



Memorandum

DATE: April 18, 2013

TO: Shoreline Parks, Recreation and Cultural Services (PRCS) Board

FROM: Maureen Colaizzi, Parks Project Coordinator
Parks, Recreation and Cultural Services Department

RE: Sunset School Park Improvement Project Phase I Recommendation

Introduction:

At the April 25 PRCS Board meeting, staff will present the PRCS Board with an overview of a list of necessary improvements recommended for this project as well as the six (6) options we asked the community to prioritize to help determine which improvements will be able to be constructed with the \$205,000 project budget. This memo provides background information: a review of the community involvement process, a summary of community comments received, staff's recommendation for implementation of the Phase I Sunset School Park Improvement Project and a schedule for moving forward.

Attached to this memorandum is:

1. Phase I Project Information Sheet
2. Phase I Frequently Asked Questions (FAQ) Sheet
3. Existing Conditions Plan
4. Required Improvements Plan
5. Phase I Improvement Options (A-F) Plan
6. Descriptions of Improvement Options (A-F)

Public Participation:

Over 50 people attended the public meeting held on March 16 at the site. A month long comment period ensued resulting in receipt of over 152 comments. 52 comments were received via email and mailed comment forms and 100 comments were received from the on-line comment form on the City's Sunset School Park Project page: www.shorelinewa.gov/sunset. Additional outreach efforts included: a dot exercise with City of Shoreline Teen Programs, email message to Twin Ponds Community Gardeners to share the comment form and website information with them and the Friends of Sunset Park conducted outreach with adjacent apartment dwellers whose first language is not English.

Summary of Community Comments:

There were 152 comment forms that were received. 14 comment forms had discrepancies in their priority rankings and 5 participants did not rank the options. Of the 133 correctly completed comment forms, the following summarizes responders' first priority:

- 39 responded Option A: Tot Lot, Swings
- 27 responded Option E: Path Connections
- 22 responded Option C: Community Garden
- 16 responded Option D: Restroom enclosure
- 15 responded Option B: Basket Ball Court
- 14 responded Option F: field improvements

The following table shows the ranking based on these responses.

	Tot Lot, Swings, Benches, Tables – \$28,000 OPTION A	Basketball Court with Goals and Nets - \$8,000 OPTION B	Community Garden - \$37,000 OPTION C	Restroom Enclosure - \$4,000 OPTION D	Path Connections - \$12,000- \$29,000 OPTION E	Field Improvements - \$27,000 OPTION F
Priority Ranking	1	5	3	4	2	6

Recommendation:

After reviewing the community comments and listed priorities, staff reviewed the available budget and discussed how to create a balance of active and passive recreation elements that would create a whole park improvement project that meets a combination of community needs at this site. The grant cycle for the King County Youth Sports Facility Grant begins in June. Staff has submitted a letter of intent to apply. The following is the staff recommendation for how to implement the Sunset School Park Phase I Improvement Project.

Staff recommends that the PRCS Board approve the following:

Fully fund and construct required improvements summer 2013.

Required Improvements include:

- grade, irrigate, seed open lawn area
- restripe and sign parking lots
- install entry sign
- provide portable restroom only (not enclosure),
- repair existing play equipment,

- make vegetation improvements over the entire site

Apply for King County Youth Sports Facility Grant

- Grant application due June 21
- Grant funding is available January 2014
- Grant notification if awarded late October/early November 2013
- Grant application includes elements that align with youth sports:
 - OPTION F – Field Improvements
 - OPTION B – Basketball Court
 - OPTION A – Tot Lot and Swings
- Suggested Grant Request \$60,000 with \$15,000 required Match
- Approximately \$4,000 of Match is required from community in-kind labor or cash

Priority #1: Option A Tot Lot, Swings, Tables/Benches Option A -

1. Fully fund and construct Option A following grant notification.

Priority #2: Option E Pathway Connections –

1. Fully fund and construct lower site pathway connections summer 2013.
2. Construct ADA ramp and upper field pathway connections following grant notification.

Priority #3: Option C Community Garden-

1. Fully fund and construct site preparation (water connections, subgrade) summer 2013.
2. Raised bed construction will occur prior to opening garden in spring 2014.

Priority #4: Option D Restroom Enclosure –

1. Install portable restroom this summer.
2. Delay decision for construction of enclosure until grant notification.

Priority #5: Option B Basketball Court –

1. Delay decision for construction until grant notification.

Priority #6: Option F Field Improvements –

1. Fund only if awarded grant.

Background:

After being closed because of declining enrollment in 2007, the Sunset Elementary School was declared temporary surplus and demolished in 2012. A citizens' group called the Friends of Sunset Park spearheaded a community "visioning" process in 2010 to create a long range plan for the site. The Master Plan was adopted by City Council in 2010 as an addendum to the Shoreline School District-City of Shoreline Joint Use

Agreement in January 2013. The City applied for a King County Youth Sports Facility Grant for this project in 2011 to improve the upper sports field prior to the demolition of the building. We were unsuccessful. Feedback from the funder indicated that limited access and ability for the community to use the site were some reasons for not being considered for funding.

Discussion:

The City allocated \$205,000 in the 2013 Capital Improvement Plan Budget to design and construct improvements at the school site that will align with the adopted Master Plan, the community vision that was created in 2010. Since funding is limited, the community vision will have to be implemented in phases with the first phase being constructed in 2013/14.

Budget:

Staff has allocated approximately \$25,000-\$35,000 for design, permitting and construction administration costs, \$82,500 for required improvements and approximately \$85,000-\$95,000 to implement a list of priority optional elements. Staff engaged the community to help prioritize which identified master plan design elements should be constructed in Phase I with the available budget.

Required Improvements:

Approximately \$82,500 will be needed to make the park useable, accessible and safe for all. Required improvements will complete the open area by adding top soil, irrigation and grading and seeding it for lawn. The site will remain secured with construction fence until the open lawn area, accessible routes, and play equipment are repaired and safe to use. See the Required Improvements Plan attached.

Improvement Options:

The remaining available budget for other improvement options is approximately \$85,000-\$95,000. Because there is not enough available funding to implement all of these optional elements, the City asked the community to prioritize the options below. More detail is provided on each of these items in the handout materials.

- **Tot Lot, Swings, Benches and Tables:** includes a new tot lot, swings and additional benches and picnic tables. Estimated cost is \$28,000.
- **Basketball Court with Goals & Nets:** reuses existing asphalt to create a basketball court, striping, goals and nets. Estimated cost is \$8,000.
- **Community Garden:** includes raised beds, garden shed, water source and drinking fountain. Estimated cost is \$37,000.
- **Restroom Enclosure:** includes portable restroom, wood enclosure and pathway to restroom. Estimated cost is \$4,000.

- **Pathway Connections:** includes asphalt pathway connections throughout the site. Estimated cost up to \$30,000.
- **Field Improvements:** includes new backstop, sand leveling, seeding, and 3-row bleachers for spectator seating. Estimated cost is \$27,000.

Next Steps/Schedule for Implementation:

Spring 2013

- King County Grant Application Due June 21
 - Grant application includes elements that align with youth sports:
 - OPTION F – Field Improvements
 - OPTION B – Basketball Court
 - OPTION A – Tot Lot and Swings
- Design and Permit Required Improvements and All Improvement Options
- Determine methods of construction

Summer 2013

- Construct Required Improvements
- Option E -lower site pathway connections only
- Option C- construct site preparation (water connections, subgrade) only

Fall 2013

- King County Youth Sports Facility Grant Notification
- PRCS Board Discussion about Grant Decision

Winter 2013 – Spring 2014

- Construct Option A- Tot Lot and Swings Purchase
- Construct Option C- Community Garden Raised Beds
- Construct Option E- ADA ramp and upper path connections
- Construct Options B and D if funding allows
- Construct Option F only if grant is awarded