships with Green Tukwila Stewards. Provide support for them and the sites they adopt within this project. Help promote events, provide tools and outreach support, crew lead on volunteer events with and for them. This is an on-going aspect of the project.
3. Contract professional crew work days at the various sites for the more difficult and technical work that cannot be done by volunteers. This work will be coordinated with the stewards throughout the year.
4. As project progress is made it will be evident by the physical change in the sites or areas of the sites. There will be observable change in the work areas. The initial observable differences will be obvious in the specific work areas after volunteers events mentioned above.
5. Develop and grow stewardship program and train actual stewards: As volunteers become more invested in the Green Tukwila Partnership through restoration work parties, Forest Stewards will emerge. The Green Tukwila Partnership will be creating a Forest Steward program that will consist of:
 - What does it mean to be Forest Steward

- Leading volunteers and volunteer groups
- Using worklogs and reporting
- Invasive and best practices
- Basic native plant ID
- Safety with tools
- How the city can support Forest Stewards

Each Forest Steward will be unique with scheduling volunteer work parties and transiting into a event lead. This program is the future of the Green Tukwila Partnership and is on-going throughout this project.

Project Budget and Expenses*

Fill out and upload separate Application Budget Form also available on the KCD Member Jurisdiction Grant Program website. Budget must be detailed with footnotes, appropriate and reasonable, *meeting state auditor/GAAP guidelines. Please do not use forms from previous applications. Please only upload the form linked above. Thank you!*

Budget Form (1-2-18) - FINAL.xlsx

Member Jurisdiction Authorization Letter

If you are a nonprofit organization seeking Member Jurisdiction funding, you must upload written authorization from the Member Jurisdiction to apply for funding. This can be in the form of a letter or scanned copy of an email.

Additional Attachments

Upload any photos or maps of your project here. Only one file will be accepted. Please combine multiple files into one if possible.

Support Materials (1-2-18) - FINAL.docx

KCD Acknowledgement and Signature

By signing below, the applicant agrees to acknowledge King Conservation District funding by placing the KCD-provided logo on signs, materials, and documents produced as part of the above proposal. In addition, the applicant will notify KCD of public events and activities funded by the KCD.

Authorized Applicant Electronic Signature*

Please enter your full name to sign and agree to the above.

Robert Eaton

Title

Parks & Recreation Manager

Date*

01/02/2018

File Attachment Summary

Applicant File Uploads

- Budget Form (1-2-18) - FINAL.xlsx
- Support Materials (1-2-18) - FINAL.docx



Member Jurisdiction Grant Program

Grant Application Project Budget Form

Promoting sustainable uses of natural resources through responsible stewardship

Project Name	Green Tukwila Implementation - 2018 & 2019		
Applicant	City of Tukwila - Parks & Recreation Department		
Contact	Robert Eaton		
Mailing Address	12424 42nd Ave S, Tukwila WA 98168		
E-mail	Robert.Eaton@TukwilaWA.gov	Project Start Date:	1-Jan-18
Phone	206-767-2332	Project End Date:	31-Dec-19

Please provide detailed budget information below. Itemize categories such as supplies, contracted services with footnotes and detailed descriptions below

Budget Item	KCD Funds	Other Funds <i>(identify source and status of matching funds here ex. Rose Foundation - Pending)</i>	Other Funds <i>(identify source and status of matching funds here ex. DON Small and Simple - Secured)</i>	Total
Salaries & Benefits	\$40,000	\$40,000		\$80,000
Travel/ Meals/ Mileage <i>(for - volunteers, staff)</i>				\$0
				\$0
				\$0
Office Supplies				\$0
				\$0
				\$0
Field Supplies	\$2,000			\$2,000
Contracted/ Professional Services	\$5,400	\$30,000		\$35,400
Permits				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
TOTAL	\$47,400	\$70,000	\$0	\$117,400

Total Project Cost	\$117,400
Total Match	\$70,000
Amount of KCD Funding Requested	\$47,400

Match Percentage	60%
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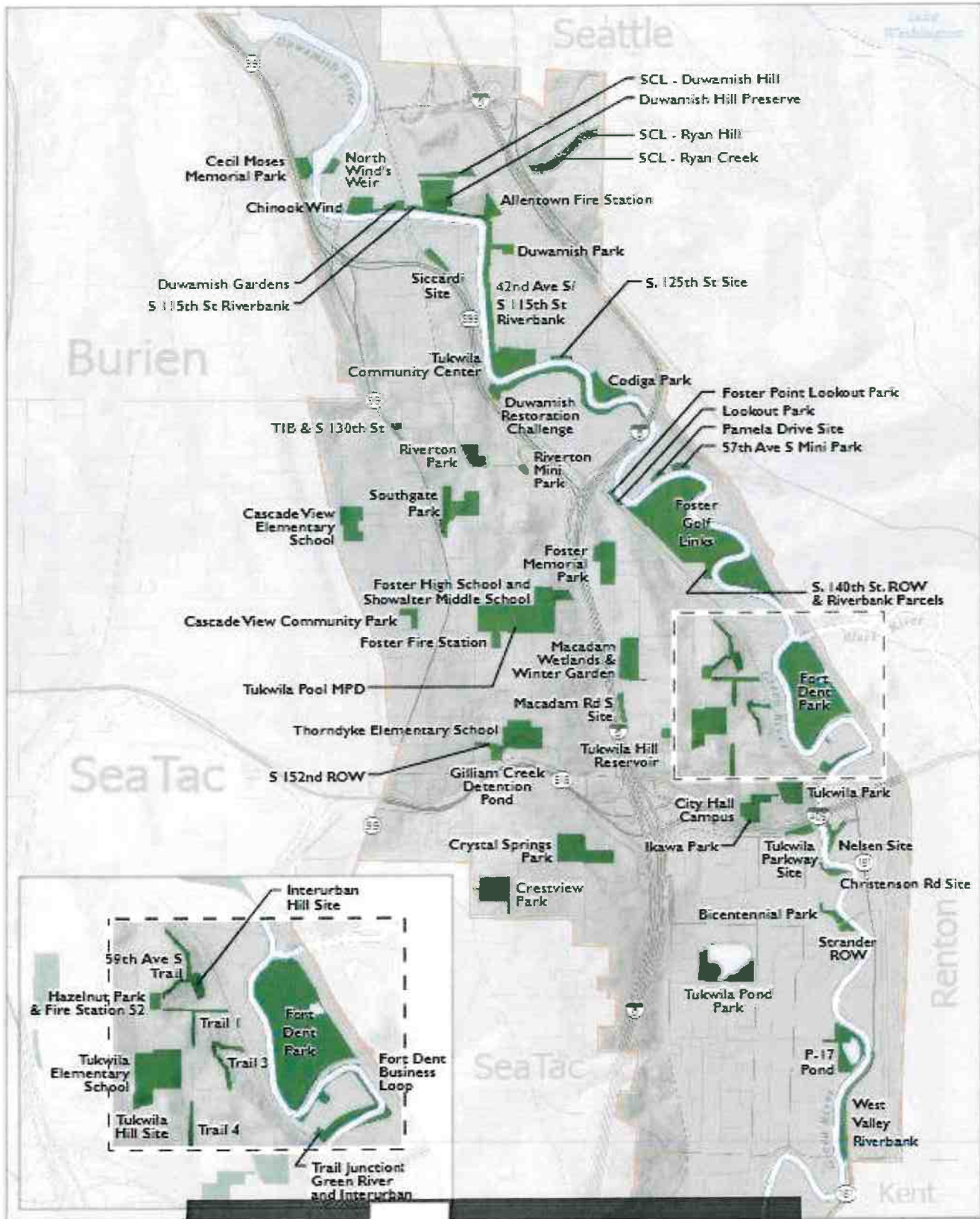
According to the newly adopted 20-Year Green Tukwila Stewardship Plan, the estimated project expenses for 2018 are \$88,704 and for 2019 are \$104,077 totalling \$192,781. We will not likely be able to implement the project at the that level but have made a modified and intentional implementation plan given our resources. This is defined above. Part of this includes reallocating .25 FTE of an existing .75 FTE staff member to this project (\$20K Salaries in Other Funds) and by adding an additional .25FTE to their time (\$20K Salaries KCD Funds) for a total of .50 FTE (.50 FTE of this staff members total time now) dedicated to this project per year. In 2017 there was nothing allocated to this.

\$2K Field Supplies: purchasing necessary hand tools & supplies for this new program. Currently nothing is allocated.

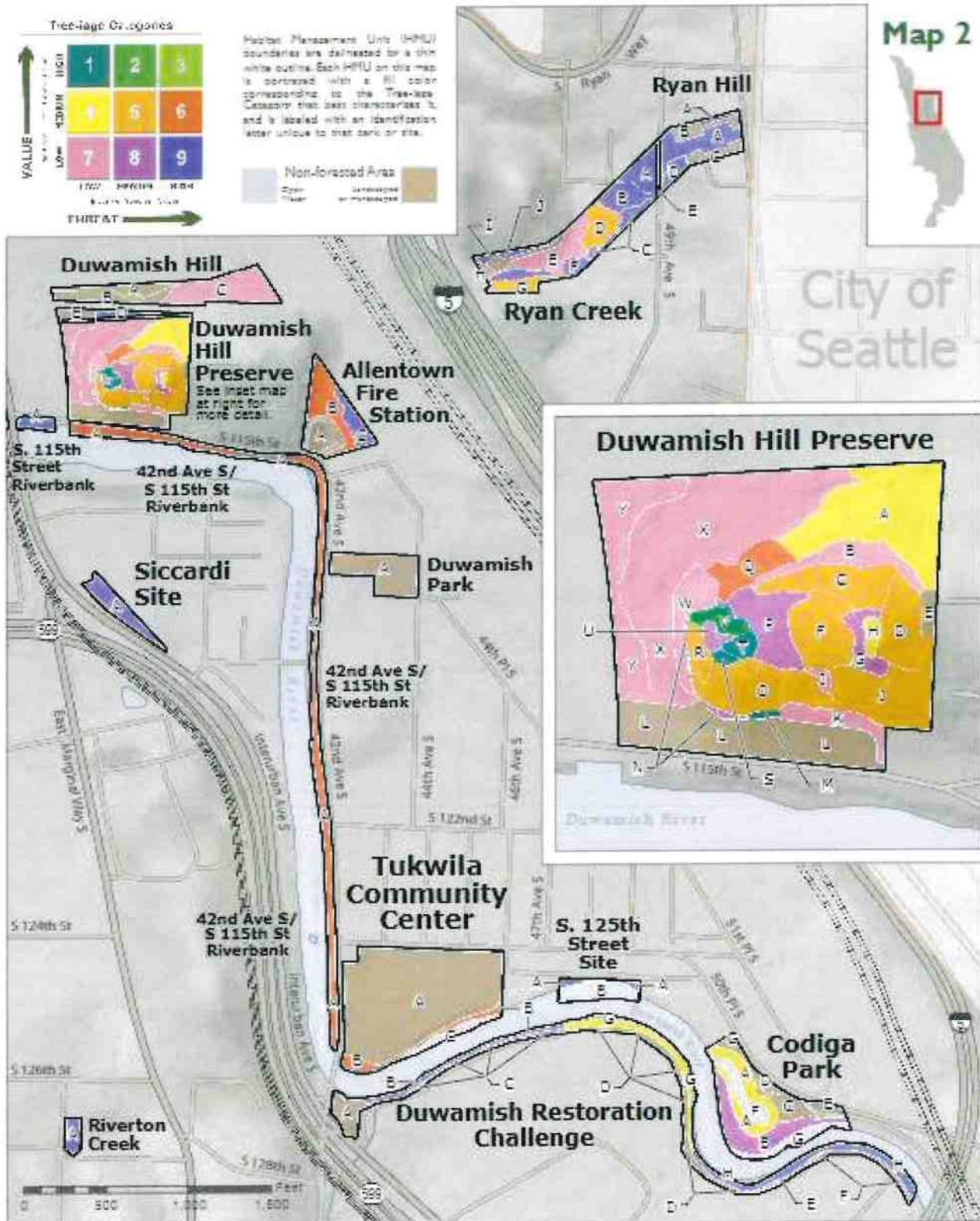
\$35,400 Professional Services: contracted crew days at the various sites. Currently limited city budget funds are allocated for crew days that will be intentionally used for this project and will be mathcing funds, however more days are needed as well.

Green Tukwila

Map of all 138 acres and sites within the City of Tukwila included within the 20-Year Stewardship Plan



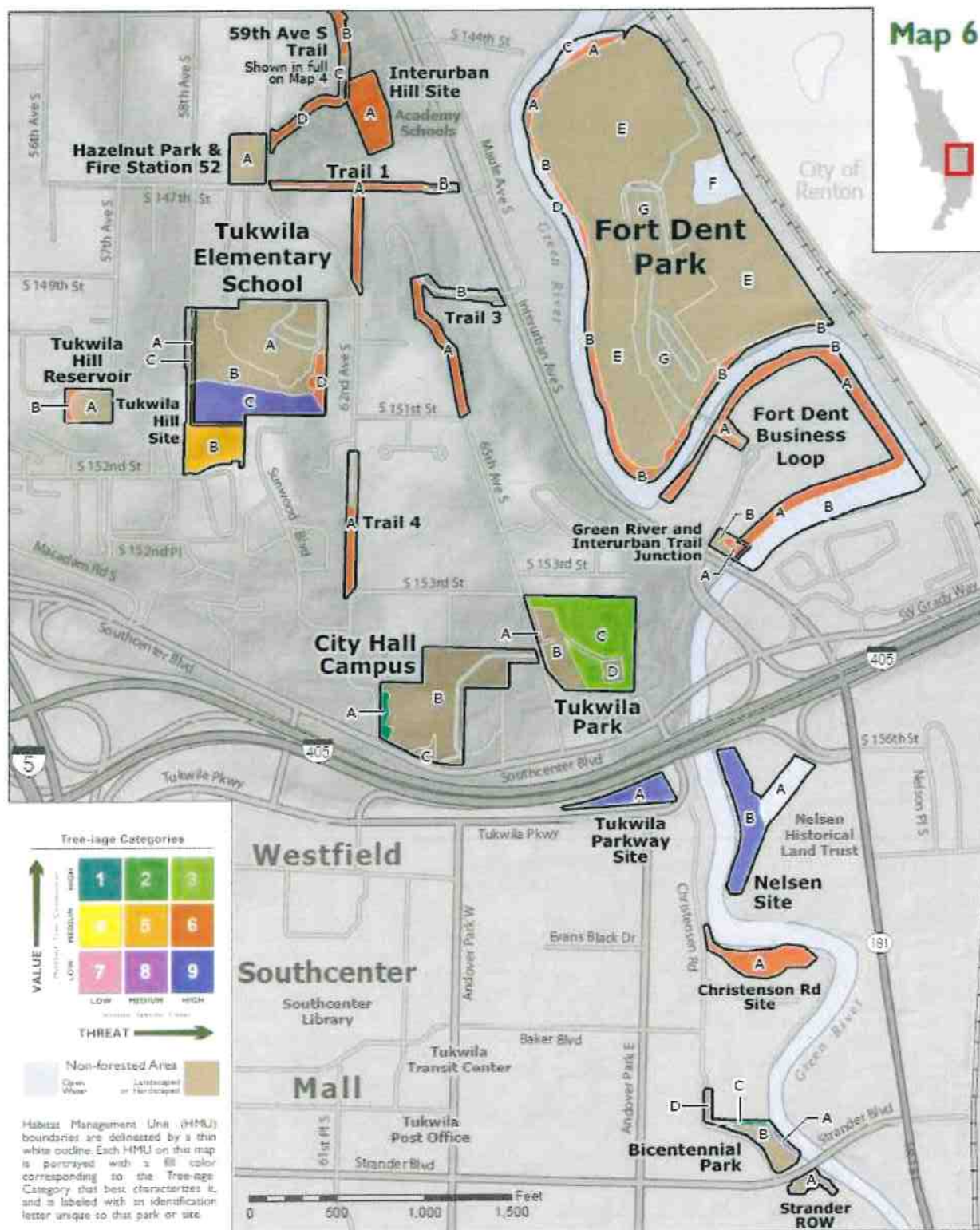
Map of S. 128th St Parcel (Lower Left “Riverton Creek” on the map)



Map created by FORTORRA in partnership with the City of Tukwila.

Tree-Age field measurements provided by American Forest Management, Inc., December 2012

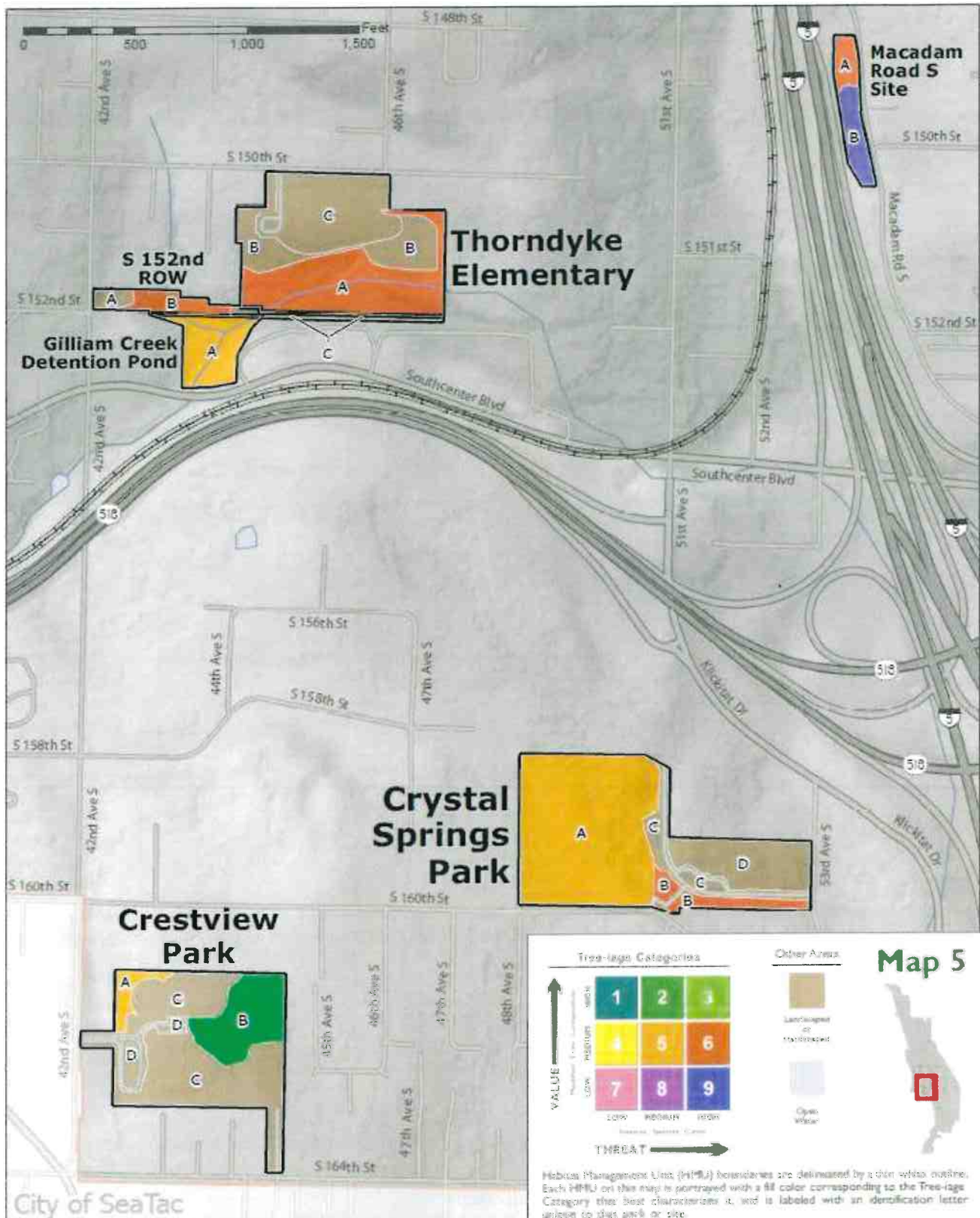
Map of Tukwila Park



map created by PORTERR in partnership with the City of Tukwila

Tree-lage field assessment conducted by American Forest Management, Inc., October 2015

Map of Crystal Springs Park



Map created by FORTEBRA in partnership with the City of Tukwila

Tree-Age Field Assessment conducted by American Forest Management, Inc., October 2015

Project Budget from 20-Year Stewardship Plan

Green Tukwila Partnership projections of program costs and volunteer match value for figure 14 on page 52 of the draft 20-Year Plan

Year	Estimated number of NEW acres to enroll each year	Total Estimated Program and Field Costs	Volunteer Match Value (\$28.99/hr)	Estimated number of volunteer hours each year
2017	1.50	\$76,932	\$86,970	3,000
2018	2.00	\$88,704	\$86,970	3,000
2019	3.00	\$104,077	\$92,768	3,200
2020	3.00	\$113,161	\$101,465	3,500
2021	4.00	\$127,639	\$110,162	3,800
2022	5.00	\$161,336	\$115,960	4,000
2023	6.00	\$180,709	\$115,960	4,000
2024	7.00	\$200,675	\$115,960	4,000
2025	8.00	\$225,466	\$115,960	4,000
2026	8.00	\$235,964	\$115,960	4,000
2027	8.00	\$243,596	\$115,960	4,000
2028	8.00	\$249,366	\$115,960	4,000
2029	8.00	\$253,559	\$115,960	4,000
2030	8.00	\$255,944	\$115,960	4,000
2031	6.00	\$240,997	\$115,960	4,000
2032	2.00	\$198,583	\$86,970	3,000
2033	0.00	\$157,178	\$86,970	3,000
2034	0.00	\$133,380	\$86,970	3,000
2035	0.00	\$118,942	\$86,970	3,000
2036	0.00	\$108,653	\$86,970	3,000
Total	87.50	\$3,474,859	\$1,985,815	71,500

Overall cost to maintain all 87 acres and a smaller volunteer program beyond the 20 years is estimated at \$75,000 to \$80,000/year.

**AGREEMENT FOR AWARD
OF KING CONSERVATION DISTRICT MEMBER JURISDICTION GRANT**

City of Tukwila

This Agreement is made between the King Conservation District Number 9, a municipal corporation in King County, Washington, located at 1107 SW Grady Way, Suite 130, Renton, WA 98057 (referred to herein as “District”), and the City of Tukwila, a municipal corporation in King County, Washington, located at 13900 Interurban Ave S. Tukwila, WA 98168 (referred to herein as “Recipient”), for the purposes set forth herein.

SECTION 1. RECITALS

1.1 Whereas, the District is a special purpose district organized and existing under authority of Chapter 89.08 RCW which engages in certain activities and programs to conserve natural resources, including soil and water, which activities are declared to protect and promote the health, safety, and general welfare of the people of the state of Washington; and

1.2 Whereas, pursuant to RCW 89.08.400 and/or RCW 89.08.405, King County has authorized and imposed a system of assessments and/or a system of rates and charges to finance the activities and programs of the District; and

1.3 Whereas, pursuant to RCW 89.08.220 and RCW 89.08.341 the District is authorized to enter into agreements with, or to furnish financial or other aid to, municipal entities and agencies (governmental or otherwise), or their designees, or any occupier of lands within the District, in order to carry out and facilitate the activities and programs of the District to conserve natural resources; and

1.4 Whereas, the District has reviewed the grant application submitted by Recipient and has determined that the application meets the requirements of Chapter 89.08 RCW and the District's policies and procedures for awarding grants; and

1.5 Whereas, the District and Recipient desire to enter into this Agreement for the purpose of establishing the terms and conditions relating to the District's award of a grant to Recipient.

SECTION 2. AGREEMENT

2.1 The District agrees to award Recipient a grant in the total amount Forty-Seven Thousand Four Hundred and No/100 Dollars (\$47,400.00) from KCD-Tukwila 2012-2017 Collections. Grant funds shall be used by Recipient solely for the performance of the work described in **Exhibit A** which is attached hereto and incorporated herein by this reference. The District shall pay the grant funds to Recipient in accordance with the District's policies and procedures, or as otherwise provided herein, including but not limited to, the policies and procedures contained in the grant program guidelines, provided that such funds have been collected and received by the District.

2.2 Recipient represents and warrants that it will only use the grant funds for the work described in **Exhibit A**, which may be amended by the parties pursuant to Paragraph 3.3 of the Agreement. Recipient shall be required to refund to the District that portion of any grant funds which are used for unauthorized work. Further, Recipient agrees to return to the District any grant funds that are not expended or remain after completion of the work covered by this Agreement.

2.3 Recipient acknowledges and agrees that the grant funds may only be expended on work which shall be entirely within the District's jurisdictional boundaries. The following municipal entities are not within the District's jurisdictional boundaries: Enumclaw, Federal Way, Milton, Pacific, and Skykomish. Recipient shall be required to refund to the District that portion of any grant funds which are used for work performed outside the District's jurisdictional boundaries.

2.4 In the event the scope of work authorized by this Agreement includes the use of grant funds to purchase houses located on real property within a flood hazard area, Recipient acknowledges and agrees that grant funds may only be used for such purposes if the houses to be purchased were constructed before floodplain mapping or sensitive areas regulations were in place for that area. Recipient shall be required to refund to the District that portion of any grant funds which are used for unauthorized purposes.

2.5 Recipient shall be required to provide the District with regular financial and project progress reports for the duration of the project. Grant funds are remitted to the Recipient on a reimbursement payment basis. Project progress reports must be submitted with each reimbursement request. Project progress and financial reports, along with the final narrative and financial summary reports shall be submitted through the District's online grant portal. The Recipient shall be required to submit to the District a final report which documents the Recipient's completion of the work in conformance with this Agreement within thirty (30) days after the completion of the work. The final report shall, among other things, summarize the project's successes and shall address the regional benefits accomplished by the work. The final report shall also identify any obstacles or challenges which were encountered during the work, along with general recommendations regarding ways to avoid such obstacles or challenges in the future. If requested, Recipient agrees to provide the District with additional financial or progress reports from time to time, at reasonable intervals.

2.6 Recipient's expenditures of grant funds shall be separately identified in the Recipient's accounting records. If requested, Recipient shall comply with other reasonable requests made by the District with respect to the manner in which project expenditures are tracked and accounted for in Recipient's accounting books and records. Recipient shall maintain such records of expenditures as may be necessary to conform to generally accepted accounting principals and to meet the requirements of all applicable state and federal laws.

2.7 If the Recipient is a Washington municipal agency, Recipient shall be required to track project expenses using the Budget Accounting and Reporting System for the State of Washington ("BARS").

2.8 The District or its representative shall have the right from time to time, at reasonable intervals, to audit the Recipient's books and records in order to verify compliance with the terms of this Agreement. Recipient shall cooperate with the District in any such audit.

2.9 Recipient shall retain all accounting records and project files relating to this Agreement in accordance with criteria established in the Revised Code of Washington and the Washington State Archivist.

2.10 Recipient shall ensure that all work performed by Recipient or its employees, agents, contractors or subcontractors is performed in a manner which protects and safeguards the environment and natural resources and which is in compliance with local, state and federal laws and regulations. Recipient shall implement an appropriate monitoring system or program to ensure compliance with this provision.

2.11 Recipient agrees to indemnify, defend and hold harmless the District, its elected or appointed officials, employees and agents, from all claims, alleged liability, damages, losses to or death of person or damage to property allegedly resulting from the negligent or intentional acts of the Recipient or any of its employees, agents, contractors or subcontractors in connection with this Agreement.

2.12 Recipient agrees to acknowledge the District as a source of funding for this project on all literature, signage or press releases related to said project.

2.13 Recipient shall notify the District if Recipient intends to sell, salvage, or otherwise dispose of any equipment purchased with grant funds. The proceeds received by Recipient from any sale, salvage or disposition, or the value of the equipment if proceeds were not received from any such action, must be: (a) re-invested back into the originally awarded project; (b) invested in a similar project with District approval; or (c) returned to the District.

SECTION 3. GENERAL PROVISIONS

3.1 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.2 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. No prior or contemporaneous representation, inducement, promise or agreement between or among the parties which relate to the subject matter hereof which are not embodied in this Agreement shall be of any force or effect.

3.3 No amendment to this Agreement shall be binding on any of the parties to this Agreement unless such amendment is in writing and is executed by the parties. The parties contemplate that this Agreement may from time to time be modified by written amendment which shall be executed by duly authorized representatives of the parties and attached to this Agreement.

3.4 Each party warrants and represents that such party has full and complete authority to enter into this Agreement and each person executing this Agreement on behalf of a party warrants and represents that he/she has been fully authorized to execute this Agreement on behalf of such party and that such party is bound by the signature of such representative.

DISTRICT:

RECIPIENT:

By _____

By _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

Approved as to Form:

Approved as to Form:

DISTRICT LEGAL COUNSEL:

RECIPIENT'S ATTORNEY:

By Eric Frimodt

By _____

Name Eric Frimodt

Name _____

Date 3/4/18

Date _____



INFORMATIONAL MEMORANDUM

TO: Community Development & Neighborhoods Committee

FROM: Rick Still, Parks & Recreation Director

CC: Mayor Ekberg

DATE: March 7, 2018

SUBJECT: 10-Minute Walk Planning Grant Agreement

ISSUE

Seeking authorization for the Mayor to sign for the “NRPA 10-Minute Walk Planning Grant and Technical Assistance Grant Agreement” in the amount of \$40,000 to engage with our community so that we can better meet residents’ park needs and to implement the 10-Minute walk pledge.

BACKGROUND

On February 13, 2018, Mayor Allan Ekberg “signed on” to promote the 10-Minute Walk to a Park campaign (See Attachment A). This action allows the City of Tukwila to be eligible for the grant funds and technical assistance to work with The Trust for Public Lands (TPL) to engage with our community so that we can better meet their park needs.

At their March 13th meeting, the Community Development and Neighborhoods Committee reviewed and provided permission for the City to apply for the “10-Minute Walk Planning Grant and Technical Assistance Application” grant to engage with our community so that we can better meet residents’ park needs and to implement the 10-Minute walk pledge.

The Parks and Recreation Department is excited to find new methods to reach our community and engage with them on how parks could play a bigger role in their quality of life. The third goal of the City’s Equity Policy is that “All residents and visitors receive equitable delivery of City Services.” Further defined, the goal states that “The City will identify strategies that facilitate the equitable access to current and future City services and facilities, regardless of race/ethnicity, language, ability, gender, age, family status, geography, and mode of transportation.” The 10-Minute Walk campaign will help realize this goal by assisting in identifying issues and additional locations for open space to help achieve equitable access to open space for our residents. Also, the information gathered through the 10-Minute Walk campaign process will serve as a great basis for updating our Parks, Recreation, and Open Space (PROS) plan in 2019.

Closely related with the 10-Minute Walk campaign, the City is simultaneously partnering with King County to implement their Land Conservation Initiative (LCI) which also includes achieving open space equity for all residents.

DISCUSSION

The National Parks and Recreation Association (NRPA) has selected the City of Tukwila as one of the twelve cities across the country to receive the 10-Minute Walk grant. The Grant Agreement or Memorandum of Understanding (MOU) is due to the NRPA office by May 1, 2018. There are

INFORMATIONAL MEMO

Page 2

scheduled phone calls, In-Person training in Chicago, Illinois and preliminary assignments that the Tukwila 10-Minute Walk Team are committing to as part of this MOU.

As described in question number 18 Project Description of the grant application (Attachment B), City Staff and our partners will be engaging with the community to better identify the needs of the community and to provide parks and open space equitably.

FINANCIAL IMPACT

This is no grant match required.

There is a grant allotment to pay for required three Tukwila 10-Minute Walk Team members to attend the training in Chicago and for the same or other staff to engage with the community to meet the goals of the grant.

This is a reimbursement grant; therefore, the initial expenditures will have to be from the Parks & Recreation general fund budget then be reimbursed by the NRPA grant. Although there is no net increase to the budget because of the reimbursement, due to accounting procedures, the P&R budget will be overspent by the grant amount in 2018. Therefore, staff is seeking permission to overspend the Parks & Recreation budget by \$40,000 in 2018 which will be reimbursed by the NRPA grant. This will be included in the 2018 year-end budget amendment.

RECOMMENDATION

The Council Committee is being asked to consider forwarding this item to the April 16, 2018 Regular Meeting Consent Agenda to authorize the Mayor to sign the NRPA 10-Minute Walk Planning Grant and Technical Assistance Grant Agreement for \$40,000 to engage with our community so that we can better meet residents' park needs and to implement the 10-Minute walk pledge.

ATTACHMENTS

- A. Mayor's Pledge for "10-Minute Walk to a Park Campaign"
- B. Application for the 10-Minute Walk Planning Grant and Technical Assistance Grant
- C. NRPA 10-Minute Walk Planning Grant and Technical Assistance Grant Agreement



Campaign to Celebrate America’s Cities and Civic Leaders Who Actively Promote the 10-Minute Walk to a Park

The Trust for Public Land, National Recreation and Park Association, and Urban Land Institute launched the 10-Minute Walk Campaign in October 2017 to celebrate, recognize, and highlight cities, mayors, and other civic leaders that promote the 10-minute walk to a park goal. This goal leads to equitable, economically thriving, safe, and healthy communities.

To date, more than 150 bipartisan mayors have endorsed the vision that everyone deserves a park or open space within a 10-minute walk of home. Your support of this initiative would involve the following:

- Recognition in public materials that spotlight park champions, including the 10minutewalk.org, campaign materials, and press stories.
- Access to campaign programming and best practices made available to cities who support the campaign. These include a technical assistance opportunity, Park Serve®, ULI Advisory Service Panels, and more. More information on this programming is available on the supplemental “10-Minute Walk to a Park Campaign 2018 Programming” document.
- Designation of a member of your team to serve as the primary point of contact for this initiative and who will receive communications about the campaign.

We would be honored to have your involvement with this effort. By signing below, this document will formalize your support of this campaign and demonstrate your commitment to improving park quality and access.

Signature:  _____

Full Name
And City: Mayor Allan Ekberg, City of Tukwila

Date: February 13, 2018

If you have any additional questions, please do not hesitate to contact our team through Patrick Phillippi. He can be reached at 202-748-2793 or by email at pPhillippi@civitaspublicaffairs.com.

10-Minute Walk Planning Grant and Technical Assistance Application

Response ID:288 Data

2. Qualifying Questions

1.

Are you a local, municipal, or regional government agency (e.g., park and recreation department) or federally recognized tribal community?

Yes

2.

Has your Mayor (or highest city official) signed on to the 10-Minute Walk Campaign?

Yes

5. Grant Application Contact

3. Please provide your contact information.

First Name

Rick

Last Name

Still

Email Address

rick.still@tukwilawa.gov

Title

Director of Parks and Recreation

Organization Name

City of Tukwila Parks and Recreation

Street Address

12424 42nd Avenue South

Apt/Suite/Office

City

Tukwila

State

WA

Zip

98168

Phone Number

92 2067672344

6. Lead Park and Recreation Agency Information

4. Department Name

Parks and Recreation

5. Is this a city or county park and recreation agency?

City

Please list the cities you will be working with and indicate if they have a city park and recreation agency that will be partnering with you.

6. Lead Park and Recreation Contact Information

Federal Identification Number

91-6001519

Head of Organization (Director, Executive Director, CEO, etc..)

Rick Still

Head of organization Email Address

rick.still@tukwilawa.gov

Head of Organization Phone Number

2067672344

Twitter Handle

@TukwilaParks

Facebook

@TukwilaParks

Website

www.tukwilawa.gov/departments/parks-and-recreation

7.

Please list up to four upcoming policy, plan, or funding change opportunities in your city or close agency partners. (200 characters max per opportunity)

For example: comprehensive plans, park master plans, bond measures, transportation plans, code revisions, etc.)

1. : King County, together with city partners, is advancing a groundbreaking Land Conservation Initiative (LCI) to protect remaining high conservation value lands throughout the county within one generation. The LCI calls for protecting 65,000 acres of natural areas, farmland, forests, river valleys, urban green space, and trail corridor within the next 30 years before they are permanently lost to development (<https://kingcounty.gov/land-conservation>).

2. : Equity is an over-arching theme in the LCI. The Open Space Equity implementation plan (LCI Equity) sets a base amount of \$160 million to eliminate park access disparities in communities with acute needs. Weighing lack of park access within ¼ a mile, low-income households, and rates of chronic diseases, King County has selected the City of Tukwila as a priority area and pilot from which to scale to other cities.

3. : As part of LCI, King County seeks to change the King County Conservation Futures Tax Levy policies to increase the total funding available and remove the 1:1 local funding match requirement for equity priority area cities, including Tukwila (see attached map).

4. : Tukwila's 2014 Parks, Recreation, and Open Space Plan is scheduled to be updated in 2019 in accordance with state policies to remain eligible for state recreation funding. The update will incorporate the 10-minute walk commitment and feedback from community engagement from this planning project.

8. What were the total operating expenditures for your agency during the most current fiscal year?

\$4,803,452

9. How many full time (non-seasonal) staff work at your park and recreation agency?

25.25 FTE

10. Please select all the associations your organization is a member of:

***Note: You do not need to be a member to be eligible for this grant opportunity.**

National Recreation and Park Association

American Planning Association

National League of Cities

U.S. Conference of Mayors

Local or National Equity Collaborative

Other: Washington Parks & Recreation Association

7. City Information

11. City

Tukwila

12. Mayor

Allan Ekberg

13. Number of Years in Office

2

14. End of Current Term

12-31-2019

15. Is your mayor eligible for re-election or planning to run? Please note any other anticipated transitions in leadership, or plans to ensure continued support for the project throughout any such transitions.

Yes, the mayor is eligible to run and plans to run for another term. However, if there were a mayoral change, the city administrator would provide continued support.

16.

Form of Government

***Click for detailed descriptions**

Mayor - Council

8. Project Information

17. Summary Description: Please describe your city and the focus of your 10-Minute Walk Campaign priorities in 200 characters or less. This will be used in promotions where there is limited text space, so please summarize your city and goals to be as clear and concise as possible. (200-character limit)

A small King County city with a diverse population, Tukwila's 10-minute walk vision is to engage the community to create new parks serviced by pedestrian-friendly routes in underserved neighborhoods.

18. Project Description: Please describe in more detail your vision for the 10-Minute Walk Campaign and how this funding and technical assistance will advance this vision. Include the main challenges your city faces, existing assets that could be leveraged, how this fits into your department and Mayor's agenda, and how this will allow you to do something new. (400-word limit)

Tukwila's 10-minute walk vision is to engage the community to re-focus on creating new parks serviced by pedestrian-friendly routes throughout underserved neighborhoods. To do so, our plan is to expand community engagement efforts with innovative methods to gather greater input on increasing access to parks. King County and Tukwila are partnering on the Land Conservation Initiative Open Space Equity (LCI Equity) pilot, which has incorporated 10-minute walk measures. Tukwila will serve as a model, so King County can incorporate successful engagement methods and direct regional conversations on open space equity.

Despite a growing population and need for more parks and safer routes, the City has stagnated on new parkland acquisitions in recent years. King County's skyrocketing real estate market has stymied public agencies' efforts to outbid developers on vacant lands. Meanwhile, tenants whose children have no place to play except in parking lots and hallways are being evicted. Tukwila's median household income is just 40% of King County's, 23% of households live below the poverty line, and 10% of students experience homelessness.

Since renovation is easier than acquisition, the City has focused on park quality. However, creating new parks best reflects the mayor's and city council's desires.

If awarded the planning grant and technical assistance, Tukwila will invest in new engagement methods to advance the civic participation of underrepresented and historically marginalized communities to develop our 10-minute walk commitment. With The Trust for Public Land (TPL), community engagement will explore perceptions of pedestrian infrastructure, unearth the community's vision for the city and how parks play a role, and compile a list of short-term park priorities that would further the 10-minute walk goal. Tukwila will fully integrate equity into the planning process by dedicating more resources to engaging communities that are the most difficult to reach, including immigrants and non-English speakers.

Currently, the City tries to meet people where they are but finds it difficult to reach people who wouldn't normally attend public planning meetings. With this effort, we envision testing innovative and non-traditional engagement methods, including creative placemaking events and new connections with community groups, to gather more feedback.

In addition to being the first LCI pilot city, Tukwila's assets are its robust partnerships. Tukwila partners with King County, the school districts, the library, community centers, health organizations, and community connector nonprofits for park programming. We plan to leverage these and establish new ones during outreach.

19. Background: Please describe your agency's past accomplishments related to park access and quality. Include any plans, policies, or funding from the last 5 years. (200-word limit)

Tukwila completed a Parks, Recreation, and Open Space (PROS) plan in 2014 and a bicycle and pedestrian plan in 2009. Tukwila City Councilmember De'Sean Quinn participated in the LCI planning process and served as the LCI's Advisory Board co-chair throughout 2016-2017.

King County and Tukwila partnered on the Duwamish Gardens, a mitigation project that restored shallow water salmon habitat and established a new park along the Duwamish River. The park provides a new way for residents to access and appreciate the hidden beauty of the region's urban river. The County and City are also partnering on the Lake to Sound trail, which will be a 16-mile multi-use recreational trail connecting communities between the south end of Lake Washington to the Puget Sound shoreline in Des Moines.

Most recently, Tukwila acquired land for a new fire station and will establish a park and community gathering area on the surrounding land. The park will most likely have new community gardens and partnering with Global to Local, a nonprofit that works to address health disparities by working to create a healthier, more welcoming community for the underserved through better parks and trails.

20. Park and Recreation Agency Goals: Provide a brief description of your park and recreation

agency's top goals for the next 1-3 years. (200-word limit)

1. Expand programming throughout the city to meet people where they are through partnerships with the school district and community centers. For example, the new Rec Time program offers physical education and play time for children in elementary school summer classes.
2. Increase the number of parks in low-income neighborhoods.
3. Improve amenities in existing parks to better serve communities.

21. City Goals: Provide a brief description of your city's top goals for the next 1-3 years. (200-word limit)

The City's main priority is to increase public safety by establishing a new justice center that will house the Police Department and Municipal Court, construct three new fire stations, acquire a new facility for Public Works, and renovate existing city hall buildings all to comply with seismic building codes and to right size facilities for new and future growth. However, the City is also committed to increasing equity. The City will assess a baseline, develop an implementation plan, and report measurable progress in meeting each policy goal in the 2017 Equity Policy within one year. Adopting the 10-minute walk standard is an important step forward.

22. Equity Background: Equity is a major focus of the 10-Minute Walk Campaign. Please describe how you define equity in your city and what your park and recreation agency or city is currently doing or has done regarding equity. This should include any plans, policies, partnerships, or funding priorities and any specific actions regarding park access and/or park quality. If you do not have a history of addressing equity, please explain why you have not done so (lack of funding, capacity, etc.). (200-word limit)

Tukwila values its rich diversity. A majority of residents are people of color, 40% were born outside the United States, and half of residents speak a language other than English at home.

The City's 2017 Equity Policy defines equity as "eliminating systemic barriers and providing fair access to programs, services, and opportunities to achieve social, civic, and economic justice." Policy goals include a City workforce reflective of the community; relevant and inclusive community outreach; and capacity building within the government and community. The City's 2012 Strategic Plan formed the basis for the Equity Policy.

King County's Equity and Social Justice Office defines equity as "the full and equal access to opportunities, power, and resources, so that all people achieve their full potential and thrive." The County recognizes that equity is the journey toward well-being as defined by those most negatively affected.

With the commitment that the benefits of parks must accrue to all, equity is an over-arching theme of King County's LCI. Priority areas based on a lack of accessible parks and greenspaces within ¼ of a mile; lowest incomes; highest rates of chronic diseases; and additional factors of language diversity, racial diversity, and neighborhood greenness.

23. Equity Plans: Please describe your vision for incorporating equity into your 10-Minute Walk efforts. (200-word limit)

Equity would be at the core of this planning effort. Through partnerships with community centers and schools, the City is trying to meet people where they are; but struggles to reach people who aren't typically reached by public planning meetings. We envision testing innovative and non-traditional engagement methods to expand outreach to the most underserved and disenfranchised members of the community. Ideas include hosting creative placemaking events, working with community organizers, and forging new connections with community-based groups. In addition, we could incorporate perceptions of safety in the engagement process to gain a more complete picture of walkability issues.

In partnership with TPL and King County, community engagement successes will serve as a model for the LCI Equity plan. Tukwila and King County will also be able to integrate the language and goals of the 10-minute walk campaign into the LCI pilot process, thereby serving as a model for regional open space equity.

9. Project Management

24. Project Management: Please describe how the 10-Minute Walk Campaign and technical assistance will be managed by your city. For example: Who will be the lead contact and/or will there

be a team working on this project? How is that person or team positioned within the department or city? How much time will be devoted to the project? (300-word limit)

Both Tukwila and King County will commit the staff time required for this community engagement and planning effort. Rick Still, the Tukwila Parks and Recreation Director, will be the lead contact and project manager. Rick leads a team of 26 staff. Parks and Recreation Managers, Robert Eaton and Tracy Gallaway would participate in the program and provide support as project leads as well. Coordination with the County would be managed by Darren Greve, the LCI Strategic Policy Advisor for the King County Department of Natural Resources and Parks in the Open Space Acquisition group. Although this is a joint application, all grant funds would support Tukwila.

25. Partners: Through this project, you will be required to work with at least two partners outside of the park and recreation agency. Please list those partners below and attach letters of support.

***If there is a TPL or ULI office in your region we strongly encourage you to partner with these offices. In addition, we encourage you to think about partners that would help ensure under-represented populations (people of color, low-income individuals, LGBTQ community, individuals with physical/cognitive disabilities, and immigrants and refugees) are part of the 10-Minute Walk efforts.**

Cary Simmons | Northwest Program Director – Parks for People
Northwest Office: 901 Fifth Avenue, Suite 1520, Seattle, WA 98164

Darren Greve
Land Conservation Initiative
Director's Office
King County Department of Natural Resources

Global to Local
2800 S 192nd St
SeaTac, WA 98188

26. Partner Management: Please describe how your organization will manage these partnerships and build additional partnerships to advance your vision. (200-word limit)

The Seattle field office of The Trust for Public Land will partner with Tukwila to lead community engagement activities and help Rick make and manage new partnerships.

TPL has been engaged in the LCI Equity planning process since its inception in 2016. GIS data from the Open Space Assessment Tool (OSAT), created by its local and GIS teams, helped identify the initiative's priority areas. Cary Simmons, TPL's Northwest Parks for People Program Director, also worked with Darren and others to increase the minimum equity set-aside amount from the originally proposed \$60 million to its current level of \$160 million.

Both the City and TPL would contract with local community-based organizations, such as Global2Local, the International Rescue Committee, Got Green, Puget Sound Sage, and the Duwamish River Coalition for grassroots engagement.

10. Project Budget

27. List Itemized anticipated expenses to reflect how the amount of funding requested above would be implemented for your project. Grant funds may be used to cover items such as staffing, data analysis, consulting, community engagement, and staff professional development.

***Your first item should be \$3,600 for the in-person training, which will cover travel for at least three people. The budget items should total at least \$40,000.**

	Item	Budget Amount
In-person Training	In-person Training	3,600
2.	Staff Time	10,000
3.	Community Engagement Materials	2,400
4.	Community Organizers	10,000
5.	Translation Services	2,000
6.	Event Supplies	4,000
7.	Park Planning Consultant Services	8,000
8.		
9.		
10.		

28.

Please attach statements (letters, emails, etc) of support. These should state the role of the partner in the 10-Minute Walk campaign in your city. Up to 10 files may be uploaded with a file size not to exceed 50 MB.

Mayor

Head (director, commissioner etc.) of additional park and recreation agencies responsible for building and maintaining parks in your city (city, county, special district etc.).

2 or more partners outside of parks and recreation

If you have a local ULI and/or TPL office in your area we strongly encourage you to gather letters of support from these offices.

We also strongly encourage you to partner with organizations that will help you reach your 10-Minute Walk Campaign equity goals.

TPL2018MayoralSign-onLetter10-MinuteWalk-Signed.pdf

KC_Open_Space_Equity_Objective_Map.jpg

TukwilaOpenSpaceEquityGrant_KC_LetterOfSupport.pdf

Tukwila_10-Minute_Walk_Grant_-_TPL_Letter_of_Support.pdf

G2L_endorsement.pdf

12. Thank You!

Completion of Application

Mar 09, 2018 17:25:10 Success: Email Sent to: rick.still@tukwilawa.gov

NRPA 10-Minute Walk Planning Grant and Technical Assistance

Grant Agreement

Grantee: City of Tukwila Parks and Recreation

Grant Amount: \$40,000

Project: 10-Minute Walk Technical Assistance

Term: 4/1/2018 through 3/31/2019

This Memorandum of Understanding (MOU), 4/4/2018 (Effective Date), is made between **National Recreation and Park Association**, a Virginia-based not-for-profit 501(c)3 with a mailing address of 22377 Belmont Ridge Road, Ashburn, Virginia, 20148 (NRPA) and **City of Tukwila Parks and Recreation** a provider of park, recreation, or community services in 12424 42nd Avenue South, Tukwila, WA 98168 (Grantee).

1. Purpose

The purpose of this MOU is to confirm approval of the terms governing the acceptance and use of Forty Thousand Dollars (\$40,000) made available for the implementation of the 10-Minute Walk Planning Grant and Technical Assistance program.

This grant opportunity is a result of a partnership between NRPA and The JPB Foundation to reduce barriers to park access in underserved communities, improve environmental conditions and community health, and to expand access to nature in cities across the nation. Having been selected as a recipient of funding through this program, Grantee is required to accept the terms contained within this MOU in order to receive funding as a grant recipient.

2. Payment

- a) NRPA will pay the sum of \$40,000 to the Grantee within [30] days after NRPA’s receipt of the signed electronic copy or original of this MOU.
- b) Subject to the provisions of paragraphs c and d of this Section 2, NRPA will make the following payments to the Grantee:

Schedule Date	Payment Amount
04/01/2018	\$25,000
09/01/2018	\$15,000

- c) The additional payment described in paragraph b of this section 2 will not be made if, prior to the tentative payment date, any of the following has occurred:

- a. The Grantee has failed to satisfy all of the reporting requirements describe in Section 3 of this MOU.
- b. NRPA has not approved the Grantee’s Progress Report. NRPA reserves the right to not approve the Grantee’s Progress Report if NRPA determines, in its absolute discretion, that the Grantee (x) has failed to satisfy the activities timeline, benchmarks, and outcomes described in the Grantee’s grant proposal dated March 9, 2018, a copy of which is attached to this MOU, or (y) has altered the goals, methods, or budget line items as described in the Grant Proposal in any material way, and NRPA has not approved such changes. The Grantee must immediately notify NRPA in writing of any such changes and must provide a detailed explanation of the reason for such changes.
- c. The Grantee has had any changes in key personnel or infrastructure of the organization or the project that might compromise the Grantee’s ability to carry out the proposed activities, and NRPA has not approved such changes. The Grantee must immediately notify NRPA in writing of any such changes.
- d. The Grantee has failed to satisfy any other term or condition of this MOU.

3. Grant Requirements

- 1. Direct grant funds to: The 10-Minute Walk Campaign
 - a. Program objectives: Through this grant and technical assistance opportunity, cities will be responsible for several deliverables that result in a final 10-Minute Walk plan and completion of Goal 2: Planning, Policy, and Funding, in the 10-Minute Walk Framework. To accomplish this, we expect that cities will:
 - i. Attend the in-person training on May 30 & 31, 2018
 - ii. Join and participate in monthly technical assistance calls with NRPA and other grantees.
 - iii. Develop a specific 10-Minute Walk goal and corresponding action plan to make progress towards your goal
 - iv. Participate in evaluation efforts that will include submitting planning documents and completing pre-and post-surveys.
- 2. Provide a copy of your agency’s W-9 along with this signed **MOU by May 1, 2018**.
- 3. Complete a **mid-term report by August 31, 2018** and **final report by April 30, 2019**.
- 4. Utilize NRPA’s marketing and communications toolkit to promote grant throughout the year— this includes a template for a press release, social media posts and connections to local media.
- 5. If requested, participate in a phone interview and/or site visit with NRPA, partners, and consultants to share information on successes, challenges and lessons learned.
- 6. Share success stories, press releases, photos, videos, quotes, local media coverage and highlights throughout the grant period.
- 7. Provide an end of grant Financial Report that should include a to-date accounting of the Fund in accordance with generally accepted accounting principles and according to the line-item categories of the budget included in the Grant Proposal, and should be certified by the Grantee’s responsible financial official.
- 8. All funds will be distributed by NRPA. No matching funds are required.

TIMELINE OF GRANT ACTIVITIES

Activity	Date of Completion
Participate in monthly individual, group, and/or small group calls	Each month
Provide a copy of your agency's W-9 and signed MOU	May 1, 2018
Complete NRPA's Park Metrics inventory	May 1, 2018
Attend a in-person training in Chicago, IL	May 30 & 31, 2018
Submit a progress report with the provided template	August 31, 2018
Submit a final report to NRPA	April 30, 2019

4. Promotion

NRPA and The JPB Foundation may use the Grantee and/or park names, photos, and/or information in connection with the program for promotional or other purposes, in any and all media, without limitation and without further payment, notification, or permission, except where prohibited by law.

The Grantee may make public statements regarding the gift to be made hereunder, including the identity of NRPA and The JPB Foundation and the total amount of the gift, using pre-approved language from the communications toolkit or provided that any such statements have been approved in advance in writing by NRPA and The JPB Foundation. Such information may be used by the Grantee in its efforts to solicit additional contributions and for general information purposes.

5. Limits of Liability

NRPA and The JPB Foundation or any of its respective parents, subsidiaries, affiliates, officers, directors or employees shall not be liable to Grantee and/or its affiliates for any liability of any kind relating to or arising out of participation in this program hereunder.

6. Confidentiality

During the term of this MOU, the parties may learn certain confidential information of each other. For purposes of this MOU, confidential information means the confidential and proprietary information, not generally known by non-party personnel, used by the disclosing party and which is proprietary to the disclosing party, and includes, without limitation, the disclosing party's trade secret or proprietary personnel, financial, marketing and business information, including strategic, operations and other business plans or forecasts, and confidential information provided by the disclosing party regarding its employees, customers, vendors, sponsors and other contractors. Confidential information shall not be disclosed to non-party personnel.

7. Term

The term of this MOU will commence on the Effective Date and shall continue until 3/31/2019.

8. Use of Grant Funds

The Grantee shall use the full amount of the grant for the purposes set forth in Section 3. Unless otherwise agreed in writing by the Grantor, the Grantee shall return any portion of the grant and the income earned thereon that is not expended for such purposes.

The Grantee agrees not to use any portion of the grant or any income derived from the grant for the following:

- A. To carry on propaganda or otherwise attempt to influence legislation (within the meaning of Section 4945(d)(1) of the Internal Revenue Code of 1986, as amended (the "Code");
- B. To influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive within the meaning of Section 4945(d)(2) of the Code;
- C. To provide a grant to an individual for travel, study, or similar purpose within the meaning of Section 4945(g) of the Code, without prior written approval of Grantor. Payments of salaries, other compensation, or expense reimbursement to employees of the Grantee within the scope of their employment do not constitute "grants" for these purposes and are not subject to these restrictions;
- D. Except as expressly may be authorized in the Grant Description, to provide a grant to any other organization without prior written approval of the Grantor; or
- E. To promote or engage in criminal acts of violence, terrorism, hate crimes, the destruction of any state, or discrimination on the basis of race, national origin, religion, military and veteran status, disability, sex, age, or sexual orientation, or support of any entity that engages in these activities.
- F. To travel to NRPA's Annual Conference or any other conference travel, without prior written approval of Grantor.

All unspent or uncommitted grant funds shall be invested in highly liquid investments (such as an interest-bearing bank account) with the primary objective being preserving the grant funds availability for the project. Any interest or other income generated by the grant funds must be applied to the purposes described in the Grant Description.

9. Audit

NRPA has the right to audit the Grantee's financial records relating to this MOU. Grantee should maintain their financial receipts and must make the records available at any time as requested by NRPA for a period of no less than four (4) years after expiration of the Grant Term or if an audit has been initiated and audit findings have not been resolved at the end of such four-year period, the records shall be retained until resolution of all audit findings. If as a result of an audit, NRPA determines that funds were not spent in accordance with the purposes of this grant, the Grantee may be required to return any funds not substantiated. If NRPA determines that grant funds were used for fraudulent purposes, the grantee may be barred from participation in any further programs.

10. Termination

Either party may terminate this MOU at any time effective upon receipt of written notice by the other party of failure to perform. The non-performing party shall have sixty (60) days to cure its obligation. If the non-performing party fails to satisfactorily cure its obligation within this time this MOU will be terminated.

Neither party shall be liable to the other by reason of termination of this MOU for compensation, reimbursement or damages for any loss of prospective profits on anticipated sales or for expenditures, investments, leases or other commitments relating to the business or goodwill of any of the parties, notwithstanding any law to the contrary. No termination of this MOU shall release the obligation to pay any sums due to the terminating party which accrued prior to such termination.

Upon receipt of this signed form and your agency's W-9 a check will be issued for your grant funds.

These parties have caused this MOU to be signed by their duly authorized representatives as of the date set forth below.

**National Recreation and
Park Association**

Grantee

By: *Rebecca Wickline*

By: _____

Printed Name: Rebecca Wickline

Printed Name: _____

Title: Senior VP of Development

Title: _____

Date: 3/30/18

Date: _____

EIN: _____

