



Parks & Recreation Committee Agenda

May 5, 2022, 4:00 PM
Virtual Meeting

Councilmembers:
Iris Guzmán, Chair
Mohamed Egal
Jake Simpson

A quorum of the Council may be present.

Staff Coordinator: Lawrence Ellis, Parks, Community Programs and Services Director

Due to the current COVID-19 public health emergency, this meeting will be conducted virtually. The meeting will be live streamed on SeaTV Government Access Comcast Channel 21 and the City’s website <https://www.seatacwa.gov/seatlive> and click play. The public may also listen to the meeting by calling 206.973.4555 and muting your phone.

ITEM	TOPIC	PROCESS	WHO	TIME
1	Call to Order		Chair	4:00
2	Minutes of April 7, 2022	Approval of minutes.	Committee	5 min.
3	Public Comment Process: In an effort to adhere to the social distancing protocols, and in order to keep our residents, Council, and staff healthy, the Committee will not hear any in-person public comments. The committee is providing remote oral and written public comment opportunities. All comments shall be respectful in tone and content. Signing-up for remote comments or providing written comments must be done by 2:00 PM the day of the meeting. Any requests to speak or provide written public comments which are not submitted following the instructions provided or by the deadline will not be included as part of the record. <ul style="list-style-type: none"> • Instructions for providing remote oral public comments are located at the following link: Council Committee and Citizen Advisory Committee Virtual Meetings. • Submit email/text public comments to PRpubliccomment@seatacwa.gov. The comment will be mentioned by name and subject and then placed in the committee handout packet posted to the website. 		Chair	10 min. 4:05-4:15
4	Special Events Update	Informational Only	Jessica Ramirez, Special Event & Volunteer Coordinator	20 min. 4:15-4:35
5	Riverton Heights Park Spray Park & Restroom Update	Informational Only	Mike Fitzpatrick, Parks Projects & Operations Manager	15 min 4:35-4:45

6	Community Development Block Grant for Joint Minor Home Repair Project	Requesting a Recommendation to move forward to City Council	Lawrence Ellis	15 min 4:45-5:00
7	Human Services Off-Cycle Funding Submittals	Requesting a Recommendation to move forward to Consent Agenda	Lawrence Ellis	10 min. 5:00-5:15
8	Directors Update	Information Only	Lawrence Ellis	10 min 5:15-5:25
9	Adjourn			5:25



Parks and Recreation Committee Minutes

Thursday, April 7, 2022

4:00 PM

Virtual Meeting

Members: Present: Absent: Commence: 4:00 PM
Adjourn: 5:28 PM

Iris Guzmán, Chair x
Mohamed Egal x
Jake Simpson x

Other City Council Members Present: Councilmember Peter Kwon

Staff Present: Lawrence Ellis, Parks, Community Programs & Services Director; Gwen Rathe, Administrative Assistant III; Mike Fitzpatrick, Parks Projects & Operations Manager; Ha Dao, Assistant City Attorney; Kim Cooper, Human Services Coordinator; Gwen Voelpel, Deputy City Manager; Cindy Corsilles, Senior Assistant City Attorney; Mary Mirante Bartolo, City Attorney

1. Call to Order	Meeting was called to order at 4:00 PM by Councilmember Mohamed Egal.
2. Approval of Minutes	Minutes from the March 3, 2022 meeting were approved as written.
3. Public Comment	No oral or written public comment.
4. ILA between the City and King County for Conservation Futures Tax Levy Funds	Lawrence Ellis explained that a recommendation for approval of this amendment to the ILA is being requested as a housekeeping item. The City Council has already accepted the funds at the February 22, 2022 Regular City Council Meeting. This is the second and final amendment to the original ILA in 2019. The Committee recommends moving this item forward to the City Council for approval.

<p>5. ILA between the Cities of SeaTac, Des Moines, Covington, and Tukwila for Joint Minor Home Repair Program</p>	<p>Lawrence explained the responsibilities of being the lead city for the joint Minor Home Repair Program and stated that the City of Tukwila filled the role for 17 years. He stated that the program is very important to many low to moderate low income families in the community. He would like to propose that the role of a lead city be rotated among the four cities every five years so all participating cities contribute.</p> <p>The Committee recommends moving this item forward to the City Council for approval.</p>
<p>6. North SeaTac Park Proposed Resolution</p>	<p>Lawrence presented the Resolution in support of exploring the feasibility of acquiring all or a portion of North SeaTac Park. Mayor Simpson supported the resolution and thinks this a very worthy item to discuss at the City Council level.</p> <p>The Committee recommends moving this item forward to the City Council for approval.</p>
<p>7. Pump Track Update</p>	<p>Mike Fitzpatrick presented the pump track project and shared the two conceptual drawings provided by American Ramp Company. On Saturday, April 30, 1-2 PM there will be a Community Meeting at the site located just west of the existing BMX track. The community will have a chance to hear about the two conceptual designs and vote on their favorite design.</p>
<p>8. Fishing Pier Design Contract with Mott MacDonald</p>	<p>Mike Fitzpatrick presented the Angle Lake Pier and Boat Ramp refurbishment project including project background, current concerns of existing pier and boat ramp, and a timeline of the project. A recommendation to approve the design contract with Mott MacDonald is being requested. The design contract with Mott MacDonald will include design, permitting, and construction administration and their fee is \$275K. Construction cost estimating will be done as part of the design process.</p> <p>The Committee recommends moving this item forward to the City Council for approval.</p>
<p>9. Directors Update</p>	<p>Lawrence Ellis gave an informational update:</p> <ul style="list-style-type: none"> • Planning fireworks show on July 4th at Angle Lake Park by partnering with the Angle Lake Shore Club. • Senior Program is offering in-person dining two days a week now. Curbside lunch pickup is still offered two days a week. • The application from Seattle Outboard Association to hold hydroplane races on Angle Lake in September has been approved. • We've received applications from Human Services agencies in request of more funds through our new process for the unallocated funds. Applications are currently being reviewed. • An Easter Egg Scramble will be held at the SeaTac Community Center on Saturday, April 16 for children under the age of 10 years old.
<p>10. Adjourn</p>	<p>The meeting was adjourned at 5:28 PM.</p>

SPECIAL EVENTS OVERVIEW

May 5, 2022

Parks and Recreation Committee



EXISTING SUMMER EVENTS

Summer Events

- Music in the Park
 - 3 at Riverton Heights Park
 - 1 at Angle Lake Park
- Theatre in the Park
 - Shakespeare Co. at Riverton Heights Park
 - Burien Actors Theatre at Angle Lake
- Yard Art Attack



ADDITIONS THIS SUMMER

- Make Music Day (Spring)
- Kids' Jam
- SeaTac Kidz Nite
- Programs in the Highline
SeaTac Botanical Garden



FALL PLANS

- Larger “Touch-A-Truck” Event
- Community Health Fair
- October Family Event
- Fine Art Exhibit
- Holiday Bazaar
- Tree Lighting



FUTURE PLANS

Currently working on two-year Special Event plan for 2023-2024

Strong emphasis on cultural events, examples:

- Dia de los Muertos
- Holi Festival

Other examples could include:

- Summer Solstice Market
- 5k's
- Food Truck Fest
- Paint in the Park

Launching a 'Survey Monkey' throughout summer to receive community feedback



QUESTIONS?





MEMORANDUM

To: Parks & Recreation Committee

From: Michael Fitzpatrick, Parks Projects & Operations Manager

Through: Lawrence Ellis, Parks, Community Programs & Services Director

Date: April 29, 2022

Re: Design Contract Status of Riverton Heights Park Spray Park & Restroom

At the March 3, 2022 Parks & Recreation Committee meeting a presentation was provided to the Committee regarding the Request for Qualifications (RFQ) process of a landscape architecture firm for design services for a spray park and restroom project at Riverton Heights Park. At the conclusion of consultant interviews, MxM Landscape Architects was recommended by staff to the Committee to execute a design contract given the firms relevant project history, skills, and experience as well as references.

A design fee of \$80,000 was published in the RFQ and no negotiation language included regarding the design fee. On March 14, 2022, MxM Landscape Architects provided a scope of services for the project and proposed a fee of \$231,901. MxM also provided an hourly breakdown of the fee for SeaTac staff review. Given the scope of services and individual task breakdowns provided by MxM, it became evident the design fee published in the RFQ did not adequately reflect the scope of services needed for the project. SeaTac staff have suspended discussions with MxM regarding the project design.

SeaTac staff have revised the RFQ to include negotiation language and consulted with a local city currently under contract with a similar project in design phase to compare project scopes and design fees. The revised RFQ has been reissued 5/3/2022 and Parks & Recreation Committee updates will follow the process.

CDBG for Joint Minor Home Repair Program

May 5, 2022

Parks and Recreation Committee



Presentation Overview

PURPOSE OF PRESENTATION

Seeking a recommendation from the Parks and Recreation Committee to apply for the 2023 Community Development Block Grant to fund the joint Minor Home Repair Program for the cities of Des Moines, Covington, SeaTac, and Tukwila.

IMPORTANCE OF THIS TOPIC

1. Being the lead city in the joint Minor Home Repair Program, the City must apply and administer the Community Development Block Grant for funding.
2. Community Development Block Grant will reimburse cities on expending funds for minor home repair projects.
3. Per Community Development Block Grant guidelines, applying for grant must receive City Council approval.
4. This is not a matching grant.



FISCAL RESPONSIBILITIES

- Maintain the required documentation and reports for King County regarding the CDBG funding requirements.
- Reimburse the cities of Covington, Des Moines, SeaTac and Tukwila for any invoices.
- Being the administrating agent with King County for administration of the grant.
- Review all invoices on the quarterly basis for payment of minor home repair projects.



THE IMPORTANCE OF THE FUNDING

Provides minor maintenance and repairs to low to very low-moderate income homeowners.

Repairs occur in the cities of Covington, Des Moines, SeaTac and Tukwila.

Assist with resident's ability to remain stable and independent in their homes.

Focus on maintaining safety and health of occupants, preserve dwelling and increase energy efficiency.



STAFF RECOMMENDATION

- Seeking recommendation from the Parks and Recreation Committee to bring forward to the City Council authorizing to apply for the 2023 Community Development Block Grant to fund the joint Minor Home Repair Program for the cities of Covington, Des Moines, SeaTac, and Tukwila.



Questions?

