

*PRELIMINARY CITY COUNCIL AGENDA

March 3, 2014
Regular Council Meeting

March 10, 2014
Special Council Meeting

March 17, 2014
Regular Council Meeting

April 7, 2014
Regular Council Meeting

Preliminary City Council Agenda subject to change without notice*

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Call the City Clerk at 253-566-5656

**CITY OF UNIVERSITY PLACE
DRAFT MINUTES
Regular Meeting of the City Council
Tuesday, January 21, 2014
City Hall, Windmill Village**

1. CALL REGULAR MEETING TO ORDER – MAYOR

Mayor McCluskey called the Regular Meeting to order at 6:30 p.m.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

Roll call was taken by the City Clerk as follows:

Councilmember Belleci	Present
Councilmember Grassi	Present
Councilmember Keel	Excused
Councilmember Nye	Present
Councilmember Worthington	Present
Mayor Pro Tem Figueroa	Present
Mayor McCluskey	Present

Staff Present: City Manager Sugg, City Attorney Victor, Executive Director/ACM Craig, Police Chief Blair, Assistant Finance Director Blaisdell, Planning and Development Services Director Swindale, Human Resources Manager Petorak, Paralegal Grover, Parks Recreation & Public Works Director Cooper, and City Clerk Genetia.

MOTION: By Mayor Pro Tem Figueroa, seconded by Councilmember Nye, to excuse the absence of Councilmember Keel.

The motion carried

Councilmember Nye led the pledge of allegiance.

3. APPROVAL OF MINUTES

MOTION: By Mayor Pro Tem Figueroa, seconded by Councilmember Belleci, to approve the minutes of January 6, 2014 as submitted.

The motion carried.

4. APPROVAL OF AGENDA

MOTION: By Mayor Pro Tem Figueroa, seconded by Councilmember Belleci, to approve the agenda.

The motion carried.

5. PRESENTATIONS

Certificate of Appreciation – Mayor McCluskey presented a Certificate of Appreciation to Roger Gruener and Andy Hand for their leadership and contribution in the management of the University Place Volunteer Center.

6. PUBLIC COMMENT – None

7. CO UNCIL COMMENTS/REPORTS

Mayor Pro Tem Figueroa commended Mayor McCluskey for her achievement in completing the Advanced Certificate of Municipal Leadership training program.

Councilmember Belleci reported on the Puget Sound Regional Council (PSRC) meeting that she and Councilmember Keel attended. She announced that the Pierce County Regional Council (PCRC) will hold its General Assembly on February 20, 2014 at the Puyallup Park Pavilion. Additionally, she noted that PCRC has approved a contract for a legislative assistant to represent PCRC on legislative issues in Olympia.

Mayor Pro Tem Figueroa noted that University Place was featured as the site for the 2015 U.S. Open during the NFC Championship game. He also remarked on the closing of Albertson's.

8. CITY MANAGER'S REPORT – None.

9A-9B. CONSENT AGENDA

MOTION: By Councilmember Grassi, seconded by Mayor Pro Tem Figueroa, to approve the Consent Agenda as follows:

- A.** Receive and File: Payroll for the period ending 12/31/13, signed and dated 01/15/14, check nos. 317804 through 317822, and wires in the total amount of Two Hundred Fifty-Two Thousand Two Hundred Twenty-Seven and 64/100 Dollars (\$252,227.64); Payroll for the period ending 01/15/14, signed and dated 01/30/14, check nos. 317823 through 317832, 317354 through 317361, and wires in the total amount of One Hundred Eighty-Four Thousand Four Hundred Forty-Two and 07/100 Dollars (\$184,442.07); Claims dated 01/15/14, signed 01/15/14, check nos. 49706 through 49770 (2013 invoices), in the total amount of Seven Hundred Fifty Thousand Eight Hundred Eighty-Nine and 99/100 Dollars (\$750,889.99); and Claims dated 01/15/14, signed 01/30/14, check nos. 49771 through 49791 (2014 invoices), in the total amount of One Hundred Forty-Eight Thousand One Hundred Twenty and 49/100 (\$148,120.49).
- B.** Authorize the City Manager to approve payment of \$40,137.11 for the Eden Systems/Tyler Technologies invoice for finance systems software maintenance and support covering January 1, 2014 through December 31, 2014.

The motion carried.

10. MAYOR'S REPORT

Mayor McCluskey reported on the Coffee with Council session she, Councilmember Grassi, and City Manager Sugg attended last Wednesday.

The City Council recessed and convened as governing Board of the University Place Transportation Benefit District.

1. CALL TO ORDER

The Transportation Benefit District Board meeting was called to order at 6:43 p.m.

BOARD CONSIDERATION

2. RESOLUTION AUTHORIZING PARTICIPATION AS A MEMBER IN THE WASHINGTON CITIES INSURANCE AUTHORITY

Staff Report – Assistant Finance Director Blaisdell presented a resolution and an interlocal agreement that authorizes the Transportation Benefit District's participation as a member of the Washington Cities

Insurance Authority (WCIA). Washington Cities Insurance Authority is a liability self-insurance pool created by inter-governmental agreement. Currently, the City of University Place is a member of WCIA. However, because the Transportation Benefit District is a new entity, a separate interlocal agreement is necessary and requires approval by its Board. The resolution also appoints Ms. Blaisdell as the staff delegate to the WCIA Board of Directors, and Ms. Lewis as an alternate. The delegate functions as a primary source to coordinate communication with the WCIA Board Executive Committee and its staff regarding member needs.

Public Comment - None

Board Consideration - MOTION: By Vice Chair Figueroa, seconded by Board Member Grassi, to adopt a resolution authorizing participation of the Transportation Benefit District as a member of the Washington Cities Insurance Authority.

The motion carried. (RESOLUTION NO. 5)

3. AD JOURNMENT

At 6:47 p.m., **MOTION:** By Board Member Belleci, seconded by Vice Chair Figueroa, to adjourn the Transportation Benefit District Board meeting.

The motion carried. No other action was taken.

The City Council reconvened its Regular meeting.

MOTION: By Councilmember Grassi, seconded by Councilmember Belleci to adjourn the business meeting of the City Council and recess to study session.

The motion carried.

STUDY SESSION

11. VOLUNTEER CENTER

Executive Director/ACM Craig discussed the official transfer and transition of the City's agreement with the University Place Volunteer Center to Peace Out, Inc. She indicated that the Volunteer Center was created in 2008 primarily to organize, coordinate and connect City and non-profit needs with volunteers in the community. The City Council appropriated a budget to assist with the development and start-up of the Volunteer Center for specific activities and outcomes related to its primary goal.

Director Craig informed Council that the City received notice from Andy Hand, Board President of the Volunteer Center, of the Board's desire to conclude its contractual relationship with the City of University Place. The Board has since transferred the operations of the Volunteer Center to Peace Out, including the coordination of the volunteer appreciation dinner. Peace Out, Inc. has expressed interest in the operations of the Volunteer Center as part of its non-profit unit. Given the above circumstances, Director Craig recommended the formal transfer of the Volunteer Center operation and its programs to Peace Out, along with the \$5,000 budget appropriation to ensure an official transition of the current programs and services. She presented the proposed agreement and scope of work for Council review, noting that \$2,500 of the appropriated funds has been dedicated for the Volunteer Appreciation dinner.

Council agreed to change the scope of work to reflect a semi-annual activity report to Council rather than an annual report. A resolution directing this action will be included in the consent agenda for Council approval.

12. 2014 REFUSE RATE INCREASES

Human Resources Manager Petorak presented the proposed Consumer Price Index (CPI) adjustment and pass-through rate increases made by University Place Refuse in accordance with its Franchise Agreement with the City. The first increase is a tipping fee pass-through rate associated with the cost of dumping solid waste, based on the weight, at the County facility. This fee will increase from \$137.08 to \$139.38 per ton, and will be distributed among University Place Refuse customers based on the average weight of their toter size. The second increase is based on the June to June CPI adjustment figures for the Seattle-Tacoma-Bremerton area from the Bureau of Labor Statistics. Under the Franchise Agreement, University Place Refuse shall receive 70% of the percentage increase in the CPI. This year, the CPI increased by 1.4% from the previous year, which equates to a 0.98% increase to the base rate. The CPI and the pass-through rate increases will be between \$0.25 and \$0.81 per month depending on the size of the toter and frequency of collection. Lemay Enterprises, Inc., operating as Lakewood Refuse, will receive the same adjustments approved for University Place Refuse. The rate increase will be effective March 1, 2014.

This matter is scheduled for Council consideration on February 3, 2014.

13. SIGN CODE

At the September 9 and November 12, 2013 study sessions, Council expressed its desire to refer specific Sign Code provisions to the City's Planning Commission for evaluation. Hence, Planning and Development Services Director Swindale presented the proposed resolution directing the Planning Commission to study, develop and recommend amendments to the Sign Code as specified in the resolution. Director Swindale reviewed and discussed the details for each of the ten provisions identified in the resolution to obtain additional feedback and to affirm Council directives.

The resolution will be placed under the Consent Agenda for Council consideration.

14. COUNTYWIDE PLANNING POLICIES

Planning and Development Services Director Swindale presented the proposed amendments to incorporate criteria for the designation of Center of Local Importance in the Pierce County County-wide Planning Policies (CCP) for land use and transportation planning purposes. The proposed Center of Local Importance is the lowest center designation identified in VISION 2040. These areas may include downtowns in addition to smaller-scaled neighborhood business districts and cross roads. Director Swindale explained that jurisdictions need to meet certain requirements and planning process for designation. Once that is completed, a locally designated Center of Local Importance is then included in the County-wide Planning Policies. Unlike the Regional Growth Centers, Pierce County Regional Council (PCRC) vote is not needed for a Center of Local Importance designation.

The amendments to the Pierce County County-wide Planning Policies must be adopted through amendment of the original interlocal agreement or by a new interlocal agreement ratified by sixty percent of the jurisdictions in Pierce County representing seventy-five percent of the total population.

This matter will go before Council at its next business meeting for consideration.

15. PARKS RECREATION AND OPEN SPACE PLAN UPDATE

Planning and Development Services Director Swindale provided an overview of the City's Parks Recreation and Open Space (PROS) Plan. The PROS Plan is the City's master plan to provide park, recreation and open space facilities and services to the community. Its development involves an assessment of community needs and desires based on citizen input, inventory of the existing park, recreation and open space facilities and services, and an implementation strategy. Unlike the Comprehensive Plan, the City is not prohibited from amending it more than once a year. Director

Swindale noted that in order to qualify for the next bi-annual round of Recreation and Conservation Office (RCO) grants, the City must adopt the PROS Plan and submit it to RCO no later than March 3, 2014.

16. AD JOURNMENT

The meeting adjourned at 9:26 p.m. No other action was taken.

Submitted by,

Emy Genetia
City Clerk

**APPROVAL OF
CONSENT AGENDA**

City of University Place
Voucher Approval Document

#8A

Control No.: 5 Agenda of: 02/18/14	PREPAY
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Claim of: Payroll for Pay Period Ending 01/31/2014

Check #	Date	Amount		Check #	Date	Amount
317841	02/05/14	138.52		317846	02/05/14	247.55
317842	02/05/14	116.42		317847	02/05/14	36.94
317843	02/05/14	188.39		317848	02/05/14	367.18
317844	02/05/14	65.80		317849	02/05/14	169.95
317845	02/05/14	120.54				
					02/05/14	104,806.64

Direct Deposit

EMPLOYEE NET 106,257.93

317850	02/05/14	16,600.84	- 106006, VANTAGEPOINT TRANSF
317851	02/05/14	3,506.52	- 106006 LOAN, VANTAGEPOINT
317852	02/05/14	4,960.11	- 304197, VANTAGEPOINT TRANSF
317853	02/05/14	3,808.32	- 800263, VANTAGEPOINT TRANSF
317854	02/05/14	513.63	- 304197 LOAN, VANTAGEPOINT TR
317855	02/05/14	1,885.00	HOWE TRUSTEE, DAVID M.
317856	02/05/14	315.00	IUOE LOCAL 612
317857	02/05/14	5,488.03	IUOE LOCALS 302/612 TRUST FUND
317858	02/05/14	250.00	NATIONWIDE RETIREMENT SOLUTION
317859	02/05/14	971.67	PACIFIC SOURCE ADMINISTRATORS
317860	02/05/14	8.75	PICIFIC SOURCE ADMINISTRATORS
317861	02/05/14	2,020.65	UNUM LIFE INSURANCE COMPANY
317862	02/05/14	690.83	UNUM LIFE INSURANCE COMPANY
WIRE	02/05/14	61,208.77	AWC EMPLOYEE BENEFIT TRUST
WIRE	02/05/14	20,436.69	BANK OF AMERICA
WIRE	02/05/14	22,026.27	WA STATE DEPT OF RETIREMENT SY
WIRE	02/05/14	107.34	AFLAC INSURANCE
WIRE	02/05/14	845.30	WA ST DEPT OF RETIREMENT SYS

BENEFIT/DEDUCTION AMOUNT 145,643.72
TOTAL AMOUNT 251,901.65

Preparer Certification:

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the above-named governmental unit, and that I am authorized to authenticate and certify to said claim.

Signed: (Signature on file)
Steve Sugg, City Manager

Date _____

FINAL CHECK LISTING
CITY OF UNIVERSITY PLACE

Check Date: 02/14/14

Check Range: 49891 - 49902 (2013 Invoices)

Claims Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of University Place, and that I am authorized to authenticate and certify to said claim.

I also certify that the following list of checks were issued to replace previously issued checks that have not been presented to the bank for payment. The vendor receiving this replacement check has signed an affidavit of lost warrant for the originally issued check and that check was voided.

<u>Vendor Name</u>	<u>Replacement Check #</u>	<u>Original Check #</u>
Raymond Li-Ming Phua	49892	48056

Auditing Officer: (Signature on file)

Date: _____

Bank : bofa BANK OF AMERICA

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
49893	2/14/2014	002661	AIR SYSTEMS ENGINEERING INC000195739	1/21/2014	HVAC REPAIR/CURRAN HOUSE	1,226.38	1,226.38
	Voucher:	36245					
49894	2/14/2014	002167	BASELINE ENGINEERING INC 14124	1/21/2014	DEC13/ENGINEERING SERVICES	300.00	300.00
	Voucher:	36246					
49895	2/14/2014	001024	CITY TREASURER				
	Voucher:	36247					
			100122800	2/4/2014	POWER/4398 BP WAY W	563.40	
			100087691	2/4/2014	POWER/3697 BP WAY W	411.54	
			100578632	2/4/2014	WATER/7450 MARKET SQ W	388.72	
			100612293	2/1/2014	POWER/5103 BP WAY W	336.60	
			100617905	2/4/2014	POWER/3525 BP WAY W	321.18	
			100577102	2/4/2014	POWER/7450 MARKET SQ W	286.23	
			100137272	2/3/2014	POWER & WATER/7210 19TH ST	263.23	
			100101800	2/5/2014	POWER/6318 GRANDVIEW DR W	222.38	
			100101775	2/6/2014	POWER/5250 GRANDVIEW DR W	203.88	
			100333844	1/21/2014	WATER/4951 GRANDVIEW DR W	159.65	
			100125070	2/1/2014	POWER/5370 BP WAY W	99.20	
			100650476	2/1/2014	POWER/6420 CHAMBERS CK RD	98.10	
			100138171	2/4/2014	POWER/3998 BP WAY W	81.56	
			100077098	1/1/2014	POWER/5399 BP WAY W	71.63	
			100737837	2/1/2014	POWER/5702 BP WAY W	28.36	
			100306924	2/5/2014	POWER/8900 CHAMBERS CK RD	20.18	
			100439837	2/4/2014	POWER/3501 72ND AVE CT W	19.41	
			100093125	1/28/2014	POWER/8513 33RD ST W, #A	19.28	
			100615001	1/24/2014	POWER/2247 EAST DAY ISLAND	2.56	3,597.09
49896	2/14/2014	002482	ESA ADOLFSON ASSOCIATES INC105137	11/1/2013	CONSULTANT/SHORELINE MAS	3,465.00	3,465.00
	Voucher:	36249					
49897	2/14/2014	023289	KIDZ LOVE SOCCER 2013FA-F86	1/10/2014	FALL-LATE2013/SOCCER INSTR	1,590.00	1,590.00
	Voucher:	36250					
49898	2/14/2014	002278	KING LUMINAIRE COMPANY INC 12850	1/10/2014	LIGHTPOLE FIXTURES/27TH ST I	1,500.00	1,500.00
	Voucher:	36251					
49899	2/14/2014	001109	PIERCE COUNTY BUDGET & FIN/AR155828	1/27/2014	2013 VOTER MAINTENANCE/VO1	49,608.12	
	Voucher:	36252					
			AR155270	1/17/2014	DEC13/ROAD & TRAFFIC SERVIC	18,885.58	
			AR155983	1/30/2014	SPECIAL OVERTIME/PAY CYCLE	18,779.12	
			AR155785	2/11/2014	4THQTR13/GIS WIDE AREA NET\	462.00	87,734.82

Bank : bofa BANK OF AMERICA

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
49900	2/14/2014	003165	RAINIER COMMUNICATIONS CEN4THQTR13	2/12/2014	COMCAST/4THQTR13/PEG FEES	11,173.39	
	Voucher:	36253	4THQTR13	2/11/2014	CLICK/4THQTR13/PEG FEES	2,503.50	13,676.89
49901	2/14/2014	021634	ROBBLEES TOTAL SECURITY, IN12519	12/13/2013	SECURITY CAMERAS/CIRQUE P	6,383.49	6,383.49
	Voucher:	36254					
49902	2/14/2014	001151	UNIVERSITY PLACE SCHOOL DISF21967	1/14/2014	USE OF CURTIS JR & SR HIGH S	165.00	165.00
	Voucher:	36255					
2781979	1/27/2014	003049	DEPT OF LABOR & INDUSTRIES 4THQTR13	1/27/2014	4TH QUARTER 13/VOLUNTEER F	59.70	59.70
	Voucher:	36248					
Sub total for BANK OF AMERICA:							119,698.37

11 checks in this report.

Grand Total All Checks: 119,698.37

CITY OF UNIVERSITY PLACE COMMITTEES AND REPRESENTATIVES ASSIGNMENTS - 2014

City Council Committees/Liaisons	Belleci F	igueroa	Grassi	Keel	McCluskey	Nye Worthi	ngton
Council Committees	Council Meetings	X	X	X	X	X	X
	Finance Committee	X	X	X	XX	X	X
	Legislative and Intergovernmental		X			XX	
	Community Connector Program (16 th CAB)		X*			XX	X
	Ad Hoc Committees (Established by City Council Motion)						
	<ul style="list-style-type: none"> • 2015 U.S. Open Task Force 		X		XX		XX
	Pierce County Cities & Towns	X	X*	X	X	XX	X
Council Representatives	Pierce County Mayors & Executive		X*			XX	
	Pierce County Regional Council	XX			X		
	Rainier Communications Commission		XX				
	Association of Washington Cities**	X	X	X	X	X	X
	Pierce Transit Board				XX		
	Solid Waste Advisory Committee						X

XX = Designates Chair or Lead Responsibility

X* = Designates Alternate

**** = By registration**

Preliminary 2014 Planning Commission Work Plan	
Date / Activity	Forum
01/15/14	
View Protection 2014 Work Plan	Study Session
02/05/14	
View Protection Comprehensive Plan Update – Introduction	Public Hearing Study Session
02/19/14	
View Protection Housing Element	Consideration Study Session
03/05/14	
Housing Element	Study Session
03/19/14	
Environment Element	Study Session
04/02/14	
Environment Element	Study Session
04/16/14	
Transportation Element	Study Session
05/07/14	
Transportation Element	Study Session
05/21/14	
Transportation Element	Study Session
06/04/14	
Housing, Environment and Transportation Elements	Public Hearing
06/18/14	
Sign Code	Study Session
07/02/14	
Capital Facilities Element Sign Code	Study Session Study Session
07/16/14	
Capital Facilities Element Sign Code	Study Session Public Hearing
08/06/14	
Utilities Element Sign Code	Study Session Consideration
08/20/14	
Community Character Element	Study Session
09/03/14	
Community Character Element Development Regulations	Study Session Study Session
09/17/14	
Parks, Recreation and Open Space	Study Session
10/01/14	
Parks, Recreation and Open Space Development Regulations	Study Session
10/15/14	
Capital Facilities, Utilities, Community and PROS	Public Hearing
11/05/14	
Comprehensive Plan Amendments	Study Session
12/05/14	
Comprehensive Plan Amendments	Consideration

**Business of the City Council
City of University Place, WA**

Proposed Council Action:

Adopt a resolution amending Resolution 684, the Preliminary Comprehensive Plan Update Public Participation Program in accordance with RCW 36.70A.140 providing the public with early and continuous public participation in the update process including notice that is broadly and effectively disseminated.

Agenda No: 8D

Dept. Origin: Planning & Development Services

For Agenda of: February 3, 2014

Exhibits: Proposed Resolution
Exhibit A: Revised Preliminary Public Participation Program

Concurred by Mayor: _____

Approved by City Manager: _____

Approved as to form by City Atty: _____

Approved by Finance Director: _____

Approved by Department Head: _____

Expenditure	\$0.00	Amount	\$ 0.00	Appropriation	\$0.00
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SUMMARY / POLICY ISSUES

In accordance with RCW 36.70A the Growth Management Act the City is required to review and if necessary update its comprehensive plan and development regulations every seven years beginning in 2004. However, because of the economic downturn the State Legislature amended the Growth Management Act extending the deadline for updates from 2011 to 2015 through 2018 depending of location. The first counties and cities required to update included Snohomish, King and Pierce Counties and the cities within these counties.

On January 8, 2011 the City Council passed Resolution No. 669 establishing a Preliminary Comprehensive Plan Update Public Participation Program in accordance with RCW 36.70A.140. Resolution 669 was amended on October 10, 2011 recognizing the update would take longer to accomplish. Under Resolution 684 the Preliminary Comprehensive Plan Update Public Participation Program was divided into three phases.

In order to provide the level of public participation needed to develop the new Shoreline Master Program and revise the Land Use and Shoreline Elements of the Comprehensive Plan the preliminary public participation program needs to be amended to reflect new schedule review and make needed changes to the remainder of the Comprehensive Plan. Elements needed review include: Housing, Environmental Management, Transportation, Capital Facilities, Utilities, Community Character, and Parks Recreation and Open Space.

RECOMMENDATION / MOTION

On January 15, 2014 the Planning Commission reviewed and unanimously recommended their 2014 Work Plan to the City Council for approval. The work plan includes the dates for study sessions and public hearings regarding the review and revision of the Comprehensive Plan and Development Regulations.

MOVE TO: Adopt a resolution amending Resolution 684, the Preliminary Comprehensive Plan Update Public Participation Program in accordance with RCW 36.70A.140 providing the public with early and continuous public participation in the update process including notice that is broadly and effectively disseminated.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, REVISING THE PUBLIC PARTICIPATION PROGRAM FOR THE CITY'S COMPREHENSIVE PLAN UPDATE IN ACCORDANCE WITH RCW 36.70A THE GROWTH MANAGEMENT ACT

WHEREAS, on July 6, 1998 the City of University Place adopted its Comprehensive Plan in compliance with Chapter 36.70A RCW, the State of Washington Growth Management Act; and

WHEREAS, RCW 36.70A.130 requires the Comprehensive Plan to be reviewed and if needed, amended from time to time but no later than June 30, 2015 to comply with the Act; and

WHEREAS, the City of University Place determined that amendments to the University Place Comprehensive Plan at this time are required to comply with RCW 36.70A.130(4)(a) and are in the public interest; and

WHEREAS, RCW 36.70A.140 requires the City to establish a public participation program that provides an early and continuous public participation in the amendment of the Comprehensive Plan; and

WHEREAS, between January and October 2013, the City reviewed and updated the Land Use and Shoreline Elements and the Comprehensive Plan Map in the first phase of the Comprehensive Plan Update in accordance with a phased public participation program and has yet to complete the remaining elements; and

WHEREAS, the City Council held a study session on the proposed revised Comprehensive Plan Update Public Participation Program on February 3, 2014;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:

Section 1. Public Participation Program Revised. There is hereby established a revised public participation program for the Comprehensive Plan update attached hereto as Exhibit A.

Section 2. Compliance. In accordance with RCW 36-70A.140 errors in exact compliance shall not render the Comprehensive Plan or amendments thereto invalid if the spirit of the program and procedures are observed.

Section 3. Effective Date. This Resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CITY COUNCIL ON FEBRUARY 18, 2014.

Denise McCluskey, Mayor

ATTEST:

Emelita Genetia, City Clerk

APPROVED AS TO FORM:

Steve Victor, City Attorney

**COMPREHENSIVE PLAN UPDATE
PUBLIC PARTICIPATION PROGRAM
(RCW 36.70A.140)**

In accordance with RCW 36.70A the Growth Management Act the City of University Place will review and update elements of its Comprehensive Plan and its Development Regulations in 2014 and 2015. The City's Planning Commission will hold a series of public meetings and public hearings before making recommendations to the City Council. The City Council will also hold public meetings and one or more public hearings before adopting any amendments. The public is encouraged to participate early and often in this process. Meeting and hearings are scheduled on the dates indicated in the preliminary schedule of events below. All public meetings are advertised on the City's website and posted at City Hall. Public hearings are also advertised in the Tacoma News Tribune under Legal Notices. Please check the City's website for any changes or cancelations in meeting dates.

In addition to written and oral testimony provided at public meeting and/or hearings, the public is encouraged to provide written comments to the City of University Place Planning and Development Services Department at 3715 Bridgeport Way, University Place WA, 98466 or to DSwindale@citypofup.com.

Preliminary Schedule of Comprehensive Plan Update Events¹

Activity Forum		Date
Introduction to Update Process	Planning Commission	02/05/14
Public Participation Program - Study	City Council	02/08/14
Public Participation Program - Consideration	City Council	02/18/14
Publication of Adopted Public Participation Program	Tacoma News Tribune, City Web Site, City Newsletter	02/20/14
Land Use and Housing Elements – Study	Planning Commission	02/19/14
Invitation for Privately Initiated Amendments	Tacoma News Tribune	02/28/14
Land Use and Housing Element - Study	Planning Commission	03/05/14
Environmental Element - Study	Planning Commission	03/19/14
Environmental Element - Study	Planning Commission	04/02/14
Transportation Element - Study	Planning Commission	04/16/14
Deadline Private Amendment Applications		04/30/14
Transportation Element - Study	Planning Commission	05/07/14
Transportation Element - Study	Planning Commission	05/12/14
Housing, Environment and Transportation - Hearing	Planning Commission	06/04/14
Capital Facilities Element – Study Private Amendments	Planning Commission	07/02/14
Capital Facilities Element – Study	Planning Commission	07/16/14
Utilities Element – Study Private Amendments	Planning Commission	08/06/14
Community Character Element - Study	Planning Commission	08/20/14
Community Character Element – Study	Planning Commission	09/03/14
Development Regulations - Study		
Community Character Element – Study Development Regulations - Study	Planning Commission	09/17/14
Parks Recreation and Open Space - Study Development Regulations - Study	Planning Commission	10/01/14
Capital Facilities, Utilities, Community Character and Parks Recreation and Open Space - Hearing	Planning Commission	10/15/14
Private Amendments – Hearing, All Elements – Study	Planning Commission	11/05/14
All Elements – Recommendation	Planning Commission	12/05/14
Distribution of SEPA Checklist w/ 30 Day Comment	U.S. Mail	12/08/14
Begin State Agency Review (RCW36.70A.106)	State Agencies	12/08/14
Begin Plan Certification Process	Puget Sound Regional Council	12/08/14
Development Regulations - Study	Planning Commission	01/07/15
Notice / Distribution of SEPA Threshold Determination	U.S. Mail	01/08/15
Development Regulations - Study	Planning Commission	01/21/15
Land Use and Housing Element - Study	City Council	TBD
Development Regulations - Hearing	Planning Commission	02/02/15
SEPA Process Complete ² , State Review Period Ends PSRC Comments Due		02/09/15
Land Use and Environmental Elements - Study	City Council	02/17/15
Development Regulations - Study	Planning Commission	02/18/15
Transportation Element – Study	City Council	03/02/15
Development Regulations - Recommendation	Planning Commission	03/04/15
Capital Facilities Element - Study	City Council	03/16/15
Utilities Element & Private Amendments – Study	City Council	03/16/15
Community Character Element - Study	City Council	04/06/15
Parks Recreation and Open Space - Study	City Council	04/06/15
Development Regulations - Study	City Council	04/20/15
All Elements- Hearing	City Council	05/04/15
All Elements and Development Regulations - Study	City Council	06/01/15
All Elements and Development Regulations - Consideration	City Council	06/15/15

1. All public meetings are advertised on the City's website and posted at City Hall. Public hearings are also advertised in the Tacoma News Tribune under Legal Notices. Please check the City's website for any changes or cancellations.

2. Unless appealed.

**Business of the City Council
City of University Place, WA**

Proposed Council Action:

Adopt a resolution approving the updates to the Parks, Recreation and Open Space Plan.

Agenda No: 8E

Dept. Origin: Development Services

For Agenda of: February 18, 2014

Exhibits: Proposed Resolution
Draft Parks, Recreation and Open Space Plan

Concurred by Mayor: _____

Approved by City Manager: _____

Approved as to form by City Atty: _____

Approved by Finance Director: _____

Approved by Department Head: _____

Expenditure Required: 0	Amount Budgeted: 0	Appropriation Required: None
----------------------------	-----------------------	---------------------------------

SUMMARY / POLICY ISSUES

The Parks, Recreation and Open Space Plan (PROS) is the City's master plan to provide park, recreation and open space facilities and services to the community. Developing a PROS Plan involves an assessment of community needs and desires based on citizen input, an inventory of the existing park, recreation and open space facilities and services, and an implementation strategy. Staff began work on the PROS Plan Update in 2012, under the policy guidance and strategic direction of the Parks and Recreation Commission (PARC), with additional input from parks and recreation service provider partners, and area residents (through surveys). In addition to local opinion, the City examined national trends in quality of life, recreational programming, recreational facilities and park and recreation administration.

ALTERNATIVES CONSIDERED

No alternatives have been considered. The PROS Plan is required by State Law and for the City to be eligible for state and federal grants and loans for park recreation and opens space facilities and services. The implementation portion of the PROS Plan is to be recommended separately by PARC. Alternative implementation strategies should be considered at that time.

BOARD OR COMMITTEE RECOMMENDATION

Members of the Parks and Recreation Commission (PARC) reviewed and updated portions of the PROS Plan before recommending the updated plan to the City Council.

MOTION

MOVE TO: Adopt a resolution approving the updates to the Parks, Recreation and Open Space Plan.

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, ADOPTING
AN UPDATED PARKS, RECREATION AND OPEN SPACE PLAN**

WHEREAS, by Resolution 150 the City adopted its first Parks, Recreation and Open Space (PROS) Plan on June 2, 1997; and

WHEREAS, because the Growth Management Act (RCW36.70A) requires that the City plan for recreation and open space among other land uses, the City adopted the Parks, Recreation and Open Space Plan as an element of its Comprehensive Plan on July 6, 1998; and

WHEREAS, The City Council updated the PROS Plan on November, 5 2007 responding to community input regarding park and recreation needs and to account for growth, and

WHEREAS, to be considered for state and federal park funding assistance, most grant programs require that sponsors complete a systematic planning process (such as the PROS Plan) prior to seeking funding and that these plans be updated regularly; and

WHEREAS, staff and the City's Park and Recreation Commission began this process to update the PROS Plan in 2012, holding several public meetings and conducting a citizen survey; and

WHEREAS, the Parks and Recreation Commission recommended updates be incorporated into the attached PROS Plan to the City Council; and

WHEREAS, on January 21, 2014 the City Council held a study session on the proposed PROS Plan and found the updates to be in the public interest;

**NOW, T HEREFOR E, B E IT RESO LVED BY THE CITY COUNCIL OF THE CIT Y OF
UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:**

Section 1. The 2014 Parks, Recreation and Open Space Plan Update attached hereto as Exhibit A is hereby adopted.

Section 2. This Resolution shall be effective immediately upon adoption.

ADOPTED BY THE CITY COUNCIL ON FEBRUARY 18, 2014.

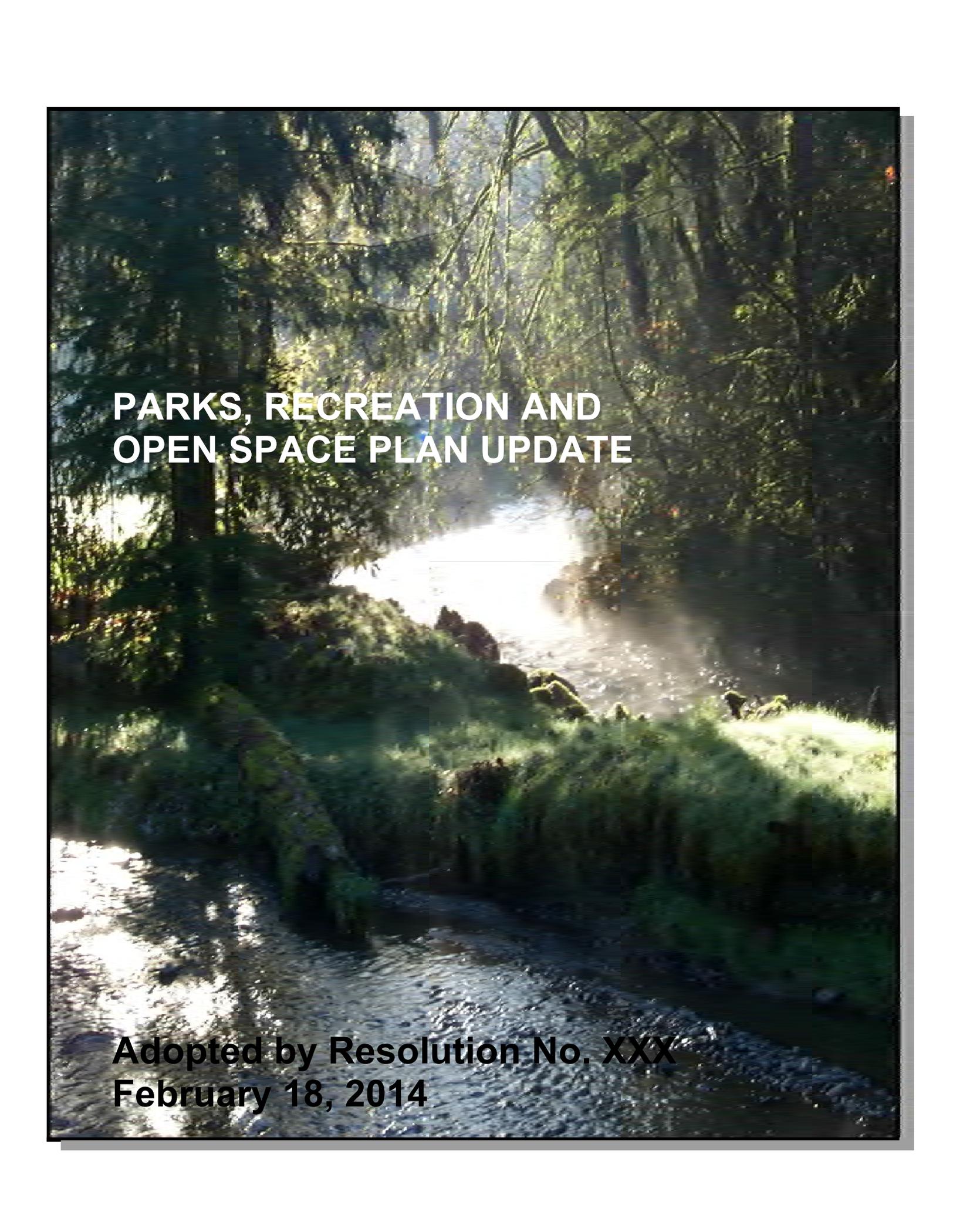
Denise McCluskey, Mayor

ATTEST:

Emy Genetia, City Clerk

APPROVED AS TO FORM:

Steve Victor, City Attorney



**PARKS, RECREATION AND
OPEN SPACE PLAN UPDATE**

**Adopted by Resolution No. XXX
February 18, 2014**

PREFACE

A mission statement for this plan was developed by the City's Parks and Recreation Commission which sets the direction the city should take to provide parks, recreation and open space in the city. The mission states...

“Provide a full range of park, recreation and open space facilities and programs in accordance with the needs and desires of the community. Act as a coordinator of local interests where facilities are provided by many other agencies; and perform as a facilitator where unique acquisition or development opportunities may occur which could be implemented or operated by other agencies.”

This statement recognizes that the City by itself is unable to provide the quantity and quality of diverse facilities and programs that are needed to adequately serve a city of over 30,000 individuals. Instead the City has successfully partnered with the School District, the County and others to provide the facilities and services needed. This ensures the greatest range of opportunities to the community. A city priority is to nurture the city's partnerships with the School District, County, non-profits and others to increase cooperation and expand the use of facilities by the general public.

As stated, the emphasis for future parks and recreation development needs to be in parks, recreation, open space facilities and programs that other agencies are not providing.

Community input, an inventory of existing facilities and a needs analysis suggest that the City should concentrate on improving existing parks by providing needed facilities such as trails, band stands and playgrounds. New park acquisitions should be located in areas that are currently underserved and provide for specific identified needs. For example, the southeast portion of the city is underserved by active recreational facilities, so a multi-purpose field and other active facilities located in this area should be a priority. Likewise the northwest portion of the city is underserved by passive facilities. A trail along Puget Sound with beach access in this area would meet this need and accomplish several important goals.

This Plan indicates that the City has excess capacity in some areas like natural open space, but because most of this area is inaccessible, it serves only limited purpose from a parks and recreation standpoint. Connecting these properties and providing trailheads and trails for access will go a long way to providing the passive recreation needs of the community. Ultimately all the parks and open spaces should be linked to each other and to schools, neighborhoods and the Town Center.

COUNCIL, PARC COMMISSION, STAFF

City Council

Denise McCluskey, Mayor
Javier Figueroa, Mayor Pro Tem
Ken Grassi, Councilmember
Kent Keel, Councilmember
Steve Worthington, Councilmember
Chris Nye, Councilmember
Caroline Belleci, Councilmember

Parks and Recreation Commission

Jim Baldes, Chair
Greg Gooch, Vice Chair
Rebecca Vader
Clare Bungay
Julie Finnegan
Stefanie Coleman
Elias Santiago

City Staff

Steve Sugg, City Manager
Eric Faison, Assistant City Manager
Mariza Craig, Assistant City Manager
Steve Victor, City Attorney
Gary Cooper, Parks and Recreation and
Public Works Director
David Swindale, Community Development
Director (Editor)
Jack Ecklund, City Engineer
Todd Smith, Recreation and Parks Manager
Debra Kelly-Sage, Operations Supervisor



Cirque Bridgeport Park Before



*Cirque Bridgeport Park
Ballfields Installed 2005*



Cirque Bridgeport Park 2014

EXECUTIVE SUMMARY

CITY OF UNIVERSITY PLACE

PARKS, RECREATION AND OPEN SPACE

PLAN UPDATE

The Parks, Recreation and Open Space Plan (PROS) is the City's master plan to provide park, recreation and open space facilities and services to the community. In a nut shell, developing a PROS Plan involves an assessment of community needs and desires based on citizen input, an inventory of the existing parks, recreation and open space facilities and services, and an implementation strategy.

Although the basic facilities appear straightforward enough, that is where simplicity ends. To determine the City's parks and recreation demand, the City undertook an extensive public outreach program, conducting several public surveys and feasibility assessments. These included a park and recreation facilities needs survey, swimming pool feasibility study, a performing arts center feasibility assessment, stakeholder interviews and numerous public meetings.

In addition to the public outreach program to determine demand, the City considered the existing city profile and conducted research to determine local, state and national demand trends based on current and changing demographics.

To update the PROS Plan, the City revised its inventory of existing facilities and services and established goals expressed as Level of Service (LOS). For park and recreation facilities the LOS of a facility or program is usually expressed in a quantity available per 1000 population. For example, the LOS for open space is expressed in acres of open space per 1,000 persons and for arts and crafts, as the number of classes offered.

Taking the demand information expressed by the community, considering local, state and national trends and comparing it with existing facilities and programs allowed the City to determine its future demand needs. The implementation of the PROS Plan depends on having the resources to fund and maintain facilities and programs. The PROS Plan Update includes a discussion of funding sources and opportunities to partner with others agencies and citizens and concludes with a 6-year capital facilities plan and recommendations for future actions.

Based on public input, the community profile, and local state and national trends the city established a set of goals and polices to guide its planning for parks and recreation facilities and services and for the PROS plan implementation.

The PROS Plan is also required by State Law and allows the City to be eligible for state and federal grants and loans for park recreation and open space facilities and services.

Washington State Growth Management Act

Washington State's Growth Management Act (GMA) requires the City to adopt a Comprehensive Plan. A comprehensive plan is a type of land use plan that provides the framework and policy direction for a city's or county's growth over a 20 year period. The plan is comprehensive in that it contains chapters called elements on land use, transportation, housing, capital facilities, utilities, shorelines, economic development and parks and recreation. Comprehensive plans identify where and how growth needs will be met. The comprehensive plan provides the basis for many of the policies, regulations, and budget decisions that the city makes.

The GMA contains several goals that relate to parks, recreation and open space planning to ensure that a municipality's high quality of life is sustained as it grows. (RCW 36.70A.020) These goals state that a community should:

- Retain open space;
- Enhance recreational opportunities;
- Conserve fish & wildlife habitat;
- Increase access to natural resources - including land & water; and
- Develop parks and recreational facilities.

As a required element of the City's Comprehensive Plan, the PROS Plan acts as the road map that will guide the City of University Place's investment in providing parks facilities, open space, and recreation programs first, for the next six years but also long term. The PROS Plan also serves as a resource and planning guide for the Parks Capital Improvement Program (CIP) and Parks Maintenance and Recreation staff. The 2007 PROS Plan Update supersedes the City's 1997 PROS Plan. The 2014 Update is the latest revision and supersedes all previous revisions.

The Growth Management Act requires the Parks and Recreation Element of the City's Comprehensive Plan include: a) estimates of park and recreation demand for at least a 10 year period; b) an evaluation of facilities and service needs; and c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreation demand. The GMA provides for Park Impact Fees on the new developments the city can use to acquire and improve publicly owned parks, open space & recreational facilities.



Cirque Bridgeport field in use by Recreation league

Update Process

Staff began work on this PROS Plan Update in 2012, under the policy guidance and strategic direction of the Parks and Recreation Commission (PARC), with additional input from parks and recreation service provider partners, and area residents.

The PROS Plan needs to be updated on a regular basis. This helps to ensure that the Plan accurately reflects the changing needs, desires, and priorities of the community. Community needs vary over time due to societal changes, shifting demographics, the economy and changing community conditions. This Plan allows University Place to maintain its eligibility for grants from the Recreation and Conservation Office (RCO) and serves to meet the requirements of GMA. The RCO requires that an agency's parks, recreation, and open space plan meet minimum standards and be updated every six years.

Between PROS Plan updates, the Plan is reviewed and adjusted to reflect current conditions. Some of the most common changes to the Plan are modifications to the Capital Facilities Plan to reflect annual budget allocations and the receipt of federal and state grants.

The PARC Commission reviewed the PROS Plan Update as it was developed during several meetings before submitting its recommendation to the City Council for approval of the Plan. The City Council conducted a public meeting before formal adoption on _____ 2014. Upon Adoption the PROS Plan Update was incorporated by reference into the City's Comprehensive Plan as required by GMA.

Vision, Mission, Goals

The City's vision, mission, goals and objectives for the parks and recreation program were developed and refined during a series of community meetings between 1996 and 2006. The City's vision was developed in 1996 shortly after incorporation and served as the basis for the development of a mission statement for parks and recreation in 1997 and for goals and policies contained in the City's Comprehensive Plan adopted in 1998.

Vision

"Expansion of parks and recreation services has been achieved through cooperative efforts of the City, the Parks and School Districts and many citizen volunteers. Residents enjoy more neighborhood parks and public spaces, a community and civic center, public access to the shoreline, and a variety of recreation programs and activities for children, youth, adults, and senior citizens."

PROS Plan Mission

"Provide a full range of park, recreation and open space facilities and programs in accordance with the needs and desires of the community. Act as a coordinator of local interests where facilities are provided by many other agencies; and perform as a facilitator where unique acquisition or development opportunities may occur which could be implemented or operated by other agencies."

PARC Mission

"Enrich our quality of life through developing a comprehensive parks & recreation system that preserves and protects our natural resources and provides a variety of leisure time opportunities to meet the diverse and dynamic needs of our community."

Major Goals

- Develop a high quality, diversified park, recreation and open space system that benefits citizens of various ages, incomes and physical abilities.
- Acquire and finance a comprehensive park, open space and recreation system through a variety of methods and distribute costs equitably among those who benefit.
- Create, maintain and upgrade park, recreational and cultural facilities to respond to changing uses and improve operational efficiency.
- Develop training and support for a professional parks and recreation staff that effectively serves the community.
- Identify and encourage the preservation of lands, sites and structures that have historical or cultural significance.
- Provide a range of spaces and places for civic functions such as public meetings, ceremonial events, and community festivals.
- Invite, encourage and involve the entire community, including the business community and other public jurisdictions and agencies, to participate in planning and developing parks and recreational services and facilities.
- Develop and maintain parks, open spaces and greenbelts, recognizing that these are an integral part of the City's infrastructure character and quality of life.
- Ensure safe and convenient access to recreational lands, facilities and programs.
- Measure acquisition opportunities against criteria designed to mitigate City risk and clearly measure benefits to the City and community, as well as implications for maintenance and operations.

Public Opinion

The City conducted four surveys and polled individuals at a series of focus group meetings. In addition to local opinion, the City examined national trends in quality of life, recreational programming, recreational facilities and park and recreation administration.

In 2003, the City distributed the Parks and Recreation Activities and Priorities Survey during two community events and with refuse utility billings. Respondents expressed a preference for both investment in existing parks and purchase of new parks and open

space to meet future needs. However, no clear direction was provided as to which facilities or types of park land should be targeted for this type of investment.

In June 2004, the City conducted the Aquatics Interest and Needs Survey. Respondents indicated the open swim and swim lessons were the most popular programs at the Curtis Aquatic Center. Respondents most often requested additional aquatic programming similar to the activities they use at other facilities (such as the YMCA) in surrounding communities.

In 2004 and 2005, the City created the Capital Strategy Task Force which conducted a series of focus group meetings. These focus groups provided their own recommendations and developed a community survey to gather public opinion regarding a capital improvement strategy.

The Capital Strategy Task Force came up with seven priority items that the community wished to be funded with future available capital improvement monies. They were – in order of preference:

1. Additional sidewalks;
2. Neighborhood lighting;
3. Purchase land for conservation & protection;
4. Walking & bike trails;
5. Purchase land for passive use;
6. Athletic fields – upgrade existing or construct new; and
7. Improve neighborhood play equipment.



In late 2013 and early 2014 the City redistributed 2003 citizen survey in the city newsletter at public meetings and online using Survey Monkey. The same questions were asked to determine how needs and wants for recreational facilities and services have changed in the 10 years since the original survey.

Inventory

Park, recreation and open space facilities in the City are provided by the City, School District, the County and the private sector. Facilities owned and operated by the City, School District and County are open to the public in general, subject to specific rules regarding their use. Private sector facilities include private parks in residential developments and private recreation enterprises and clubs. Figure 1 shows the location of the larger of these facilities while Table 1 lists all parks recreation and open space facilities by ownership, type and available facility. Although, the City does not control many of the listed facilities, their presence adds to the park and recreation resources available in the community.

Needs Assessment

A level of service (LOS) analysis for of the University Place parks and recreation system was conducted to identify and understand current and future demand and determined what services and facilities would fulfill community need within its willingness to fund.

A review of PROS Plans and parks elements of Comprehensive Plans from neighboring jurisdictions and comparably-sized jurisdictions in King and Thurston Counties provided useful data and information. The National Recreation and Park Association (NRPA) "standards" were referred only as indicators in development of the level of service standards.

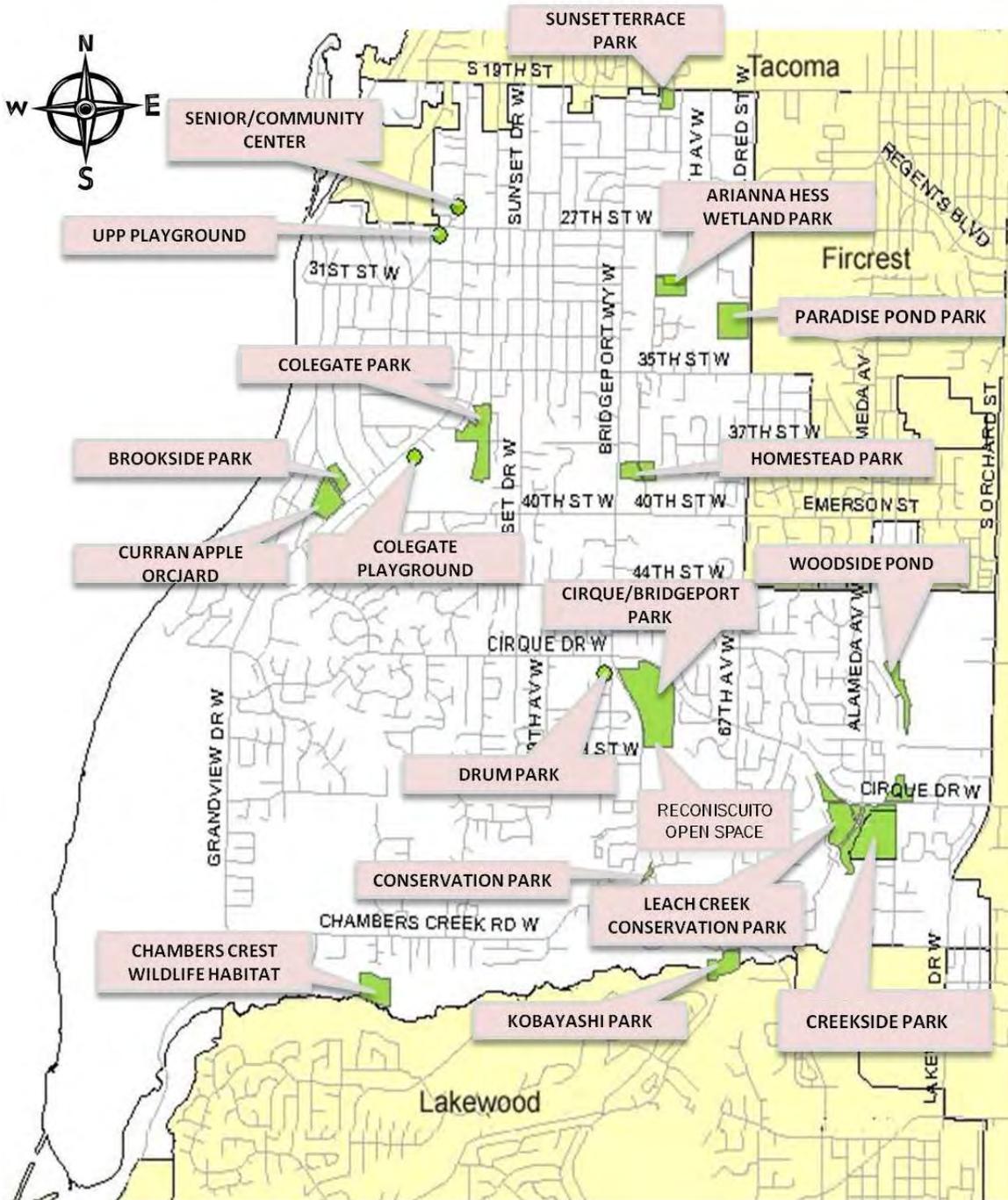
PARC used this information, added their personal knowledge of the needs of the community to develop LOS numbers. NRPA standard descriptions of types of parklands were used as a reference to develop parkland definitions; however, each municipality has unique facilities that do not fit the standard. Therefore, descriptions were modified to fit University Place's unique park system.

The LOS shows many needed facilities; however, the greatest demand from the community at this time is for additional land purchases – for passive open space, trails, for preservation of wetland & stream buffers and for protection of wildlife corridors.



Figure 1
Park and Recreation Properties

University Place Parks



**Table 1
Parks Recreation and Open Space Facilities**

Parks/Facilities	Features	Size*
Mini Parks		
Drum Basketball Court	Basketball Court	0.5
Colegate Playground	Playground	0.5
UP Tot Lot**	Playground	0.5
Neighborhood Parks		
Sunset Terrace Park	Field, Playground	5.6
Community Parks		
Cirque Bridgeport Park	Fields, Playground, Skate Park, Restrooms	22.0
Open Space/ Natural Areas		
Chambers Crest Wildlife Refuge	No Public Access, Wildlife Corridor	7.5
Riconosciuto Property**	No Public Access	5.0
Conservation Park	Green Space	1.5
Pemberton Creek Open Space	No Public Access, Wetland, Wildlife Corridor	4.9
Leach Creek Conservation Area	No Public Access, Wetland, Wildlife Corridor	14.8
Adrianna Hess Wetland Park	Meeting Rooms, Wetland, Bird Watching	2.0
Woodside Pond Nature Park	No Public Access, Wetland, Wildlife Corridor	3.6
Creekside Park	Open Space, Wetland, Wildlife Corridor	15.0
Colegate Park	Informal Trails and Open Space	12.0
Paradise Pond Park	Open Space, Wetland, Bird Watching	9.5
Brookside Park	No Public Access, Wetland	2.6
Crystal Creek Corridor	Stream Corridor, Wetland	1.7
Special Use Facilities		
Senior/Community Center	Meeting Rooms, Kitchen	0.5
Curran Apple Orchard Park	Orchard, Playground, Band Stand	7.3
City Hall	Meeting Rooms, Kitchen	2.4
Homestead Park	Open Green, Gardens, Trails, Information Kiosk	4.8
Kobayashi Park	Open Green, Trail, Fishing Wildlife Corridor	5.5
Total Acres*		129.7

* Area is Approximate ** Names are Placeholders

**Table 2
Implementation Strategy**

FUNDING	2013- Proj	2014- Proj	2015 Proj	2016 Proj	2017 Proj	2018 Proj Total	
Beginning Fund Balance	325,691		11,573				
General Fund	0	0	0	0	0	0	
Impact Fees	35,000	35,800	35,000	35,000	35,000	35,000	
Transfer in: Path and Trail Fund	2,409	3,773	4,054	4,358	4,358	4,358	
Unfunded	81,209	50,000	77,373	48,765	560,642	12,025,642	
Total Funding Sources	444,309	89,573	128,000	88,123	600,000	12,065,000	
PARK PROJECTS							
Chambers Creek Canyon Trail							
Cirque Bridgeport Park							
Trails, Benches ,Tables		20,000					
Restrooms/concession Stand	300,000	-					300,000
Soccer Field Lighting					200,000		200,000
Soccer Field Turf					400,000		400,000
Outfield Fencing			28,000				28,000
Community Center						12,000,000	12,000,000
Homestead Park							
Restroom	-	-				65,000	65,000
Kiosk/Signs	3,409						3,409
Tables/Trash Receptacles	-	8,000					8,000
Ornamental Lights	-	50,000					50,000
Kobayashi Facility							
Remodel House				88,123			88,123
Paradise Pond Park							
Visioning	750						750
Master Plan			40,000				40,000
Creekside Park							
Visioning	750						750
Master Plan			60,000				60,000
Sunset Terrace Park							
Restroom	100,000						100,000
Park Acquisition	39,400						39,400
Trails							
Chambers							
Leach Creek							
Total Park Projects	444,309	78,000	128,000	88,123	600,000	12,065,000	
ENDING FUND BALANCE		11,573					

The background image shows a natural setting with a stream in the foreground. The stream is bordered by a low wall of large, dark grey stones. The water is clear and reflects the surrounding trees. The trees are mostly bare, suggesting a late autumn or winter scene. The overall tone is soft and natural.

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Section II: Community Profile

Section III: Community Opinion

Section IV: Mission Goals and Objectives

Section V: Park Facilities and
Recreation Services Inventory

Section VI: Situation and Needs Assessment

Section VII: Funding and Plan Implementation

APPENDICES

- A. Park, Recreation & Open Space Facility Inventory
- B. PROS Plan Survey & Summary
- C. Aquatic Survey & Summary
- D. Performing Arts Feasibility Assessment
- E. Capital Strategy Citizen Survey (winter 2005)
- F. Capital Strategy Task Force Report (spring 2006)
- G. Parks and Recreation Level of Service Analysis
- H. University Place School District Interlocal Agreement
- I. Pierce County Parks & Recreation Interlocal Agreement

SECTION I

INTRODUCTION



The Parks, Recreation and Open Space Plan (PROS) is the City's master plan to provide park, recreation and open space facilities and services to the community. The plan begins with a description of the city, its history and demographics. Public opinion, regional and national trends, laws governing parks and recreation and the City's vision, mission and goals follow. The plan includes an inventory of existing facilities and a needs assessment and concludes with an implementation strategy.

This Plan is a component of the City's Comprehensive Plan. It serves as a resource and planning tool for the Parks Capital Improvement Program (CIP), for Parks Maintenance and for the Recreation Services Division of the city. The 2014 PROS Plan Update supersedes previous editions of the PROS Plan first adopted in 1997 and updated in 2007.

Park facilities, recreation programs and open space are the subject of this Plan with current and proposed park facilities examined in the greatest level of detail. A detailed inventory of all publicly-operated facilities is shown in Appendix A. Private facilities and recreation services and programs are addressed only briefly by this Plan.



Updating this Plan allows University Place to maintain its eligibility for certain grants from the Recreation and Conservation Office (RCO) and also serves to meet the needs outlined in the State's Growth Management Act of 1990. RCO requires that an agency's parks, recreation, and open space plan meet minimum standards and be updated every six years to reflect the above mentioned changes and progress that have been made over the course of the previous six-year period. Other grant sources such as Pierce County's Conservation Futures and the Aquatic Lands Enhancement Act (ALEA) also

depend upon this document to provide current, supporting documentation of the community's input and desires relating to parks & recreation development.

Between PROS Plan updates, the Plan is reviewed and adjusted to reflect current or changed conditions. Some of the most common changes to the Plan are modifications to the Capital Facilities Plan to reflect annual budget allocations and the receipt of federal, state and local grants.

Parks and Recreation Organization

Parks and Recreation is a division of the City's Public Works Department. The Parks and Recreation Division is divided into three main areas of responsibility:

Capital Improvements, Recreation Services and Parks Maintenance. The Capital Improvement Program and Parks Maintenance is run by the Public Works, Parks and Recreation Director, Recreation Services by the Parks and Recreation Manager. The Director and Manager of Parks and Recreation provide staff support to the Park and Recreation Commission (PARC) a seven



member citizen commission appointed by the City Council. The PARC provides policy recommendations to the City Council on Park and Recreation matters including, capital improvements and recreation programs. Taking PARC recommendations into consideration, the City Council makes the final decisions regarding capital improvements and the biannual budget to fund all three areas of the Parks and Recreation Division.

Park History and Recent Accomplishments



The University Place Parks and Recreation District formed in 1990 and developed the first parks and recreation plan the same year. Prior to the City's incorporation in 1995, the Park District owned seven properties including; a small community center (the current senior center), Colegate Park, a park donated by the Colegate family, Sunset Terrace Park, and the

Curran Apple Orchard, an apple orchard acquired with Pierce County Conservation Futures funding. Shortly after the City's incorporation in 1995, the Park District and City entered into an inter-local agreement to jointly provide parks and recreation

services. On January 1, 1997 the Park District dissolved and the City assumed all responsibilities for parks and recreation in the City's corporate limits.

In April 1997, the City created the Parks and Recreation Commission (PARC) appointing the five original elected commissioners of the former Park District Board. The PARC was expanded to nine members in 1998. In 2008, the PARC Commission membership was reduced to seven.

Since the City's incorporation, parks and open space lands have more than tripled. With the completion of Cirque Bridgeport Park in 2006, developed parks have more than doubled. The City owns a total of 22 park properties and regularly maintains two-thirds (14 sites) of these properties totaling nearly 100 acres of parks and open space for a variety of community uses. Park property acquisitions and major improvements since incorporation are listed in Tables 3 and 4 below.

**Table 3
Recent Acquisitions**

Park / Facility	Acquisitions
Adriana Hess Wetland Park	2.5 acre park purchased by City.
Brookside Park	<u>2.6 acres purchased by City.</u>
Cirque Bridgeport Park	22 acre park purchased by City.
<u>Crystal Creek Corridor</u>	<u>1.7 acre parcel stream corridor purchased by City</u>
Colgate Playground	<u>.5 acre area next to Curtis Jr. High acquired as part of Colgate Park property swap.</u>
<u>Drum Road Park</u>	<u>.5 acre area improved with sports court and passive open space.</u>
Homestead Park	4.8 acre park purchased by City.
Kobayashi Preserve	5.5 acre open space and house purchased with Conservation Futures funds.
Leach Creek Open Space*	14.8 acres donated by developers as mitigation.
Paradise Pond Park	<u>9.5 acres purchased with Conservation Futures funds (90%) and a 10% City match.</u>
<u>Pemberton Creek Open Space</u>	<u>4 acre wetland parcel donated by Bjorn Olson in conjunction with Pemberton Creek Development.</u>
Creekside Park	<u>15 acres purchased with Conservation Futures and Recreation and Conservation Office funds.</u>
Riconosciuto Property*	5 acres immediately south of Cirque Bridgeport Park purchased with Conservation Futures funds.
<u>UP Primary Tot Lot*</u>	<u>.5 acres acquired as part of land swap with School District</u>

* Names are Placeholders

**Table 4
Major Improvements**

Park / Facility	Major Improvements
Adriana Hess Wetland Park	Renovation of the residential house into a public facility, with ADA restroom, meeting space and offices.
Cirque Bridgeport Park	Development of baseball, softball and soccer fields, skate park, parking lot, sand volleyball court, playground, picnic shelter and restrooms.
Curran Orchard	Construction of a band stand, new well drilled.
Colegate Playground	New Children's Playground.
Homestead Park	Development of an open lawn area; Rhododendron Garden with approx. 650 plants; creation of a fern grotto; with 70 varieties; installation of a metal gazebo and wooden information kiosk.
Kobayashi Park	Interior and exterior improvements.
Senior/Community	Interior remodel, New commercial kitchen.
Sunset Terrace Park	New child's playground, parking, ball field, picnic shelter

The City's Recreation Services provides comprehensive, year-round recreation programs and activities designed to meet the needs of all University Place citizens, regardless of age, physical, mental or economic condition. The wide range of almost 700 recreation activities and programs provided meets the diversity of interests within the community, and includes senior programs at the Senior Center, trips and tours, cultural arts, martial arts, day camps, youth and teen activities, adult sports and special events. Recreation Services also provides support to PARC and other advisory groups established by the City Council. Table 5 lists some recent Recreation Services accomplishments:



**Table 5
1997/ 2012 Recreation Service Accomplishments**

Program 1997		2006	2012
Total Programs / Classes	127	1008	1116
Total Programs Implemented	78%	90%	1004
Total Participation	2,478	18,593	20,725
Total Number of Volunteer Hours	N/A	7407	9389
Revenue	\$87,892.	\$288,935.	\$297,000
Grants: <i>National Football League, National Recreation and Park Association, Tacoma Athletic Commission. Narrows Rotary, and Kiwanis Club of Tacoma</i>			



SECTION II THE COMMUNITY

The City of University Place is located on the west side of the South Puget Sound in Western Washington. Approximately 8 square miles in size, the City supports a population of 31,270. The City currently ranks as the State's 35th largest city in population. The moderately hilly terrain is mostly forested in large Douglas fir, Hemlock and Western Red Cedar trees common in the Pacific Northwest. The City benefits from its location in the bustling Puget Sound region. Downtown Tacoma is less than fifteen minutes away and Seattle is about fifty minutes north of the City on Interstate 5. Olympia, the State capitol, is about a 30-minute commute to the south. The City's proximity to the Narrows Bridges also facilitates access to the Kitsap and Olympic Peninsulas. Mount Rainer, the Olympic Mountains and the Puget Sound provide scenic backdrops for the City.



Although the City was incorporated in 1995, its history as a place dates back to the 1890's when the University of Puget Sound, proposed to locate its campus in the existing City Limits. The University of Puget Sound was eventually built in Tacoma, but this area retained the name University Place.

The City is primarily a residential community consisting mostly of single family homes, some multi-family and a centrally located commercial town center. Figure 2 shows the City's residential, commercial, industrial, and public areas. Although the City is now mostly built out with only a few remaining large vacant parcels of land, the community continues to redevelop actively improving local streets, utility infrastructure and parks to further enhance the quality of life.

The City's stunning setting on a hillside overlooking Puget Sound provides great views and opportunities for the development of paths and walkways. The City's



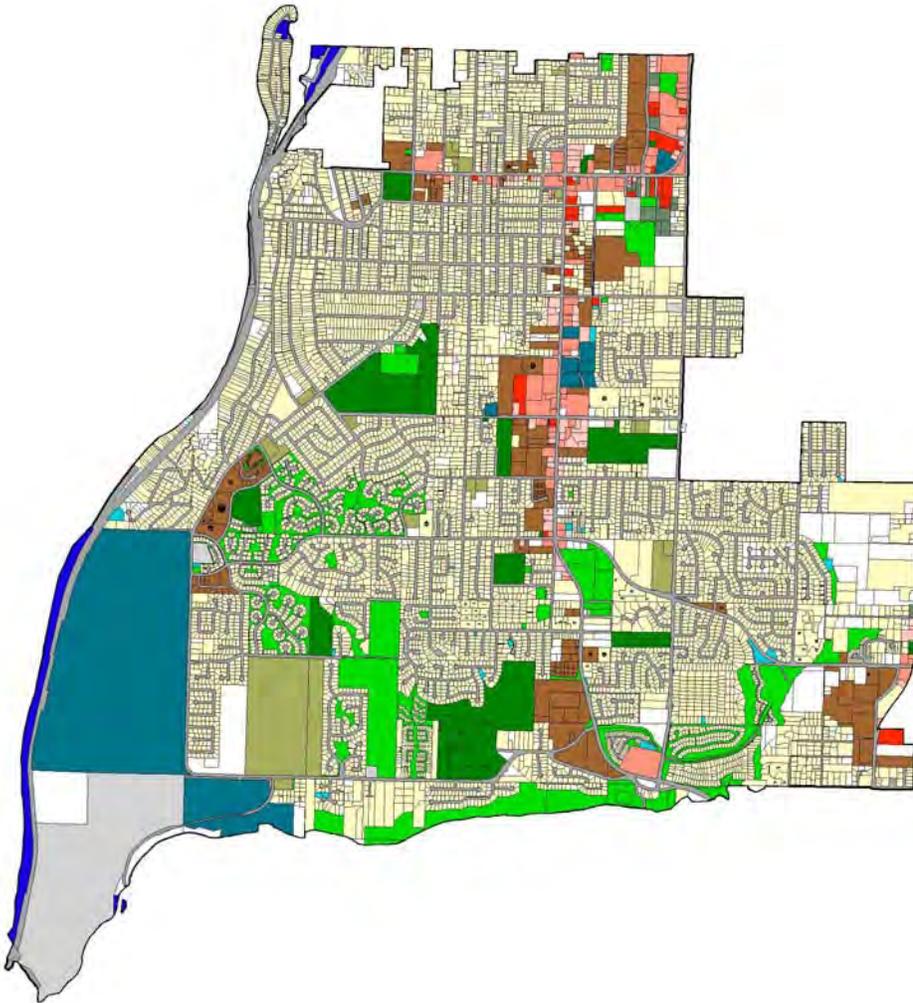
natural features, such as the Morrison wetlands, Puget Sound shoreline, Chambers Creek Canyon, Chambers, Leach and Peach Creek corridors, fish and wildlife areas, and very steep slopes limit the ability to develop remaining vacant parcels

for residential, commercial and industrial uses.

While unusable for development purposes, many of the City's remaining vacant lands with their distinctive natural features present potential for parks facilities development, passive recreation opportunities and open space preservation. Many of the existing City-owned and other public facilities are located in close proximity to these features.



Figure 2
Land Use Inventory



Legend

- | | |
|-----------------------------|--------------------------------|
| Vacant Land | Parks, Recreation & Open Space |
| Low Density Residential | Religious |
| High Density Residential | Civic / Public |
| Office | Utilities |
| Retail | Catch Basins |
| Commercial | Water Related |
| Manufacturing & Warehousing | Shorelines |
| Schools | Roads & Railroad Right of Way |

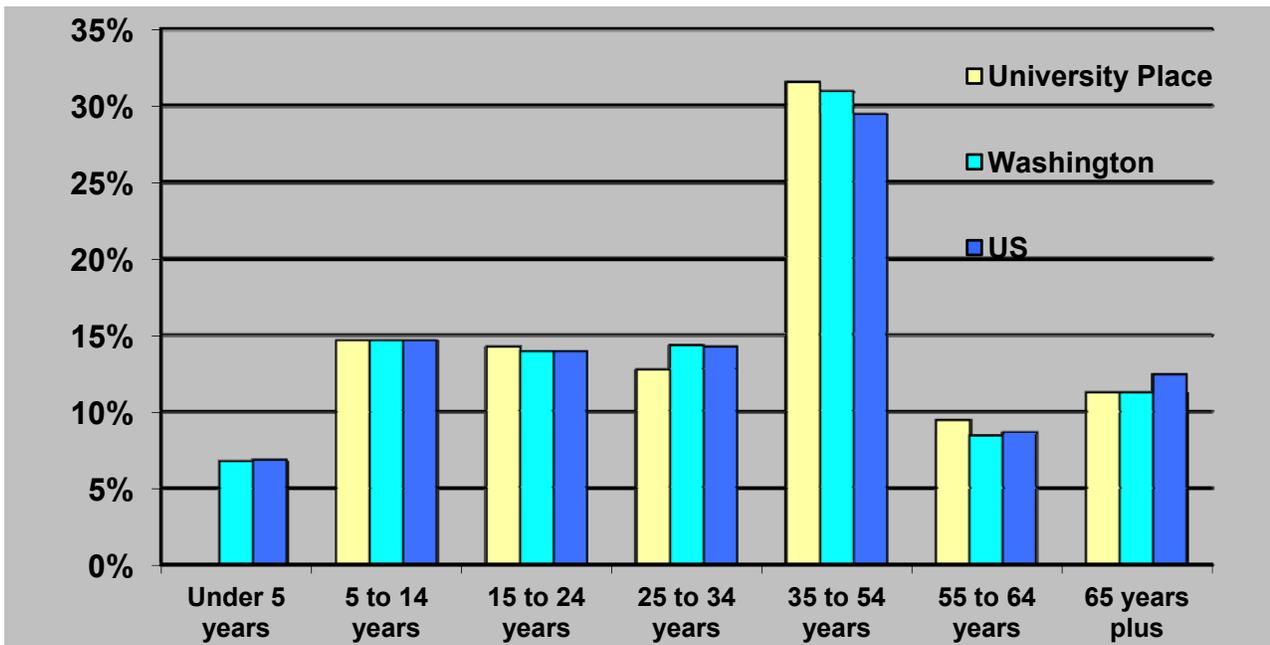
University Place
Economic Development



Population

Population in University Place has grown at a slow by steady rate of about 1% each year over the last decade. Figure 3 shows that the majority of the City's population is under 44 years old and one quarter of the population under the age of 19. The median age in 2010 was 39.4. For comparison the median for the State of Washington was 35.3 and the Nation's average 37.2. The population consists of 47.% male and 53% female.

Figure 3
Age Range Breakdown



Race

University Place is somewhat unique in that it has a larger percentage of Blacks and Asians than the Washington State average and significantly more Asians but significantly less Hispanics than the national average.

**Table 6
Race in University Place**

Race	City of University Place	State of Washington	United States
White	64.3%	66.1%	56.1%
Black	8.5%	3.6%	12.6%
American Indian or Alaska Native	0.8%	1.5%	0.9%
Asian Alone	9%	7.2%	4.8%
Pacific Islander Alone	0.8%	0.6%	0.2%
Some Other Race Alone	1.7%	5.2%	6.2%
Two or More Races	8.2%	4.7%	2.9%
Hispanic Origin (Any Race)	6.7%	11.2%	16.3%

Educational Attainment

Residents of the City of University Place are well educated, having higher percentages of people with at least some college and advanced degrees than both the State of Washington and the United States as a whole.

**Table 7
Educational Attainment**

Degree	City of University Place	State of Washington	United States
Less than 9 th Grade	1.7%	4.1%	6.1%
9 th -12 th Grade, No Diploma	3.6%	6.2%	8.5%
High School Graduate	22%	23.9%	28.6%
Some College, No Diploma	28.3%	25.1%	21.0%
Associate	10.4%	9.4%	7.6%
Bachelor's	21.4%	20.1%	17.7%
Master's/Prof/Doctorate	12.5%	11.3%	10.5%

Source: U.S. Census Bureau Persons 25 and older.

Household Size

The 2010 average household size in the city was 2.45 people while in the US the average household size was 2.53 and 2.59 in the State.

**Table 8
Housing Units in 2010**

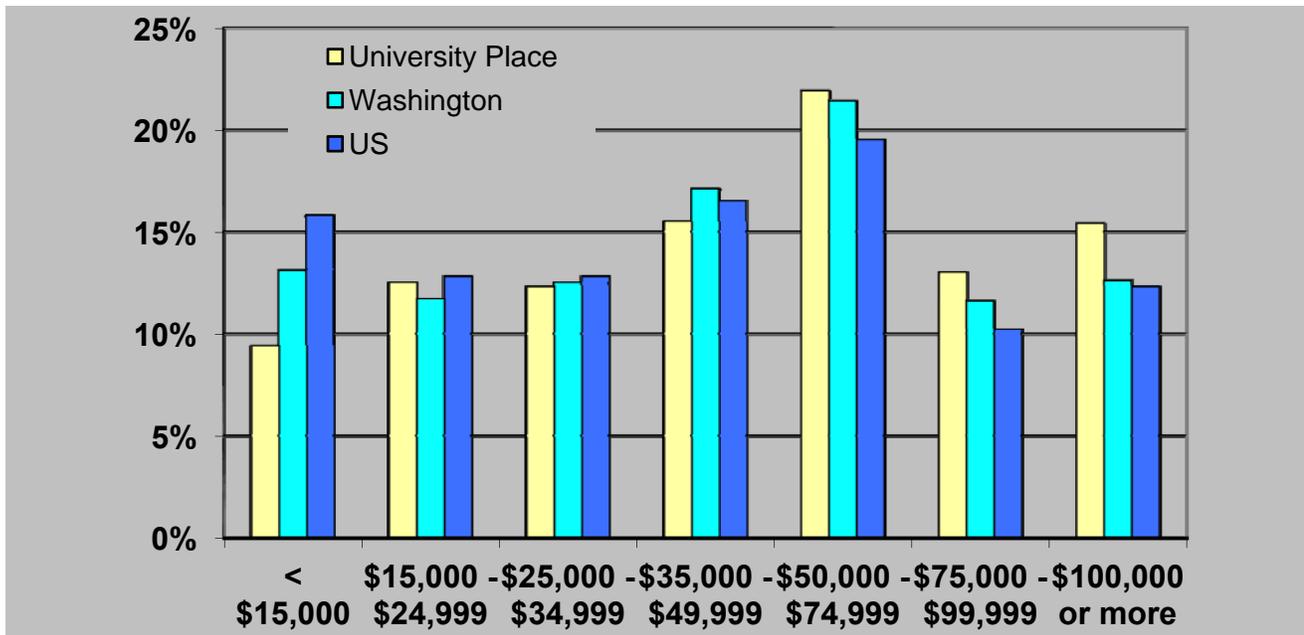
Type	City of University Place	State of Washington	United States
Owner Occupied Housing Units	54.9%	63.4%	65.4%
Renter Occupied Housing Units	45.1%	36.6%	34.6%
Vacant Housing Units	3.7%	9.5%	12.8%

Source: U.S. Census Bureau

Household Income

According to the 2010 Census, median household income in the City was \$59,076 and per capita income was \$32,789. The largest share of households (21.8%) earned \$50,000 to \$74,999 followed next by those earning \$100,000 to \$149,999 (15.2%). More than 32% of the City's households have incomes of \$100,000 or more and fewer than 30% have household income less than the median. The percentage of families with incomes below the poverty level is 4.9%.

**Figure 4
Household Income**



Source: U.S. Census Bureau

SECTION III

Community Opinion

Community input was a critical step in defining community priorities for the current PROS Plan. The City conducted three surveys and polled individuals at a series of focus group meetings. In addition to local opinion, the City examined national trends in quality of life, recreational programming, recreational facilities and park and recreation administration.

In 2003, the City distributed the Parks and Recreation Activities and Priorities Survey during two community events and with refuse utility billings. Respondents expressed a preference for both investment in existing parks and the purchase of new parks and open space to meet future needs. However, no clear direction was provided as to which facilities or types of park land should be targeted for this type of investment.

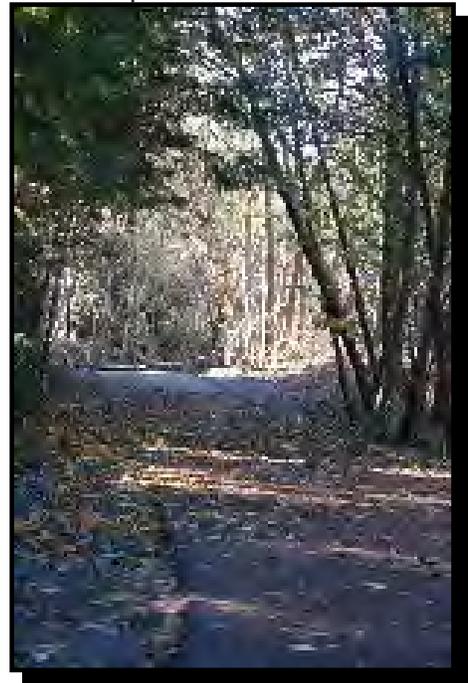
Most survey respondents (64%) expressed a preference for both investment in existing parks and the purchase of new parks and open space to meet future needs. Less than 10% of respondents preferred investment solely in acquisition of new parks and open space. However, few facilities could be identified as a clear priority for investment. Community parks, facilities for organized sports, open space/natural areas, greenways and trails were rated as a somewhat high to high priority. Overall, respondents expressed a high level of satisfaction with recreation programs. Special events were the most well attended recreation programs, followed by participation in youth sports. When asked if a community center should be developed, most (59%) were interested in having access to a multi-purpose room available for rental. There was more support for arts and crafts facilities, fitness class rooms, and performing arts facilities than for a gymnasium, weight or exercise equipment, general purpose class rooms, a commercial kitchen or dining facilities and locker rooms with showers. User fees, rental and leasing arrangements were the most popular suggestions for helping to fund and financially sustain a community center.

In 2003, the City also conducted a Performing Arts Center Feasibility Assessment as part of the University Place Economic Strategic Development Action Plan. The Economic Strategic Development Action Plan called for locating a performing arts and conference center in the City's Town Center. The study described key financial, operating and partnership considerations for development of a Performing Arts Center, experience of other jurisdictions and next steps for the city. The assessment showed discernible community and stakeholder interest in a performing arts center. However, no clear funding partners or providers emerged.

In June 2004, the City conducted an aquatics interest and needs survey. One-third of survey respondents had participated in aquatic programs in the past year at the Curtis Aquatic Center. The Center's open swim and swim lesson programs were the most popular programs and survey respondents were highly satisfied with the programs.

Almost half (47.5%) of all survey respondents used other facilities in surrounding communities for daytime, Saturday or evening open swim hours or swim lessons. Use of other facilities was higher (59.2%) among households with children under the age of 18. Area YMCAs were the most popular facilities for these households. Those who responded from households without children under the age of 18 were more likely to use other, private facilities on a regular basis for adult daytime classes. Additional programming respondents most often requested included the types of programs most regularly used at other facilities – expanded evening or Saturday open swim or lap swim hours and additional adult classes and Saturday swim lessons. If the City developed a public aquatic facility, respondents would be most interested in locker rooms for public use, an indoor pool facility and instructional pool.

In 2004 and 2005, the City created the Capital Strategy Task Force to provide the City Council with a recommendation for future capital improvements. The Capital Strategy Task Force conducted a series of focus group meetings. These focus groups provided their own recommendations and developed a community survey to gather public opinion regarding a capital improvement strategy.



Soundview Trail

This survey was tailored to determine the community's desire for all capital facilities and its willingness to fund them, including road, street and sidewalk improvements, street lighting, and parks and recreational facility improvements. With regard to parks recreation and open space facilities, respondents generally indicated:

1. The level of satisfaction with facilities currently provided by the City is generally high with the least satisfaction in the senior/community indoor recreation facility;
2. Members of the households would use a wide range of indoor recreation program spaces with most interest in a walking track, fitness and aquatic facilities;
3. A walking and jogging track is the indoor space they would be most willing to support with tax dollars;

4. They are supportive of a number of outdoor parks and recreation improvements and most willing to fund trails, athletic fields for youth sports, and land acquisition for passive usage;
5. Renovation/development of walking and biking trails is the outdoor parks and recreation improvement respondents would be most willing to fund;
6. Continued funding of capital improvements to outdoor and indoor parks and recreation projects is very or somewhat important to over 80% of respondents; and
7. Over 80% of respondents would be willing to pay some amount to fund the capital improvement projects most important to their households.

Some specific recommendations from the survey included:

- Provide better access to Puget Sound.
- Maintain existing passive opportunities in the Town Center.
- Provide a gateway to the Chambers Creek greenway at Kobayashi Preserve and connected it to the bike path system.
- Connect school sites with walking paths.
- Create natural areas, habitats, or outdoor-learning centers at schools to provide passive recreation for residents and learning opportunities for students.
- Add picnic shelters and tables at schools that could be used by students and teachers during recess and the community at other times. Create a continuous trail with multiple access points from Day Island along the Puget Sound Shoreline, up Chambers Creek Canyon, north along Leach Creek to Woodside Pond and Fircrest.
- Nurture and increase cooperation and partnerships with the School District to expand the use of indoor and outdoor school facilities by the general public.
- Provide additional youth sports fields and improvements to neighborhood parks with playgrounds, etc., in areas lacking facilities.
- Determine the feasibility of a single large, multi-purpose center to meet expressed needs.
- Consider future transit potential in the location of any proposed future facilities.



The Capital Strategy Task Force came up with seven priority items that the community wished to be funded with future available capital improvement monies. They were – in order of preference:

1. Additional sidewalks;
2. Neighborhood lighting;
3. Purchase land for conservation & protection;
4. Walking & bike trails;
5. Purchase land for passive use;
6. Athletic fields – upgrade existing or construct new; and
7. Improve neighborhood play equipment.

Summaries of the survey results and performing arts feasibility assessment are found in Appendices C, D, E and G.

Overall, survey results and individual recommendations lead to the conclusion that the community seeks a system of outdoor passive and active recreational places and indoor facilities connected by a system of pedestrian and bicycle paths. Although a number of priorities emerge as a result of community input, the first appears to be the purchase of land for conservation and trails. Other priorities in no particular order include a community center with multi-purpose rooms, an indoor walking and jogging track, expansion of existing aquatic programs, and the improvement of existing athletic fields and neighborhood playgrounds.

In late 2013 and early 2014 the City redistributed 2003 citizen survey in the City newsletter at public meetings and online using Survey Monkey. The same questions were asked to determine how needs and wants for recreational facilities and services have changed in the 10 years since the original survey. One hundred and thirty surveys were submitted from all three sources. Completed surveys from the City's newsletter and those gathered during public meetings were entered into Survey Monkey which has a function which facilitates analysis of the results.

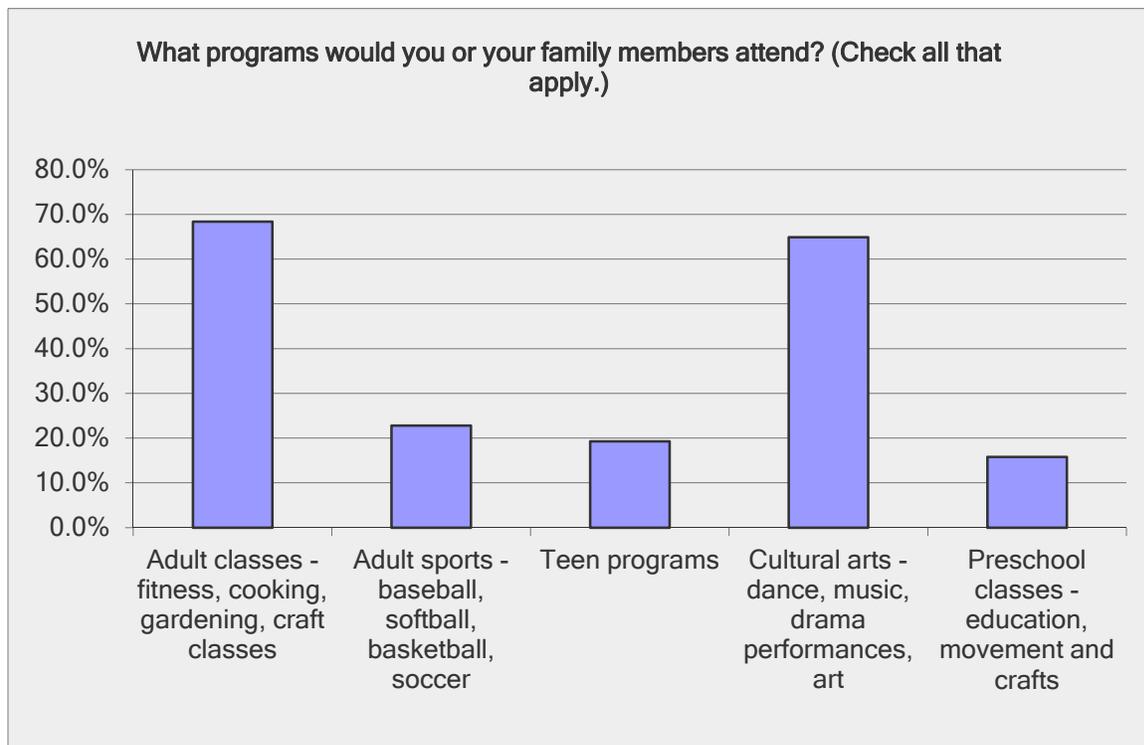
Of those responding to the survey most were from households with persons between 50 and 64 years old. The households providing the fewest responses were from households with high school the aged persons. In all the households surveyed there were 79 persons kindergarten through in high school. Most respondents (66%) lived in zip code 98466 which is in the north portion of the City.

In the last 12 months Cirque Bridgeport Park, Homestead Park and the Curren Apple Orchard were the most visited parks while very few had visited Creekside, Paradise Pond and Brookside parks. The latter three parks are currently undeveloped. Given limited funds the majority of respondents indicated they would want to invest in improving existing parks followed by those who indicated the City should improve existing parks and purchasing new parks and open space. Only 10.2% indicated the City should only purchase new parks and open space.

When asked which type of park facility should have the highest priority for funding respondents indicated a near even priority for all park types, but gave the highest priority to Greenways and Trails which is consistent with the findings in 2003.

In the last 12 months most respondents had individuals in their households that attended youth sports followed by senior programs and classes. Satisfaction with these programs tended to be high to very high. Figure 5 below indicates that most respondents would attend adult classes and fitness programs followed by cultural arts. Most respondents 84.6% indicated that the UP Newsletter was the best way to get the word out regarding recreational opportunities.

Figure 5



Asked if a community center were built which of the following facilities would respondents prefer be included: arts and crafts 52.5%; performing arts 48.2%; classrooms 43.2%; exercise rooms 48.9%; weight or exercise equipment 39.6%; locker rooms with showers 43.2%; commercial kitchen 43.2%; dining facilities 43.9%; and /or a climbing wall 35.3%.

With regard to funding the construction of a community center most preferred renting specific areas of the center followed by leasing a portion of the center to vendor(s). Many respondents also supported user fees.

SECTION IV: VISION, MISSION GOALS AND OBJECTIVES

The City's vision, mission, goals and objectives for the parks and recreation program were developed and refined during a series of community meetings between 1996 and 2006. The City's vision was developed in 1996 shortly after incorporation and served as the basis for the development of a mission statement for parks and recreation in 1997 and for goals and policies contained in the City's Comprehensive Plan adopted in 1998.

Vision

"Expansion of parks and recreation services has been achieved through cooperative efforts of the City, the Parks and School Districts and many citizen volunteers. Residents enjoy more neighborhood parks and public spaces, a community and civic center, public access to the shoreline, and a variety of recreation programs and activities for children, youth, adults, and senior citizens."

PROS Plan Mission

"Provide a full range of park, recreation and open space facilities and programs in accordance with the needs and desires of the community. Act as a coordinator of local interests where facilities are provided by many other agencies; and perform as a facilitator where unique acquisition or development opportunities may occur which could be implemented or operated by other agencies."

PARC Mission

"Enrich our quality of life through developing a comprehensive parks & recreation system that preserves and protects our natural resources and provides a variety of leisure time opportunities to meet the diverse and dynamic needs of our community."

The following parks, recreation and open space goals and objectives were developed by staff under PARC guidance to be consistent with the Comprehensive Plan. These goals and objectives update those of the PROS Plan by augmenting community input from the 2003 PROS Survey, the 2004 Aquatic Survey and the 2005 -2006 Capital Strategy Task Force Community Survey. Goals and objectives

are divided into the following groups: Community Involvement, Planning and Implementation, Facility Development and Maintenance, Historical and Cultural Resources, Parks, Open



Space and Greenbelts, Access to Parks, Civic Facilities, Human Resources, Acquisition and Finance and Acquisition Policy.

Goal 1: Community Involvement

Invite, encourage and involve the entire community, including the business community and other public jurisdictions and agencies, to participate in planning and developing parks and recreational services and facilities.



- 1.1 Encourage citizen involvement in all aspects of the City's parks and open space selection, development, and day-to-day use.
- 1.2 Identify lands of regional significance for preservation as parks or open space through a process involving University Place residents, landowners and conservation groups, other cities and other government agencies. *Volunteers at Parks Appreciation Day*
- 1.3 Continue to inform people about parks and recreation activities and programs.
- 1.4 Promote collaboration among various public and private agencies in developing and using the community's recreational and cultural capabilities.
- 1.5 Encourage donations of public park and open space land and improvements that help implement the PROS Plan and design plans for individual sites.
- 1.6 Encourage donations and support for Recreation Programs including sponsorships
- 1.7 Promote a close working relationship between the City and local school districts to provide the best possible level of park and recreation service.
- 1.8 Maximize the use of school facilities as activity and recreation centers.
- 1.9 Encourage cooperation between public and private groups for planning and use of recreational facilities.

Goal 2: Planning and Implementation

Maintain and continue to develop a high quality, diversified park, recreation and open space systems that benefits citizens of various ages, incomes and physical abilities.

- 2.1 Identify, acquire, and preserve a wide variety of lands for park and open space purposes.
- 2.2 Ensure a fair geographic distribution of parks, playgrounds, and related recreation opportunities.
- 2.3 Evaluate impacts on surrounding land uses when considering sites for acquisition and in developing park sites.
- 2.4 Encourage improvement and use of underutilized publicly owned properties for park, recreation and open space purposes.



Tot Lot at Cirque Bridgeport Park

- 2.5 Encourage development of active recreation facilities and programs that are responsive to community needs and interests and based on the demand for recreation programs.
- 2.6 Enhance recreation opportunities for University Place by partnering with other cities, non-profit groups, local businesses, other government agencies and University Place School District.
- 2.7 Require usable open space in residential development to provide open space and recreation for children and adults in new residential projects. Encourage public plazas, seating and other usable open space in commercial projects.



Entry to Homestead Park from Bridgeport Way West

and recreation for children and adults in new residential projects. Encourage public plazas, seating and other usable open space in commercial projects.

2.8 Improve bicycle access and safety throughout University Place and provide new bicycle lanes or trails

when streets or transportation facilities are constructed or improved.

2.9 Coordinate development of parks,

open space, pedestrian walkways, bike paths, water trails, and an urban trail system with the area's unique open space settings including wetlands, creeks, greenbelts, and other environmentally sensitive and historic sites.

- 2.10 Provide adequate Community Center facilities for youth and adults based on community support and funding capacity.
- 2.11 Encourage development of community oriented enrichment programs that are responsive to community needs and promote community support.

Goal 3: Facility Development and Maintenance

Create, maintain and upgrade park, recreational and cultural facilities to respond to changing uses and improve operational efficiency.



3.1 Periodically review buildings and parks to determine if the public's needs are being met and make changes as necessary to meet those needs efficiently.

3.2 Encourage volunteer and civic groups to take part in appropriate periodic maintenance and improvement of park facilities.

3.3 Provide clean, safe, and attractive parks for public use through a maintenance program which matches the intensity of use and character of the park and facilities.

Goal 4: Historical and Cultural Resources

Identify and encourage the preservation of lands, sites and structures that have historical or cultural significance.

- 4.1 Seek opportunities to identify, commemorate and preserve the City's historical and cultural resources.
- 4.2 Enhance the cultural environment in the community by promoting the creation and placement of art in various public venues



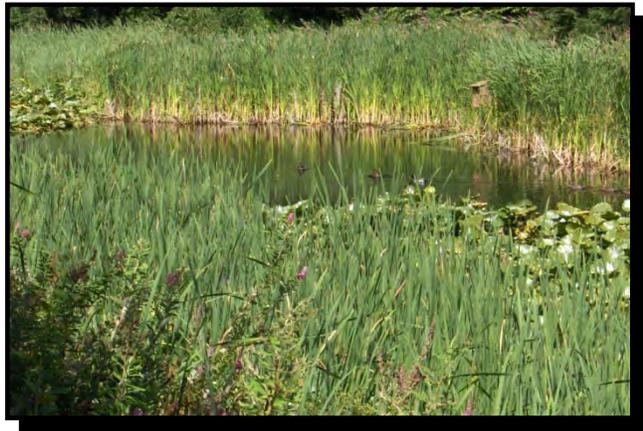
Conservation Park

throughout the city.

- 4.3 Once identified, designate significant historical and cultural resources for preservation and enhancement.
- 4.4 Encourage public education programs regarding historic, archaeological and cultural land sites and structures as a means of raising public awareness of the value of maintaining these resources.
- 4.5 Coordinate and cooperate with local, state and national historical and cultural preservation organizations.

Goal 5: Parks, Open Space and Greenbelts

Develop parks and maintain parks, open spaces and greenbelts, recognizing that these are an integral part of the City's infrastructure character and quality of life.



- 5.1 Preserve greenbelts so that the expanse and intensity of development is tempered by natural features found in the community, and so that wildlife

habitat and corridors are maintained and enhanced. *Adriana Hess Wetland (Possible trailhead)*

- 5.2 Encourage the connection and linkage of parks, open spaces and greenbelts.
- 5.3 Provide usable open space in the Town Center, mixed use and commercial areas.

Goal 6: Access to Parks

Ensure safe and convenient access to recreational lands, facilities and programs.

- 6.1 Locate major recreational facilities that generate large amounts of traffic on sites with direct arterial access, preferably grouped with other traffic generators.
- 6.2 Provide safe parking at parks and recreational facilities that commonly draw crowds which arrive by automobile or bicycle.
- 6.3 Provide recreational opportunities that do not discriminate against any participant, regardless of age, income, race, creed, color, sex, or special need, and eliminate all barriers to special populations. Adhere to the Americans with Disabilities Act (ADA) where required.

Goal 7: Civic Facilities

Provide a range of spaces and places for civic functions such as public meetings, ceremonial events, and community festivals.

- 7.1 Create public spaces throughout the City.
- 7.2 Encourage the inclusion of public art.
- 7.3 Encourage community volunteerism in public beautification projects.



Christmas Tree Lighting

Goal 8: Human Resources

Develop training and support for a professional parks and recreation staff that effectively serves the community.

- 8.1 Encourage teamwork through communications, creativity, positive image, risk-taking, sharing of resources, and cooperation toward common goals.

Goal 9: Acquisition and Finance

Acquire and finance a comprehensive park, open space and recreation system through a variety of methods and distribute costs equitably among those who benefit.

- 9.1 Continue the City's commitment to build and maintain parks and recreation facilities to meet established level of service standards.
- 9.2 Use the current Capital Improvement Program to prioritize parks, recreation, and open space funding.
- 9.3 Preserve parcels identified as potential parks, open space and trails using a variety of methods, including regulations, mitigation fees, incentives, trades, and the purchase of lands or easements.
- 9.4 Encourage development designs which create, preserve and maintain open space accessible to the general public.
- 9.5 Acquire and develop parks and trails with public funds, shared use of transportation right-of-ways, and dedications from large residential and commercial developments.



- 9.6 Develop park mitigation options for all development based on development impacts.
- 9.7 Take advantage of all outside sources of funding and assistance for park and recreation projects and programs.
- 9.8 Encourage private businesses and service organizations to develop recreational opportunities for neighborhoods and for the community.

Acquisition Policy

Acquisition opportunities should be evaluated against the following twelve criteria designed to mitigate city risk and clearly measure benefits to the city:

- 1. How well does the acquisition respond to an urgent need or opportunity?
- 2. Is the acquisition necessary to fulfill a legal, contractual or other requirement?
- 3. Is the acquisition consistent with the PROS, Comprehensive Plan and any other applicable plans?
- 4. How does the opportunity respond to health and safety issues?
- 5. What are the costs and potential funding opportunities?
- 6. Is the public support for the acquisition?
- 7. Is there a project ready?
- 8. What are the implications of deferring or postponing acquisition?
- 9. What are the benefits to other capital projects, existing parks, systems, facilities, services or service deliveries?
- 10. What are the impacts to maintenance and operations?
- 11. How many city residents will be served and in what area?
- 12. Does the acquisition provide pedestrian, bicycle and vehicle accessibility?



*Various terrains of the newest park
Creekside Park*

SECTION V: PARK FACILITIES AND RECREATION SERVICES INVENTORY

Although the City of University Place currently provides parks, recreation and open space facilities and services to the residents in partnership with Pierce County, the University Place School District and private facility operators to ensure long term needs are met the City will must expand its own facilities and programs.

The City has a number of different types of park and recreation facilities and open space. Facility types are divided into categories including: (See Figure 5)

Mini Parks, single-purpose play lots sometimes referred to as “tot lots.” The primary focus of such parks is a piece of playground equipment, supplemented with a small open grass area or several picnic tables and/or benches. They are usually one acre or less in size and designed to serve the surrounding area within a quarter mile of the park. Most of these facilities are in private



Drum Mini Park

developments.

Neighborhood Parks are suited for passive and/or active family activities and play. Features often include playground equipment, picnic areas, pathways or trails, open grass areas and informal multi-use sports fields. Parking facilities are usually available. Neighborhood parks are usually two to ten acres in size and geographically positioned in a residential neighborhood within safe walking and bicycle access for residents.



Sunset Terrace Neighborhood Park

Community Parks include areas suited for intense recreational activities, such as basketball courts, small-sized playfields or multi-use sports fields for soccer, baseball or other such uses to provide active and structured opportunities for young people and adults. These parks can also provide



Skate Park

walking, viewing, sitting or picnicking opportunities and may possibly offer covered and/or indoor facilities. Because these parks are focused on meeting a wider geographic range of recreational needs, they can be 10 to 30 acres in size and serve several neighborhoods within a two mile radius of the park.

Greenways are defined as any path, route, right-of-way, or corridor posted, signed or designated as open for (non-motorized) travel or passage by the general public. These may include landscaped areas that are located along street right-of-ways and intersections, entry features and plazas. They often feature landscaping, seating areas, view corridors and entrance signs.

A greenway may be paved or unpaved, allowing for pedestrian or bicycle commuting and/or passive recreation, and can serve as a link to other facilities of the recreation system or community facilities. Greenways should be sufficient in width to protect the resource and provide maximum use.



Volunteers helping to install new trail

Trails and Bicycle Routes consist of maintained areas that generally follow a stream corridor, ravine or some other elongated feature, such as a public right-of-way. They can be designed for a single type of activity or may be multi-purpose in nature. They can vary in length and grade, and provide links between neighborhoods, parks, public schools and communities.

Open Space and Natural Areas preserve the special natural character or an important habitat

conservation area. These areas, open to passive recreation uses such as walking, bird watching and interpretive educational programs, may include environmentally sensitive areas such as wetlands, wetland buffers, creeks, or stream corridors, forested or upland wildlife habitat areas, steep hillsides, ravines, bluffs or canyons. The area may or may not be open to public access. These areas are usually sized appropriately to protect the resource.



Adriana Hess Wetlands Park



Regional Parks serve a population beyond the city boundary due to their orientation, location, size or unique qualities. These parks are usually large and often include one specific use or feature that makes it unique, such as environmental education and trail features, a golf course, or soccer field complex.

Because of their size, these parks are usually accessible via collectors or arterial streets.

Chamber's Bay Golf Course

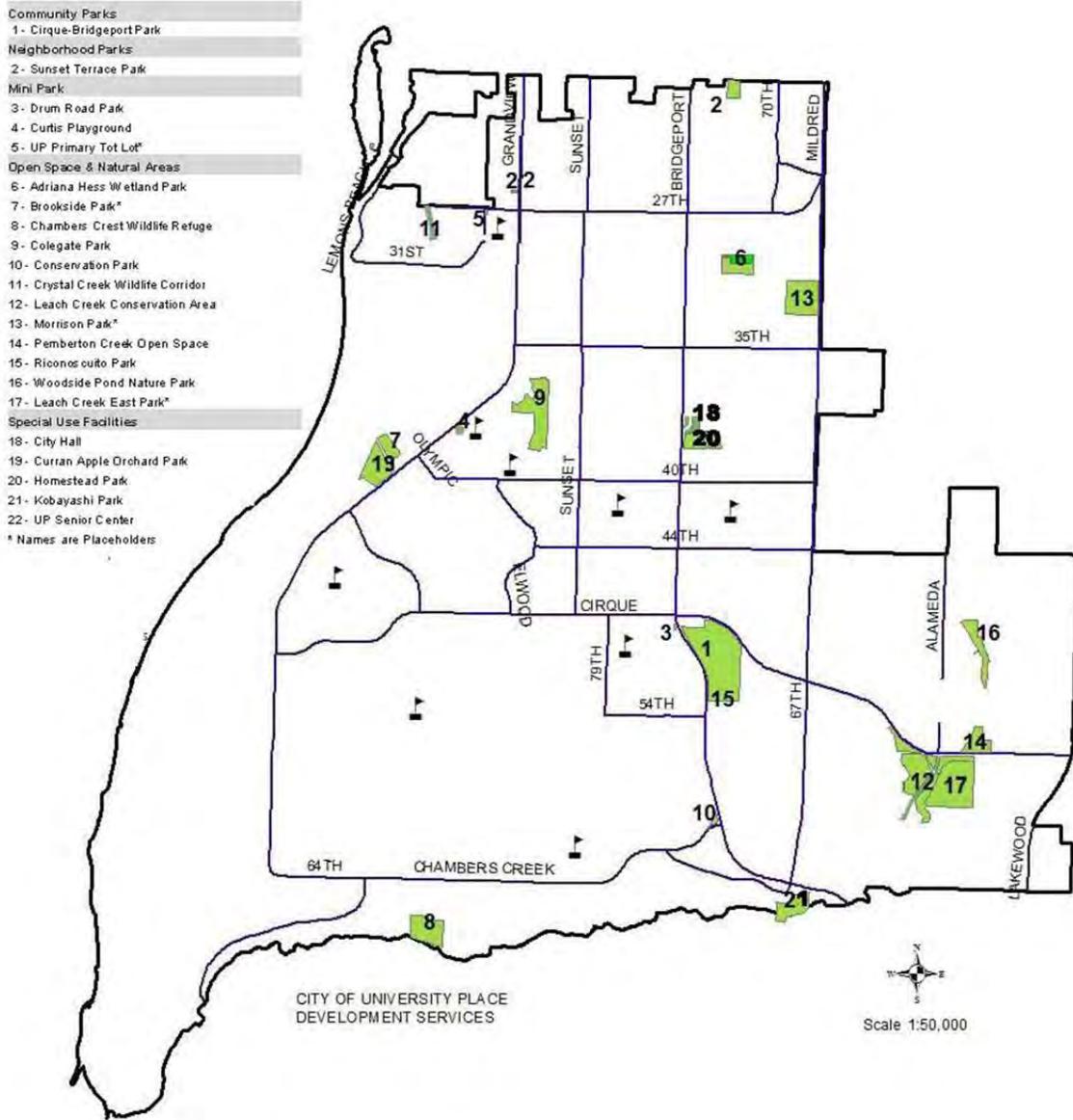
Special Use Facilities include small or special landscaped areas, community gardens, or a site occupied by recreation buildings or a specialized facility (such as the Senior Center).

Figure 6 and Tables 8 and 9 on the following pages provide an overview of city facilities. A detailed inventory of facilities in the city is included in Appendix A: The Park, Recreation and Open Space Facility Inventory. Appendix A lists individual park sites and includes information such as: available facilities, a basic site plan, aerial photographs and topography.



Band shell at Curran Apple Orchard Park

Figure 6
City Park Properties and Facilities



The map features are approximate and are intended only to provide an indication of said feature. Additional areas that have not been mapped may be present. This is not a survey. Orthophotos and other data may not align. The County assumes no liability for variations ascertained by actual survey. ALL DATA IS EXPRESSLY PROVIDED 'AS IS' AND 'WITH ALL FAULTS'. The County makes no warranty of fitness for a particular purpose.

Table 9
City Parks, Recreation and Open Space Facilities

* Names are placeholders

Parks/Facilities	Features	Size
Mini Parks		
Drum Basketball Court	Basketball Court	0.5
Colegate Tot Lot	Playground	0.5
UP Primary Tot Lot*	Playground	0.5
Neighborhood Parks		
Sunset Terrace Park	Field, Playground	5.6
Community Parks		
Cirque Bridgeport Park	Fields, Playground, Skate Park, Restrooms	22.0
Open Space/ Natural Areas		
Chambers Crest Wildlife Refuge	No Public Access, Wildlife Corridor	7.5
Riconosciuto Property*	No Public Access	5.0
Conservation Park	Green Space	1.5
Colgate Park	Open Space	12
Crystal Creek Corridor	No Public Access, Stream /Riparian Corridor	1.7
Pemberton Creek Open Space	No Public Access, Wetland, Wildlife Corridor	4.9
Leach Creek Conservation Area	No Public Access, Wetland, Wildlife Corridor	14.8
Adrianna Hess Wetland Park	Meeting Rooms, Wetland, Bird Watching	2.0
Creekside Park	Open Space, Wetland, Wildlife Corridor	15.0
Woodside Pond Nature Park	No Public Access, Wetland, Wildlife Corridor	3.6
Paradise Pond Park	Open Space, Wetland	9.5
Brookside Park	Wetland	2.6
Special Use Facilities		
Senior/Community Center	Meeting Rooms, Kitchen	0.5
Curran Apple Orchard Park	Orchard, Playground, Band Stand	7.3
City Hall	Meeting Rooms, Kitchen	2.4
Homestead Park	Open Green, Gardens, Trails, Information Kiosk	4.8
Kobayashi Park	Open Green, Trail, Fishing Wildlife Corridor	5.5
Total Acres		
		129.7

**Table 9
Parks, Recreation and Open Space Statistics**

Park or Recreation Facility By Use	Number of Units
Wildlife Habitat/Resource Conservancy	32.1 acres
Linear Parks and Trails	1.2 miles of walking trails
Improved Playgrounds	2 playgrounds
Outdoor Basketball Courts	1/2court
Football, Soccer, Baseball & Softball Fields	3 fields

Recreation Services

The City of University Place provides a variety of recreation services to City residents. Residents of surrounding communities also utilize many of these recreation programs, services and parks facilities. Table 10 provides a list of programs provided by the city.

**Table 10
Recreation Programs & Classes**

Kids Love Soccer	Youth Basketball
Guitar Classes	Youth Baseball/Softball
Polynesian/Tahitian Dance	Youth Summer Baseball
Pilates	Youth Outdoor Soccer
Yoga	Youth Indoor Soccer
Tai Chi	Youth Flag Football
Qi Gong	Youth Volleyball Clinics/Camps
Senior Chair Yoga	Mother Son Sports Ball
Senior Heart & Soul Fitness	Youth Martial Arts Classes
Senior Tai Chi	Tennis
Senior Qi Gong	Youth Track
Senior Zumba	Strength & Conditioning Camp
Zumba	Rental Facilities
Adult/Senior Computer Classes	AARP Classes
Challenger British Soccer	Overnight Trips
Skyhawks Sports Camps	University Place Youth Council
Daddy Daughter Dance	Sponsorship Opportunities
Free Seminars	Winter/Spring/Summer Daycamps
Youth Golf	Art Camp
Adult Ultimate Frisbee	Shuttle Up
SAIL Fitness	
Senior Weekly Drop In Activities	
Trips/Tours	
Ski & Snowboard Lessons	

SECTION VI: SITUATION/NEEDS/ASSESSMENT

The purpose of the situation/needs assessment is to identify and understand differences between the existing level of service, and the current and future demand for parks, recreation and open space facilities and services based on the population and adopted level of service. This will determine what facilities and services the community needs now and in the future to meet demands.

A level of service analysis was used to determine the City's existing capacity to provide parks and recreation facilities and services. This capacity is expressed in terms of the size or quantity of a given facility per unit of population. The parks and recreation inventory summarized in Section V provides the basis for determining the existing level of service.

Next, level of service standards were established based on community demographic information, regional and national trends, the function and condition of existing facilities and citizen input (surveys) regarding participation, satisfaction, preferences and priorities to determine existing unfilled and future needs. Like capacity service standards are expressed as a number of facilities per 1,000 persons. For example, the national standard for passive and active recreation acres is 34.45 acres/1,000.

Table 11 shows the existing level of service for passive and active recreation land in comparably-sized, full service cities in Pierce, King and Thurston counties and the National Recreation & Parks Association (NRPA) norms. The cities range from 20.7 acres per 1,000 to persons (Olympia) to 6.1 (Des Moines), while the national norm is 34.45 acres per 1,000 persons the City's ratio of acres per 1000 persons is the lowest among neighboring jurisdictions at 4.1.

**Table 11
National Standards, Passive and Active Acreage in
Neighboring and Comparable Jurisdictions**

City	April 1, 2012 Population Estimate	Total Acres of Park Land	Acres Per 1000 Population	Active or Developed Park Land	Active Acres Per 1000 Population	Passive or Undeveloped Park Land	Passive Acres Per 1000 Population
NRPA Standard			34.45*				
City Of University Place	31,270	129.7	4.1	29.1	1.	97.7	3.1
Olympia	47,501	985	20.7	794	16.7	191	4.0
Federal Way	88,580	1,094	12.4	543	6.1	551	6.2
Burien	47,730	369.46	7.7	107.38	2.3	262.08	5.5
Lacey	42,830	1,219.2	7.8	324.4	7.6	205.4	4.8
Lakewood	57,710	461.66	8.0	77.46	1.3	384.2	6.6
Des Moines	29,670	181.49	6.1	81.31	2.7	99.98	3.4
Puyallup	37,240	290.3	7.8	272.9	7.3	17.4	0.5
Average	47,816	657	9	279	6	226	4

*Source: April 1 Population of Cities, Towns and Counties Used for Allocation of Selected State Revenues, Washington State Office of Financial Management (2010), City Budgets (2013), supplemented with staff interviews.

National Standards



Curran Apple Orchard 7.3 acres

There are no definitive “National Standards” rather there are a number of publications including a book titled “Recreation, Park and Open Space Standards and Guidelines” (Lancaster, 1983) published by the National Park and Recreation Association (NRPA). This publication recommends that a park system, at minimum, be composed of a core system of parklands, with a total of 6.25

to 10.5 acres of developed open space per 1,000 population (Lancaster, 1983, p. 56). The guidelines also make recommendations regarding an appropriate mix of park types, sizes, service areas and acreages, and standards regarding the number of available recreational facilities per 1,000 population. While the book was published by NRPA and the table of standards became widely known as “the NRPA standards,” these standards were never formally adopted for use by NRPA.

Other publications have updated and expanded on possible “standards,” several of which have been published by NRPA. Many of these publications benchmark what an “average LOS” should be. In essence, the popularly referred to “NRPA standards” for LOS, as such, do not exist. Table 12 provides some of the more commonly used “capacity standards” today.



Drum Park .5 acres

It is key to realize these standards can be valuable when referenced as “norms” for capacity, but not necessarily as the target standards for which a community should strive. Standards are utilized in this plan as a tool to address the level of service targets, as described more fully on the following pages.

However, it is important to note that each community is different, and there are many varying factors which are not addressed by the capacity standards alone.

**Table 12
Common LOS Capacity “Standards”**

Activity/ Facility	Recommended Space Requirements	Service Radius and Location Notes	Number of Units per Population
Baseball Official	3.0 to 3.85 acre minimum	¼ to ½ mile Unlighted part of neighborhood complex; lighted fields part of community complex	1 per 5,000; lighted 1 per 30,000
Little League	1.2 acre minimum		
Basketball Youth	2,400 – 3,036 vs.	¼ to ½ mile Usually in school, recreation center or church facility; safe walking or bike access; outdoor courts in neighborhood and community parks, plus active recreation areas in other park settings	1 per 5,000
High school	5,040 – 7,280 s.f.		
Football	Minimum 1.5 acres	15 – 30 minute travel time Usually part of sports complex in community park or adjacent to school	1 per 20,000
Soccer	1.7 to 2.1 acres	1 to 2 miles Youth soccer on smaller fields adjacent to larger soccer fields or neighborhood parks	1 per 10,000
Softball	1.5 to 2.0 acres	¼ to ½ mile May also be used for youth baseball	1 per 5,000 (if also used for youth baseball)
Swimming Pools	Varies on size of pool & amenities; usually ½ to 2- acre site	15 – 30 minutes travel time Pools for general community use should be planned for teaching, competitive & recreational purposes with enough depth (3.4m) to accommodate 1m to 3m diving boards; located in community park or school site	1 per 20,000 (pools should accommodate 3% to 5% of total population at a time)
Tennis	Minimum of 7,200 s.f. single court area (2 acres per complex	¼ to ½ mile Best in groups of 2 to 4 courts; located in neighborhood community park or near school site	1 court per 2,000
Volleyball	Minimum 4,000 s.f.	½ to 1 mile Usually in school, recreation center or church facility; safe walking or bike access; outdoor courts in neighborhood and community parks, plus active recreation areas in other park settings	1 court per 5,000
Total land Acreage		Various types of parks - mini, neighborhood, community, regional, conservation, etc.	7.5 to 10 acres per 1,000

Sources:

- David N. Ammons, *Municipal Benchmarks - Assessing Local Performance and Establishing Community Standards*, 2nd Ed., 2002
- Roger A. Lancaster (Ed.), *Recreation, Park and Open Space Standards and Guidelines* (Alexandria, VA: National Recreation and Park Association, 1983), pp. 56-57.
- James D. Mertes and James R. Hall, *Park, Recreation, Open Space and Greenways Guidelines*, (Alexandria, VA: National Recreation and Park Association, 1996), pp. 94-103.

Level of Service Analysis

The existing LOS and projections of future need for individual features including but not limited to acres of park land, sport courts, athletic fields, and picnic shelters are examined in this section.

LOS of Recreation Facilities

Tables 13, 14 and 15 show the LOS of passive, active and indoor recreation facilities provided by the city. These tables show the quantities currently available for various facilities throughout the city. Facilities that are under construction, presently funded, or otherwise expected to be in place within the next five years have been counted. For each facility, the tables show the current LOS of that facility on a “per-1000 persons” basis and the pro-rata number of persons in University Place represented by each facility for all public facilities. The tables also include a projection of the number facilities that will need to be added to maintain the current ratios as the population grows and a recommended target LOS based on regional and national standards and community input.

LOS of Passive Recreation Facilities

The October 2005 Citizen Survey indicates that some of the highest priorities for the general public are additional open space and trails. Table 14 shows that there are 129 acres of park land in University Place. Some of these are entire parcels of land, and some are portions of existing parks or other developed sites. Unfortunately most of this natural open space is inaccessible to the public. Although Table 13 shows that the city has approximately 1.2 miles of trails, these trails include street sidewalks. The City lacks nature trails in wooded and natural open space areas.

Establishing a Chambers – Leach Creek trail corridor by acquiring properties and/or trail easements and building a trail will open much of the available natural areas in the city and provide the trail deficit. Other passive facilities the City needs to meet adopted service levels include two bandstands, four large picnic shelters, three trailheads and two water features.



**Table 13
LOS of Passive Recreation Facilities**

		Acres	Amphitheater	Band Stand	Natural Area - in acres	Open Turf	Paths and Trails - per mile	Picnic Shelter - Large	Pond	Garden	Trail Head	Water Feature
INVENTORY		129	0	1	80.01	3	1.2	2	2	1	1	1
CURRENT POPULATION	31,270											
CURRENT LEVEL OF SERVICE / 1,000 POPULATION		4.12	0.00	0.03	2.55	0.10	0.04	0.06	0.06	0.03	0.03	0.03
CURRENT POPULATION / ACRE OR FACILITY		242.40		31,270.00	390.82	10,480.00	26,058.33	15,635.00	15,635.00	31,270.00	31,270.00	31,270.00
TARGET LEVEL OF SERVICE / 1000 POPULATION		12.00	0.02	0.08	7.2	0.15	0.25	0.15	0.06	0.04	0.12	0.09
TARGET POPULATION / ACRE OR FACILITY		83	50,000	12,500	139	6,667	4,000	6,667	16,667	25,000	8,333	11,111
CURRENT NEED: INVENTORY NEEDED TO ACHIEVE TARGET LOS AT CURRENT POPULATION		375.24	0.63	2.50	225.14	4.69	7.82	4.72	1.89	1.26	3.77	2.83
CURRENT SHORTFALL: NUMBER TO ADD TO INVENTORY TO ACHIEVE TARGET LOS AT CURRENT POPULATION		132.84	0.63	1.50	145.13	1.69	6.62	2.72	0.00	0.26	2.77	1.83
PROJECTED POPULATION - YEAR 2030	39,540											
FUTURE NEED: INVENTORY TO MET TARGET LOS AT PROJECTED POPULATION		474.00	0.79	3.16	284.69	5.93	9.89	5.93	2.37	1.58	4.74	3.02
FUTURE SHORTFALL: NUMBER TO ADD TO INVENTORY TO ACHIEVE TARGET LOS AT CURRENT POPULATION		345.00	0.79	2.16	204.68	2.93	8.69	3.93	0.37	0.58	3.74	2.02

Capacity LOS of Active Recreation Facilities

Table 14 indicates that the greatest need the city has is for tennis courts, a spray pad and sand volleyball courts. What Table 14 does not indicate is the distribution of active recreation facilities around the city. The City lacks active recreation facilities in the northwest and the southeast.

Another priority from the survey is for additional youth sports fields and improvements to neighborhood parks with playgrounds, etc. Table 14 shows that City has only one multi-purpose field. Similarly, has only one half of the needed.



Sand Volleyball Court installed in 2013

The City will need to purchase land in underserved areas of the city, and construct both playfields and playgrounds to better meet the demand for these facilities. Some of the playfields should be sports specific and include amenities such as backstops, spectator stands and scoreboards.

LOS for Indoor Recreation Facilities



and facilities for lap swimming and a leisure pool. Table 15 shows that there are no fitness/weight room facilities or indoor pool.

Table 15 shows indoor facilities on a facility basis. The table shows that the city has only the Senior/Community Center. The citizen survey indicated a strong preference for an indoor walking and jogging track, which currently does not exist. The next set of preferences was made up of weights, cardio-vascular, aerobics/fitness/dance space, Table 15 shows that there are

The table indicates there is also an unmet demand for meeting room/multi-purpose room space. Concern has been expressed that the Senior/Community Center is too small, and staff experience is that there is more demand for meeting space than can be presently met. This type of space is best to be considered

in combination with other types of indoor recreation spaces when the opportunity presents itself.



**Table 14
LOS of Active Recreation Facilities**

		Backstop	Ballfield	Basketball	Football Field	Golf	Multipurpose Field	Play Pad	Playground	Skate Park	Spray Pad	Tennis Court	Track	Volleyball - Sand
INVENTORY		0	4	0.5	0	0	1	1	4	1	0	0	0	1
CURRENT POPULATION	31,270													
Current Level of Service		0.00	0.13	0.02	0.00	0.00	0.03	0.03	0.13	0.03	0.00	0.00	0.00	0.00
Population per Facility		0	7,818	62,540	0	0	31,270	31,270	7,818	31,270	0	0	0	31,270
TARGET LEVEL OF SERVICE (per 1000 population)														
Target Level of Service		0.08	0.22	0.12	0.01	0.01	0.12	0.1	0.21	0.04	0.04	0.3	0	0.12
Population per component		12,500	4,545	8,333	100,000	100,000	8,333	10,000	4,762	25,000	25,000	3,333		8,333
CURRENT NEED: Total # needed in place to attain target standard at current population		2.51	6.88	3.77	0.31	0.31	3.77	3.13	6.57	1.25	1.25	9.38	0.63	3.75
Number that should be added to achieve target LOS at current population		2.51	2.91	3.27	0.31	0.31	2.77	2.14	2.59	0.25	1.25	9.42	0.63	2.75
PROJECTED POPULATION - YEAR 2030	39,540													
Total # needed to achieve target LOS at projected population		2.68	7.37	4.02	0.34	0.34	4.02	3.35	7.04	1.34	1.34	10.05	0.67	4.02
Number that should be added to current target levels achieve target LOS at projected population		2.68	3.37	3.52	0.34	0.34	3.02	2.35	3.04	0.34	1.34	10.05	0.67	3.02

**Table 15
LOS of Indoor Recreation Facilities**

	Arts and Crafts Room	Community Center	Fitness/weight Room	Gymnasium	Indoor Pool	Multi-purpose Room	Restrooms at Parks
INVENTORY							
CURRENT POPULATION	31,270						
CURRENT LEVEL OF SERVICE (per 1000 population)	0	1	0	0	0	0	0
Current Level of Service	0.00	0.03	0.00	0.00	0.00	0.00	0
Population per component		31,270	0	0	0	0	0
TARGET LEVEL OF SERVICE (per 1000 population)							
Target Level of Service	0.04	0.03	0.04	0.05	0.02	0.05	0.33
Population per component	25,000	33,333	25,000	20,000	50,000	20,000	3,030
CURRENT NEED: Total # needed in place to attain target standard at current population	1.26	0.94	1.25	1.57	0.63	1.57	10
Number that should be added to achieve target LOS at current population	1.26	0.00	1.26	1.57	0.63	1.57	10
PROJECTED POPULATION - YEAR 2030	39,540						
Total # needed to achieve target LOS at projected population	1.34	1.01	1.34	1.68	0.67	1.68	10
Number that should be added to achieve target LOS at projected population	1.34	0.00	1.34	1.68	0.67	1.68	10

SECTION VII

FUNDING AND PLAN IMPLEMENTATION

Parks and Recreation Funding

The City allocates General Fund revenues on a biennial basis to fund parks and recreation services and operations. Capital projects are funded out of the Parks Capital Improvement Fund. General Fund revenues are derived primarily from Property Tax, Sales Tax, the Criminal Justice Sales Tax, Real Estate Excise Tax, Utility Tax and building, franchise and recreation fees. Other dedicated sources of funding include the Regional Parks Sales Tax, Motor Vehicle Fuel Tax, and the Parks, Recreation and Open Space Impact Fee. In addition to the General Fund and dedicated sources, the City may obtain grants, donations and help from non-profit organizations and volunteers. Dedicated finding sources, grant opportunities and other forms assistance are described in detail.

Real Estate Excise Tax.

The Real Estate Excise Tax (or REET) fund accounts for the receipt and disbursement of the 0.25% real estate excise tax that is dedicated for capital purposes including public buildings and facilities, parks, and debt service associated with capital projects in these areas. The City has opted to collect an additional 0.25% as authorized by GMA. The first quarter of these funds are restricted to financing capital projects that are specified in the Capital Facilities Element of the City's Comprehensive Plan. University Place has allocated some of these funds to debt service for park land acquisition. Use of the second quarter percent of REET is not permitted for the acquisition of land for parks.

Regional Parks Sales Tax.

In September 2000, the voters of Pierce County approved a sales and use tax increase equal to one-tenth of one percent (0.01%) within Pierce County to provide funds to acquire, improve, rehabilitate, maintain or develop regional and local parks. Fifty percent of the funds are allocated to the Point Defiance Zoo and Northwest Trek. The remaining fifty percent of the funds are allocated on a per capita basis for parks to Pierce County, the Tacoma Metropolitan Park District, and each city and town in the County (except Tacoma). The City issued a General Obligation Bond totaling \$2.4 million in 2002 to leverage this revenue source and make basic infrastructure improvements at the Cirque Bridgeport Park, a 22-acre park purchased in 1997.

Motor Vehicle Fuel Tax.

State law requires that at least one half percent (0.5%) of the total amount of funds received annually from the motor vehicle fund be expended for path and trails purposes – within the right-of-way of city streets. Monies set aside in the City's Path and Trails Fund must be spent within ten years of receipt.

Parks, Recreation and Open Space Impact Fee.

Established in 1998, this fee on residential growth and development assumes new growth should pay a proportionate share of the facility cost to serve new residents. Impact fee receipts are deposited into the Parks Capital Improvement Fund and are used solely for parks system improvements (such as planning; land, right-of-way, easement or access acquisition; engineering; and architectural design) as described in the current Capital Facilities Plan. Impact fee receipts vary on an annual basis and fluctuate with growth in residential units. The 2013-2014 Adopted Biennial Budget assumes \$35,000 in Parks impact fees each year. At the end of 2012, the City had received \$284,000 in impact fees for the year, but \$200,000 of this total was for one large Multi-family project.

Potential Grant Funding Sources

A grant is a cash award given for a specific purpose and does not have to be repaid. Recipients of a grant are often required to match a portion of the grant – anywhere from 10% to 50%. Grants are an important but limited source of revenue for all capital facilities.

RCO Grants

The Recreation and Conservation Funding Board (RCFB) and the Salmon Recovery Funding Board (SRFB) are two State funding bodies managed by the Recreation and Conservation Office. This agency administers and oversees several grant programs for active and passive recreation, trail development, habitat conservation purposes such as stream & stream bank protection & restoration, wetland & wetland buffer protection & enhancement, etc. Depending on the program, eligible project applicants can include municipal subdivisions of the state (cities, towns, and counties, or ports, utilities, parks and recreation, and school districts), Native American tribes, state agencies, and in some cases, federal agencies and non-profit organizations.

To be considered for funding assistance, most grant programs require that the proposed project will be operated and maintained in perpetuity for the purposes for which funding is sought. Most grant programs also require that sponsors complete a systematic planning process (such as the PROS Plan) prior to seeking RCFB funding. Grants are awarded by the Committee based on a public, competitive process, which weighs the merits of proposed projects against established program criteria. There are many categories including land

purchases, parkland improvements, facility development, trail construction and stream restoration for salmon habitats. Many of these grant categories require a 50% match; however, grants from other programs may be used as a match.

Pierce County Conservation Futures Grants

The term "Conservation Futures" is a County program that aims to purchase land to be preserved for conservation and public use in perpetuity. The money to purchase such properties comes from a property tax available only to counties. Pierce County started collection of the Conservation Futures property tax in 1991. Each year approximately 2.3 to 2.8 million in taxes are collected. To date, the County has spent \$26,900,000 and acquired 1,245 acres of wildlife habitat and open space



Leach Creek at Kobayashi

properties. Land is acquired in both incorporated and unincorporated areas. The properties are not always held by the county but are often given/turned over to a specific city, town and/or land trust as well as other public agencies within the county. Grant applications are locally reviewed and managed and require only a 10% match. In 2004 and 2005, the County bonded against its allocation for approximately 80% of its yearly funding. With only 20% of the yearly funding available, it was determined that invitations for grant proposals would only be entertained every other year and that only 3 to 5 projects would be chosen each funding cycle.

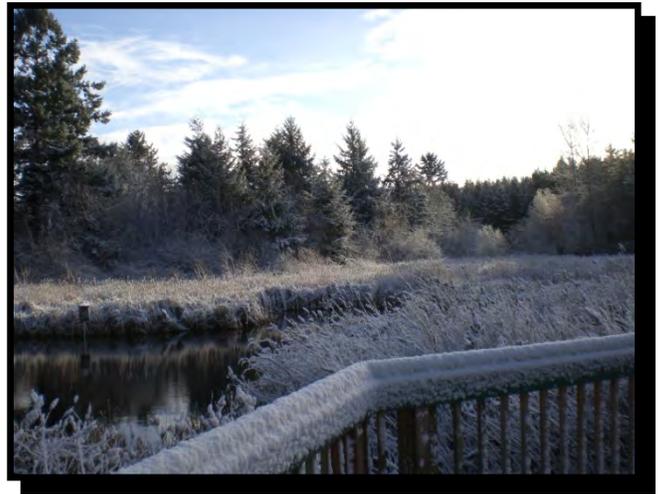
Other Grant Sources:

Starbucks Neighborhood Parks Grant Program

In 2005, Starbucks offered a local grant program of 30 grants totaling \$1 million dollars to King, Pierce & Snohomish counties for small projects (\$15,000) to make improvements to neighborhood parks. The project must be a cooperative project between a community organization and a public agency, with the project totaling at least \$50,000. The project must also have strong local support from a Starbucks barista & requires volunteerism from the community.

Donations and Gifts to University Place.

Cash donations designated for specific purposes by the donor, such as the Curran Apple Orchard or Homestead Park, are used as specified by the donor. Both of these parks have dedicated volunteer groups that work to improve the park, who also host special events to raise funds for improvements that each group desires to make in each park. Dr. George Hess donated the Adriana Hess Wetland Park in the name of his wife, and he set up a foundation to help fund its improvement and maintenance. This property and the foundation was a very generous gift to the city. It is imperative that we continue to seek other such gifts to help enhance our park system. Park donations are received and utilized as needs arise.



View from deck at Adriana Hess



Band shell at Curran Orchard built by Curtis High School students and donated to the City

Local Non-Profit Organizations



Local organizations such as the Lions Club, Kiwanis and the Rotary are often willing to provide partnering opportunities, and they volunteer to manage and hold fund raising events to raise money for community improvements. The local chapter of the Rotary (the Tacoma Narrows Rotary) has chosen to adopt one of the City's parks - Cirque Bridgeport Park, and they raised the money to purchase two matching electronic scoreboards for the ball fields at Cirque Bridgeport Park. They have volunteered for work parties and were a partner in the 2005 Starbucks grant which funded the construction of a "tot lot" at Cirque Bridgeport Park. Such partnerships with community service based organizations are essential in today's competitive market. The City will need to continue and expand such partnerships to meet the community's

Donated scoreboards at Cirque Park demand for a high quality park system.

Other Funding Options

The Capital Strategy Task Force recommended the City Council consider several new funding options to include:

A Levy Lid Lift to allow the property tax levy amount to be adjusted more than the 1% statutory lid as long as the levy rate stays under the \$1.60/ \$1,000. Any measure taken before the voters would need to be specific and well described, so the voters would know exactly on what they were voting.

A "Pay-as-You-Go" approach using a practical, logical approach with a cogent vision. Focus on critical issues: create a "big picture package" around connectivity and activity nodes within the community.

Become a Metropolitan Parks District (MPD), with the city limits constituting the limits of the district. A MPD would potentially generate additional monies for parks and recreation, which would be dedicated funds only for parks programs, improvements, land purchases & maintenance. Establishing a MPD requires voter approval of the community.

**Business of the City Council
City of University Place, WA**

Proposed Council Action:

Adopt a Resolution authorizing the City Manager to execute an interlocal agreement with Pierce County and its cities and towns amending the County-wide Planning Policies to include criteria for the designation of Centers of Local Importance.

Agenda No: 9
Dept. Origin: Planning & Dev. Services
For Agenda of: February 18, 2014
Exhibits: Resolution
 Interlocal Agreement
Concurred by Mayor: _____
Approved by City Manager: _____
Approved as to form by City Atty: _____
Approved by Finance Director: _____
Approved by Department Head: _____

Expenditure Required	0	Amount Budgeted	0	Appropriation Required	0
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SUMMARY / POLICY ISSUES

The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County, and charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, and facilitating compliance with the coordination and consistency requirements of the Growth Management Act. The PCRC developed, and on June 30, 1992 adopted, the Pierce County County-Wide Planning Policies (CPPs) a series of statements which establish a countywide framework from which the County and municipal comprehensive plans are developed and adopted. On August 14, 1995, the City Council adopted Resolution 42--the County-Wide Planning Policies.

The proposal incorporates designation criteria into the Pierce County Countywide Planning Polices (CPPs) for a new type of center for lane use and transportation planning purposes. A Center of Local Importance is the lowest center designation indentified in VISION 2040. These areas may include downtowns as well as smaller-scaled neighborhood business districts and cross roads. As proposed, a jurisdiction first depicts its Center of Local Importance in its Comprehensive Plan. The information in the Comprehensive Plan must include a map defining the area and other details such as land use designations and infrastructure plans. Notification to the Pierce County Regional Council must occur as part of the local planning process. When the local process is complete, a locally designated Center of Local Importance is included within an appendix to the CCPs.

On September 24, 2013 the Pierce County Council adopted Ordinance No 2013-53s acknowledging its approval of the proposed countywide planning policy amendments to incorporate designation criteria for centers of local importance into the county-wide planning policies and authorized the County Executive to execute interlocal agreements with the cities and towns of Pierce County in order to ratify the proposed CPP amendments. To amend the CPPs the amendments must be ratified by sixty percent of the jurisdictions in Pierce County representing seventy-five percent of the total population.

BOARD OR COMMITTEE RECOMMENDATION

The Pierce County Regional Council, Pierce County Planning Commission and the Pierce County Council have all recommended approval of the proposal. As of January 9, 2014, three jurisdictions had ratified the proposal.

RECOMMENDATION / MOTION

MOVE TO: Adopt a Resolution authorizing the City Manager to execute an interlocal agreement with Pierce County and its cities and towns amending the County-wide Planning Policies to include criteria for the designation of Centers of Local Importance.

RESOLUTION NO. ____

A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT WITH PIERCE COUNTY AND ITS CITIES AND TOWNS THE REBY AMENDING THE PIERCE COUNTY COUNTY-WIDE PLANNING POLICIES TO INCORPORATE CRITERIA FOR THE DESIGNATION OF CENTERS OF LOCAL IMPORTANCE IN THE PIERCE COUNTY COUNTY-WIDE PLANNING POLICIES.

WHEREAS, the Pierce County Regional Council was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County, and charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (GMA) (Chapter 36.70A RCW) and the Regional Transportation Planning Organization (Chapter 47.80 RCW), and developing a consensus among jurisdictions regarding the development and modification of the County-wide Planning Policies; and

WHEREAS, the Pierce County County-Wide Planning Policies (CPPs) are written policy statements which are to be used solely for establishing a county-wide framework from which the County and municipal comprehensive plans are developed and adopted; and

WHEREAS, the framework is intended to ensure that the County and municipal comprehensive plans are consistent as required by the Growth Management Act; and

WHEREAS, on June 30, 1992, the Pierce County Council adopted the initial CPPs; and

WHEREAS, the Pierce County Growth Management Coordinating Committee (GMCC) is a technical subcommittee to the PCRC and the includes staff representatives from the County and the cities and towns within Pierce County; and

WHEREAS, the GMCC met in 2009, 2010, and 2011 to develop and refine policy language to reach consistency between the Pierce County County-wide Planning Policies and VISION 2040; and

WHEREAS, the PCRC, based upon the recommendation from the GMCC and its own discussions, recommended approval of the proposal at its March 21, 2013 meeting; and

WHEREAS, amendments to the Pierce County County-wide Planning Policies must be adopted through amendment of the original interlocal agreement or by a new interlocal agreement ratified by sixty percent of the jurisdictions in Pierce County representing seventy-five percent of the total population; and

WHEREAS, demonstration of ratification shall be by execution of an interlocal agreement or the absence of a legislative action to disapprove a proposed amendment; and

WHEREAS, an Interlocal Agreement entitled "Amendments to the Pierce County Countywide Planning Policies" has been developed for this purpose, and is included as Exhibit B to Pierce County Ordinance No. 2013-53s; and

WHEREAS, a jurisdiction shall be deemed as casting an affirmative vote if it has not taken legislative action to disapprove a proposed amendment within 180 days from the date the Pierce County Council formally authorizes the Pierce County Executive to enter into an interlocal agreement; and

WHEREAS, when ratified by the necessary number of cities and towns, section 19D.240 of the Pierce County Code (PCC) "Pierce County Countywide Planning Policies" shall be amended by a subsequent ordinance of the County Council to incorporate the recommend proposal; and

WHEREAS, an environmental review of the proposed amendments to the Pierce County County-wide Planning Policies was conducted pursuant to Chapter 43.21 C RCW and a Determination of Nonsignificance was issued on June 26, 2013; and

WHEREAS, the City Council of the City of University Place held a study session on January 21, 2014 to consider the proposed county-wide planning policy amendments to incorporate criteria for the designation of centers of local significance into the Pierce County Countywide Planning Policies; and

WHEREAS, the City Council finds that it is in the public interest to authorize the City Manager to execute the interlocal amendments with the County and its cities and towns thereby ratifying the proposed amendments to the Pierce County CPPs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:

Section 1. The University Place City Council acknowledges its approval of the amendments to the Pierce County County-wide Planning Policies recommended by the Pierce County Regional Council, which are attached as Exhibit A to Pierce County Ordinance 2013-53s and are incorporated herein by reference.

Section 2. Authorization: The City Manager is hereby authorized to execute the Interlocal Agreement attached hereto as Exhibit B to Pierce County Ordinance No. 2013-53s and by this reference incorporated herein, thereby ratifying the attached amendments to the Pierce County County-Wide Planning Policies as recommended by the Pierce County Regional Council.

Section 3. Effective Date. This resolution shall be effective immediately upon signing.

ADOPTED BY THE CITY COUNCIL ON FEBRUARY 14, 2014.

Denise McCluskey, Mayor

ATTEST:

Emy Genetia, City Clerk

APPROVED AS TO FORM:

Steve Victor, City Attorney

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Proposed Amendment
to the
Pierce County Countywide Planning
to
Incorporate Criteria for the Designation
of
Centers of Local Importance



1 All text shown below is new.

2
3
4 **Centers of Local Importance (CoLI) – Page 60:**

5
6 ***Introduction language***

7 CoLIs are designated for the purpose of identifying local centers and activity nodes that are
8 consistent with VISION 2040's Multi-county Planning Policies. Such areas promote compact,
9 pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety
10 of appropriate housing options, or be in an established industrial area.

11
12 **Rural Areas – Page 62:**

13
14 Rur-21. A CoLI may be located in a rural designated area.

15
16 21.1 A CoLI within a rural area shall encompass similar design features as
17 identified in UGA-48 through UGA-52.

18
19 21.2 To be officially recognized, a CoLI within a rural area shall meet the same
20 implementation strategy/process as set forth in UGA-53 through UGA-55.

21
22 **Starting on Page 81:**

23
24 ***Introduction language***

25 CoLIs are designated for the purpose of identifying local centers and activity nodes that are
26 consistent with VISION 2040's Multicounty Planning Policies. Such areas promote compact,
27 pedestrian-oriented development with a mix of uses, proximity to diverse services, and a variety
28 of appropriate housing options, or be in an established industrial area.

29
30 **Urban Growth Areas - Page 104:**

31
32 ***Centers of Local Importance (CoLI)***

33 ***Concepts and Principles***

34
35 UGA-49. A CoLI may be located in either an urban or rural area, and shall include activities
36 that provide a focal point or sense of place for a community and its surrounding
37 area.

38
39 ***Design Features of CoLIs***

40
41 UGA-50. A CoLI is characterized by a concentration of land_uses or activities that provide a
42 sense of place or gathering place for the community and neighborhood residents.
43 A CoLI should include one or more the following characteristics:

44
45 50.1 Civic services

46 50.2 Commercial areas

47 50.3 Recreational areas



- 50.4 Industrial areas
- 50.5 Cultural facilities/activities
- 50.6 Historic buildings or sites
- 50.7 Residential areas

UGA-51. The size of a CoLI and the mix and density of uses are to be locally determined to meet community goals.

UGA-52. Each jurisdiction shall define the role that the CoLI plays in supporting planned growth.

UGA-53. A variety of appropriate transportation options and pedestrian-friendly design should be available or planned within a CoLI.

Implementation Strategies

UGA-54. A CoLI shall be locally adopted; approval by the PCRC or other regional organization shall not be required.

- 54.1 A jurisdiction shall document how an area meets the Design Features (UGA-48 through UGA-52) of a CoLI in its comprehensive plan.
- 54.2 The documentation should include examples, plans, or other information that supports the designation of a CoLI.
- 54.3 An area adopted as a CoLI shall be definitively delineated on a map within a jurisdiction’s comprehensive plan.
- 54.4 A CoLI shall have appropriate land use designations, zoning regulations, and infrastructure plans for existing and planned development.
- 54.5 A comprehensive plan that utilizes an alternative label to refer to a CoLI shall be accompanied with adopted findings of fact that recognizes the area as a CoLI per the Pierce County CPPs.

UGA-55. A jurisdiction shall provide the PCRC notice of its intention to locally adopt a CoLI or recognize formally adopted CoLIs that meet the criteria.

- 55.1 The notice shall be provided to the PCRC 60 days (minimum) prior to the expected dated of adoption.
- 55.2 The notice shall provide information that identifies the location of the proposed CoLI and documents how the location meets the CoLI policies.

UGA-56. A locally adopted CoLI shall be recognized in Appendix B of the CPPs.

- 56.1 Jurisdictions shall forward a map of locally adopted CoLIs together with the comprehensive plan citations to the PCRC for inclusion into Appendix B. The adopted CoLIs shall be attached to the CPP publications as Appendix B for ease of reference. Appendix B shall not be considered a component of the CPPs and, accordingly, an update to Appendix B shall not constitute an amendment to the CPPs requiring ratification by Pierce County jurisdictions.



INTERLOCAL AGREEMENT

**AMENDMENTS TO THE PIERCE COUNTY
COUNTYWIDE PLANNING POLICIES**

This agreement is entered into by and among the cities and towns of Pierce County and Pierce County. This agreement is made pursuant to the provisions of the Interlocal Cooperation Act of 1967, Chapter 39.34 RCW. This agreement has been authorized by the legislative body of each jurisdiction pursuant to formal action and evidenced by execution of the signature page of this agreement.

BACKGROUND:

- A. The Pierce County Regional Council (PCRC) was created in 1992 by interlocal agreement among the cities and towns of Pierce County and Pierce County. The organization is charged with responsibilities, including: serving as a local link to the Puget Sound Regional Council, promoting intergovernmental cooperation, facilitating compliance with the coordination and consistency requirements of the Growth Management Act (Chapter 36.70A RCW) and the Regional Transportation Planning Organization (Chapter 47.80 RCW), and developing a consensus among jurisdictions regarding the development and modification of the Countywide Planning Policies.
- B. The Pierce County Countywide Planning Policies provide for amendments to be adopted through amendment of the original interlocal agreement, or by a new interlocal agreement. The Pierce County Countywide Planning Policies may be amended upon the adoption of amendments by the Pierce County Council and ratification by 60 percent of the jurisdictions in Pierce County representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of the proposed ratification.
- C. A demonstration of ratification shall be by execution of an interlocal agreement or the absence of a legislative action to disapprove a proposed amendment.
- D. A jurisdiction shall be deemed as casting an affirmative vote if it has not taken legislative action to disapprove a proposed amendment within 180 days from the date the Pierce County Council formally authorizes the Pierce County Executive to enter into an interlocal agreement.
- E. The amendment incorporates new policies that set criteria and a process for the formal recognition of areas that serve as important centers within Pierce County communities. This formal recognition may be used in future countywide project evaluations.
- F. The Pierce County Regional Council recommended adoption of the proposed amendment on March 21, 2013.



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PURPOSE:

This agreement is entered into by the cities and towns of Pierce County and Pierce County for the purpose of ratifying and approving the attached amendment to the Pierce County Countywide Planning Policies (Attachment).

DURATION:

This agreement shall become effective upon execution by 60 percent of the jurisdictions in Pierce County, representing 75 percent of the total Pierce County population as designated by the State Office of Financial Management at the time of the proposed ratification. This agreement will remain in effect until subsequently amended or repealed as provided by the Pierce County Countywide Planning Policies.

SEVERABILITY:

If any of the provisions of this agreement are held illegal, invalid, or unenforceable, the remaining provisions shall remain in full force and effect.

FILING:

A copy of this agreement shall be filed with the Secretary of State, Washington Department of Commerce, the Pierce County Auditor, and each city and town clerk.

IN WITNESS WHEREOF, this agreement has been executed by each member jurisdiction as evidenced by the signature page affixed to this agreement.

1 **INTERLOCAL AGREEMENT**

2
3 **AMENDMENTS TO THE PIERCE COUNTY**
4 **COUNTYWIDE PLANNING POLICIES**

5
6 Signature Page

7
8 The legislative body of the undersigned jurisdiction has authorized execution of
9 the Interlocal Agreement, Amendments to the Pierce County Countywide Planning
10 Policies.

11
12 IN WITNESS WHEREOF

13
14 This agreement has been executed by _____
15 (Name of City/Town/County)

16
17
18 BY: _____
19 (Mayor/Executive)

20
21
22 DATE: _____

23
24 Approved:

25
26
27 BY: _____
28 (Director/Manager/Chair of County Council)

29
30 Approved as to Form:

31
32
33 BY: _____
34 (City Attorney/Prosecutor)

35
36 Approved:

37
38
39 BY: _____
40 (Pierce County Executive)



Memo

DATE: February 13, 2014
TO: Steve Sugg, City Manager
FROM: Gary Cooper
SUBJECT: Replacement Backhoe Purchase

Steve,

In the 2014 budget is the replacement of the 1996 Backhoe. As you know a Backhoe is one of the crucial pieces of equipment for perform our storm water repairs and construction. Originally we scheduled this equipment for a lifecycle of 15 years. Due to budget constraints we stretched the replacement to 18 years.

After researching options we found the lowest price by joining the National Joint Powers Alliance. Sonsray Equipment Co. in Auburn is on the National Joint Powers Alliance purchasing contract.

We were able to negotiate a favorable trade in allowance for our old machine, \$15,355, from Sonsray. With the trade in allowance, the total cost for the new machine will be \$64,275.84

I recommend the purchase of 2014 Case 580 Backhoe from Sonsray Equipment Co. as budgeted from the 2014 Storm Water Budget.

Memo

DATE: February 13, 2014
TO: Steve Sugg, City Manager
FROM: Gary Cooper
SUBJECT: Replacement Pickup Truck Purchase

Steve,

In the 2014 budget is the replacement of a 2001 pickup.
Due to budget constraints we stretched the replacement from 2010 to 2014.

I recommend the purchase of 2014 Chevrolet 1500 pickup utilizing the State of Washington purchasing contract from Bud Clary Chevrolet. Total cost including taxes and fees \$32,116.56

This purchase on the Council agenda for discussion February 18, 2014

Memo

DATE: February 13, 2014
TO: Steve Sugg, City Manager
FROM: Gary Cooper
SUBJECT: Turf Mower Lease/Purchase

Steve,

After reviewing several years of contracting out for Parks and Streets Landscape Services, we have determined that bringing this service back “in-house” will result in higher quality, more responsive service and a cost savings. I estimate in 2014 we can come in \$22,000 under budget.

To accomplish the “In-House” landscape maintenance of both Parks and Streets we will utilize four temp summer helpers to managed by existing Staff. We will also need to purchase a riding turf mower for the field turf at Cirque and Sunset Terrace Parks. The lease/purchase was included in my analysis which resulted in the cost savings estimate of \$22,000 annually.

I propose a four year lease with an option of purchasing the mower for one dollar (\$1) at the end of the fourth year. The 2014 Toro Groundsmaster 4300-D Turf Mower, which is on Washington State contract #10212 from Western Equipment Distributors.

Total lease/purchase cost of the mower -\$55,366.08 to be spread over four years with an annual cost of \$13,841.52 which includes all finance charges

I expect a question of purchasing a mower when there is a possibility of moving toward a Metro Parks District in the future.

I am operating under the assumption that, if there were a change, the soonest would be 2017, three mowing seasons from now. The City would have the benefit of three years of cost savings. If the decision was to go to Metro Parks system, the turf still needs to be mowed whether it is by City Staff under current conditions, contract with a District or if the decision was made to transfer all assets, liabilities and maintenance to a District.