



## Parks and Human Services Committee

### Agenda

Chair - Brenda Fincher  
Satwinder Kaur- Marli Larimer  
**Thursday, July 18, 2019**  
**5:00 p.m.**

<u>Item</u>	<u>Description</u>	<u>Action</u>	<u>Speaker</u>	<u>Time</u>
1.	Call to Order		Chair	01 MIN.
2.	Roll Call		Chair	01 MIN.
3.	Changes to the Agenda		Chair	01 MIN.
4.	Approval of June 20, 2019 Minutes	YES	Chair	05 MIN.
5.	2019 First and Second Quarter Fee-in-Lieu Funds – Recommend	YES	Bryan Higgins	05 MIN.
6.	RCO Grant Agreement for Service Club Ballfields – Recommend	YES	Bryan Higgins	05 MIN.
7.	Provider Roundtable – Catholic Community Services Foster Home Program – Information Only	NO	Caitlin Sanders	05 MIN.
8.	Provider Roundtable – Salvation Army – Information Only	NO	Mickey Jordan	05 MIN.
9.	Provider Roundtable – Valley Cities – Information Only	NO	Deborah Mulein	05 MIN.
10.	Director’s Report – Information Only	NO	Julie Parascondola	10 MIN.
11.	Adjournment		Chair	01 MIN.

Unless otherwise noted, the Parks and Human Services Committee meets at 5 p.m. on the third Thursday of each month in the Kent City Hall, Council Chambers East, 220 Fourth Avenue South, Kent, WA 98032.

For additional information please contact Ron Lashley at 253-856-5101, or via email at [RLashley@KentWA.gov](mailto:RLashley@KentWA.gov).

Any person requiring a disability accommodation should contact the City Clerk’s Office at 253-856-5725 in advance. For TDD relay service call Washington Telecommunications Relay Service at 7-1-1.



Approved  
Parks and Human Services  
Committee  
CC Parks Regular Meeting  
Minutes  
June 20, 2019

**Date:** June 20, 2019  
**Time:** 5:00 p.m.  
**Place:** Chambers East  
**Attending:** Brenda Fincher, Committee Chair  
 Satwinder Kaur, Councilmember  
 Marli Larimer, Councilmember

**Agenda:**

1. **Call to Order 5:00 p.m.**
2. **Roll Call**

Attendee Name	Title	Status	Arrived
Brenda Fincher	Committee Chair	Present	
Satwinder Kaur	Councilmember	Present	
Marli Larimer	Councilmember	Present	

3. **Changes to the Agenda**
4. **Approval of Minutes dated April 18, 2019**  
**MOTION: Move to approve the Minutes dated April 18, 2019**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Marli Larimer, Councilmember
<b>SECONDER:</b>	Satwinder Kaur, Councilmember
<b>AYES:</b>	Fincher, Kaur, Larimer

5. **Grant Agreement with Washington Department of Commerce for Park Improvements at Morrill Meadows Park – Authorize**

Park/Facilities Planning & Development Coordinator, Bryan Higgins explains how the funds will be utilized for capital expenditures for construction and site improvements at Morrill Meadows Park.

**MOTION: Authorize the Mayor to sign a grant award agreement with the Washington Department of Commerce, in the amount of \$970,000, for park improvements at Morrill Meadows Park adjacent to the East Hill YMCA, subject to final terms and conditions acceptable to the Parks Director and City Attorney.**

Minutes Acceptance: Minutes of Jun 20, 2019 5:00 PM (OPEN SESSION)

**RESULT:** RECOMMENDED TO COUNCIL [UNANIMOUS]Next: 7/2/2019 7:00 PM  
**MOVER:** Satwinder Kaur, Councilmember  
**SECONDER:** Marli Larimer, Councilmember  
**AYES:** Fincher, Kaur, Larimer

**6. King County Youth and Amateur Sports Grant Agreement for West Fenwick Park - Authorize**

Park/Facilities Planning & Development Coordinator, Bryan Higgins explains to the Committee what the funds will go towards and confirmed Committee member Satwinders Kaur question that the funds are for the construction of the Playground at West Fenwick Park.

**MOTION: Authorize the Mayor to sign a grant agreement with King County in the amount of \$200,000, for the playground at West Fenwick Park, subject to final terms and conditions acceptable to the Parks Director and City Attorney.**

**RESULT:** RECOMMENDED TO COUNCIL [UNANIMOUS]Next: 7/2/2019 7:00 PM  
**MOVER:** Marli Larimer, Councilmember  
**SECONDER:** Satwinder Kaur, Councilmember  
**AYES:** Fincher, Kaur, Larimer

**7. New Connections of South King County Lease Agreement - Authorize**

Facilities Superintendent, Alex Ackley explains the lease renewal and brief overview of services provided by New Connections to the City of Kent citizens.

**MOTION: Authorize the Mayor to sign a Lease Agreement with New Connections for the City-owned building located at 422 West Titus Street, subject to final terms and conditions acceptable to the Parks Director and City Attorney.**

**RESULT:** RECOMMENDED TO COUNCIL [UNANIMOUS]Next: 7/2/2019 7:00 PM  
**MOVER:** Satwinder Kaur, Councilmember  
**SECONDER:** Marli Larimer, Councilmember  
**AYES:** Fincher, Kaur, Larimer

**8. Director's Report - Informational**

Parks Director Julie Parascondola shared with the Committee that she has changed the dates of her City Council workshop presentations to November 17th 2019 for the Marketing Engagement Plan and Final Recreation Program Plan instead of July meetings.

Lake Meridian Lifeguard Public Beach program was to start this upcoming weekend and will now start the following week.

**9. Public Comment**

1. Tim Brown

Mr. Brown shared with the Committee that on May 4 he red discovered part of Lower Dam used by Pacific Coast Condensed Milk Company (later called Carnation Evaporated Milk Company) between 1903 and 1916.

**10. Adjournment p.m.**

Ronald Lashley

Committee Secretary



**PARKS AND HUMAN SERVICES COMMITTEE**

Julie Parascondola, CPRE

220 Fourth Ave S  
Kent, WA 98032  
253-856-5100

**DATE:** July 18, 2019  
**TO:** Parks and Human Services Committee  
**SUBJECT:** **2019 First and Second Quarter Fee-in-Lieu Funds – Recommend**

**MOTION: Move to recommend Council accept \$33,300 of fee-in-lieu funds, amend the Community Parks Reinvestment Program budget, and authorize the future expenditure of these funds for capital improvements at Meridian Glen Park.**

**SUMMARY:** Between January 1 and June 30, 2019 the City of Kent received a total of \$33,300.00 from the following developers, who voluntarily paid fees in lieu of dedicating park land, to mitigate the development of homes in local subdivision. These funds will be held in a reserve account for capital improvements at Wilson Playfields and Chestnut Ridge Park, and must be expended within five years.

- Ferit Atesoglu: subdivision into 3 lots at the 24000 block of 132<sup>nd</sup> Avenue SE; \$12,300.00 at Wilson Playfields
- Active Construction: subdivision into 2 lots at the 26100 block of 132<sup>nd</sup> Avenue SE; \$75.00 at Wilson Playfields
- Sockeyes: subdivision into 6 lots at the 20400 block of 132<sup>nd</sup> Avenue SE; \$13,425.00 at Chestnut Ridge Park
- Harjeet Sandhu: subdivision into 3 lots at 9300 block of South 200<sup>th</sup> Street; \$7,500.00 at Chestnut Ridge Park

**BUDGET IMPACT:** Revenue and expense impact of \$33,300.00 to the Community Park Reinvestment Program budget.

**SUPPORTS STRATEGIC PLAN GOAL:**

Thriving City, Evolving Infrastructure, Sustainable Services

**ATTACHMENTS:**

1. 07-18 EXHIBIT Q1,Q2 2019 FIL (PDF)

GL Dates: 1/1/2019 - 6/30/2019

Page: 1

Account Number	Subledger	GL Date	Doc #	Batch #	Amount	PO#	Ref 2	Description	Vendor or Customer	PC	LT	R/V
P20006.56730		3/28/2019	JK 187603	479004	(12,300.00)		19106095	989211 Ferit Atesoglu		P	AA	
P20006.56730		4/26/2019	JK 188101	482418	(75.00)		19-10673	997321 Active Construction Inc		P	AA	
P20006.56730		5/3/2019	JK 188245	483132	(13,425.00)		19-10686	998495 Sockeye5		P	AA	
P20006.56730		5/20/2019	JK 188533	485023	(7,500.00)		19107142	1006725 Sandhu, Harjeet		P	AA	
		Account Total			(33,300.00)							
		Report Total			<u>(33,300.00)</u>							

Attachment: 07-18 EXHIBIT Q1,Q2 2019 FIL (1893 : 2019 First and Second Quarter Fee-in-Lieu Funds -



## PARKS AND HUMAN SERVICES COMMITTEE

Julie Parascondola, CPRE

220 Fourth Ave S  
Kent, WA 98032  
253-856-5100

**DATE:** July 18, 2019  
**TO:** Parks and Human Services Committee  
**SUBJECT:** **RCO Grant Agreement for Service Club Ballfields – Recommend**

**MOTION:** Recommend council authorize the mayor to sign a grant agreement with Washington Recreation and Conservation Office in the amount of \$95,500, for field drainage improvements at Service Club Ballfields, subject to agreement form and terms as the parks director and city attorney may determine are acceptable upon issuance of the agreement by the state.

**SUMMARY:** On August 21, 2018, City Council adopted Resolution No. 1973, which authorized staff to apply to the Recreation and Conservation Office’s Youth Athletic Facilities program for state grant assistance to help finance the cost of installing field drainage systems under three fields at Service Club Ballfields Park.

Parks Planning & Development staff applied to the RCO, which awarded the City Grant #18-1527 conditioned upon a city match. The projected total cost is \$191,000. Of this amount, \$95,500 will be funded by this RCO grant, with the remainder of \$95,500 paid from the Service Club Ballfields Trail and Drainage capital budget account.

Similar drainage improvements installed on one of the four fields in 2017 resulted in more frequent use and a longer season of play. These funds will help pay for installation at the remaining three fields, improving play conditions by reducing oversaturation.

While RCO has awarded the grant to the City, RCO has not yet provided the City with the contract it will require the City sign in order to receive the grant funds. Given tight timing issues as to when the work needs to begin, it was necessary to move this item through the Council approval process before the contract form was received. If the contract is received before the Committee meeting, it will be provided to Committee members at the Parks Committee’s meeting. If the contract form is received after the Committee meeting, it will be included in the Council packet for Council’s review prior to Council taking final action.

**BUDGET IMPACT:** Revenue and Expense impact to the Service Club Ballfields Trail and Drainage budget

**SUPPORTS STRATEGIC PLAN GOAL:**

Thriving City, Evolving Infrastructure, Sustainable Services

**ATTACHMENTS:**

1. 07-18 EXHIBIT RCO Grant for SCB (PDF)



**RESOLUTION NO. 1973**

**A RESOLUTION** of the city council of the city of Kent, Washington, that: (1) authorizes the submission of applications for grant funding assistance through the Land and Water Conservation Fund Outdoor Recreation Legacy Partnership Program of the Recreation and Conservation Office, as provided for in Chapters 79A.15 and 79A.25 of the Revised Code of Washington, Chapter 286 of the Washington Administrative Code, and other applicable authorities, for renovation of West Fenwick Park and field drainage services at Service Club Ballfields, and (2) identifies the Parks Director as the City's authorized representative for purposes of securing the grants and binding the City to the grant terms and conditions.

**RECITALS**

A. Under the provisions of the Land and Water Conservation Fund, Outdoor Recreation Legacy Partnership Program, state grant assistance is requested by the city of Kent to aid in financing the cost of the West Fenwick Park renovations. Under the provisions of the Youth Athletic Facilities Program, state grant assistance is requested by the city of Kent to aid in financing the cost of the Service Club Park field drainage services.

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***West Fenwick Park and Service Club Park—  
Application to Recreation & Conservation Office  
Land and Water Conservation Fund,  
Outdoor Recreation Legacy Partnership Program***

B. The city of Kent considers it in the best public interest to complete the projects described in the applications.

C. As part of this same grant application process, the City Council previously passed Resolutions No. 1966 and No. 1971. Due to formatting requirements from RCO, this Resolution is needed to repeal and replace those prior resolutions.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF KENT, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

### **RESOLUTION**

**SECTION 1.** - *Repeal and Replace.* Resolutions No. 1966 and No. 1971 are hereby repealed in their entirety and replaced with this Resolution.

**SECTION 2.** - *Intent to Apply.* The City has applied for or intends to apply for funding assistance managed by the Washington State Recreation and Conservation Office ("RCO") for the West Fenwick Park Renovation Project (#18-2207) and the Service Club Park Ballfield Drainage Services Project (#19-1527) ("Projects").

**SECTION 3.** - *Authorized Representative.* The City has applied for or intends to apply for funding assistance managed by the Office for the above Projects. Julie Parascondola, Parks Director, is authorized to act as a representative/agent for the City with full authority to bind the organization regarding all matters related to the Project(s), including but not limited to, full authority to: (1) approve submittal of a grant application to the Office, (2) enter into a project agreement(s) on behalf of the City, (3) sign any

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***West Fenwick Park and Service Club Park—  
Application to Recreation & Conservation Office  
Land and Water Conservation Fund,  
Outdoor Recreation Legacy Partnership Program***

amendments thereto on behalf of the City, (4) make any decisions and submissions required with respect to the Project(s), and (5) designate a project contact(s) to implement the day-to-day management of the grant(s).

**SECTION 4. - Agreement.** The City has reviewed the sample project agreement on the Recreation and Conservation Office's WEBSITE at: <https://rco.wa.gov/documents/manuals&forms/SampleProjAgreement.pdf>. The City understands and acknowledges that if offered a project agreement to sign in the future, it will contain an indemnification and legal venue stipulation (applicable to any sponsor) and a waiver of sovereign immunity (applicable to Tribes) and other terms and conditions substantially in the form contained in the sample project agreement and that such terms and conditions of any signed project agreement shall be legally binding on the sponsor if the City's representative/agent enters into a project agreement on the City's behalf. The Office reserves the right to revise the project agreement prior to execution and shall communicate any such revisions with the above authorized representative/agent before execution.

**SECTION 5. - Legal Authority.** The City acknowledges and warrants, after conferring with its legal counsel, that its authorized representative/agent has full legal authority to enter into a project agreement(s) on its behalf, that includes indemnification, waiver of sovereign immunity (as may apply to Tribes), and stipulated legal venue for lawsuits and other terms substantially in the form contained in the sample project agreement or as may be revised prior to execution.

**SECTION 6.** - *Contingent Funding.* Grant assistance is contingent on a signed project agreement. Entering into any project agreement with the Office is purely voluntary on the City's part.

**SECTION 7.** - *Varying Policies and Requirements.* The City understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the project agreement, the characteristics of the project, and the characteristics of the City.

**SECTION 8.** - *Revisions to Agreement.* The City further understands that *prior to* the City's authorized representative/agent executing the project agreement(s), the RCO may make revisions to its sample project agreement and that such revisions could include the indemnification, the waiver of sovereign immunity, and the legal venue stipulation. The City accepts the legal obligation that the City shall, prior to execution of the project agreement(s), confer with the City's authorized representative/agent as to any revisions to the project agreement from that of the sample project agreement. The City also acknowledge and accept that if the City's authorized representative/agent executes the project agreement(s) with any such revisions, all terms and conditions of the executed project agreement (including but not limited to the indemnification, the waiver of sovereign immunity, and the legal venue stipulation) shall be conclusively deemed to be executed with the City's authorization.

**SECTION 9.** - *Allowable Costs.* Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.

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***West Fenwick Park and Service Club Park—  
Application to Recreation & Conservation Office  
Land and Water Conservation Fund,  
Outdoor Recreation Legacy Partnership Program***

**SECTION 10.** – *No Additional Authorization Required.* The City acknowledges and warrants, after conferring with its legal counsel, that no additional legal authorization beyond this authorization is required to make the indemnification, the waiver of sovereign immunity (as may apply to Tribes), and the legal venue stipulation substantially in form shown on the sample project agreement or as may be revised prior to execution legally binding on the City upon execution by the City’s representative/agent.

**SECTION 11.** – *Matching Funds Availability.* If match is required for the grant, the City understands the City must certify the availability of match at least one month before funding approval. In addition, the City understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.

**SECTION 12.** – *Reimbursement Basis.* The City acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. The City understands reimbursement basis means that the City will only request payment from the Office after the City incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until the Project is complete.

**SECTION 13.** – *Property Dedications.* The City acknowledges that any property owned by the City that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the project agreement or an amendment thereto.

**SECTION 14.** - Puget Sound Partnership. The City certifies the following: the Project does not conflict with the *Puget Sound Action Agenda* developed by the Puget Sound Partnership under RCW 90.71.310.

**SECTION 15.** - Resolution - Part of Application. This resolution/authorization is deemed to be part of the formal grant application to the Office.

**SECTION 16.** - Certification. The City warrants and certifies, after conferring with its legal counsel, that this resolution/authorization was properly and lawfully adopted following the requirements of the City and applicable laws and policies and that the City has full legal authority to commit the City to the warranties, certifications, promises and obligations set forth herein.

**SECTION 17.** - Effective Date. This resolution shall take effect and be in force immediately upon its passage.

PASSED at a regular open public meeting by the City Council of the City of Kent, Washington, this 21<sup>st</sup> day of August, 2018.

CONCURRED in by the Mayor of the City of Kent this 21<sup>st</sup> day of August, 2018.

  
For DANA RALPH, MAYOR  
William Boyce

ATTEST:

  
KIMBERLEY A. KOMOTO, CITY CLERK

APPROVED AS TO FORM:

  
ARTHUR "PAT" FITZPATRICK, CITY ATTORNEY

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**West Fenwick Park and Service Club Park—  
Application to Recreation & Conservation Office  
Land and Water Conservation Fund,  
Outdoor Recreation Legacy Partnership Program**

Attachment: 07-18 EXHIBIT RCO Grant for SCB (1897 : RCO Grant Agreement for Service Club Ballfields – Recommend)







**PARKS AND HUMAN SERVICES COMMITTEE**

Julie Parascondola, CPRE

220 Fourth Ave S  
Kent, WA 98032  
253-856-5100

**DATE:** July 18, 2019

**TO:** Parks and Human Services Committee

**SUBJECT: Provider Roundtable – Catholic Community Services Foster Home Program – Information Only**

**SUMMARY:** Caitlin Sanders, Assistant Home Licensor for Catholic Community Services will share information regarding their Foster Home Program.

**SUPPORTS STRATEGIC PLAN GOAL:**

Inclusive Community

**RECOMMENDED BY:** Brenda Fincher



**PARKS AND HUMAN SERVICES COMMITTEE**

Julie Parascondola, CPRE

220 Fourth Ave S  
Kent, WA 98032  
253-856-5100

**DATE:** July 18, 2019

**TO:** Parks and Human Services Committee

**SUBJECT: Provider Roundtable – Salvation Army – Information Only**

**SUMMARY:** Mickey Jordan, Director of Outreach Ministries for the Salvation Army, will share information regarding the services they provide.

**SUPPORTS STRATEGIC PLAN GOAL:**

Inclusive Community

**RECOMMENDED BY:** Brenda Fincher



**PARKS AND HUMAN SERVICES COMMITTEE**

Julie Parascondola, CPRE

220 Fourth Ave S  
Kent, WA 98032  
253-856-5100

**DATE:** July 18, 2019  
**TO:** Parks and Human Services Committee  
**SUBJECT:** **Provider Roundtable – Valley Cities – Information Only**

**SUMMARY:** Deborah Mulein, Program Manager for Valley Cities, will share information regarding the services they provide.

**SUPPORTS STRATEGIC PLAN GOAL:**  
Inclusive Community

**RECOMMENDED BY:** Brenda Fincher

**PARKS AND HUMAN SERVICES COMMITTEE**

Julie Parascondola, CPRE

220 Fourth Ave S  
Kent, WA 98032  
253-856-5100

**DATE:** July 18, 2019  
**TO:** Parks and Human Services Committee  
**SUBJECT: Director's Report – Information Only**

**SUMMARY:** Julie Parascondola, Director of the Parks, Recreation and Community Services Department, will inform the committee of noteworthy information and upcoming events.