

## **COUNCILMEMBERS**

Position No.

1. Tod Gunther
2. Chris Moore
3. Don Tracy
4. John Williams
5. Gregg Bradshaw
6. Greg Hogan
7. Melodi Koenig



**ORTING CITY COUNCIL**  
Study Session Meeting Agenda  
104 Bridge Street S, Orting, WA  
Zoom – Virtual  
July 20th, 2022  
6:00 p.m.

## **Deputy Mayor Greg Hogan, Chair**

### **1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.**

This meeting is being held in person and through the platform zoom. A link for virtual participation can be found on the agenda or on the City's website.

Zoom: <https://us06web.zoom.us/j/81653034165?pwd=a3B5ZGJzSUlqaTdZQ1hTVms3K2QrUT09>  
Meeting ID: 816 5303 4165  
Passcode: 526496

### **2. STAFF REPORTS.**

### **3. AGENDA ITEMS.**

- A. **AB22-42** – Supportive and Transitional Housing Amendments.  
Stefanie Hindmarch
- B. **AB22-68** – Orting Model.  
CM Tod Gunther
- C. **AB22-66** – Street Condition Assessment and Maintenance Plan.  
Scott Larson
- D. **AB22-62** – Parks, Trails and Open Space Plan Amendment – Park Planning.  
Scott Larson
- E. **AB22-60** – Main Park Master Plan.  
Scott Larson
- F. **AB22-63** – National Pollution Discharge Elimination System (NPDES) Permit for Phase II Communities.  
JC Hungerford
- G. **AB22-66** – Water Consumption Goals.  
JC Hungerford
- H. **AB22-67** - Mid-Year Streets Projects Updates.  
JC Hungerford
- I. **AB22-54** – Port of Tacoma Bridge Grant Interlocal Agreement.  
Scott Larson
- J. **AB22-65** – School Resource Officer Interlocal Agreement.  
Scott Larson
- K. **AB22-64** – Sidewalk Removal and Replacement Bids.  
Greg Reed
- L. **AB22-61** – Summerfest Sponsorship.  
Kim Agfalvi

### **4. EXECUTIVE SESSION.**

### **5. ADJOURNMENT.**



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  E2SHB 1220 – Supportive, Emergency, and Transitional Housing Code Amendments	<b>AB22-42</b>			
			<b>5.18.2022</b> <b>6.15.2022</b> <b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b>	Planning		
	<b>Date Submitted:</b>	6.9.2022		
<b>Cost of Item:</b>	<u>\$NA</u>			
<b>Amount Budgeted:</b>	<u>\$NA</u>			
<b>Unexpended Balance:</b>	<u>\$NA</u>			
<b>Bars #:</b>				
<b>Timeline:</b>				
<b>Submitted By:</b>	<b>Stefanie Hindmarch (Planner)</b>			
<b>Fiscal Note:</b>				
<b>Attachments:</b> Staff Report and Exhibits, Ordinance				
<b>SUMMARY STATEMENT:</b>				
<p>E2SHB 1220 was signed into law, it states: “A city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed” and “a city shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed.” The bill does allow for reasonable occupancy, spacing and intensity of use requirements to be imposed.</p> <p>Interim regulations are currently in place regarding emergency shelters, emergency housing, transitional housing, and permanent supportive housing. The permanent regulations would add hotel/motel back in as a permitted use, thus requiring emergency shelters and emergency housing be permitted in the same zone. All four uses are proposed as conditional uses with further stipulations. See ordinance and staff report for specifics.</p> <p>This is proposed as a discussion item. If there is consensus on the ordinance it can move forward for a decision with or without a public hearing. If revisions to the ordinance are requested by Council, staff will revise the ordinance and bring it back through CGA and a subsequent study session prior to going to a regular meeting for action.</p>				

**RECOMMENDED ACTION: Action:**

Move forward to regular business meeting on July 27<sup>th</sup>, 2022 as a standalone item.

**RECOMMENDED MOTION: Motion:**

To adopt Ordinance No. 2022-1095, an ordinance of the City of Orting, Washington, relating to zoning controls pertaining to permanent supportive housing, transitional housing, emergency housing and emergency shelters in response to E2SHB 1220; amending Orting Municipal Code sections 13-2, 13-3-3 and 13-5-3; providing for severability; and establishing an effective date.

**CITY OF ORTING  
WASHINGTON  
ORDINANCE NO. 2022-1095**

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**AN ORDINANCE OF THE CITY OF ORTING,  
WASHINGTON, RELATING TO ZONING CONTROLS  
PERTAINING TO PERMANENT SUPPORTIVE HOUSING,  
TRANSITIONAL HOUSING, EMERGENCY HOUSING AND  
EMERGENCY SHELTERS IN RESPONSE TO E2SHB 1220;  
AMENDING ORTING MUNICIPAL CODE SECTIONS 13-2,  
13-3-3 and 13-5-3; PROVIDING FOR SEVERABILITY; AND  
ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, in 2021 the state legislature enacted Engrossed Second Substitute House Bill (E2SHB) 1220 signed by Governor Inslee on May 12, 2021, became Chapter 254, Laws of 2021 and will take effect on partially on July 25, 2021 and partially on September 30, 2021; and

**WHEREAS**, Section 3 of E2SHB 1220 contains the following preemption of local zoning authority:

A code city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed. Effective September 30, 2021, a code city shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, except in such cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit.; and

**WHEREAS**, the City of Orting had no regulations related to the development and operation of transitional housing or permanent supportive housing needed to protect the community and residents of these units; and

**WHEREAS**, the City had not had sufficient time to evaluate the needs associated with transitional housing or permanent supportive housing and develop regulations between the time that E2SHB 1220 was signed by the Governor and became law and enacted interim regulations; and

**WHEREAS**, Pierce County conducted an annual point in-time count of homeless individuals in the County in January 2021; and

**WHEREAS**, the homeless census counted 1,005 homeless individuals in the County; and

**WHEREAS**, the homeless census counted three homeless individuals in Orting; and

**WHEREAS**, according to the 2020 decennial Census Pierce County has a population of 921,130 and Orting has a population of 9,041 accounting for approximately 1% of the County’s population; and

**WHEREAS**, the City of Orting is planning to accommodate its share of the homeless population which is calculated at 10 individuals; and

**WHEREAS**, the City of Orting wishes to implement E2SHB1220 with restrictions that fit the small-town context of the City, which has no public transit and limited resources; and

**WHEREAS**, in accordance with the requirement set forth in RCW 36.70A.106, the City provided the Washington State Department of Commerce notice of the City’s intent to adopt the proposed ordinance for its 60-day review and comment period on March 8, 2022; and

**WHEREAS**, the City’s Planning Commission considered the amendments on March 8, 2022 and held a public hearing on the proposed amendments on April 4, 2022 and forwarded a recommendation to the City Council to adopt the proposed OMC amendments; and

**WHEREAS**, the City Council, on May 11, 2022, considered the proposed code amendments and the entire record, including recommendations from the Planning Commission and had a closed record final decision; and

**WHEREAS**, in response to E2SHB 1220 the Orting City Council would like to make certain changes to its development regulations;

**WHEREAS**, the City Council has determined that the proposed regulations are in accord with the Comprehensive Plan, will not adversely affect the public health, safety, or general welfare, and are in the best interest of the citizens of the City;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORTING, WASHINGTON, DOES ORDAIN AS FOLLOWS:**

**Section 1. Recitals.** The Recitals set forth above are hereby adopted and incorporated as Findings of Fact and/or Conclusion of Law of the City Council. The City Council bases its findings and conclusions on the entire record of testimony and exhibits, including all written and oral testimony before the Planning Commission and the City Council.

**Section 2. OMC Section 13-2, Amended.** Orting Municipal Code Section 13-2 is hereby amended as follows:

**13-2: DEFINITIONS**

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**13-2-6: E**

**EMERGENCY HOUSING:** Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

EMERGENCY SHELTER: a facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.

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**13-2-17: P**

PERMANENT SUPPORTIVE HOUSING: One or more subsidized, leased dwelling units with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in the Residential Landlord Tenant Act, chapter 59.18 RCW.

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**13-2-21: T**

TRANSITIONAL HOUSING: A facility that is owner, operated, or managed by a nonprofit organization or governmental entity that provides housing and supportive services to homeless individuals or families for up to two (2) years and whose primary purpose is to enable homeless individuals or families to move into independent living and permanent housing.

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**Section 3. OMC Section 13-3-3, Amended.** Orting Municipal Code Section 13-3-3 is hereby amended as follows:

**13-3-3: USES**

**TABLE 1  
CITY OF ORTING LAND USE**

	Zones							
	RC	RU	RMF	MUTC	MUTCN <sup>2</sup>	LM	OS	PF
Residential Uses <sup>1</sup> :								
Cottage	P	P	P		P			
Cottage development		P <sup>3,4</sup>	P <sup>3,4</sup>		P			
Duplex		P <sup>10</sup>	P	P	P <sup>25</sup>			
Group residences:		C	C <sup>3</sup>	C <sup>3</sup>				C <sup>22</sup>

	Zones							
	RC	RU	RMF	MUTC	MUTCN <sup>2</sup>	LM	OS	PF
Adult family homes	P	P	P	P	P			
Attached ground related residences					P			
Emergency Housing				C <sup>27-32</sup>	C <sup>27-32</sup>			
Emergency Shelter				C <sup>27-32</sup>	C <sup>27-32</sup>			
Permanent Supportive Housing	C <sup>26,30-33</sup>	C <sup>26,30-33</sup>	C <sup>26,30-33</sup>	C <sup>3,26,30-33</sup>	C <sup>3,26,30-33</sup>			
Single room occupancy sleeping units								C
Transitional Housing	C <sup>26-33</sup>	C <sup>26-33</sup>	C <sup>26-33</sup>	C <sup>3,26-33</sup>	C <sup>3,26-33</sup>			
Other <sup>6</sup>		C	P	C				
Manufactured home park	C	C	C					
Mobile/ manufactured home	P <sup>7</sup>	P <sup>7</sup>	P <sup>7</sup>					
Multiple-family			P	P <sup>3</sup>	P			
Single-family detached	P	P	P		P <sup>25</sup>			
Temporary Lodging								
Bed and breakfast	C	C	C	P <sup>3</sup>				
Hotel/motel				P <sup>3</sup> P <sup>3</sup>	P P			
Rooming house			C	C <sup>3</sup>				

Notes:

1. Residential planned unit developments (PUD) may allow increases in underlying density except in the MUTCN.
2. All development subject to Master Development Plan and MUTCN Bulk and Dimensional Requirements. See sections 13-3-2 E2 and E5 of this code.
3. Subject to architectural design review.
4. As a binding site plan.
5. Not located along retail street frontages.
6. Housing more than 12 unrelated individuals.
7. On a legal lot with permanent foundation.
8. On upper floors above ground floor commercial only.
9. On upper floors above ground floor commercial, or in freestanding residential buildings.
10. Duplexes and townhouses are not allowed on flag lots in the RU zone.
11. In planned retail centers when building area is less than 10,000 square feet.
12. See section 13-5-4 of this title.
13. On site sales of agricultural products allowed.
14. Food stores only.
15. On upper floors above ground floor retail.
16. Including outdoor display or sales yards.
17. Not including overnight kennels or treatment facilities.
18. Machine shops, incinerators, wrecking yards, and feedlots may be permitted subject to appropriate mitigation of impacts on surrounding nonindustrial areas. Significant adverse noise, air quality, or other impacts caused by manufacturing processes shall be contained within buildings.

19. When entirely located in a building, not producing adverse noise or air quality impacts, and not located along retail street frontage. Ground floor area limited to 10,000 square feet maximum.
20. Private facilities.
21. Subject to all other City regulations regarding livestock.
22. Redevelopment of the Orting Soldiers' Home subject to site plan and architectural design review approval.
23. Three or more units per building.
24. May not have frontage along SR 162/Washington Avenue N. Must be screened from all adjacent residences with sight obscuring landscaping, 6-foot tall solid fencing.
25. For Senior Housing (aged 55+) only.
26. The number of permanent supportive housing units and transitional housing units allowed on any given property shall be no more than the number of standard dwelling units that would be allowed under the applicable zoning of the property.
27. The total combined capacity of all emergency shelter beds, emergency housing beds, and transitional housing units in the City shall not exceed 0.4% of the City's population, as estimated annually by the Washington Office of Financial Management.
28. Emergency housing and emergency shelters are required to be indoors. An operations and security plan shall be required that addresses site management and neighborhood impacts. Each facility shall be limited to a total of 10 individuals.
29. Emergency housing, emergency shelter, and transitional housing uses shall not be located on any parcel that abuts or is directly across a public right-of-way from a parcel with an existing school or park use, or on any parcel within the main street area of Orting, defined as the area bounded by Whitsell Street, Bridge Street, Corrin Avenue Northwest, and Rainier Lane Northeast. This does not include indoor emergency shelter facilities that are needed to respond temporarily to a natural disaster or other similarly acute emergency (ex: heating and cooling centers).
30. No person convicted of a felony assault, arson, illegal drug manufacturing, burglary, or kidnapping charge within the past three (3) years, or otherwise under court supervision or sex offender registration requirements can receive services from a provider, unless providing such services is consistent with the laws, regulations, and/or supervisory requirements related to such persons. To ensure compliance, providers of transitional housing and permanent supportive housing shall order and review background checks prior to resident entry. Providers of emergency housing and emergency shelter shall order and review background checks within three days of intake.
31. All providers of emergency shelter, emergency housing, transitional housing, and permanent supportive housing shall, after the initial two years of operation of any such facility, provide the City with a report that demonstrates ongoing compliance with the terms of the Conditional Use Permit as defined at the time of approval. Such providers are also required to maintain a valid City of Orting business license and liability insurance. These service providers should prioritize individuals living in the Orting valley. Upon intake, providers shall record each individual's most recent city or other place of residence and shall provide a report on such data to the City every year. Providers shall also record the number of individuals seeking services who are turned away due to lack of capacity and their most recent place of residence.
32. In reviewing Conditional Use Permit applications for emergency shelter, emergency housing, transitional housing, and permanent supportive housing, the Hearing Examiner shall not treat adversely or discriminate against people experiencing homelessness.



32.33. No more than two persons per bedroom shall inhabit a permanent supportive housing or transitional housing facility.

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**Section 4. OMC Section 13-5-3, Amended.** Orting Municipal Code Section 13-5-3 is hereby amended as follows:

H. Uses Not Specified: In the case of a use not specifically mentioned in subsection I of this section, the requirements for off street parking facilities shall be determined by the Administrator. Such determination shall be based upon the requirements for the most comparable use specified in subsection I of this section and/or through a parking study as required by the Administrator or their designee.

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**Section 5. Severability.** Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

**Section 6. Codification.** The City Council authorizes the City Clerk to correct any non-substantive errors herein, codify the above, and publish the amended code.

**Section 7. Effective Date.** This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE [DATE TO BE DETERMINED].**

CITY OF ORTING

\_\_\_\_\_  
Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Kimberly Agfalvi, City Clerk

Approved as to form:

\_\_\_\_\_  
Charlotte A. Archer  
Inslee, Best, Doezie & Ryder, P.S.  
City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Date of Publication:  
Effective Date:



## City Council Staff Report

<b>Project Name:</b>	Supportive and Transitional Housing Code Amendments (E2SHB 1220)
<b>Applicant:</b>	City of Orting
<b>Date of Staff Report:</b>	June 9, 2022
<b>Date of Meeting:</b>	July 20, 2022 (Study Session)
<b>Staff Recommendation:</b>	Approval
<b>City Staff Contact:</b>	Carmen Smith Contract City Planner  Wayne Carlson, FAICP
<b>Public Notice:</b>	Type 5 applications do not require notice of application per OMC 15-4-1. Notice of a public hearing was published in the newspaper and on the City's website on March 25, 2022 in accordance with OMC 15-7-3.

### Exhibits:

1. Proposed Ordinance
2. Draft Emergency Shelter and Housing Regulations Map
3. Draft Transitional Housing Regulations Map

### Findings of Fact

E2SHB 1220 was signed into law in May 2021. Its purpose is to encourage cities to take active steps to accommodate transitional housing, emergency shelters, and similar homelessness-related facilities through local planning and changes to local development regulations. This signed bill contains new requirements related to:

- Comprehensive plan housing element updates;
- Adoption of moratoria or interim zoning controls; and
- Zoning and development regulations regarding indoor shelters, permanent supportive housing, and transitional housing.

The bill states: "A city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed" and "a city shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed." The bill does allow for reasonable occupancy, spacing and intensity of use requirements to be imposed on the uses.

When the bill was signed, the City's current code had no regulations related to the development and operation of transitional housing or permanent supportive housing or shelters; and hotels/motels were

permitted in the MUTC and MUTCN zones. Without changes under the new law, emergency shelters, emergency housing, transitional housing, and permanent supportive housing would have been required to be permitted in the MUTC and MTUCN zones.

### **Interim Regulations**

Interim regulations, which expire after 6 months, addressing the new law were adopted on September 29, 2021 and were extended another six months on March 30, 2022. Interim regulations were done as city staff did not had sufficient time to evaluate the needs to transitional housing or permanent supportive housing and develop regulations between the time that E2SHB 1220 was signed by the Governor and became law. The interim regulations were extended for another six months, to give staff time to work further on the permanent regulations and go through the appropriate process with the Planning Commission and City Council. These regulations adopted definitions for emergency shelters, emergency housing, transitional housing, and permanent supportive housing. Transitional housing and permanent supportive housing were added to the use table as conditional uses with the stipulations that the number of units allowed on any given property shall be no more than the number of standard dwelling units that would be allowed under the zoning of the property and that neither may be located within half a mile of another property than contains permanent supportive housing or transitional housing. Hotel and motel were removed as a permitted use as part of the interim regulations to give staff time to research and create permanent regulations for each of the uses.

### **Public Hearing(s)**

A public hearing was held by the Planning Commission on September 9, 2021 on the interim regulations. No comments were received.

A public hearing on the permanent regulations was held at the April 4, 2022 Planning Commission meeting. No comments were received.

### **Planning Commission**

Following further discussion at the May 2 meeting, the planning commission recommended approval of the ordinance as proposed to City Council 4-1.

### **Staff Recommendation**

The ordinance and amendments as proposed meet the state requirements and include the revisions requested by the Planning Commission at its March 7 and April 4, 2022 meeting and City Council at its May 18, 2022 and June 15, 2022 study session and June 1, 2022 CGA Work Group meeting.

Staff has adjusted their recommendation since the June 15, 2022 City Council meeting:

1. Staff recommend limiting the number of people per bedroom in transitional housing and permanent supportive housing to two.

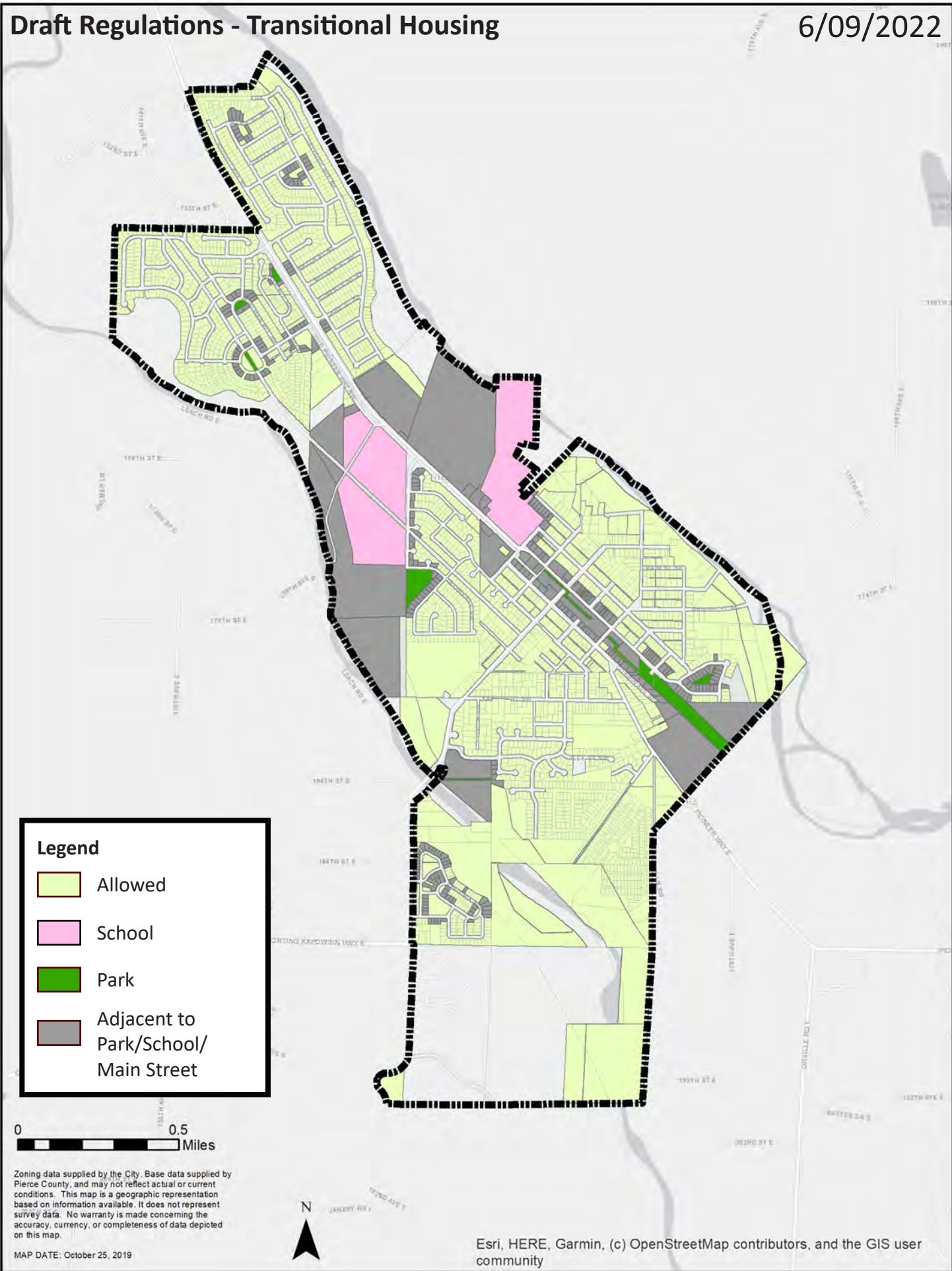
*The attached ordinance indicates draft permanent amendments since the last Council study session in red, and text remaining from the previous draft in blue.*

### **Reconsideration and Appeal**

A party to a public hearing may seek reconsideration only of a final decision by filing a written request for reconsideration with the administrator within five (5) days of the oral announcement of the final decision. The request shall comply with OMC 15-10-4B.

# Draft Regulations - Transitional Housing

6/09/2022







**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Orting Model	<b>AB22-68</b>			
			<b>7.20.2022</b>	
	<b>Department:</b>			
<b>Date Submitted:</b>	<b>7.14.2022</b>			
<b>Cost of Item:</b>	<u>\$</u>			
<b>Amount Budgeted:</b>	<u>\$</u>			
<b>Unexpended Balance:</b>	<u>\$</u>			
<b>Bars #:</b>				
<b>Timeline:</b>				
<b>Submitted By:</b>	Councilmember Tod Gunther			
<b>Fiscal Note:</b>				
<b>Attachments:</b> HB 1220 Process Proposal.				
<b>SUMMARY STATEMENT:</b>				
<p>Orting continually seeks to be a leader in the region. This is particularly important when dealing with the rights of any individual, or minority group. CGA submits the following recommendation for discussion. It is voluntary, non-directive in conclusions, but offers an informed framework in which we as a City Council may responsibly consider this important area.</p>				
<b>RECOMMENDED ACTION: <u>Action:</u> _____.</b>				
<b>FUTURE MOTION: <u>Motion:</u></b>				
To approve the CGA recommendation as a voluntary part of its HB1220 process				

# HB1220 Process Proposal

Fairness and responsibility are twin pillars of municipal excellence.

CGA recognizes the deep responsibility that lies in creating laws that effect any individual or group -- this is especially true when it involves any that currently experience heavy prejudice within society. This becomes vital when City Councils vote on areas in which they may be less equipped, feel some bias, or hold any misunderstandings regarding these peoples. To make uncritical decisions in that environment increases the risk of slanted or disproportionate decisions being made.

A Tennessee boy recently made news by bringing 14 wheelchairs to State lawmakers, so they could experience a "day in the life" of a person with disabilities before writing policy. A few years ago, the Mayor of Vancouver, WA, asked her City officials to spend time personally with the homeless before voting on the city's affordable housing plan. In both scenarios, attendees described a transformation from these exercises.

Walking in the shoes of another, even briefly, can help broaden the understanding of legislators, as well counteract any wrong ideas or myths that may inadvertently be held. To this end, CGA, under its goal of always improving community trust, recommends the following voluntary considerations. They are brief, low cost, professionally impartial, and easily accessible to all:

1. Ask the Soldiers Home (Melissa at 253-263-0735), or the Orting Veteran Village (Dave at 360-872-0079) for a tour. Feel free to ask questions about stigma, the accomplishments of residents, or even just to say hi or share some soup or coffee.
2. Read the short Washington Commerce paper on homeless myths. <https://www.commerce.wa.gov/wp-content/uploads/2016/12/hau-chg-mythsfacts-12-8-2016.pdf> and <https://www.wliha.org/sites/default/files/myths.pdf>
3. Speak to Officer Joe Palombi, Orting PD, about the different charities in town tackling homelessness, or his experience with this population.
4. Watch the TedX video, "The Danger of a Single Story": <https://m.youtube.com/watch?v=D9Ihs241zeg&v1=en>. When we hear or see only one story all the time, such as the media, it significantly effects how we think about others.
5. View this TedX talk on a human bias. [https://m.youtube.com/watch?v=Bq\\_xYSOZrgU](https://m.youtube.com/watch?v=Bq_xYSOZrgU). What happens when we take the stereotypes of a minority group and apply the "flip it" test? Does it pass or fail our views?
6. According to scientists, the way to correct our view of any stereotyped group is to understand their heroes. Learning about them allows us to repair any automatic associations we may hold. One example is the winnigest running coach in California history -- all the while living homeless in their car: <https://www.amazon.com/Running-Jim-Tracy/dp/B071NB8XG1>.



7. The public is often shown only the worse of the unhomed. The majority are like this Seattle woman: [https://m.youtube.com/watch?body shock file](https://m.youtube.com/watch?body+shock+file) or this man who risked his life to save 16 animals: <https://m.youtube.com/watch?v=2hYcn-n46AM>

Our committee's wish is for our city to be exceptional leaders in this region for its preparation, as well as its serious and thoughtful contemplation of any marginalized people.

Availing oneself of all, or a combination of these voluntary steps, may help create a stronger and fairer framework for everyone. Each are good and responsible steps in which our town citizens, no matter what position one holds, can be proud that took place as conscientious legislators.

Thank you for your consideration.

CGA



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Street Condition Assessment and Maintenance Plan	<b>AB22-66</b>	<b>PW</b>		
		<b>7.6.2022</b>	<b>7.20.2022</b>	<b>7.20.2022</b>
	<b>Department:</b> Public Works/Administration			
	<b>Date Submitted:</b> <b>7.1.2022</b>			
	<b>Cost of Item:</b> <u>\$44,600</u>			
<b>Amount Budgeted:</b> <u>\$280,834</u>				
<b>Unexpended Balance:</b> <u>\$ 236,234</u>				
<b>Bars #:</b> TBD				
<b>Timeline:</b> Summer 2022				
<b>Submitted By:</b> Scott Larson				
<b>Fiscal Note:</b> None				
<b>Attachments:</b> SCJ Scope of Work and Budget				
<b>SUMMARY STATEMENT:</b>				
<p>One of the council’s adopted goals is to look at the TBD fee that was previously assessed.</p> <p>The 2022 goal states: Council reduced the TBD fee to \$0.00 following passage of I-976. The TBD fee was the city’s primary source of revenue for heavy maintenance (chip seal/grind &amp; overlay) of our city streets. Since the fee reduction, I-976 was declared unconstitutional by the Washington Supreme Court. Staff recommend that the best path forward to evaluate our pavement maintenance needs is to engage a firm for evaluating our streets and coming up with a maintenance program for council to consider. The tenants of this program would be consistent cost over time with the goal of addressing all the heavy pavement maintenance over a 7-10-year timeframe.</p> <p>Staff reached out to SCJ Alliance, one of our contracted engineering firms, and they submitted a Scope and Budget to assist the City in completion of the condition assessment and estimation of the annual cost to maintain our street infrastructure. After this work is complete council will be able to review different mechanisms to fund this maintenance expense.</p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move regular business meeting on July 27 <sup>th</sup> , 2022 as a consent agenda item.				
<b>FUTURE MOTION: <u>Motion:</u></b>				
To authorize the Mayor to sign a Scope and Budget with SCJ Alliance for street condition assessments and maintenance program development services.				

**Consultant Fee Determination Summary**



**SCJ Alliance**

Client: City of Orting  
 Project: Streets Assessment and ADA Transition P  
 Job #: 21-000838  
 File Name: Orting Fee - Streets Assessment and ADA Transition Plan 2022-0620b.xlsm

Template Version: 4/4/2022  
 Contract Type: Billing Rate Schedule

**Consultant Fee Determination**

***DIRECT SALARY COST***

<u>Classification</u>	<u>Hours</u>	<u>Fully Burdened Rate</u>	<u>Amount</u>
Principal	43.0	\$313.00	\$13,459.00
Senior Project Manager	106.0	\$253.00	\$26,818.00
E4 Engineer	76.0	\$165.00	\$12,540.00
E3 Engineer	216.0	\$145.00	\$31,320.00
T1 Technician	18.0	\$100.00	\$1,800.00
T2 Technician	102.0	\$95.00	\$9,690.00

***TOTAL SALARY COST***

**Total Salary Cost \$95,627.00**

***SUBCONSULTANTS***

Transmap Corporation	PHASE 02	STREET CONDITION AND DEVELOPM	\$15,000
<b>Subconsultant Fee Subtotal:</b>		\$0	<b>\$15,000.00</b>

***REIMBURSABLE EXPENSES***

Copies, Printing, etc.	1.0%	of the Total Salary Costs	\$956.27
Mileage	500	miles at \$0.650 per mile	\$325.00
<b>Expenses Subtotal:</b>			<b>\$1,281.27</b>

**Total Estimated Budget: \$111,908.27**

Consultant Labor Hour Estimate



SCJ Alliance

Client: City of Orting

Template Version: 4/4/2022

Project: Streets Assessment and ADA Transition Plan

Contract Type: Billing Rate Schedule

Job #: 21-000838

File Name: Orting Fee - Streets Assessment and ADA Transition Plan 2022-0620b.xlsm

		Lisa Reid	Corey Jurcak	Kristal Kozai	Jordan Graham	Chelsea Lee	Cori Benge		
Phase & Task No.	Phase & Task Title	Principal	Senior Project Manager	E4 Engineer	E3 Engineer	T1 Technician	T2 Technician	Total Direct Labor Hours & Cost	Total Cost
<b>PHASE 01 PROJECT MANAGEMENT</b>									
<b>Task 01 Management</b>									
1	Management	4.0						4.0	\$ 1,252.00
2	Schedule	1.0						1.0	\$ 313.00
3	Budgeting	4.0						4.0	\$ 1,252.00
Subtotal Hours:		9.0						9.0	\$ 2,817.00
<b>Task 02 Administration</b>									
1	Progress Reports	2.0				4.0		6.0	\$ 1,026.00
2	Progress Billings	2.0				4.0		6.0	\$ 1,026.00
3	Filing					4.0		4.0	\$ 400.00
4	Subconsultant Administration (Contract only)		2.0			2.0		4.0	\$ 706.00
Subtotal Hours:		4.0	2.0			14.0		20.0	\$ 3,158.00
<b>Task 03 Quality Assurance/Quality Control</b>									
1	Quality Control		8.0					8.0	\$ 2,024.00
2	Quality Assurance	4.0						4.0	\$ 1,252.00
Subtotal Hours:		4.0	8.0					12.0	\$ 3,276.00
Total Phase Hours:		17.0	10.0			14.0		41.0	41.0
Total Phase Direct Labor:		\$5,321.00	\$2,530.00			\$1,400.00		\$9,251.00	\$ 9,251.00
<b>PHASE 02 STREET CONDITION AND DEVELOPMENT OF MAINTENANCE PROGRAM</b>									
<b>Task 01 Inventory &amp; Condition Assessment</b>									
1	Data Collection		4.0					4.0	\$ 1,012.00
2	Process Data		4.0					4.0	\$ 1,012.00
3	Develop Database						40.0	40.0	\$ 3,800.00
Subtotal Hours:			8.0				40.0	48.0	\$ 5,824.00
<b>Task 02 Add Existing Maintenance Data</b>									
1	Add Existing Maintenance Data				2.0		2.0	4.0	\$ 480.00
Subtotal Hours:					2.0		2.0	4.0	\$ 480.00
<b>Task 03 Establish Maintenance Strategies</b>									
1	Establish Maintenance Strategies		4.0		2.0			6.0	\$ 1,302.00
Subtotal Hours:			4.0		2.0			6.0	\$ 1,302.00
<b>Task 04 Establish Maintenance Plan</b>									
1	Establish Draft Maintenance Plan	1.0	4.0		8.0		4.0	17.0	\$ 2,865.00
2	Incorporate Feedback from City		2.0		2.0		2.0	6.0	\$ 986.00
3	Field Review			8.0	8.0			16.0	\$ 2,480.00
4	Cost Estimates		2.0		16.0		2.0	20.0	\$ 3,016.00
5	Final Maintenance Plan	1.0	2.0		2.0		2.0	7.0	\$ 1,299.00
Subtotal Hours:		2.0	10.0	8.0	36.0		10.0	66.0	\$ 10,646.00
<b>Task 05 Review Data and Develop Reports</b>									
1	Draft Report		4.0		16.0		4.0	24.0	\$ 3,712.00
2	Final Report		2.0		8.0		2.0	12.0	\$ 1,856.00
Subtotal Hours:			6.0		24.0		6.0	36.0	\$ 5,568.00
Total Phase Hours:		2.0	28.0	8.0	64.0		58.0	160.0	\$ 160.0
Total Phase Direct Labor:		\$626.00	\$7,084.00	\$1,320.00	\$9,280.00		\$5,510.00	\$23,820.00	\$ 23,820.00
<b>PHASE 03 ADA TRANSITION PLAN</b>									
<b>Task 01 Self-Assessment</b>									
1	Meet with City to Kickoff		2.0		2.0			4.0	\$ 796.00
2	Meet with Citizen Stakeholders	4.0	4.0					8.0	\$ 2,264.00

Consultant Labor Hour Estimate



SCJ Alliance

Client: City of Orting

Template Version: 4/4/2022

Project: Streets Assessment and ADA Transition Plan

Contract Type: Billing Rate Schedule

Job #: 21-000838

File Name: Orting Fee - Streets Assessment and ADA Transition Plan 2022-0620b.xlsm

		Lisa Reid	Corey Jurcak	Kristal Kozai	Jordan Graham	Chelsea Lee	Cori Benge			
Phase & Task No.	Phase & Task Title	Principal	Senior Project Manager	E4 Engineer	E3 Engineer	T1 Technician	T2 Technician	Total Direct Labor Hours & Cost	Total Cost	
3	Conduct Field Surveys of City Streets, Parks and Facilities			48.0	48.0			96.0	\$ 14,880.00	
4	Conduct Field Surveys of PROW Surrounding Parks and Facilities			16.0	16.0			32.0	\$ 4,960.00	
5	Evaluate City's Programs, Services and Activities		4.0		8.0			12.0	\$ 2,172.00	
6	Develop Draft Report		4.0		16.0			20.0	\$ 3,332.00	
7	Compile Field Survey Data into Draft Facility Report		2.0	4.0	4.0		16.0	26.0	\$ 3,266.00	
X	Meet with ADA Committee on Draft Report		4.0		4.0			8.0	\$ 1,592.00	
8	Produce Final Facility Survey Report		2.0		4.0		4.0	10.0	\$ 1,466.00	
9	Meet with the ADA Committee to Review the Facility Survey Report		4.0		4.0			8.0	\$ 1,592.00	
10	Present Final Report to Both		4.0		4.0		2.0	10.0	\$ 1,782.00	
Subtotal Hours:		4.0	30.0	68.0	110.0		22.0	234.0	\$ 38,102.00	
<b>Task 02 ADA Transition Plan</b>										
1	Draft Transition Plan		12.0		24.0		12.0	48.0	\$ 7,656.00	
2	Meet with ADA Committee on Draft Transition Plan	4.0	4.0					8.0	\$ 2,264.00	
3	Meet with Management Team	2.0	2.0					4.0	\$ 1,132.00	
4	Open House	4.0	4.0		4.0	4.0	4.0	20.0	\$ 3,624.00	
5	Meet with ADA Committee to Review Feedback	2.0	2.0					4.0	\$ 1,132.00	
6	Prepare 2nd Draft Transition Plan		4.0		8.0		4.0	16.0	\$ 2,552.00	
7	Meet with Committee and Management Team	2.0	2.0					4.0	\$ 1,132.00	
8	Council Meeting	4.0	4.0					8.0	\$ 2,264.00	
9	Finalize Transition Plan	2.0	4.0		6.0		2.0	14.0	\$ 2,698.00	
Subtotal Hours:		20.0	38.0		42.0	4.0	22.0	126.0	\$ 24,454.00	
Total Phase Hours:		24.0	68.0	68.0	152.0	4.0	44.0	360.0	\$ 360.0	
Total Phase Direct Labor:		\$7,512.00	\$17,204.00	\$11,220.00	\$22,040.00	\$400.00	\$4,180.00	\$62,556.00	\$ 62,556.00	
Total Hours All Phases		43.0	106.0	76.0	216.0	18.0	102.0	561.0	561.0	
Total Direct Labor Estimate All Phases		\$13,459.00	\$26,818.00	\$12,540.00	\$31,320.00	\$1,800.00	\$9,690.00	\$95,627.00	\$ 95,627.00	
<b>Indirect Costs</b>										
Subconsultants:		Transmap Corporation							\$15,000.00	
Subconsultant Subtotal:									\$ 15,000.00	
Subconsultant Markup:									\$ -	
<b>Subconsultant Total:</b>									<b>\$ 15,000.00</b>	
Reimbursable Expenses:										
		Copies, Printing, etc.							\$ 956.27	
		Mileage							\$ 325.00	
Expenses Subtotal:									\$ 1,281.27	
Expenses Markup:									\$ -	
<b>Expenses Total:</b>									<b>\$ 1,281.27</b>	
Management Reserve:									\$ -	
<b>Total Indirect Costs:</b>									<b>\$ 16,281.27</b>	
<b>Total:</b>									<b>\$ 111,908.27</b>	



## SCOPE OF WORK

### Street Condition Assessment and ADA Transition Plan

### Orting, Washington

**Prepared For:** Scott Larson/City of Orting  
Greg Reed/City of Orting

**Prepared By:** Lisa Reid/SCJ Alliance

**Date Prepared:** June 20, 2022

## Introduction and Project Understanding

This scope of work covers two separate items of work. The first is to prepare a Street Condition Assessment and Plan and the second is to prepare an ADA Transition Plan.

### **Street Condition Assessment**

A major component of the City's Capital Improvement Programs includes maintenance work designed to keep the "good streets good" and to improve streets with poor pavement that will need more work later. The CITY plans to complete a variety of maintenance work every year in arterials in and residential streets (often contracted and out and completed by contractors).

This scope of work focuses on collecting pavement condition data for all city streets and using that data to develop an ongoing maintenance program to keep the city's roadway network in a state of good repair.

### **ADA Transition Plan**

The Americans with Disabilities Act (ADA) enacted on July 26, 1990, and as amended, provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, telecommunications, transportation, and access to public accommodations. The ADA is a companion civil rights legislation with the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. This legislation mandates that qualified disabled individuals shall not be excluded from participation in, denied the benefit of, or be subjected to discrimination under any program or activity.

The ADA is divided into five parts covering the following areas:

- Title I: EMPLOYMENT
- Title II: PUBLIC SERVICES
- Title III: PUBLIC ACCOMMODATIONS
- Title IV: TELECOMMUNICATIONS
- Title V: MISCELLANEOUS PROVISIONS

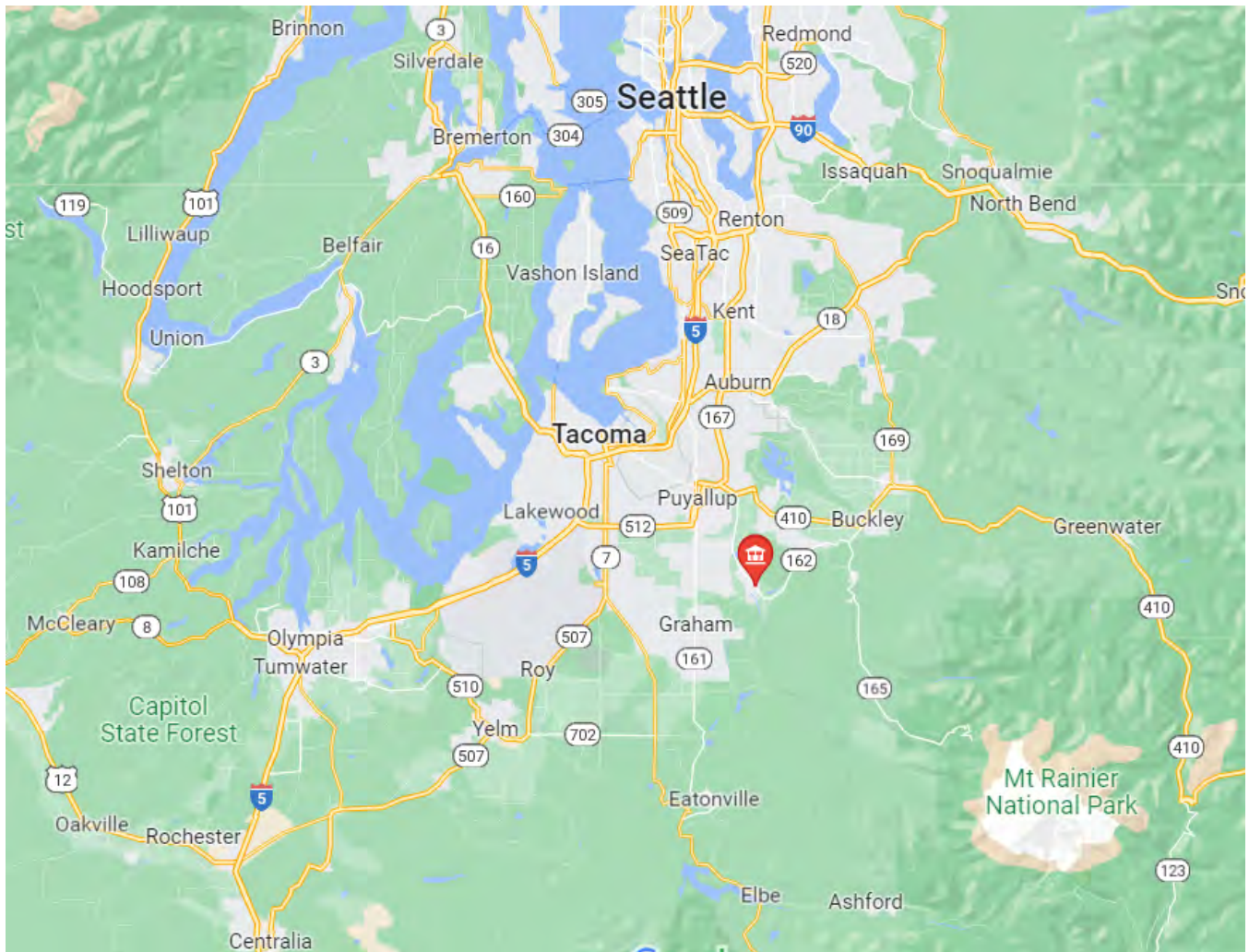
This scope of work focuses on Title II, Public Services. This title prohibits state and local governments from discriminating against persons with disabilities or from excluding participation in or denying benefits of programs, services, or activities to persons with disabilities. Title II dictates that a public entity must evaluate its

services, programs, policies, and practices to determine whether they are in compliance with the nondiscrimination regulations of the ADA.

To comply with this requirement, the CITY will begin the process of conducting an inventory of its facilities within the right of way. Once completed, the information collected will be analyzed and a Program Access Plan will be created. The Program Access Plan will identify facilities that are not in compliance with ADA accessibility guidelines, identify how those facilities can be made compliant, and will propose a schedule to address those facilities that are not compliant.

## Project Location

The Street Condition Assessment and the ADA Transition Plan will cover the entire city limits of Orting, Washington. Orting is located in northwestern Washington, approximately 20 miles southeast of Tacoma as shown in Figure 1. Figure 2 on the next page shows the city limits and all city streets by functional classification.



**Figure 1. Vicinity Map for Orting, Washington**

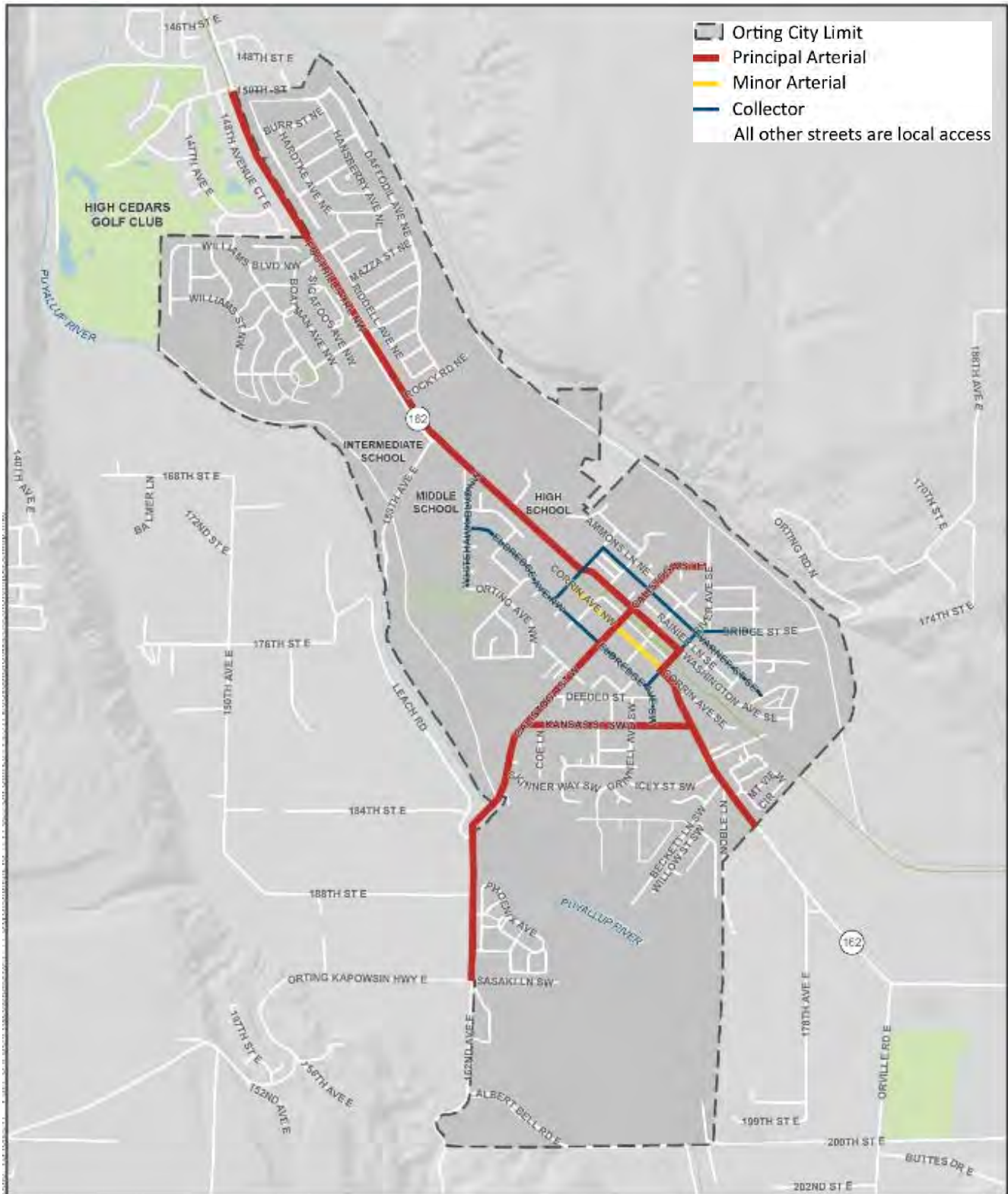


Figure 2. City Limits and Street Functional Classification



In addition to the street network, the City is home to a robust park network, a cemetery, and handful of City properties with buildings and maintenance facilities that are included in the ADA assessment and transition plan. The City of Orting parks include:

- Triangle Park
- Three Corners Park
- Rainier Meadows
- Calistoga Place
- Skateboard Park
- Whitehawk Park
- Williams Park
- Foothills Trail from north city limits to south city limits

### Assumptions

- ◆ The streets and ADA assessment will be performed together and will include all streets in the city limits, all government-owned buildings and properties, and all parks facilities as noted above. It is assumed that no more than 10 buildings will be included.

## Phase 1 Project Management

This phase includes tasks to plan, manage, and administer the work and provide quality assurance/quality control.

### 1) Management

- ◆ **Management:** Manage the project by directing and supervising staff and reviewing work for the duration of the project. This management is for the overall work rather than specific tasks.
- ◆ **Schedule and Budget:** Develop a critical path project schedule to match the scope of work. Identify task durations, predecessors, CITY reviews, deliverables, and milestones. Review and update the schedule on a monthly basis. Monitor earned value and actual costs on a biweekly basis. Provide monthly billing statements to the CITY including overall budget and schedule confirmation and review for each progress billing period.

### 2) Administration

- ◆ **Progress Reports:** Prepare and submit a weekly progress report. Progress reports will show: (1) prior work performed, (2) current work planned, (3) schedule and budget status (including a 3-line earned value chart), (4) a summary of scope changes/added value, and (5) items needed from the CITY and/or others.
- ◆ **Progress Billings:** Prepare a monthly progress bill with weekly progress reports attached. Bills will show staff hours for each phase (i.e., Phase 1: Project Management).
- ◆ **Filing:** Develop a project filing system and maintain project files in one centralized location. Periodically purge draft and redundant documents.
- ◆ **Subconsultant Administration:** Execute and administer sub agreements. Review and

approve monthly invoices.

3) Quality Assurance/Quality Control

- ◆ Quality Control: Provide senior level review of task deliverables before submittal to the CITY.
- ◆ Quality Assurance: Audit quality check activities and documentation on a periodic basis.

### Understanding

- ◆ Project management will be provided over a 8-month timeframe.
- ◆ Progress billings will be submitted monthly to the CITY.
- ◆ Timelines and milestones will be outlined in a master schedule using Microsoft Project and will be updated for each progress billing.
- ◆ Budget for peer checks for quality control is included within budget for design tasks.

### Deliverables

- ◆ Weekly Progress Report submitted via email in PDF
- ◆ Progress billings submitted monthly submitted via email in PDF
- ◆ MS Project schedule updates submitted via email in PDF

## Phase 2 Street Condition and Development of Maintenance Program

### Task 1 Inventory & Condition Assessment (Transmap Corporation)

The following work will be completed by Transmap Corporation except as noted. Complete an inventory and condition assessment of the entire City of Orting road network. This work includes:

- 1) Data Collection
  - ◆ All public roads shall be driven in both directions resulting in 100 percent coverage. Data shall represent the full coverage.
  - ◆ Collect data using an automated or semi-automated data collection vehicle equipped with onboard sensors for measurement of all significant parameters of pavement and associated distresses. Inspection methods shall be consistent with the latest ASTM D6433 and PAVER manual protocols.
  - ◆ Perform geo-referenced digital pavement data collection, including high-resolution downward facing line-scan images and high-resolution forward and side facing images at maximum 20-foot intervals.
- 2) Process Data
  - ◆ Digital images shall be delivered in industry standard \*.jpeg image format. They shall be easily viewable and include aspects of the right-of-way outside of the pavement for location, context, and shall be coordinated with street segment rating information. All images shall have the ability to determine the date that the image was taken.

- ◆ LiDAR or photogrammetric coverage for roadway. Convert LiDAR or photogrammetric point data to GIS features. Must collect pavement data collection and analysis using ASTM D6433 methodology. LiDAR to be post processed and delivered to the CITY in a format compatible with ArcGIS and AutoCAD.
- 3) Develop Database
- ◆ Establish an database of pavement conditions, including Pavement Condition Index (PCI) for each street segment on a scale from 0 (very poor) to 100 (excellent) using ASTM D6433 methods. The PCI indicators need to be assigned to each roadway segment in a manner that allows for integration with the City’s existing GIS systems.
  - ◆ The geodatabase should be referenced to the roadway segments provided and include the PCI indicator assigned to each roadway segment, along with any other information collected as part of the roadway survey, including but not limited to, the presence or absence of pavement distress, details on any distress that is present, pavement type, number of lanes, slope, roughness, and width.
  - ◆ The above-mentioned work must be consistent and repeatable, and conducted in conditions that support the collection of high-quality data and high-quality information. Project manager will spot check various roadway sections to ensure accuracy of data received.
  - ◆ SCJ Alliance will provide a GIS layer of Street centerlines including an internal ID in a file geodatabase. Final delivery of the pavement inventory by Transmap Corp. shall be uploaded and returned to the SCJ Alliance and the CITY in a file geodatabase with the original ID, original coordinate system and new attributes.
  - ◆ Update the new database to include all new survey information including size and severity of each distress measured in each street section. Imported database shall be \*.e70 format.
  - ◆ All GIS data will conform to the following: WA State Plane Coordinates, North Zone, High Precision Ground Network, and US Feet. ESRI Coordinate System:  
NAD\_1983\_HARN\_StatePlane\_Washington\_North\_FIPS\_4601\_Feet.

### ***Task 2 Add Existing Maintenance Data***

The CONSULTANT will add recent up to 20-years of recent overlay information into the GIS database

### ***Task 3 Establish Maintenance Strategies***

Establish suitable rehabilitation and preventive maintenance strategies, including appropriate treatments such as slurry seal, chip seal, overlay, and reconstruction.

### ***Task 4 Establish Maintenance Plan***

Develop a prioritized street rehabilitation project list that will result in the greatest return on investment within the given short-term and long-term budget parameters.

- 1) Incorporate feedback from City staff on project priorities and confirm assumptions and processes used for prioritization projects. This process may take multiple iterations of the project plan to incorporate staff comments.

- 2) Conduct a field review with City staff of the streets included in the refined street rehabilitation project list to verify pavement condition and recommended rehabilitation treatments.
- 3) Estimate costs for the recommended improvements.
- 4) Provide 6-year project list 2023-2028.
- 5) Deliver a maintenance plan with narrative, tabular data, and graphics for review by Citystaff and use by the program team for future years. The Plan will document the decision process and evaluation criteria used to include and exclude projects leading to the final recommendations for pavement rehabilitation and preventative maintenance projects.

### ***Task 5 Review Data and Develop Street Condition Assessment and Maintenance Program Report***

Review the database and maintenance program developed in Tasks 1-4 and provide a report with feedback on existing conditions, assumptions, and results.

#### **Understanding**

- ◆ Budget for peer checks for quality control is included within budget for design tasks.

#### **Deliverables**

- ◆ Pavement Condition Report in PDF
- ◆ Draft Pavement Maintenance Program in PDF
- ◆ Final Pavement Maintenance Program in PDF
- ◆ Draft Street Condition Assessment and Maintenance Program Report
- ◆ Final Street Condition Assessment and Maintenance Program Report

## **Phase 3 ADA Transition Plan**

This phase includes the development of an ADA Transition Plan that complies with all aspects of the Americans with Disabilities Act (ADA), federal ADA Accessibility Guidelines (ADAAG), American Barriers Act (ABA), the Washington Building Code, and local accessibility regulations with regards to the City's programs, services, activities, buildings, parks, park facilities, exterior amenities, and paths of travel.

### ***Task 1 Self-Evaluation of Facilities***

The Self-Evaluation will identify programmatic and physical barriers that prohibit or limit accessibility to persons with disabilities. The ADA Transition Plan will identify and prioritize barriers to access; provide procedures, time schedules, and costs for remediation; and document the methodology of the process to help the City achieve accessibility. Both final documents will be prepared electronically.

CONSULTANT will conduct a survey, review, and analysis of facilities, programs, services, and activities including the following work items.

- 1) Meet with designated City staff, hereinafter referred to as "ADA Committee," to discuss project expectations, survey methodology, and a schedule for project deliverables. This will be an

opportunity for the CONSULTANT to review and clarify questions related to the project's scope and familiarize themselves with important issues and availability of resources. It is the intention of CITY for the CONSULTANT to serve in a project management capacity throughout the project with general direction from the ADA Committee.

- 2) Meet with a group of citizen stakeholders comprised of disability advocates, citizens with disabilities, and members of the general public, hereinafter referred to as the "ADA Advisory Team," to describe the process, timeline, and expectations associated with both phases of work, as well as receive any general input they may provide.
- 3) Conduct field surveys of City parks and facilities that may be accessed by the public and are therefore required for review and inclusion by ADA. The surveys will focus on the evaluation of architectural barriers, including path of travel, both in the public right-of-way and within and around the facility.
- 4) Conduct field surveys of Public Rights-of-Way (PROW) surrounding parks and facilities. A site report will be prepared as outlined in Subtask 7 below. The survey shall include the following:
  - ◆ Sidewalks
  - ◆ Curb Ramps
  - ◆ Pedestrian Ramps
  - ◆ Traffic Signals Near Parks and Facilities
- 5) Evaluate the City's programs, services, and activities. This includes employment procedures, emergency management plans, website design, communication formats, and City policies that affect the delivery and accessibility of goods and services to the public.
- 6) A report of the field survey shall be developed for each site (facility, park, right-of-way, etc.). As a result of the surveys conducted, the CONSULTANT shall provide a report that includes the following:
  - ◆ All data prepared in a digital format that can be bulk uploaded into an Enterprise Asset Management system in the future if the City chooses to do so.
  - ◆ Integrated photos of identified barriers
  - ◆ Recorded GIS locations of identified barriers
  - ◆ Survey data compiled using GIS that is compatible with ESRI ArcGIS
  - ◆ A checklist of the elements of the site that were evaluated
  - ◆ A detailed written description of identified barriers
  - ◆ A reference to the regulation being applied
  - ◆ Priority assigned to each identified barrier
  - ◆ A suggested remediation and the reference document for this remediation
  - ◆ Projected cost of each suggested remediation
  - ◆ Best practice suggestions should be noted as such
- 7) Compile field survey data into a Draft Facility Survey Report.
- 8) Meet with ADA Committee to review and analyze data gathered from the survey process.

- 9) Produce a facility survey report, which will be a detailed report that profiles the various deficiencies found. Available maps will also be provided in ArcGIS data format (shapefiles). This may also include a presentation component that outlines material provided in the report.
- 10) Present the facility survey report to the ADA Committee. Solicit and record all feedback, and make changes as directed by the team.
- 11) Present the facility survey report to a joint meeting of the ADA Committee and the ADA Advisory Team. Solicit and record all feedback.

## *Task 2 ADA Transition Plan*

The ADA Transition Plan shall include all requisite information necessary to comply with Title II of the ADA, federal ADA Accessibility Guidelines (ADAAG), American Barriers Act (ABA), the Washington Building Code, and local accessibility regulations; including, but not limited to, the following:

- ◆ Methodology for the Self-Evaluation of existing barriers to accessibility
  - ◆ Summary of the findings of the Self-Evaluation of facilities, policies, programs, and activities
  - ◆ Recommendations of remedial measures to correct deficiencies and a methodology for the prioritization of barrier remediation
  - ◆ Cost estimates of remediation measures
  - ◆ Implementation schedule that includes milestones or measures of achievement for monitoring implementation
  - ◆ A procedure for periodically reviewing and updating the Transition Plan
- 1) Develop a first draft of the ADA Transition Plan, hereinafter also referred to as “Plan,” based on prior research and data collection, the facility survey report, recommended priority levels typically associated with each type of deficiency, and available funding as determined by working with the ADA Committee. Include any recommended changes to funding levels necessary to achieve the recommended goals.
  - 2) Meet with the ADA Committee to review the draft document, identify project priorities, and solicit feedback for refining the various components. Incorporate any comments or changes made by this team into the draft Plan.
  - 3) Meet with the City’s Project Management Team to review the draft document, identify project priorities, and solicit feedback for refining the various components. The CONSULTANT shall document all suggestions.
  - 4) Meet with members of the community at an advertised public meeting, to be held in the evening on a weekday, to review the draft Plan document, identify project priorities, and solicit feedback for refining the various components. The CONSULTANT shall document all comments and suggestions. In addition to standard advertising requirements, the CONSULTANT shall engage in a concerted public outreach effort prior to this meeting using a variety of mediums. This effort should include, at a minimum, weekly advertisements in the newspaper of record in the four weeks leading up to the meeting, and a notice posted on the City’s website for the same duration.

- 5) Meet with the ADA Committee to review the feedback from all teams and members of the public and develop recommendations for potential changes. All changes approved by the ADA Committee should then be incorporated into the second draft.
- 6) Prepare and produce a second draft of the ADA Transition Plan that is clear, concise, and user-friendly. It should include a detailed description of identified barriers, with photos, as well as the schedule or plan identified for removing those barriers and a summary of the public input received.
- 7) The CONSULTANT shall seek agreement from the ADA Committee and Management Team prior to presentation of the Plan to the Council and incorporate any final changes as appropriate. These changes shall result in the third (final) draft.
- 8) Present the final draft ADA Transition Plan at a regularly scheduled City Council meeting for discussion and adoption.
- 9) Finalize Transition Plan

### Assumptions

- ◆ Due to limited City staff availability, it is the intent of CITY that these field surveys be conducted largely by the CONSULTANT. Surveys requiring City staff assistance will be coordinated through the ADA Committee and scheduled in a way that minimizes the impact to the regular workloads of the applicable staff members.
- ◆ The CONSULTANT shall provide the CITY with a database-driven electronic monitoring, tracking, and management mechanism at project completion that allows for reviewing and updating progress in barrier removal, to include generating reports of such progress and an annual compliance review checklist.

### Deliverables

- ◆ Meeting agendas and summaries in Word and PDF
- ◆ Final copies of all Site Reports in PDF
- ◆ Draft Facility Survey Report in PDF
- ◆ Final Facility Survey Report in PDF
- ◆ Draft ADA Transition Plan in PDF
- ◆ Second Draft ADA Transition Plan in PDF
- ◆ Final Transition Plan in PDF
- ◆ ArcGIS data format (shapefiles) from inventory and proposed improvements
- ◆ Open House

## Phase 99 Expenses

Expenses will be charged on a time and material basis and include items such as travel, mileage, plan reproduction, copies, etc.

## End Scope of Work

*Orting Scope - Streets Assessment and ADA Transition Plan 2022-0620.docx*



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Parks Trails and Open Space Plan Amendment – Park Planning.	<b>AB22-62</b>	<b>CGA</b>		
		<b>7.6.2022</b>	<b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b>	Administration		
	<b>Date Submitted:</b>	<b>7.1.2022</b>		
<b>Cost of Item:</b>	<u>N/A</u>			
<b>Amount Budgeted:</b>	<u>N/A</u>			
<b>Unexpended Balance:</b>	<u>N/A</u>			
<b>Bars #:</b>	<b>N/A</b>			
<b>Timeline:</b>	<b>Discussion Item</b>			
<b>Submitted By:</b>	<b>Scott Larson</b>			
<b>Fiscal Note: None</b>				
<b>Attachments:</b> 2022 Parks Trails and Open Space Plan				
<b>SUMMARY STATEMENT:</b>				
<p>Council has been reviewing a master planning exercise proposal for the city’s main park and through that process council members have inquired as to the possibility of providing other parks with the same level of planning for future development. The current Parks Trails and Open Space plan only contemplates master planning in the Main Park.</p> <p>To accomplish this goal of providing additional planning and development of city parks, staff recommends that council prepare a priority and phasing list of other parks to master plan and amend the Parks Trails and Open Space plan to include the list. This proposal would direct the CGA committee to work with the Parks Advisory Board to develop a master planning proposal and timeline for other parks.</p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move forward to regular business meeting on July 27 <sup>th</sup> , 2022 as a standalone item.				
<b>FUTURE MOTION: <u>Motion:</u></b>				
Motion to direct the CGA Committee to develop a phased approach to master plan the cities’ parks.				



# Parks, Trails, and Open Space Plan



## City of Orting

2022 Update



Adopted: 02/09/22



# PARKS, TRAILS & OPEN SPACE PLAN

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City of Orting  
February 2022

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# PARKS, TRAILS & OPEN SPACE PLAN

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City of Orting

## CHAPTER 1: INTRODUCTION AND SETTING

### PURPOSE

The *Orting Parks, Trails & Open Space Plan* is intended to guide the acquisition of land and development of facilities for recreation and open space uses over the next 20 years. Goals, policies and capital facilities needs established in this plan are adopted into the City's Comprehensive Plan.

### LOCATION

Orting is a small town located in the valley between the Carbon and Puyallup Rivers in Pierce County, Washington. The City is completely surrounded by County land and does not share a boundary with any other city or town. The main point of access is via Highway 162 which bisects the City from northwest to southeast. Orting is built on lahar deposits from Mount Rainier and has commanding views of the mountain throughout town. The City was incorporated in 1889, and today encompasses approximately 2.80 square miles, of which almost 0.1 square miles is water.

Orting is blessed with many natural features that support recreation. The rivers and gentle topography of the valley floor provide many opportunities for passive recreation. For years, residents were able to satisfy most recreation needs by using these natural resources, school facilities, and the surrounding area. However, as the City grew considerably throughout the 90s and early 2000s more parks were added within the City. Today, as space becomes limited and there are ample parks within the City, residents desire additional facilities and amenities within existing park spaces.

COMMUNITY PROFILE

In the time since the 2015 update of this plan, the population of Orting has increased from 7,290 to 9,041 people (2020 Census), an increase of 24%. From 2010 to 2020 the population increased by 34%.

Table 1.1: Population Trends

Year	Population <sup>1</sup>	% Change
2010	6,746	
2011	6,770	0.36%
2012	6,790	0.30%
2013	6,930	2.06%
2014	7,065	1.95%
2015	7,290	3.18%
2016	7,525	3.22%
2017	7,835	4.12%
2018	8,105	3.45%
2019	8,380	3.39%
2020	9,041	7.88%

Orting currently has a fairly even distribution of ages, with no one age group making up a large majority. All age groups are between approximately 4 and 8% of the total population. The largest outlier is those aged 80 to 84 which make up approximately 1.1% of the population and those 85+ which make up 1.4% of the population (see Table 1.2, below). This is a noticeable difference from the age distribution five years prior where 2014 saw the largest

majority of the population aged between 30 to 34 years old (17%) and 25 to 29 years old (15.1%).

Table 1.2: Age Distribution

Age	2019		2014	
	Total	Percent	Total	Percent
Under 5 years	633	7.9%	585	8.4%
5 to 9 years	670	8.4%	769	11.1%
10 to 14 years	532	6.6%	554	8.0%
15 to 19 years	497	6.2%	364	5.2%
20 to 24 years	431	5.4%	429	6.2%
25 to 29 years	526	6.6%	1050	15.1%
30 to 34 years	697	8.7%	1181	17.0%
35 to 39 years	593	7.4%	713	10.3%
40 to 44 years	482	6.0%	321	4.6%
45 to 49 years	551	6.9%	235	3.4%
50 to 54 years	650	8.1%	383	5.5%
55 to 59 years	426	5.3%	189	2.7%
60 to 64 years	372	4.6%	168	2.4%
65 to 69 years	274	3.4%	585	8.4%
70 to 74 years	310	3.9%	769	11.1%
75 to 79 years	165	2.1%	554	8.0%
80 to 84 years	92	1.1%	364	5.2%
85 years and over	111	1.4%	429	6.2%

Source: American Community Survey via data.census.gov

<sup>1</sup> 2010 and 2020 population counts are from the decennial census. 2011-2019 are population estimates from the American Community Survey.

The City's population is projected to increase by approximately 550 people by the year 2044.<sup>2</sup> This would result in a total population of approximately 9,591 people. This projection is a 6.1% increase over 23 years (0.265% a year), a much slower growth rate than the City has historically seen. This slower growth rate is due to the limited land that remains within the City and no anticipated annexations.

## PLAN HISTORY

In March 2003, the Orting City Council adopted the *Parks, Trails & Open Space Plan* (PTOS Plan). The PTOS Plan assessed how well parks and recreation facilities served Orting's population and described the community's vision for the future of its parks system. A number of significant outcomes followed the 2003 adoption of the PTOS Plan:

- Language from the PTOS Plan was adopted into Orting's Comprehensive Plan, including policies for capital facilities planning and policies which established Level of Service (LOS) standards for parks and trails.
- Orting's Development Regulations provided for the collection of impact fees for parks.
- Adoption of the PTOS Plan rendered Orting eligible for a variety of funding sources for parks and recreation development.

In June 2010, the Orting City Council adopted an update to the PTOS Plan. The update included a revised inventory with nearly double the 2003 park land and outlined ongoing parks planning activities. The results of these planning activities included increased river access with over 20 public access points now established. In 2015 the PTOS Plan was updated again and included an updated inventory reflecting new parks and recreation spaces acquired by the City and considered projected population growth out to 2040 to calculate future demand.

This document represents an update to Orting's 2015 PTOS Plan. It includes a new look at LOS standards given the City's lack of space to acquire new park land and considers the City's slowing growth with a project population growth out to 2044 to calculate future demand.

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## CHALLENGES

The Orting residential population nearly doubled in size from 2000 to 2010 and increased by approximately 2,000 people from 2010 to 2019. The population in 2020

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<sup>2</sup> The 2021 Pierce County Buildable Lands Report anticipates that the City of Orting will grow by 550 people by the year 2044.



was 9,041 people.<sup>3</sup> The LOS standards established in the 2003 PTOS Plan were essential in ensuring the parks inventory grew with the population, and that new development was paying for its share through a parks impact fee. However, growth is forecasted to occur at a slower rate given the constraints on land availability.

The PTOS Plan continues to evaluate existing resources that the City feels should be included as part of the parks planning process; for example, incorporating potential river access points as identified in Orting's Shoreline Management Program into the Capital Facilities Element, or addressing community access to school recreational facilities.

Additionally, an effort has been made to reduce redundancies between the PTOS Plan and other adopted City plans, therefore some text has been removed and replaced with references.

## PROCESS

The Parks Board, City Council, and the public have contributed to the update of this plan.

In keeping with past methodologies, the PTOS Plan uses an equitable method of ensuring that all new growth addresses its proportionate share of the impacts on parks and recreation by collecting mitigation fees based on those impacts. This requires the following steps:

- 1) An updated assessment of current and future demand for open space and recreation facilities that balances numeric data with public opinion and participation;
- 2) An updated inventory of the "supply" of existing land and facilities that accommodates the demand;
- 3) Level of Service (LOS) standards for land and facilities meeting the community's needs and preferences for parks and recreation;
- 4) A plan for the location and phasing of new improvements over time; and
- 5) A financing/capital improvements plan.

This results in an updated PTOS Plan that is incorporated into the Comprehensive Plan and also used to continue to secure outside funding. Since impact fees can only be used to fund projects resulting from new demand, the City must find other sources to fund projects and activities, including park maintenance, which result from existing demand. These include grants, bonds, and levies.

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<sup>3</sup> 2020 decennial census count.

The Washington State Recreation and Conservation Office (RCO) is the state agency that provides grant funds to local governments to fund the planning, design, and construction of facilities. To qualify for RCO funding, the City needs a certified plan that documents the items listed below and shows that the public was involved in preparing the plan. The 2015 update ensured the City’s eligibility through 2022, and the 2022 update maintains the City’s eligibility for another six years through 2028.

The following chart shows the relationships between the state requirements for planning for parks and recreation within the Growth Management Comprehensive Plan and an RCO certified plan. Public involvement is required in both cases. This document meets both requirements.

GMA Parks Element	RCO Certified Parks Plan
Goals and Policies	Goals and Objectives
Level of Service Standards	Goals and Objectives
Inventory of Existing Facilities and Capacities	Inventory
Forecast of Future Needs	Demand and Need Analysis
Proposed Locations and Capacities of New Facilities	Capital Improvement Program
6-Year (Minimum) Financing Plan	Capital Improvement Program

## PUBLIC INVOLVEMENT

The PTOS Plan has undergone multiple phases of public involvement. The first public involvement process in 2003 was designed to ensure that Orting residents had the opportunity to shape the initial plan. After adopting the plan in March 2003, the City and the Parks Commission sustained continuous public outreach efforts for the development of Gratzner Park and North Park. Additional public outreach was conducted throughout the 2010 and 2015 update processes.

The most recent outreach effort was launched in the summer of 2021 to gather public input for the 2022 update. The outreach effort included an online survey and attending the weekly farmer’s market at North Park with a City booth to distribute information and receive public feedback. The history of public involvement and the recent outreach efforts are described in detail in Appendix A: Public Outreach and Communication.



# PARKS, TRAILS & OPEN SPACE PLAN

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City of Orting

## CHAPTER 2: EXISTING CONDITIONS & INVENTORY

### INTRODUCTION

The City’s park system consists of 19 parks (public and private), three trails, multiple wetland/natural areas, and three schools with associated playfields. The City also offers recreational programming based on demand including tot’s soccer, dance, tumbling, baseball, adult softball, volleyball, art, and dog training.

Schools are also an important resource for recreation and open space. Orting School District (OSD) fields can be used by the public for a rental fee, as available. OSD also gets priority access to the fields at Gratzner Park and prepares the fields (chalk lining, etc.) for use by the middle school and junior varsity teams primarily. There is a large demand for the Gratzner Park baseball fields, with the City having to turn teams (usually youth baseball teams) away at peak times. There are, however, other nearby facilities available to the Orting community including the Lion’s Club fields located southeast of the City.

New facilities at the parks have been designed to accommodate special population needs in terms of access and recreation opportunities. Most recently with the addition of an ADA “spinner” in the main City Park in the summer of 2021.

The residents of Orting are the primary beneficiaries of these parks and recreational services, although surrounding unincorporated Pierce County and nearby cities’ residents benefit as well. Tables below summarize existing parks facilities and recreational programming participation rates.

## PUBLIC PARKS, TRAILS AND OPEN SPACE INVENTORY

The table below summarizes the existing inventory of City and other public land and facilities. These resources are mapped in Figure 2.1.

**Table 2.1: Inventory of Public Parks, Trails and Open Space**

	Park/Facility Name	Area (Acres)	Trail Length (Miles)	Features	# Fields	# Courts
PUBLIC	Memorial Park	0.60		Plantings, Bench, Memorial Rock		
	Triangle Park	0.19		Plantings, Bench, Walkway		
	Three Corners Park	0.19		Plantings, Bench, Walkway		
	Rainier Meadows	0.92		Big Toy, Grassy Area, Half Court, Walkway, Bench		0.5
	Williams Park	0.23		Plantings, Picnic Table, Benches		
	Calistoga Park	6.3		Baseball Field, Big Toy, Parking, Benches, Dog Park	1.0	
	City Park	7.2		Basketball Court, Gazebo, Big Toys, Restrooms, Shelter Area, Benches, Picnic Tables, Horseshoes Pits, Grassy Area, Parking		1.0
	Whitehawk Park	4.0		Half Court, Big Toy, Picnic Tables, Grass T-Ball Field	0.5	0.5
	North Park	1.3		Brick Area, Bollards, Benches, Shelter Building		
	Charter Park	7.6		Skateboard Area, BMX Area, Benches, Picnic Shelter		
	Gratzer Park	17.5		Ballfields (2), Parking, Wetlands, Multi-Purpose Field, Walking Path, Big Toy	3.0	
	Calistoga Levee Wetlands	56.2		Wetlands, Open Space, River Access		
	Carbon River Landing	27.2		Wetlands, Open Space, River Access		
	Rainier Meadows Wetlands	3.2		Wetlands, Open Space		
	Village Green Wetlands Park	40.2		Wetlands, Open Space, River Access		
	Foothills Trail		2.3	Benches, Viewpoints		
	Puyallup River Levee Trail		3.0	Viewpoints, River Access		
	Carbon River Levee Trail		2.6	Viewpoints, River Access		
	<b>Total</b>	<b>172.8</b>	<b>7.9</b>		<b>4.5</b>	<b>2.0</b>

## PRIVATE PARKS AND OPEN SPACE INVENTORY

Citizens regularly use additional recreational facilities in and near Orting that are institutionally or privately owned, such as school recreational facilities and Lions Park. The private parks and school facilities within City limits are considered in the

demand and need analysis in Chapter 3 as the public can arrange to access these facilities through fees or request forms.

Table 2.2 summarizes the existing inventory of privately owned park and recreation facilities, and descriptions of the facilities are provided below.

**Table 2.2: Inventory of Private Parks and Open Space**

	Park/Facility Name	Area (Acres)	Trail Length (Miles)	Features	# Fields	# Courts
SCHOOL DISTRICT	School-Parks					
	Orting High School/OES	14.9		Big Toys, Track, 3 Ball Fields, Football & Soccer Field, Restroom, Covered Paved Area	3.0	
	Orting Middle School	12.6		1 Ball Field, Football & Soccer Field, Stadium	3.0	
	Ptarmigan Ridge Elementary	4.3		Grassy Area, Covered Paved Area, Big Toy		
	<i>Total</i>	<i>31.8</i>			<i>6.0</i>	
PRIVATE	Private Neighborhood Parks					
	Village Green Crescent Park	0.49		Big Toy, Half Court		0.5
	Village Green Park	2.19		Picnic Tables, Grassy Area		
	Village Green South Entrance	1.41		Grassy Area, Basketball Court, Shelter, Benches		1.0
	Hidden Lakes Parks (Multiple)	4.48		Benches, Picnic Tables, Water Feature, Half Courts (2), Big Toy		1.0
	Rivers Edge Parks (Multiple)	1.17		Benches, Half Courts (2), Big Toy		1.0
	Village Green North Entrance Sign	0.23		Plantings, Bench		
	Village Green South Entrance Sign	0.04		Plantings		
	<i>Total</i>	<i>10.01</i>				<i>3.5</i>

### Orting School District

The School District currently owns and operates outdoor play fields, playgrounds and indoor recreation facilities (gymnasiums). The public can reserve School District facilities through the School District’s website. Rental costs apply for some of the fields (some are free to use) and there is also insurance and COVID requirements for all School District facilities. Although these facilities are available for public use, school programming fills nearly all of the existing capacity.

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## Residential Developments

There are three residential developments with private parks that are maintained by homeowner’s associations: Hidden Lakes, Rivers Edge, and Village Green. During 2021, public outreach at the Farmer’s Markets anecdotally indicated the private parks are well used, but mostly by those who live within walking distance (in the neighborhood). This is seen in the 2021 survey results as well with “proximity to your home” being the number one selection for respondents when asked what factors were important when choosing a park to visit.



*A mini-park in the River's Edge neighborhood*

The Hidden Lakes planned unit development, located on the south side of the Puyallup River, includes multiple mini-parks offering a basketball court, play area, benches, and picnic area. Two of these parks include surface water detention ponds.

The Rivers Edge subdivision includes two mini-parks providing play areas, basketball courts, and benches.

The Village Green planned unit development includes two mini-parks (Village Green Park and Crescent Park) in addition to small dedicated open spaces at either entrance. The planned unit development also included a trailside park which was dedicated to the City as Williams Park and is currently well-used by visitors of the Foothills Trail.

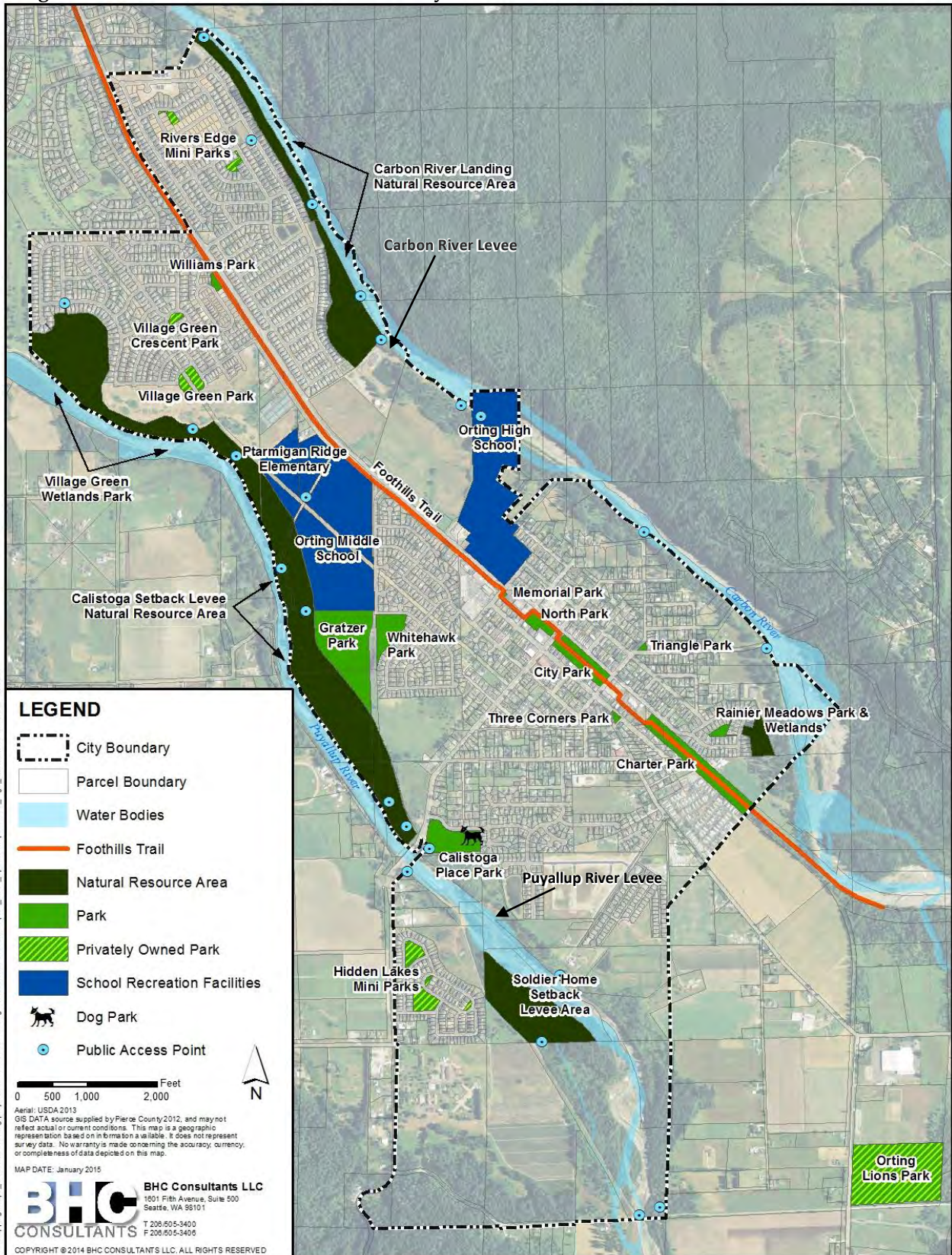
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## Lions Club

The Orting Lions Club owns and operates a 25-acre site called “Orting Lions Community Park” located southeast of the city limits. This site provides fields for organized t-ball, baseball, softball, and soccer activities, primarily programmed by leagues. The leagues take care of field preparation, and use is subject to a fee. The Lions Club has made several field improvements since the last plan update in 2015, including the installation of a sprinkler system and new dirt infields. The installation of field lighting is a long-range goal. Most field development is completed with volunteer labor.

Figure 2.1 on the following page shows the locations of all the existing sites, both public and private, within Orting.

Figure 2.1: Current Parks and Trails Inventory



## RECREATION PROGRAMMING

The City of Orting offers dance, various sports, and other program options. All registrations are paid directly to the City via check or online registration. Registration is handled by City staff. There has not been a formal Parks and Recreation Department in the City since 2020 when the Parks and Recreation Director position was eliminated. A part-time position for events and activities is being added as part of the 2022 City budget.

Programs offered in 2019 and 2020 included:

- Dance
- Tumbling
- Tots Soccer
- Baseball
- Adult Softball
- Volleyball
- Painting
- Dog Training
- Daddy-Daughter Dance

Previously offered programs not currently done include pitch-hit-run competition, CPR/First Aid classes, movies in the park, giant slip-n-slide, karate, and family health-nutrition-fitness class. Offerings are impacted by volunteers, participation (classes are cancelled if a minimum number is not met), and in the recent years, COVID-19 regulations.

Registration numbers for 2019 and 2020 are shown below by program type. The participation numbers for 2020 were impacted by COVID-19 or in some instances the activity was completely cancelled/refunded.

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### *Dance Programs*

Dance classes are offered year-round. They are offered on various times and days of the week with each season having multiple start dates. For instance, the 2019 fall schedule included:

Classes (September 9, 2019 - December 2, 2019)

- Pre-Ballet: Monday 4:15pm - 5:15pm
- Tap & Jazz 1: Monday 5:15pm - 6:15pm
- Tap & Jazz 2: Monday 6:15pm - 7:15pm
- Adult Jazz: Monday 7:15pm - 8:15pm



Classes (September 13, 2019 - December 6, 2019)

- Pre-Ballet: Friday 9:30am - 10:15am
- Pre-Ballet & Tap: Friday 10:15am - 11:15am

**Table 2.3 - Dance Class Participation**

Classes	2019 Total Participation	2020 Total Participation
Winter	32	26
Spring	22	56
Summer	17	Not offered
Fall	41	Not offered
Total	112	82

### *Sports Programs*

Adult softball was offered in 2019, but not in 2020 (due to COVID-19). In 2019 there were nine teams registered, the City does not have data on the rosters/participants numbers.

In 2019, volleyball continued to be offered in the fall. It is broken down into two age groups. Due to COVID-19 it was not offered in 2020.

**Table 2.4 - Volleyball Participation**

Age Group	2019 Total Participation
3 <sup>rd</sup> – 5 <sup>th</sup> Grade	11
6 <sup>th</sup> – 8 <sup>th</sup> Grade	16
Total	27

Three types of baseball are offered in the spring each year: coach pitch, t-ball and pee-wee t-ball. All were offered in 2019 and 2020, however the 2020 leagues had to be cancelled, and all participants refunded due to COVID-19.

**Table 2.5 - Baseball Participation**

League	2019 Total Participation	2020 Total Enrollment
Coach Pitch	10	13
T-Ball	10	22
Pee Wee T-Ball	7	22
Total	27	57

Tots soccer (ages 3 to 5) is typically offered in both the spring and fall in the City. For the 2021 the season included 10 games, played on Mondays and Wednesdays at Whitehawk Park, and registration costs \$55.00. In 2019 and 2020 participation numbers were as follows.

**Table 2.6 – Tots Soccer Participation**

Classes	2019 Total Participation	2020 Total Participation
Spring	63	19
Fall	34	Not offered
Total	97	19

Gymnastics tumbling is offered for three age groups pre-k (3 to 5 years), elementary (kindergarten to 2nd grade), and youth (3<sup>rd</sup> to 6<sup>th</sup> grade). It is offered every season. In 2019, the spring and summer sessions included multiple time slots for the pre-k age group.

**Table 2.7 – Tumbling Participation**

Classes	2019 Total Participation	2020 Total Participation
Winter	11	22
Spring	33	6
Summer	22	Not offered
Fall	15	Not offered
Total	81	28

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### *Other Programs*

Painting classes are offered monthly by the City. In 2020 the class only occurred in February. Kids painting had six participants. Family painting had a total of 14 participants. No classes were offered in 2019.

Dog training classes are offered year-round. Classes are split into puppy and dog classes. In 2020 the classes only occurred in February with 6 puppy participants and 4 dog participants, for a total of 10 participants. 2019 numbers are as follows.

**Table 2.8 – Dog/Puppy Training Participation**

Month	Class	2019 Participation
<b>January</b>	Puppy	3
	Dog/ Advanced	3
<b>February</b>	Puppy	6
	Dog/ Advanced	6
<b>March</b>	Puppy	3
	Dog/ Advanced	3
<b>April</b>	Puppy	8
	Dog/ Advanced	10
<b>May</b>	Puppy	8
	Dog/ Advanced	6
<b>June</b>	Puppy	7
	Dog/ Advanced	3
<b>July</b>	Puppy	5
	Dog/ Advanced	8
<b>August</b>	Puppy	3
	Dog/ Advanced	5
<b>September</b>	Puppy	9
	Dog/ Advanced	2

Month	Class	2019 Participation
<b>October</b>	Puppy	3
	Dog/ Advanced	3
<b>November</b>	Puppy	3
	Dog/ Advanced	10
<b>December</b>	Puppy	10
	Dog/ Advanced	0
<b>Total</b>	<b>Puppy/ Dog/ Advanced</b>	<b>127</b>



# PARKS, TRAILS & OPEN SPACE PLAN

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City of Orting

## CHAPTER 3: DEMANDS AND NEEDS ANALYSIS

### INTRODUCTION

This chapter addresses the demands and needs of the City’s parks, trails and open space system. It begins with a summary of the outreach effort results that undergird this plan and that create an understanding of the community’s desires. The chapter then describes the City’s level of service (LOS) standards and how the application of the LOS standards for parks, trails and open space result in land acquisition and development costs. These costs are met by a combination of tax revenues in the general fund, grants, dedications, and impact fees.

The *Parks, Trails, and Open Space Plan* (PTOS Plan) establishes the basis for City policies and regulations aimed at creating a long-term funding program for these needs.

### DEMANDS AND NEEDS ANALYSIS

The 2021 local public opinion survey and farmer’s market outreach were used to identify shortfalls within the existing inventory, as well as improvements and new amenities park users desire. The outreach occurred from May 31 through August 31, 2021.

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#### **Farmer’s Market Outreach**

The City conducted public outreach at the farmers markets which occurred every Friday from 3 pm to 7 pm at North Park. The City hosted a booth which informed the public about a multitude of topics but had an emphasis on the parks plan update and engaging with the public to receive feedback and input on the City’s parks system.

There were two main participant activities to gather tangible input at the market. The first activity was a dot board. This asked participants to put a dot sticker on

their favorite or most used park within the City. At the end of the summer the dots were tallied, the results are as follows.

**Table 3.1: Farmer’s Market Dot Activity Results**

Park Name	Date and Votes Received					Total
	6/11*	6/18	7/16	7/30	8/27	
<b>City/ Main Park</b>	21	21	31	16	9	98
<b>Foothills Trails</b>	10	22	11	5	4	52
<b>Puyallup River</b>	10	11	4	3	6	34
<b>Calistoga Park</b>	6	5	6	6	4	27
<b>Charter (Skate) Park</b>	6	4	4	4	7	25
<b>Whitehawk Park</b>	6	4	7	7		24
<b>Carbon River</b>	n/a	12	5	2	1	20
<b>Calistoga-Dog Park</b>	n/a	4	2	3	4	13
<b>Village Green Neighborhood Parks</b>	n/a	2	3	3	1	9
<b>North Park</b>	2	3	1	1	1	8
<b>Rainier Meadows Park</b>	n/a	1	2	3	1	7
<b>Rivers Edge Neighborhood Parks</b>	n/a	1	1	2	0	4
<b>Gratzer Park</b>	2	0	0	1	0	3
<b>Triangle Park</b>	3					3
<b>Memorial park</b>	2					2
<b>Williams Park</b>	1					1
<b>3 Corners Park</b>	0					0

*\* The parks listed on this board (the first) were different from the subsequent weeks and included Williams, 3 corners, Triangle and Memorial Parks and did not include Village Green, Rivers Edge, or Rainier Meadows*

City Park was identified by 98 participants as their most used or favorite park. The Foothills Trail was the second most popular park with 52 votes, followed by the Puyallup River with 34 votes, Calistoga Park with 27 votes, Charter (skate) Park with 25, and Whitehawk Park with 24 votes.

The second activity asked people to provide input by writing on a sticky note what improvements they would like to see at specific parks, or for the parks system as a whole. Input received is as follows (categorized alphabetically) with numbers in parenthesis representing the number of additional times this suggestion was made:

- 3 corner park improvements
- Activities for kids in dog park
- Adult features
- Bathroom at Calistoga (+3)
- Bathrooms (+1)
- Bigger skate park
- BMX track improvements (+1)
- Carbon River Access
- Cement walkway between Calistoga and Puyallup River
- More ADA for older residents
- More playgrounds
- More swings
- New play chips
- Obstacles at dog park
- Pickle Ball Courts (+1)
- Puyallup River Access (+1)
- Remote control car park
- River Access (+2)
- Seating/shade at dog park

- Community pool (+4)
- Different play surfacing other than wood chips
- Dog park on North end of town
- Drinking fountain at skate park
- Drinking fountain near City park
- Drinking fountains (+1)
- Extra ball fields at Gratzner
- Fountains/ water features at parks
- Graffiti/ chalk clean up
- Kid stuff/ toys
- Large light show at City fountain
- Shade/ more trees at Whitehawk (+1)
- Shade shelters at parks (+1)
- Shelter/shade at Calistoga (+1)
- Small kid toys at City Park
- Splash Pad/ Park (+12)
- Summer activities/ programming
- Tennis courts (+1)
- Toddler area at city park
- Volleyball
- Wind chimes
- Zipline (+6)



*City Administrator Scott Larson and Public Works Director Greg Reed at the first Farmers Market of the season on June 11, 2021.*

The idea that was most frequently put forth was for a splash pad/park to be added to the parks system in the City. Calistoga Park received the most requested improvements including shade/shelter, permanent bathrooms, and paving the walkway between the park and the Puyallup River access. Other ideas that received support to be implemented at a park within the City included a zipline, community pool, improved river access, BMX track improvements, pickle ball and tennis courts, drinking

fountains, bathrooms, and additional shade at multiple parks.

In the years between the previous PTOS plan update and this update Councilmembers have received input and ideas from the public regarding our parks. Some of these ideas, like resurfacing the basketball court, have been implemented into the Public Works schedule, others such as a Giant Slide and Zipline were added to park-specific plans (those are in the Calistoga Phase II project). Other ideas that have been heard include a Drone Park and a Frisbee Course.

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### Survey Results

A public opinion survey was open for response over the summer. It was advertised on the City's website, Facebook page, and at the farmer's market. The survey

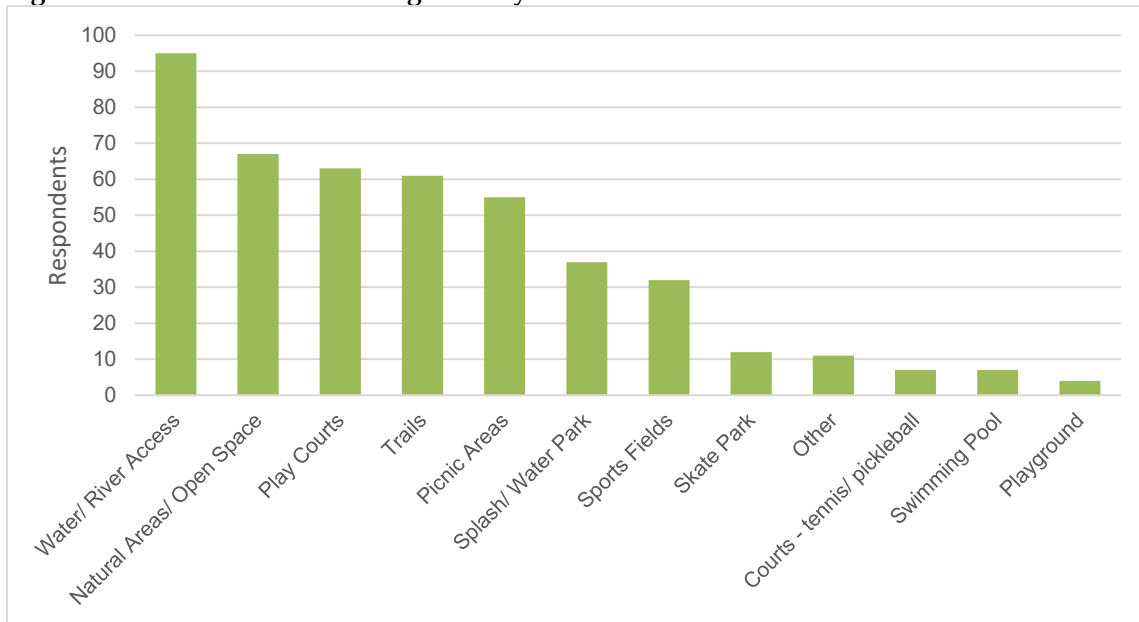
included 17 questions, and asked participants to complete the survey based on their interactions with the City’s parks prior to the onset of the COVID-19 pandemic (when parks were operating, maintained, and programmed as they typically had been in 2019). The survey focused on garnering input on how participants use the parks, what drives their selection of which parks to use, their impressions of the parks, as well as input on whether the parks system meets their needs and, if not, how it could be improved.

The survey was open from May 31 to August 31, 2021. A total of 182 responses were collected. The most common age group of those who responded was 35 to 44, followed by 25 to 34 and 45 to 54. The majority of respondents (80% or 145 people) reported having children in their household. Approximately 76% of respondents agreed or strongly agreed that Orting’s parks, trails, and recreation opportunities are an important reason for staying in Orting.

When asked what types of park facilities they used, the top three responses were trails (159), water/river access (155), and natural areas/open space (133). This was followed by picnic areas, play courts, sport fields, the skate park, and playgrounds.

Respondents were asked what they would like to see more of, selecting up to three choices, 178 responded with the following:

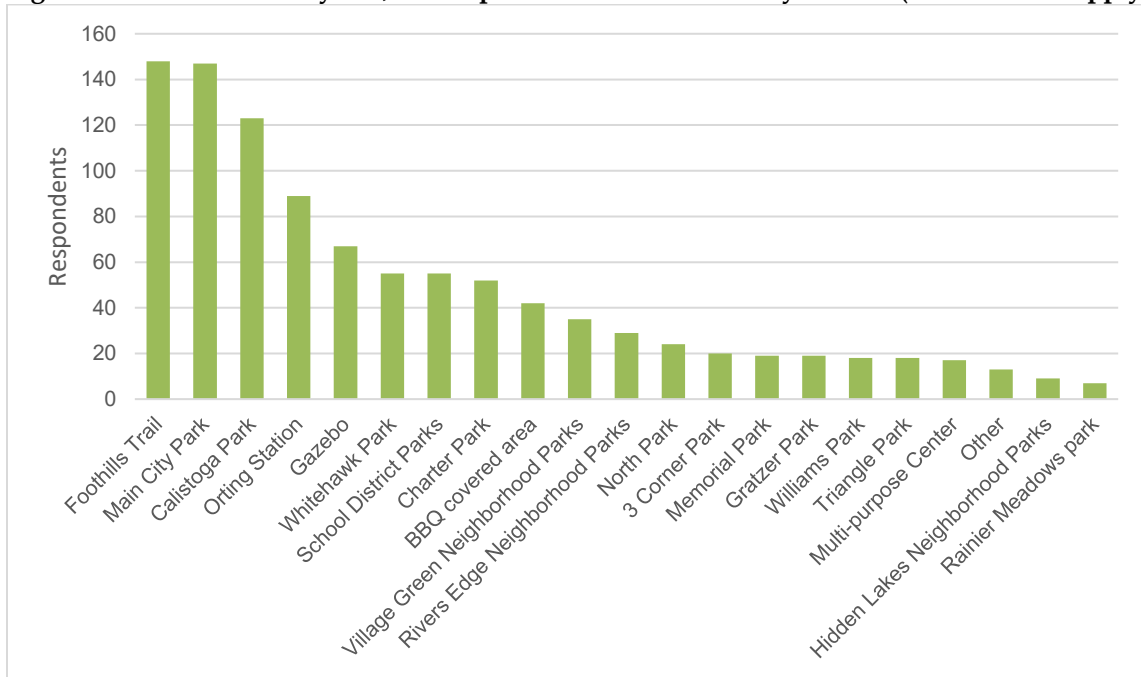
**Figure 3.1: Which of the following would you like to see more of?**



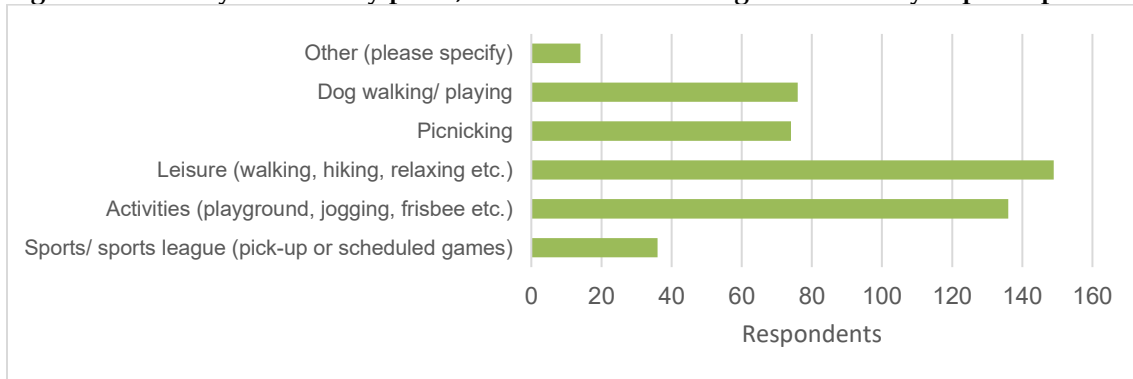
When asked which city owned park, they used the most, the results generally matched what was heard at the Farmers Market in that City Park and the Foothills Trail were the most heavily used followed by Calistoga Park. That question was followed up by asking what activity users participate in at the parks the most,

allowing participants to select all answers that applied. The top two answers were leisure (walking, relaxing, etc.) and activities (playground, jogging, etc.).

**Figure 3.2: In the last two years, which parks and facilities have you used (select all that apply)?**



**Figure 3.3: When you visit City parks, which of the following activities do you participate in?**

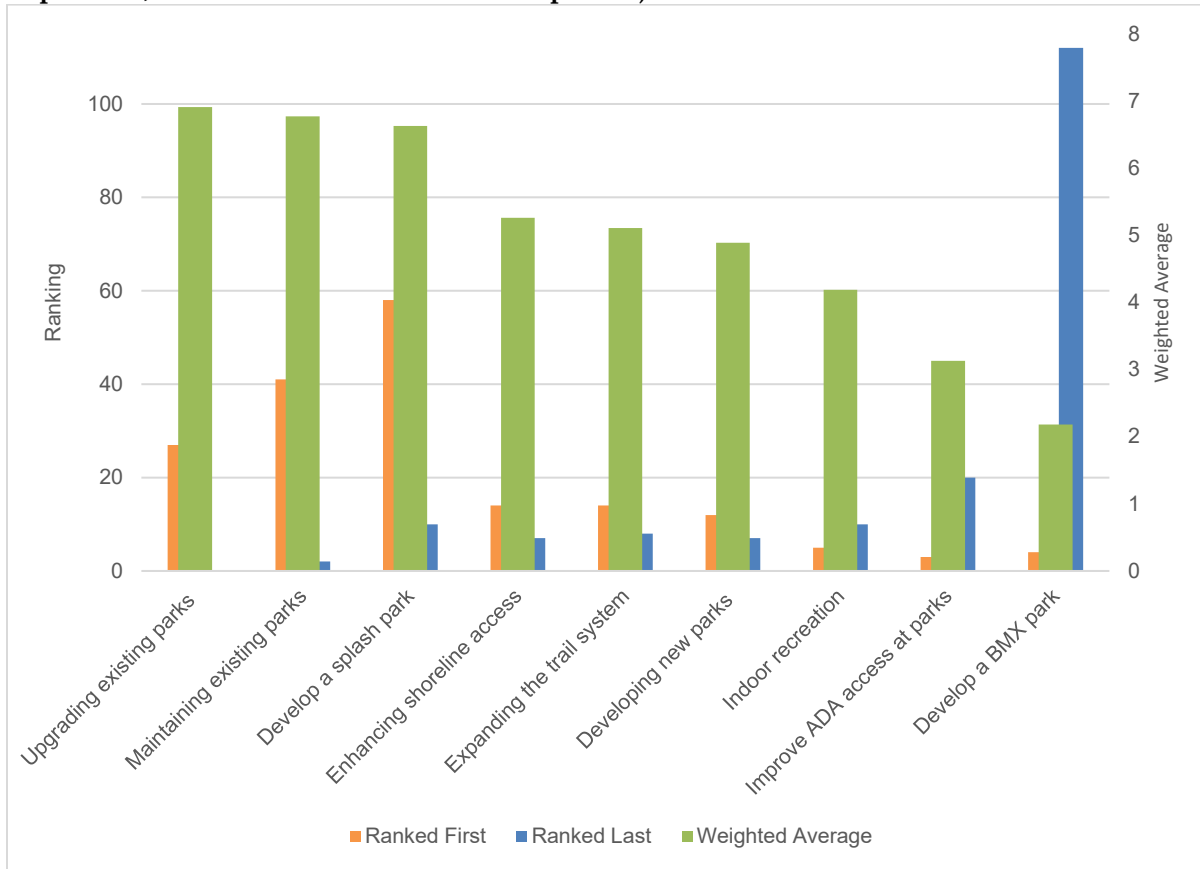


Question 11 of the survey was evaluated by three different metrics. The question asked participants to rank nine items from most (1) to least (9) important to them based on what the City should focus its parks efforts and funding on. Developing a splash park was most frequently ranked as the most important by respondents followed by maintaining existing parks and upgrading existing parks. Developing a BMX park was most frequently ranked as the least important item on the list by participants. The question also included a weighted average score. This score is based on the number each person ranked each item which are then added together and averaged to get the average ranking for each item. The weighted average scores resulted in upgrading existing parks being the most important followed by



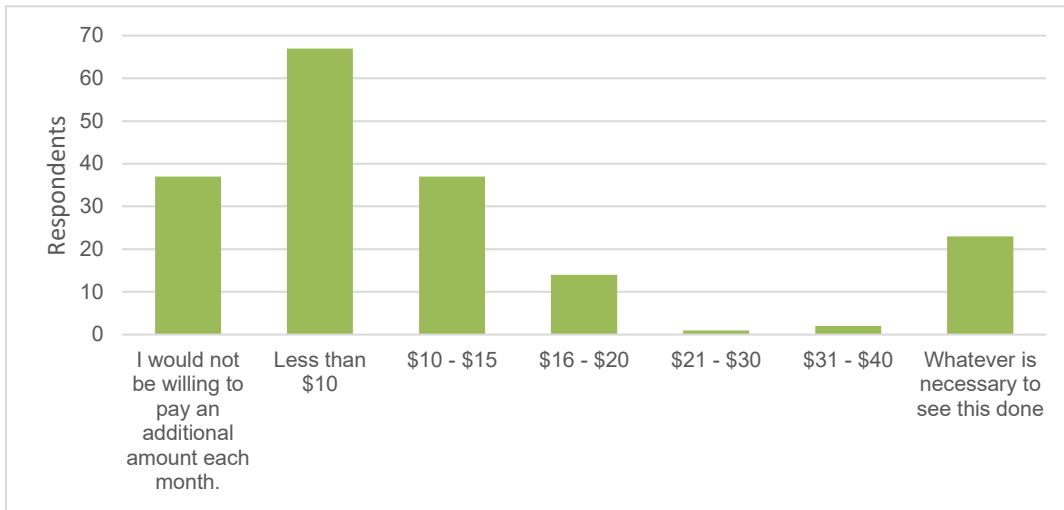
maintaining existing parks and developing a splash park as the top three most important items.

**Figure 3.4: What should the City focus its parks efforts and funding on (rank in order of importance, with number one as the most important)?**



One of the last questions of the survey asked participants if they would be willing to pay a certain amount of money each month in order for the City to get a multi-use park and/or recreation center. The majority of respondents indicated they'd be willing to pay less than \$10/month for such a development.

**Figure 3.5: How much would you be willing to pay per month (through a bond, or tax increase) for a multi-use park and/or recreation center?**



Participants who indicated they were willing to pay per month for a multi-use park and/or recreation center, were then asked on a subsequent question what they would most like to see at a multi-use park/recreation center. The highest ranked answer (both in weighted average and ranking) was a swimming pool, followed by a community/civic center, playground, athletic/play fields, indoor gym, and open space.

## LEVEL OF SERVICE

The Level of Service (LOS) standards provide the means for assessing and monitoring the capacity of city land and facilities to meet the demand of the citizens. Under state law and city ordinance, developers of new residences are responsible for meeting the demand for facilities and services that are created by the growth that they generate. This may come in the form of impact fees, land dedication, or site improvements negotiated during the permit process. In the case of current shortfalls of park land, trails, or recreation facilities resulting from city growth, but not addressed by prior developer fees or contributions, public funds will be necessary to pay for land acquisition and facilities.

The LOS standards in the City, up until this update, has relied on park type, categorizing parks as “neighborhood”, “mini” or “community” and combining all additional facilities under one standard for “fields and courts”. This approach was simple but had inherent flaws – mainly not reflecting how parks are actually used. For instance, City Park was classified as a neighborhood park, when it actually functions as a community park. The previous 2015 plan update indicated that the community was satisfied with the quantity of available parks and open space but wanted to see overall enhancements to the park system in the form of added

features and improvements to existing facilities. A similar trend was seen with the 2021 survey responses with results indicating citizens most want to see the current parks upgraded (most popular response) and maintained (second most popular response). As the City has limited space for additional parks it is appropriate to focus on metrics associated with facilities and amenities rather than park acreage per 1,000 population. This does not require adding park acreage and reflects the needs of the community shown in the responses to the community survey.

The new LOS standards used the benchmarks in the National Recreation and Park Association (NRPA) data and similar communities, as well as community feedback from previous surveys (such as in the last update when value was expressed for open space and natural areas; therefore, a LOS standard of 14 natural resource acres per 1,000 population was established and maintained in this update) to establish appropriate standards in the plan update. As updated, the LOS standards are:

**Table 3.2: Parks and Facilities Level of Service**

Type of Facility	LOS (facilities/population)
Softball/ Baseball Field	1/2,000 (softball) 1/2,000 (baseball)
Multi-Use Rectangular Field <i>(e.g. soccer, football, lacrosse)</i>	1/3,500
Basketball Courts <i>(Two half courts are equivalent to one court)</i>	1/3,500
Tennis/ Pickle/ Racquetball Courts	1/4,000
Playground/ Big Toy	1/1,000
Special Facilities <i>(e.g. skate park, splash park, BMX park)</i>	1/5,000
Trails	.25 miles/1,000
Natural Resource Areas/ Open Space	14 acres/ 1,000
Parkland	8 acres/1,000

## EXISTING AND FUTURE DEMAND

Current demand is determined based on the LOS standards and the current population. This demand is existing, and any deficiencies cannot be addressed by new impact fees. The 2022 demands are below.

**Table 3.3: Parks and Facilities Current Demand**

Type of Facility	LOS (facilities/population*)	Demand	Current Supply**
Softball/	1/2,000 (softball)	4.52	4
Baseball Fields	1/2,000 (baseball)	4.52	3
Multi-Use Rectangular Field	1/3,500	2.58	3
Basketball Courts	1/3,500	2.58	7
Tennis/ Pickle/ Racquetball Courts	1/4,000	2.26	0
Playground/ Big Toy	1/1,000	9.04	10

Special Facilities	1/5,000	1.81	2
Trails	.25 miles/1,000	2.26	7.9
Natural Resource Areas/Open Space	14 acres/ 1,000	126.56	126.8
Parkland	8 acres/1,000	72.32	59.29
*Based on 2020 census population of 9,041			
** Includes private parks and school facilities			

Orting’s population is expected to reach 9,591 by the year 2044, a forecasted increase of 550 residents. These demands (the third column in Table 3.5) are only associated with forecasted growth and do not account for current unmet demand for parks and recreation facilities. Most of the future demand should be addressed through facility donations, impact fees, or other sources of funding. In planning for demand and needs, it is also important to consider how operations and maintenance of new facilities will be funded. Typically, this can be done through the general fund, or sometimes through levies and users’ fees. Here too, partnerships should be considered, such as using the resources of the school district to provide services or requiring homeowners’ associations take care of facilities within their communities.

**Table 3.5 – Future Demand, 2044**

Type of Facility	2044 Demand Total	2044 Demand Associated with Growth
Baseball Field	4.80	0.27
Softball Field	4.80	0.27
Multi-Use Rectangular Field	2.74	0.16
Basketball Courts	2.74	0.16
Tennis/ Pickle/ Racquetball Courts	2.40	0.14
Playground/ Big Toy	9.59	0.55
Special Facilities	1.92	0.11
Trails	2.40 miles	0.14 miles
Natural Resource Areas/Open Space	134.26 acres	7.70 acres
Parkland	76.72 acres	4.40 acres

## CURRENT NEEDS

The US Census has showed the City’s population to be 9,041 in 2020. The 2021 Pierce County Buildable Lands Report estimates the City’s population to increase by 550 to 9,591 by the year 2044.

Table 3.5 lists Orting’s current parks and recreation needs, presenting the demand, the current supply (based on the 2021 inventory), and the resulting surplus or need.

**Table 3.6 – Current Needs**

Type of Facility	LOS (facilities/ population)	Demand	City Supply	Private/ School Supply	Surplus (Need)
Softball/ Baseball Field	1/2,000 (softball)	4.52	2	2	0
	1/2,000 (baseball)	4.52	1	2	(1)
Multi-Use Rectangular Field	1/3,500	2.58	1	2	1
Basketball Courts	1/3,500	2.58	5	2	5
Tennis/ Pickle/ Racquetball Courts	1/4,000	2.26			(2)
Playground/ Big Toy	1/1,000	9.04	9	1	1
Special Facilities	1/5,000	1.81	2		0
Trails	.25 miles/1,000	2.26	7.9		5.64
Natural Resource Areas/Open Space	14 acres/ 1,000	126.56	126.8		0.24
Parkland	8 acres/ 1,000	72.32	49.0	10.26	(13.03)

*Based on 2020 population of 9,041*

Based on new growth, the current needs and existing shortfalls according to the LOS standards are:

- Adding tennis/pickle/racquetball parks to the City’s parks and facilities inventory as there are currently none.
- An additional baseball field is needed to meet the level of service demands, which has also been expressed as a community need as seen through the current reservation of fields demand.
- An increase in overall parkland throughout the City, through dedication of neighborhood spaces
- Continued improvements and updates to parks, fields, courts, and children’s play areas and equipment.

## COST ANALYSIS

The following indicates the range of costs that are associated with the current needs. These are based on the following assumptions:

- **Land** – Pierce County Assessor’s 2021 land values of 21 vacant parcels in and around Orting were investigated (four in the County surrounding the City, and 17 within City limits). In accordance with state law RCW 84.40.030, the land is valued at 100% of its true and fair market value taking into consideration the highest and best use of the property. These parcels range in

size from less than one fourth of an acre to over 48 acres. The assessed value in dollars per acre ranges from \$15,246 to nearly \$750,000 in the heart of the City. The average cost per acre is \$289,635. Site development costs vary considerably depending upon the types of facilities, requirements for drainage and utilities, and the finishes used.

- **Fields** – Development costs vary based on a number of factors including intended use, site constraints, vegetation, materials, and field amenities. A range of a \$650,000 to \$800,000 is anticipated dependent on the factors listed.
- **Courts** – Development costs vary based on intended use, site constraints, vegetation, materials, and land acquisition. In looking at comparable estimates for other jurisdictions, an assumed average development cost of \$260,000 per court located within a park would apply.

There are many variables including parcel configuration, proximity to utilities, location, and frontage improvements that can impact development costs. Methods to finance the construction of a new park or improvements to an existing park include the City’s general fund, bonds, levies, grants, or donations. In all cases except for grants and donations, the source of the funding would be taxes.

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## IMPACT FEES

For future growth to “pay its fair share,” impact fees must be based on the adopted LOS and a realistic estimate of the cost of land and facilities necessary to meet the demand. Park Impact Fees are established by City ordinance and administered through the development review process. Fees are collected prior to the issuance of a building permit. Impact fees can be amended periodically to reflect cost escalation or other factors that change over time.

The Orting Park Impact Fee is based on an established formula. The factors in the formula including average household size, level of service for overall parkland, parkland value, and trail land and improvement value. None of these factors had been updated since the original adoption of a PTOS plan by the City in 2003. To update the formula, the trail and parkland values were first evaluated based on updates to unit costs that have occurred from 2003 to 2021, this resulted in a fee that far exceeded that of neighboring jurisdictions and was therefore not used. The values were then alternatively updated on inflation from December 2003 (when the original impact fee was adopted) to September using data from the Bureau of Labor Statistics. The household size was updated based on census data, and the level of service based on the recommendations of this report. The updated values, household size, and parkland level of service resulted in a new park impact fee of \$1,492 per new household.

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### OTHER FUNDING

In order to finance current land acquisition and facility development needs, the City must initiate fund-raising through debt financing such as bond issues or levies, federal, state, or county grants, and private contributions. Partnerships with the Orting School District and the Lion’s Club should also be pursued.

Orting is also fortunate in having dedicated volunteers who help with these responsibilities. This important contribution should be leveraged in the future.

Grants are also available, with the Washington State Recreation and Conservation Office (RCO) being a large source of funding. The RCO oversees a range of park and recreation grants, a major one being the Washington Wildlife and Recreation Program (WWRP) – Recreation. This fund provides resources for the design and construction of parks and recreation facilities such as local parks, trails, athletic facilities, and more. The completion of this plan fulfills the planning requirement that allows Orting to be eligible to apply for the WWRP grant. Other sources of funding and grants are available for applicable projects through ports in the region, the WA State Department of Ecology, the WA State Department of Commerce, Pierce County Conservation Futures and potentially various large, private corporations.

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### OPERATIONS AND MAINTENANCE COSTS

While this chapter deals primarily with capital costs and revenues, annual budgeting must acknowledge the City’s responsibilities related to the operation and maintenance of parks and facilities, as well as providing recreation programs. The City has budgeted \$101,630 for 2022 parks supplies and services expenditures. Given the current inventory of 59.3 acres of total park land, the anticipated average cost per acre is \$1,713.41. This value excludes capital expenditures, salaries/wages/benefits, and transfers. As total park acreage increases, the annual budget should increase proportionately.



# PARKS, TRAILS & OPEN SPACE PLAN

City of Orting

## CHAPTER 4: GOALS AND POLICIES

Parks, trails, open space, and recreation goals and policies are consistent between the PTOS Plan and the Orting Comprehensive Plan. Updated policy language will be recommended to the Planning Commission and incorporated into the Comprehensive Plan during the 2022 annual comprehensive plan update. Goals and policies listed below are numbered as they appear in the Comprehensive Plan.

The 2022 PTOS Plan changed policy language to more accurately reflect community values and incorporate input received during the public involvement process. For instance, it was clear through outreach that City Park is the most well-loved and heavily used park in the City. Therefore, a new policy (CF 6.6) has been added to create a master plan for the park to guide future additions and amenities to ensure a comprehensive vision is in place for the park.

### Capital Facilities

**Goal CF 3** Ensure that the continued development and implementation of the Capital Improvement Program (CIP) reflects the policy priorities of the City Council.

**Policy CF 3.3** Policy CF 3.3 establishes the Level of Service (LOS) standards for City facilities and services including water supply, sanitary sewer, fire protection, police, and parks.

Parks, Trails and Open Space LOS: The following level of service standards shall apply to land and facilities:

Type of Facility	LOS (facilities/population)
Baseball/Softball Field	1/2,000 (softball) 1/2,000 (baseball)
Multi-Use Rectangular Field (e.g., soccer, football, lacrosse)	1/3,500
Basketball Courts (Two half courts are equivalent to one court)	1/3,500
Tennis/ Pickle Ball/ Racquetball Courts	1/4,000
Playground/ Big Toy	1/1,000
Special Facilities	1/5,000



<i>(e.g., skate park, splash park, BMX park)</i>	
Trails	.25 miles/1,000
Natural Resource Areas/ Open Space	14 acres/ 1,000
Parkland	8 acres/1,000

**Goal CF 6** Develop a system of parks and recreation facilities that is attractive, safe, and available to all segments of the population.

**Policy CF 6.1** Mitigate impacts on parks, trails, and the recreation system from new growth based on impact fees, land dedication, and/or facility donations based on the level of service standards.

**Policy CF 6.2** Cooperate and coordinate with the school district, other public agencies and private groups through the use of interlocal agreements and contracts to meet the recreation needs of the City.

**Policy CF 6.3** Support continued development of the Foothills Trail and related links and parks for bicycles, pedestrians and equestrians, running through Pierce County to Mount Rainier National Park.

**Policy CF 6.4** Develop a network of parks, open space and trails throughout the city for pedestrians, bicycles and equestrians, with priorities on:

- a. The dedication and development of lands which would link with the Foothills Trail, the downtown parks, the Puyallup and Carbon River waterfront corridors and a linkage across the Carbon River to the Cascadia trail system,
- b. Maintaining and improving the accessibility, usability, and safety of Orting’s parks and trails, and
- c. Sustaining community-wide efforts to improve public access to the Carbon and Puyallup Rivers at those points along the banks which best fulfill the criteria for education, accessibility and restoration as outlined in the 2009 Shoreline Master Program.

**Policy CF 6.5** Future park plans or remodels should prioritize barrier-free equipment additions, such as wheelchair swings, adaptive spinners, or the like where none currently exist.

**Policy CF 6.6** Create and periodically review and update a Master Plan for City Park to provide for cohesive development of the park.

**Policy CF 6.7** Work with Pierce County and applicable agencies to identify and help mitigate impacts to Calistoga Park.

**Land Use: Open Space and Recreation**

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**Goal OS 1** The Recreation/Open Space Land Use Category is intended to acknowledge and protect the City's public parks and open spaces through public and private initiatives including incentives, transfer of development rights, public land acquisition, greenways, conservation easements, and other techniques.

**Policy OS 1.1** The Recreation/Open Space district is for areas devoted to public recreational facilities such as parks and trails and areas that have been preserved as open spaces through a variety of open space programs.

**Policy OS 1.2** Recognize the important recreational and transportation roles played by regional bicycle trail systems, and support efforts to develop a coordinated system of greenway trails throughout the region.

**Policy OS 1.3** Promote the use of property tax reductions as an incentive to preserve desirable lands as a public benefit and encourage and support the participation of community-based non-profit organizations offering options and alternatives to development in the interest of preserving desirable lands as a public benefit.

To learn more about the content of the Comprehensive Plan, please contact City Hall or view the full document online at the City's website.



# PARKS, TRAILS & OPEN SPACE PLAN

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City of Orting

## CHAPTER 5: CAPITAL IMPROVEMENT PROGRAM

A capital improvement program (CIP) identifies projects, approximate timeline, costs, and potential funding sources for various investments in the acquisition, development, or improvement of parks and recreation facilities for the next six years. The six-year timeline is dependent upon variables such as funding availability, grants, Council budget process, etc. Revisions may occur if opportunities arise to develop facilities or sites not on this list. Generally, these projects are those that have been identified as the highest priority through public outreach, parks board meetings, staff knowledge, and City Council input. In developing this list, the input listed above is taken into consideration as well as potential grant funds/cycles, potential long-term maintenance obligations attached to the projects, staff capacity, land availability, and funding.

### PLANNING ACTIVITY

This section describes previously completed projects and the projects listed in Table 5.1, below.

Multiple of the projects listed in the previous plan's Capital Facility and Improvement Program have since been completed. Ones that are partially complete or currently underway are shown in the updated CIP as they have additional phases that require funding. The CIP also includes new projects that emerged as priorities from the public outreach.

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#### *Completed Projects*

- **Calistoga Park Phase I Improvements**  
A big toy, swings and other park equipment were installed by the Public Works Department and volunteers in 2019.
- **Calistoga Setback Levee Trail**  
From Calistoga Park there is access to the Puyallup River levee. A trail was completed along the levee for the public to enjoy, it includes river access at points along the trail.

- **Gratzer Park Phase II**

This project included a multi-use rectangular field, walking path, and big toy and construction began in fall 2021.

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*Current PTOS CIP Projects*

- **Emergency Evacuation Bridge**

This project involves the construction of a bridge spanning SR 162 near Rocky Road NE. The City has a grant for two-thirds of the \$9 million project cost but is looking for the additional \$3 million in funds. This bridge will provide a safe pathway for Orting citizens and will enhance the City's disaster preparedness. The bridge connects to the Foothills Trail and will provide for easy and safe passage to the other side of SR 162 for pedestrians.

- **Gratzer Park Wetland Mitigation**

Phase I was installed by the City's contract engineer at Parametrix and the Public Works Department in spring 2021. Phase II is budgeted for \$20,000 and includes buffer and wetland enhancement plantings. The portion of the Phase II plantings along the setback levee, west of the soccer field will be completed in 2022. The rest of the plantings are likely to be delayed due to an associated City project and will be planted at a later date. The City hopes to have a school group or volunteer group complete the mitigation planting associated with Phase II.

- **Calistoga Park Phase II Improvements**

Phase II of the Calistoga Park project includes a zipline and giant slide. This phase of the project is on hold, and therefore not included in the final CIP project table, due to the Jones Levee Setback which is currently projected to impact this park.

- **City Park Gazebo Renovation**

A new roof was put on the gazebo after the last PTOS plan update. The next phase includes pressure washing and painting the gazebo which is slated to occur in 2022.

- **Fountain Improvements**

Improvements are planned for the fountain on the western corner of Washington Avenue and Calistoga Street at North Park. Upgrades to the fountain, would include concrete stamped to look like river rock, upgrades to the fountain and columns for water to shoot out of, a possible brick wall that would double as extra seating, and a plaque that would acknowledge donors of the original structure. This project has a cost estimate of \$15,000.

- **City Park Master Plan**

City Park is the most heavily used park within Orting. In the public outreach, it was clear it was a favorite park amongst most residents as well as people who live outside of town. Desired improvements for the park include adding a toddler play area, replacing the play surface, potentially locating the splash pad within the park, an additional water fountain, restroom updates and more. A Master Plan, estimated at \$35,000 will express the City's overall vision for the park, identify necessary and desired improvements, and allow the park to be updated in a cohesive manner rather than through ad-hoc improvements.

- **Park Ground Cover Replacement**

The City of Orting has a goal to make all parks inclusive and accessible to all.

This project is to replace the ground cover around all play structures and access routes so that wheelchairs, walkers, and other mobility devices can easily get around the park and existing toys. The price is TBD as it will depend on which park's ground cover is being replaced, the amount of surface area involved and the type of replacement itself (wood chips to mats or asphalt etc.) An example can be seen at the Rainer Meadows Park in the adjacent image in which there is a paved path into the park, but not to the play equipment (surrounded by wood chips) or basketball court (surrounded by grass).



*Rainer Meadows Park looking west.*

- **Whitehawk Boulevard Trail Spur**

This project would extend the Foothills Trail spur that currently exists east of the Orting Middle School and runs parallel to Whitehawk Boulevard. This project is to extend the trail spur south to the intersection with Orting Avenue NW, follow the proposed Whitehawk Boulevard alignment south and connect to Calistoga St West at the intersection with Kansas Street SW. The spur would provide a connection for pedestrians to Soldier's Home via sidewalks. It is planned to occur as part of the Whitehawk Boulevard Extension project, the cost estimate is TBD at this time as the cost for the trail has not been separated out of the cost for the overall project.

- **City Park Parking Lot Paving**

The majority of the parking lots associated with the City's parks are not paved. Paving will aid in the City's efforts to be ADA friendly. The Parks

Board has indicated that paving the parking lots is a priority and places City Park at the top of its list. The cost estimate of \$605,000 includes the paving, landscaping, and stormwater facilities (detention/retention and water quality).

- **PSE Power Line Easement Trail – Safe Routes to School**

Puget Sound Energy (PSE) owns right-of-way through Orting that contains a major power line. The right-of-way could be improved to form a connector trail between parks and Orting Middle and Elementary Schools (see the map in Figure 5.1) estimated at \$800,000. Trail improvements will be contingent on a liability agreement between PSE and the City of Orting. The Washington State Department of Transportation’s Safe Routes to School program may be a potential funding source. Winning projects must demonstrate that the necessary groundwork has been laid to complete the project within the two-year grant cycle.

- **Splash Park/Pad**

A splash park, or spray pad, is a recreation area for water play that has little to no standing water. This was a popular desire expressed by the public both through the survey and the farmer’s market outreach. It was also part of the previous parks plan update. A location for such a park would need to be identified by the City and Parks Board. The item would include design and construction. The cost estimate presented in Table 5.1 is a range that can vary based on size of the splash pad, number of features, infrastructure upgrades and site improvements. The cost does not include land acquisition (it is assumed this would be located in an existing City park) and is based on the City of Puyallup’s spray park estimate which includes 8 spray features, seating, site work, water and drainage service. It is important to note the cost listed is just the capital cost, maintenance of the splash park is estimated between \$50-\$100k annually.

- **Baseball Field**

Baseball field reservations are made through the City. Staff has indicated that teams are often turned away, especially at popular times, as the fields are all booked. Additionally, the LOS metrics indicate the City does not have a sufficient number of baseball fields. This item includes identifying a location, design, and construction of a field in an existing park. The cost estimate is given as a range, \$650,000 - \$800,000 due to potential infrastructure upgrades, amount and type of amenities, and field specifications (size, turf vs grass, etc.).

- **Pump Track**

A pump track is a looped sequence of rollers and banked turns designed to maximize the biker’s momentum so that minimal pedaling is necessary. The Parks Board has been working on adding a pump track to the existing BMX Track at Charter Park (the skate park). The Board received presentations on the construction of such a park, which is recommended to be asphalt rather than dirt due to climate challenges. Grants are available through the National Recreation and Parks Association (NRPA) Grant. The NRPA grant is a competitive grant for which the City would need to provide a user engagement and design plan, which costs approximately \$7,500 to complete. The range shown in the CIP table includes design and construction of a smaller version up to a larger, higher end version.

The table below lists capital facility and improvement projects for the next 6 years.

**Table 5.1: Capital Facility and Improvement Program**

Project	Year	Cost Estimate	Funding
<b>Emergency Evacuation Bridge</b>	2022-2027	\$9,000,000	Grants, General Fund, REET
<b>Gratzer Park Wetland Mitigation</b>	2022 - 2026	\$20,000	General Fund, REET, Impact Fees
<b>City Park Gazebo Renovation</b>	2022	\$3,000	General Fund, REET, Impact Fees
<b>Fountain Improvements</b>	2022-2024	\$15,000	General Fund, REET, Impact Fees
<b>City Park Master Plan</b>	2023	\$35,000 - \$50,000	Grants, General Fund, REET
<b>Park Ground Cover Replacement</b>	2023- 2026	TBD	Grants, General Fund, REET
<b>Whitehawk Boulevard Trail Spur</b>	2024-2026	TBD	Grants, General Fund, REET
<b>City Park Parking Lot Paving</b>	2024-2026	\$605,000	Grants, General Fund, REET, Impact Fees
<b>PSE Power Line Easement Trail</b>	TBD	\$800,000	Grants, Impact Fees, General Fund, REET
<b>Splash Park</b>	TBD	\$350,000 - \$450,000	Impact Fees, Grants, Donations, General Fund, REET
<b>Baseball Field</b>	TBD	\$650,000 - \$800,000	Impact Fees, Grants, Donations, General Fund, REET
<b>Pump Track</b>	TBD	\$85,000 - \$175,000	Grants, Impact Fees, Donations, General Fund, REET

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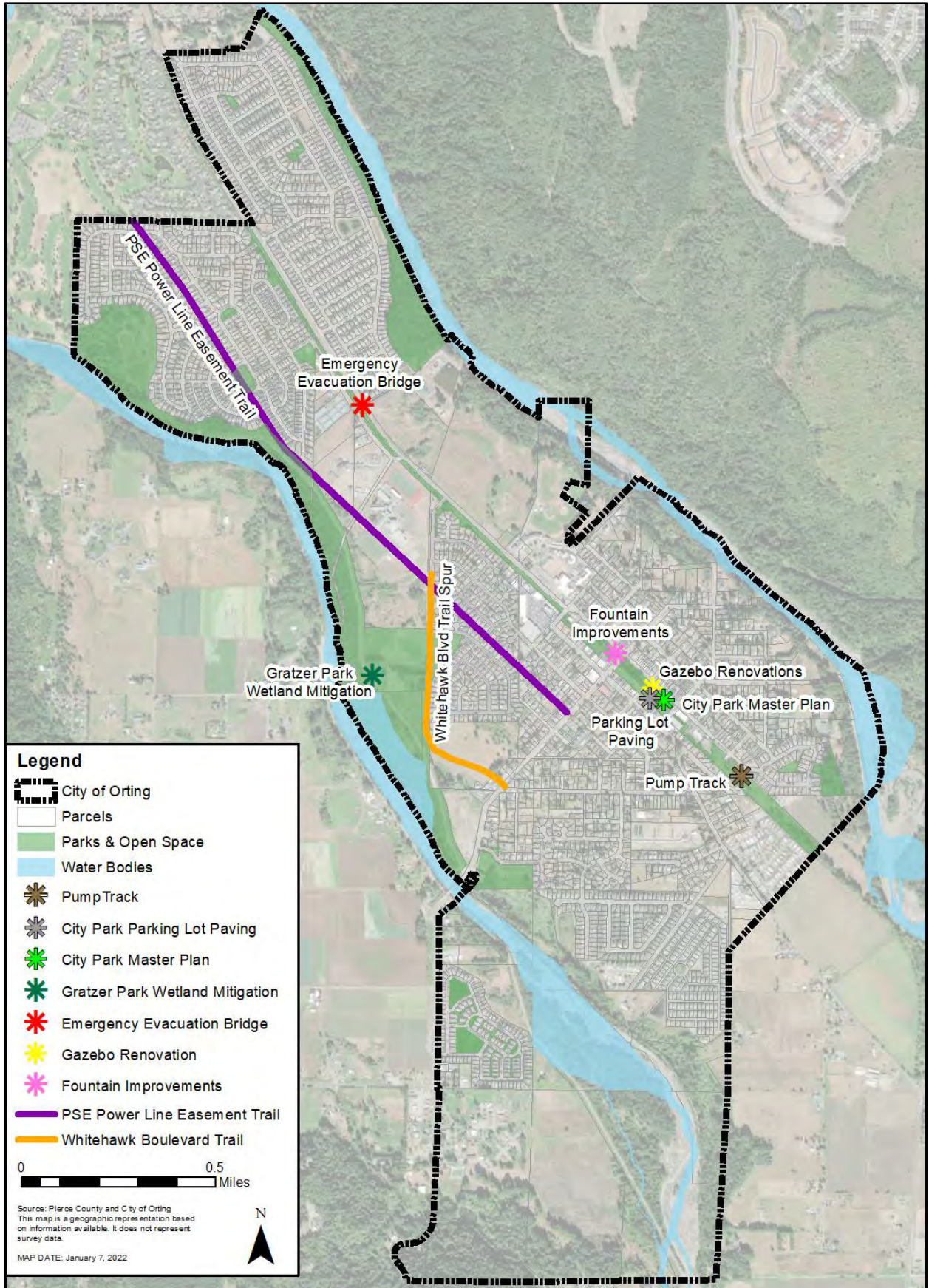
## *Potential Future Projects*

Other preferences emerged from the public outreach. While they did not make it into the CIP, it is good to be aware of these preferences for future plan changes, or if applicable grant funding is available. They include:

- Improve river/ shoreline access.
- Additional shade, through trees or structures, at parks; specifically, Whitehawk and Calistoga.
- Increase indoor recreation opportunities.
- Locate new barrier-free, playground equipment in existing parks that is useable by people of all abilities and mobilities. Ideas include inclusive slides, equipment that can be used by those in wheelchairs and walkers, sensory activities, ground-level play activities, and inclusive swings.



Figure 5.1: CIP Projects Map





# PARKS, TRAILS & OPEN SPACE PLAN

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City of Orting

## APPENDIX A: PUBLIC OUTREACH & COMMUNICATION

The Orting Parks, Trails & Open Space Plan (PTOS) has undergone multiple phases of public involvement. The first phase evolved from the initial Growth Management Act (GMA) planning efforts of the 1990s and was designed to ensure the Orting community had the opportunity to influence the first parks plan, adopted in 2003. The City and the Parks Commission sustained ongoing public outreach efforts to include significant public input in the development of Gratzner Park and North Park, and an outreach effort was launched to gather public input to update the PTOS in 2010. The public was further engaged during the current update process.

Appendix A summarizes public involvement efforts from 2003 to 2015 and presents a record of the details of public involvement contributing to the current update.

### 2003: CREATING THE PTOS & PUBLIC OUTREACH

Parks planning was not acknowledged with urgency in the City of Orting until the late '90s. Orting experienced significant growth over the prior decade with a population nearly doubling in size, and additional growth forecasted. Orting's parks and recreational needs had previously been satisfied by an abundance of undeveloped lands and the development of the Foothills Trail, and the need for parks was viewed with less urgency than resolving transportation issues, regulating land development, and ensuring utility availability. These opinions were the result of the visioning process that launched early '90s GMA planning efforts where citizens participated in workshops, meetings and surveys.

Growth both changed the nature of the community and the attitudes of residents. As new neighborhoods were developed, additional park and open space land and recreation facilities were either dedicated to the City or maintained by homeowners' associations. New residents brought new ideas about the need for, and function of, parks.

By 2000, the Orting Parks Commission, the Planning Commission and the City Council agreed that planning for current and future demand was necessary. Public testimony at meetings highlighted concerns about the availability, location and design of parks and facilities. Commission members and the Mayor discussed

recreation needs and potential projects with citizens leading to the scope of work for the planning. The existing network of parks volunteers and annual City Park volunteer events were used as an opportunity for communication.

When the parks planning process was launched, the Parks and Planning Commissions sponsored workshops and held joint meetings where citizens were asked to provide suggestions for parks, trails, and recreation facilities. At the final workshop, citizens were invited to participate in an exercise aimed at defining parks preferences. “Orting Bucks” were distributed to all participants who could then spend them on any combination of desired parks and recreation facilities.



As the initial PTOS Plan took shape, community outreach broadened to local media including two community-based newspapers; the Country Gazette, and the East County Sun. The Draft Plan and presentation slides were also made accessible online. The Parks Commission passed a motion endorsing the draft at its January public meeting in 2003. The Planning Commission held a public hearing on February 3, 2003 and passed a motion recommending adoption by the City Council (see Figure A-2 and Figure A-3). The Council held its hearing on March 13 and adopted the plan as recommended by the Commissions.

# Orting's Parks, Trails and Open Space Plan to be examined

## First public hearing set for February 3

by Cherie Kuranko

A considerable amount of growth occurred in the City of Orting during the 90s and Orting's population continues to rise each year. As the population spirals upward, a demand for more recreational facilities and programs climbs as well.

In the past, the City has relied on the Comprehensive Plan to continue adding to its parks, trails and other recreational facilities. The ten-year-old plan has helped gain property for parks and open space land from the developers that have been building houses in our valley, but the plan is now considered outdated and unable to keep pace with current growth.

In June of 2002, the City Council, Planning Commission and Parks Commission initiated the formal process for developing a new plan. The new plan, currently in the draft stage, is called the (Draft) Parks, Trails and Open Space Plan.

Mayor Jones stated, "The City of Orting is proud of the quality of life it offers to its residents and the attractions that bring visitors to our community. As our City grows with new families and businesses, we understand the critical importance of maintaining our lush valley setting, providing opportunities for recreation, and respecting our

traditions. This draft Parks, Trails and Open Space Plan is our first attempt at defining a long-range approach to meeting this vision."

Since June, a great deal has been accomplished. Several public meetings and an open house were held last year to allow citizens an opportunity to view and discuss the plan and to ask questions or make suggestions. It was during the course of these public meetings and through long hours spent fine-tuning the project at regular meetings that the draft plan was developed.

Before it could be decided what types of facilities Orting lacked, the group needed an inventory of the current ones already available in Orting. As seen in the graphic accompanying this article, an inventory of the existing parks, trails and other recreational facilities was completed and contains a blend of city, school, private and other public-owned properties.

With an inventory in place, the plan moved forward to address how many and what type of recreational facilities are still needed at the present time and in the future. To accomplish this, Orting's population and the Level of Service Standards, both current and projected figures, were used. The Level of Service Standards (LOS) provides the basis for assessing and monitoring the capacity of city land and facilities to meet the demand of the citizens:

Mini-Parks (tot lots), 2 acres per 1,000 population;

Neighborhood Parks, 2 acres per 1,000 population;

Community Parks, 5 acres per 1,000 population;

Fields and Courts, 1 acre per 1,000 population (located in parks);

Trails, 1 mile per 1,000 population (some may be in parks).

These are based on an analysis of similar standards used by other jurisdictions in Washington as well as national guidelines.

Based on these Level of Service Standards, it was determined that in year 2002 there was an existing demand for 6 acres of mini-parks, 20 acres of community parks, several play fields and sports courts and one mile of trail. The draft states that some of these unmet needs will be met by the completion of new facilities on land dedicated to the City or private parks included in recent projects approved by the City or by related actions. The City has come up with a couple of options to meet the remaining demands. Those options are as follows:

A community park of sufficient size to accommodate several play fields and courts suitable for junior and adult league play, along with passive recreation, children's play area(s), picnic facilities, restrooms and off-street parking that can be used for community events and activities. This option's estimated cost is \$270,000 - \$390,000, with the size listed as 20 acres.

The other option would be to provide a distribution of more intensive facilities within 2-3 parks that would be larger than neighborhood parks, somewhat similar to Calistoga Park, ideally located on an arterial for community access. This second option is estimated to cost between \$260,000 and \$450,000 and is listed as two "Super" Neighborhood Parks at 8-10 acres each.

Trail connections linking the Foot-hills Trail, the "Powerline Trail," and the

proposed Carbon River bridges are included with both of the above options. The trail portion is estimated at an additional \$25,000 to \$40,000.

The draft plan states the method to finance these costs for the current needs is through "the City general fund, bonds, levies, or grants. In all cases except for grants, the source of the funding would be taxes."

Over the next 15-20 years the City is expected to double in population and therefore would need to add 14 acres of mini-parks, 40 acres of community parks, 4+ play fields, 4+ sport courts and 4 miles of trail to stay current with the city's growth.

The expenses for these future recreational needs are to be addressed through developer dedications, facility donations or impact fees. Changes and additions are being made to the Comprehensive Plan that will allow the City to collect funds

for these projects as new housing developments are constructed in our area.

The City of Orting would like to encourage citizens to attend the first public hearing on February 3, 7 p.m. at Orting City Hall. It welcomes participation, questions and comments.

Working closely with the Parks Commission, Planning Commission and City Council, an excellent draft plan was written by City Planning Consultant Roger Wagoner of Berryman & Henigar that explains the details in an easy-to-read format and provides graphics that help visualize what this plan is all about.

If anyone is interested in reading more about the plan before attending the public hearing, a copy of the Draft Parks, Trails and Open Space Plan can be obtained at City Hall or at the web site [www.bh-seattle.xohost.com/client/orting/orting.htm](http://www.bh-seattle.xohost.com/client/orting/orting.htm).

PARK/FACILITY TYPE	2002 DEMAND	2002 SUPPLY	2017 DEMAND
Mini-Parks	8 Acres	1.83 Acres	16 Acres
Neighborhood Parks	8 Acres	21.64 Acres	16 Acres
Community Parks	20 Acres	0	40 Acres
School-Parks		(limited)	
Natural Resource Areas	N/A	36.17 Acres	
Greenways	N/A	19.92 Acres (14.28 Acres)	
Special Use Parks	1	1	
Fields & Courts	4-5 Fields 4-5 Courts	3 Half Courts; 1 Basketball Court 2 Ball Fields	~10 Fields ~ 10 Courts
Trails	4 Miles	1.5 (+1.7) Miles	8 Miles

Comparison of Orting's supply and demand for parks last year and fifteen years from now.

Figure A-1: Article about the 2003 Orting Parks, Trails & Open Space Plan published in a local newspaper.

Page B-2, The SUN, January 29, 2003

# News Next Door=

*News Next Door Policy: This space is for nonprofit events or organization c*

## **Parks, Trails and Open Space Plan**

The first public hearing will be held on Monday, February 3 at 7 p.m. at Orting City Hall for the Parks, Trails and Open Space Draft Plan. Citizens are encouraged to attend the meeting and participate.

A copy of the draft plan can be obtained at City Hall or on the web at [www.BH-Seattle.xohost.com/client/orting.htm](http://www.BH-Seattle.xohost.com/client/orting.htm).

Figure A-2: Announcement for a public hearing prior to the adoption of the 2003 Plan

**East County SUN**  
NUMBER 7 • THE INDEPENDENT VOICE OF PIERCE COUNTY, WASHINGTON • February 12, 2003

Annabelle Hall is too young to understand park plans but the smile on her face as she swoops down the slide at the Orting City Park speaks for itself. Her mother Renee Hall supports the idea of new parks in Orting and said, "There's some days it's so crowded here the kids can't get on the toys."  
*Photo by Cherie Kuranko*

### **Parks, Trails and Open Space Plan moves forward**

by Cherie Kuranko  
The draft Parks, Trails and Open informed and the plan met no opposi-tion.

Figure A-3: 2003 Publicity for the initial Orting Parks, Trails & Open Space Plan

## 2010 UPDATE

Public outreach for the PTOS Plan update began the summer of 2009 after the Parks & Planning Commissions reviewed an updated parks inventory and a population-based needs analysis. The outreach effort included a public open house and an online survey.

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### Public Open House

Members of both Commissions posted fliers about the public open house around town (see Figure A-5). The flier and a one-sheet responding to frequently asked questions about the parks plan update process (see Figure A-5) were on display at the City's table at the October 2009 Pumpkin Festival in downtown Orting. The open house was also announced on the City reader board at the intersection of Washington Avenue North and Williams Boulevard Northwest north of town several days before the event.

On Thursday, October 22nd, a dozen folks or so braved the road construction and dropping temperatures to stop by Orting Station, enjoy some free cookies and coffee, and talk about the future of Orting's park system. Each person was greeted with a stack of \$100 in Orting Park Bucks to spend as they pleased on options for the future of parks, trails and open space. In the end, people at the Open House spent a total of \$1,100 in Orting Park Bucks on five categories:

- |  |       |              |
|--|-------|--------------|
| • Improved River Access                                      | \$340 | 31% of total |
| • More Trails  | \$260 | 24%          |
| • More Fields, Courts & Facilities<br>for Neighborhood Parks | \$200 | 18%          |
| • More Ballfields in Gratzer Park                            | \$180 | 16%          |
| • More Mini-Parks  | \$120 | 11%          |

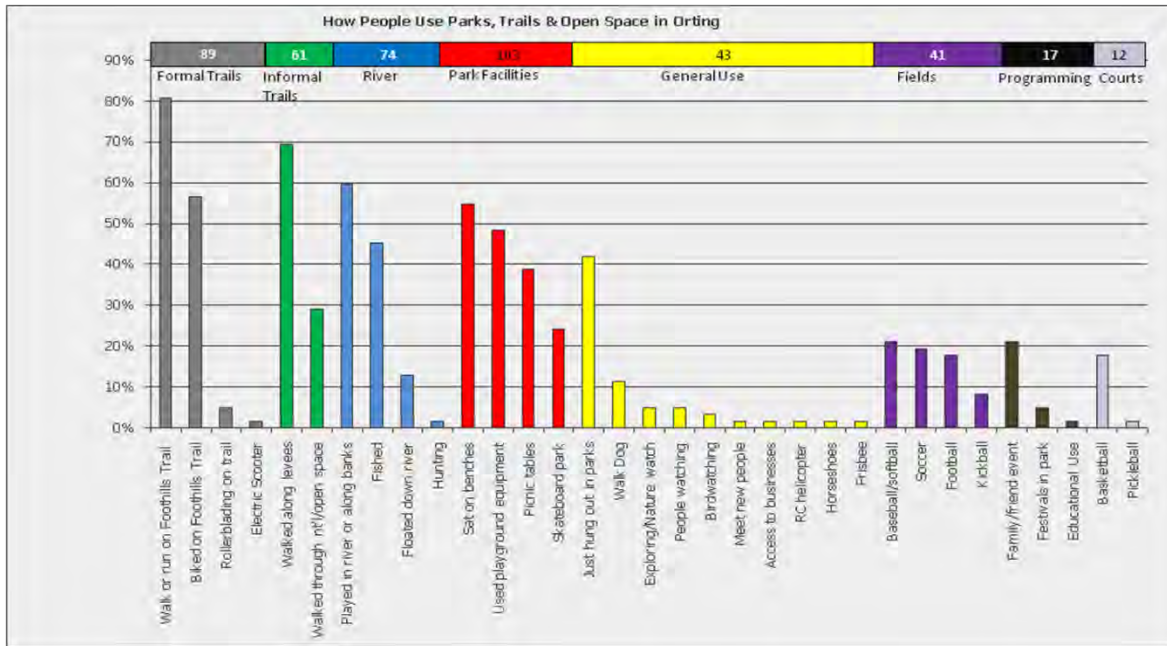
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### Survey

A survey was used to gather additional public input. The survey was posted online and announced on the City's website, as well as on the City reader board. Fliers for the public open house directed people to the online survey, and paper copies of the survey were made available at the City Hall and at the Public Safety Building. Additional respondents, including a number of teenagers, completed paper copies of the survey at the October Pumpkin Festival. A flier describing the parks plan update and directing community members to the online survey was included in Orting's February 2010 utility bill. Announcements about the survey were made at Planning Commission, Parks Commission, and Chamber of Commerce meetings in January and February 2010.

The survey was open from the end of September 2009 through the end of February 2010; it was taken by 63 people.

**Figure A-4: How respondents say they use parks, trails & open space in Orting**



For their top three favorite spaces, survey respondents listed:

1. Foothills Trail
2. City Park
3. North Park

What respondents said the City should do to make parks and trails better within the next five years (Top Six Answers)

1. Improve access to rivers
2. Add more big toys in neighborhood parks and mini parks
3. Improve City Park (suggestions include updating big toys, replace the slide tunnel, wading pool, rock climbing wall)
4. Keep parks clean, maintained, and updated (such as adding garbage cans and restrooms)
5. Adult sports programming
6. Dog park and or dog baggie stations along trail

## 2015 UPDATE

The City sought to integrate and coordinate the PTOS Plan update with the 2015 Comprehensive Plan update. The PTOS Plan update engaged the public through an open house and several surveys, but also built upon the foundation of earlier public outreach undertaken for the Comprehensive Plan update. The findings of the PTOS Plan public outreach and involvement revealed a community that was generally satisfied by the quantity of public parks and facilities but would like to see improvements in quality and programs offered. As a result of the feedback, the City surveyed the community again to identify program improvements.

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### *Comprehensive Plan Outreach*

Public outreach for the 2015 PTOS Plan update occurred in conjunction with the 2015 Comprehensive Plan update. Outreach began with the Comprehensive Plan online public opinion survey. The survey received 122 responses between November 2013 and April 2014. Survey results revealed that 8-percent of participants valued "recreational opportunities" and 44-percent valued the "rural setting" and "natural beauty" above all other aspects of Orting. When asked to rate how the City was doing in terms of parks, about 85-percent of participants indicated "good" or "excellent". In terms of recreation, about 70-percent of participants indicated "good" or "excellent".

This initial survey revealed that the community was largely satisfied with the provision of parks and recreational opportunities within the City, and the high value expressed for the "rural setting" inspired the creation of a new Level of Service standard for Natural Resource Areas. The preliminary results of the survey were presented at the Comprehensive Plan Community Open House on February 5, 2014.

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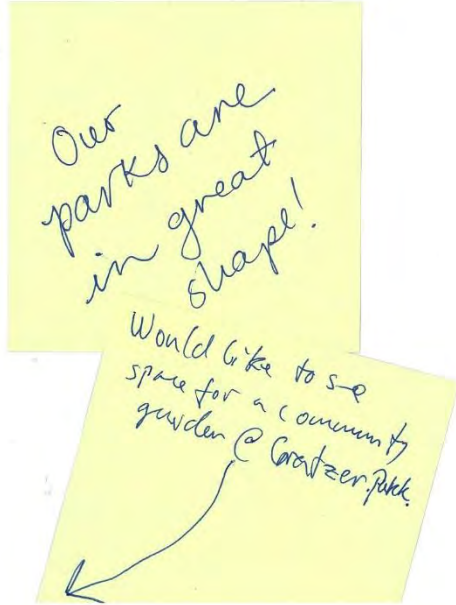
### *Open House*

On September 17, 2014 a joint open house was held for the PTOS Plan update and Comprehensive Plan update at the Orting Station. This was the second open house for the Comprehensive Plan update. The open house attracted 40 visitors, from within and just outside Orting. Posters were displayed that depicted aspects of both plans, including parks, shoreline, economic development, land use, transportation, utilities, and the environment. The results of the Comprehensive Plan Survey were also graphically displayed. The visual aids created a comprehensive picture of Orting. The parks posters portrayed the updated inventory and current parks planning activities, Gratzner Park improvements, and shoreline public access. The PTOS Plan was also available for review.

Visitors were asked to comment on the posters by writing on post-its and sticking them to the displays. Visitors were informally interviewed by City staff, planning



consultants, and Parks Commissioners. Verbal parks-related comments received addressed the desire for community gardens in existing Community Parks, availability of parking as the City grows, and need for general improvements. Overall, visitors were pleased with the quantity of parks within the City. Visitors were encouraged to complete a paper copy of the Parks survey or directed to complete the survey online.



**Figure A-5: Open House Comments**

Paper copies of the survey were made available at City Hall and at the September Open House. Overall, participants appear to be generally satisfied with the quantity of parks but would like to see general improvements and upgrades.

There was a total of 56 participants. Several demographic questions were asked to obtain a sense of who was participating. The average participant was 40-years old and had lived in Orting for 9 years. The average household size was 4.4. This demographic data was similar to the with 2010 Census results, which found average age in Orting to be 32.7 years old with a third of the population under the age of 19, and the average family size to be 3.34 persons. Orting is a community of small, young families.

The parks survey was informed by the results of the 2010 update survey, as well as the Comprehensive Plan survey. The idea was to build on earlier results.

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### *Recreation Program Survey*

The results of the 2014 public opinion survey revealed the community's interest in seeing increased youth and adult recreation program opportunities. The City followed up with a Recreation Program Survey. The survey was promoted through the City's website and through social media. The survey had 28 participants.

The 6-question survey asked participants which programs they have previously participated in, sought to identify other programs of interest, included questions

related to program registration and communication, and even asked for requests for potential instructors.

## 2022 PLAN UPDATE

For a summary of the public participation and communication completed in 2021 and 2022 for the current update including the public opinion survey and farmer's market outreach see Chapter 3.



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Main Parks Master Plan RFQ	<b>AB22-60</b>			
		<b>Parks Advisory Board</b>	<b>6.15.2022</b> <b>7.20.2022</b>	<b>6.29.2022</b> <b>7.27.2022</b>
	<b>Department:</b>	Admin.		
	<b>Date Submitted:</b>	<b>6.15.2022</b>		
<b>Cost of Item:</b>	<u>\$45,000</u>			
<b>Amount Budgeted:</b>	<u>\$50,000</u>			
<b>Unexpended Balance:</b>	<u>\$ 5,000</u>			
<b>Bars #:</b>	TBD			
<b>Timeline:</b>	Proposed project start date of 7/1/22			
<b>Submitted By:</b>	Scott Larson			
<b>Fiscal Note:</b> None				
<b>Attachments:</b> Request for Qualifications Solicitation; MacLeod Reckord Qualifications Proposal				
<b>SUMMARY STATEMENT:</b>				
<p>The Council authorized funds, as part of the budget and in line with our Parks, Trails and Open Space Plan, to go through a main park master planning exercise. The intent of the exercise is to create a level of planning and design that would allow the city to be eligible for various grant and funding opportunities, especially RCO grants. Staff advertised for qualified firms in May and received submissions in early June. Staff and Parks Advisory Board members selected four firms to interview. Mr. Shane Fairbanks of the Parks Advisory Board participated with staff in the interview process.</p> <p>From that interview process the panel is recommending that we move forward with MacLeod Reckord to complete the master plan. MacLeod Reckord has a demonstrated history of working on parks that have multi-use trails that run through them and spent a lot of time identifying in their proposal a number of challenges and opportunities. More specifically, for the main city park, MacLeod identified a lack of cohesion between the sections of the main parks, as well as the impacts from the highway adjacent to the parks, and had initial ideas on how to create improvements.</p> <p>The full master planning process will involve a large amount of community outreach and engagement, and MacLeod has the experience to assist the city with garnering as much public input as possible. Further, MacLeod will be working with the Parks Advisory Board and Counsel along the way so that the outcome of the process is something that the counsel will adopt. See the attached Request for Qualifications document for additional information on scope.</p>				

**RECOMMENDED ACTION: Action:**

Move forward to regular business meeting on July 27<sup>th</sup>, 2022 as a standalone item.

**RECOMMENDED MOTION: Motion:**

To authorize the Mayor to sign a contract with MacLeod Reckord for Main Parks Master Planning services in an amount not to exceed \$45,000.

**REQUEST FOR QUALIFICATIONS  
(RFQ)**

**City of Orting – Main Parks Master  
Plan**

**INVITATION**

The City of Orting is soliciting proposals from qualified firms experienced in park design to provide planning services to complete a master plan for the Orting Main Park. The preliminary scope of work consists of site investigation and analysis, conducting community engagement, preliminary park program development, master plan development, cost estimating, project phasing and funding plan. The master plan development requires collective experience in planning and landscape architecture.

Sealed submittals, plainly marked “City of Orting - Orting Main Parks Master Plan” on the outside of the mailing envelope, addressed to the City of Orting **PO Box 489, Orting, WA 98360**, will be accepted until **3:00 pm on Friday, May 27, 2022**. Qualification submittals may also be hand-delivered in person to City Hall at 104 Bridge St. S, Orting, WA 98360 by the required date and time. Submittals delivered after the posted deadline will not be considered for selection. Faxed, telephone or emailed submittals will not be accepted.

In an effort to promote waste reduction and resource conservation, please submit three (3) hard copies of your team’s qualification package as well as a pdf copy on a USB drive. Submittals shall not contain plastic bindings, plastic or laminated pages. Double sided documents are preferred. Please avoid superfluous use of paper (such as separate title sheets or chapter dividers). Submittals shall also be limited to 10 double-sided sheets (8.5x11 page size only).

A non-mandatory, informational site visit will be conducted on Thursday, May 19, 2022 at 10:00 am starting at the Bridge St. Entrance to City Hall located at 104 Bridge St. S, in the City of Orting. Attendance is recommended, and any questions will be answered at that time. The purpose of this meeting is to provide interested firms with any background information which may be beneficial in preparing a submittal.

Questions about this RFQ must be emailed no later than May 25, 2022 at 2:00pm to: City Clerk Kim Agfalvi or Events and Activities Coordinator Michell Alfieri

[kagfalvi@cityoforting.org](mailto:kagfalvi@cityoforting.org)

[malfiere@cityoforting.org](mailto:malfiere@cityoforting.org)

## PROJECT BACKGROUND

Orting's Main Parks consists of 4 non-contiguous sections of land totaling approximately 18.59-acre with the Foothills Trail going through all sections. The parks generally parallel Washington Avenue/HWY 162 to the east and are situated in the city center.

Name	Amenities	Pierce Co. Parcel No.
North Park	North Park Station, Fountain	0519293133
Main Park	Big Toy, Swings, BBQ Pits, Gazebo, Basketball Court	0519293126
Bell Tower	Bell Tower	0519293126
Skate Park/Charter Park	Skate Park, Dirt Pump Track	0519322123 and 0519321017
Foothills Trail	Mixed Use Pedestrian Trail	0519293132 and 0519326012

## PRELIMINARY SCOPE OF WORK

This Park Master Plan is intended to serve as the Land Use Development Plan for Orting Main Park and should be complementary to the City's 2021 Parks Trail and Open Space Plan. The consultant will be required to provide all services and work to complete the required documents and all other work described herein. The general objectives of the plan include, but will not be limited to, the following:

- Identify and express the recreation and park uses to meet the leisure needs of the community.
- Identify locations for specific recreation facilities, i.e. play equipment, benches, Parks Plan Capital Items, etc.
- Develop construction estimates as related to the conceptual Park Master Plan Update document
- Identify possible funding opportunities for the future construction of the new amenities.

The following is a preliminary scope of work that will be refined during contract negotiations with the selected consultant. Public involvement will be an important component of this project. A six-month effort is envisioned. It is anticipated that the master plan process will consist of three phases as described below:

### **Phase 1 Site Investigation and Analysis**

Develop a base map drawing based on discussions with City staff, existing surveys and maps, GIS data, aerial photos, and site visits. The base map shall identify and locate natural and man-made features including vegetation, utilities, structures, boundaries, and other features as necessary. Deliverables shall include a graphic summarizing site opportunities and constraints at an appropriate scale and a letter report that summarizes the site analysis.

## **Phase 2 Park Program**

Facilitate and conduct a community engagement process to ascertain public sentiment regarding needs, desires, opportunities and constraints. Incorporate existing information from 2021 Parks Trails and Open Space Plan. Based upon the results of site analysis, City staff input, technical input and initial public input, develop a preliminary park design program detailing proposed uses, design character and criteria.

## **Phase 3 Master Plan Development**

Prepare and present three Master Plan alternatives based upon the approved design program with rough order of magnitude cost estimates for each. Prepare a narrative that summarizes the existing conditions, design alternatives, cost implications and regulatory criteria, and identifies issues which require further study at the next stage of project development. Prepare and present preferred Master Plan alternative and provide updated cost estimate. Final deliverable will be a Master Plan Report, with final project drawings and narrative, project process, project phasing scenarios, phase costs, and potential project funding plan.

The master plan process shall include the following:

- **Public Engagement:** This project shall engage public involvement, with participation from the public at large, Orting City staff, Parks Board, and Orting City Council. Public involvement may include a web-based survey and 2-3 opportunities for public input throughout the summer.
- **Department and City Reviews:** Prepare written and graphic materials to assist with presenting the project for up to two reviews by the City Department staff. Consultant shall present project updates at up to two Parks Board meetings and two City Council workshops and /or meetings.
- **Permitting and Environmental Review:** Consultant to identify permitting/regulatory requirements and deadlines as they relate to the Master Plan design. Consultant will take the lead to complete the SEPA checklist for the Master Plan design, with staff input.

## **SCHEDULE**

### **Proposed Timeline**

- Non-mandatory site visit: May 19, 2022
- Proposal packages due: May 27, 2022
- Notify short listed firms: June 3, 2022
- Interview short listed firms\*: June 10, 2022
- Contract award by City Council: June 29, 2022
- Anticipated project start: July 8, 2022

\*The City of Orting reserves the right to select a consultant from submitted proposals alone.

## **BUDGET**

\$45,000 is allocated for the Master Plan of Orting Main Park in the 2022 Budget and is inclusive of all planning and design costs.

## **SUBMITTAL REQUIREMENTS**

Proposals are sought from firms with expertise in planning and landscape architectural services. Information provided will play a significant role in the City's selection of the consultant team considered best qualified to execute the project. Upon selection, the City and successful consultant will work together to refine the scope of work.

Please provide the following in your Proposal Package:

- **Cover Letter:** Please submit a one-page letter of intent listing the proposed team (prime and sub consultants) and commitment to providing the services described in the scope of work.
- **Statement of Experience:** Identify the proposed project manager and key personnel of the project team; include the relevant experience, qualifications and project roles for each member. For each member, describe their experience in park master plan development and any other relevant experience.
- **Project Approach:** Describe your understanding of the project scope and a timeline that identifies major proposed tasks and products.
- **Proposed Budget:** Provide a proposed timeline, hours to be spent, and a proposed budget that is consistent with the Scope of Work. The budget should include hourly rates for each team member. Proposers may assume that the City will be responsible for meeting room arrangements and costs.
- **References:** Three (minimum) client references for similar planning projects for Municipal Parks and Recreation Departments (within the last 5 years) led by the proposed Project Manager. Please include the full name of the municipality, project manager, phone number and e-mail.
- **Relevant Sample Work:** Please provide the following information for no more than (5) five relevant projects with similar scope and size that have been completed or in progress by members of the consultant design team. At least (3) three of the projects listed must be for public agencies.
  1. Name of project
  2. Project website, if applicable
  3. Brief project description highlighting special attributes/features of the project
  4. Project design team
  5. Reference
  6. Construction cost, if applicable

All costs for developing submittals in response to this RFQ are the obligation of the Consultant and are not chargeable to the City. All submittals will become property of the City and will not



be returned. Submittals may be withdrawn at any time prior to published close date, provided notification is received in writing to the City Clerk listed on this RFQ. Submittals cannot be withdrawn after the published close date.

**CONSULTANT SELECTION AND AWARD**

The City intends to enter into an agreement with the Consultant who provides a proposal that, in the opinion of the City, best meets all the below listed evaluation criteria (receives the highest score) as determined by the City’s selection committee. If the City decides to, chosen firms will be scheduled for an interview on June 10, 2022. Upon selection of a Consultant, the City intends to enter into an agreement using its standard Agreement for Services, which shall be used to secure these services. See Attachment B for a sample contract.

Evaluation Criteria	Weight
Demonstrates a thorough understanding of project purpose, objectives, scope and timeline. Demonstrates design excellence and understanding of public parks and open space.	25
Qualifications of key personnel and project team	25
Demonstrated experience conducting successful community engagement and gathering input	20
Experience with projects of similar scale and scope	20
Overall quality content and responsiveness to RFQ requirements	10
<b>Total</b>	<b>100</b>

The City of Orting reserves the right to reject any or all proposals, and to waive any irregularities or information in the evaluation process. The final decision is the sole discretion of the City of Orting, and the respondents to this formal request have no appeal rights or procedures guaranteed to them.

**ATTACHMENTS**

- A. Orting Main Park Vicinity Map
- B. Agreement for Services

Attachment A – Vicinity Map

North Park



# Main Park



Skate Park/Charter Park



Statement of Qualifications | City of Orting

# MAIN PARKS MASTER PLAN

Submitted by  
MacLeod Reckord



MACLE  
OD·RE  
CKORD

# MacLeod Reckord PLLC

Landscape Architecture ■ Planning ■ Urban Design

110 Prefontaine Place South, Suite 600

Seattle, Washington 98104

P 206-323-7919, C 206-226-6210 connier@macleodreckord.com

May 27, 2022

Scott Larson, City Administrator

City of Orting

104 Bridge Street South

Orting, WA 98360

## RE: REQUEST FOR QUALIFICATIONS FOR MAIN PARKS MASTER PLAN

**MacLeod Reckord** is pleased to submit our qualifications for the Orting Main Parks Master Plan. The Main Parks blocks, including City Hall and the Public Safety Building, have the potential to become an elegant, iconic, and connected civic space where the community comes to celebrate, recreate, mingle, picnic, play, relax, listen to music, and do business at City Hall. Supporting these activities and community values is paramount to our public recreation and civic work.

MacLeod Reckord is a well-established Northwest landscape architecture firm with over fifty years of experience in planning and design exclusively for public spaces, parks, and trails. We bring to this project a unique combination of expertise in both park planning and design, and regional trail design.

MacLeod Reckord has worked on numerous park projects similar in scale and importance including Downtown Bellevue Park, Covington Community Park, Millennium Park Plaza, and many others. Each of these projects gracefully balanced competing program elements into a single vibrant, coherent, and connected space.

MacLeod Reckord is also responsible for many of the iconic regional trails in the region including the original section of the Burke Gilman Trail in Seattle, the Centennial Trail in Snohomish County, and the Interurban Trail through multiple jurisdictions. We are currently working on the Pipeline Trail in Pierce County which ultimately will connect to the Foothills Trail. These trail projects included design of trailheads with parking, restrooms, information kiosks, and wayfinding signs, as well as integration with surrounding parks and open space.

We have extensive experience as a prime design consultant, leading full-service teams, on many similar local and community park and civic design projects throughout Washington and Oregon.

Given the scope and conceptual nature of the Main Parks Master Plan, MacLeod Reckord will perform most of the work, however we will have the following expertise available on an as-needed basis:

**PACE Engineers, Inc.** providing civil and structural engineering and environmental and land-use permitting as required. PACE has been a longtime partner with MacLeod Reckord providing these same services for parks and trails in the region for over 20 years.

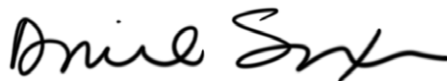
As the program requires, we can also call upon other team members to provide master plan level services for architectural evaluation, design, and cost estimating, geotechnical evaluation and engineering, traffic study, and cultural resource evaluation.

The Main Parks blocks are a tremendous asset for the Orting community. We would welcome the opportunity to work with the City of Orting's staff and citizens to develop a plan that celebrates the vision and importance of Orting's Main Parks.

Sincerely,



Connie Reckord  
Principal



David Saxen  
Associate



Arielle Farina Williams  
Associate

# □ EXPERIENCE

Design excellence in the public realm has been a hallmark of MacLeod Reckord's work for over 50 years. We have worked in a great variety of circumstances in the Northwest and have a sense of the appropriate balance between innovation and pragmatism. We have worked on many notable regional and local landscape architecture projects and are confident in our ability to meet client needs. Thoughtful and experienced planning and design, combined with proven managerial and technical skills, ensures success in all our projects.

**MACLEOD RECKORD PLLC** is a recognized Northwest design firm, established in 1968, and founded with the purpose of specializing in planning and design of public spaces. Our expertise spans an extraordinary range of landscapes including recreational parks, conservation lands, urban centers, campuses, and multi-modal corridors of all size and scale. Our success in public space design is a result of meeting changing needs of the public while maintaining our core values of design excellence, balance between innovation and pragmatism, and professional service. Based in Seattle, we have successfully completed several hundred projects in Washington, Oregon, Idaho, California, Alaska, and British Columbia. Our firm maintains a comfortable and responsive principal-staff ratio allowing all principals direct involvement in project design, evolution and management.

Over the past two years our firm has successfully transitioned to a hybrid model and expanded to include team members not only in Seattle, but also Eastern Washington and the Olympic Peninsula, giving us greater access to projects and clients we've had in these regions for years.

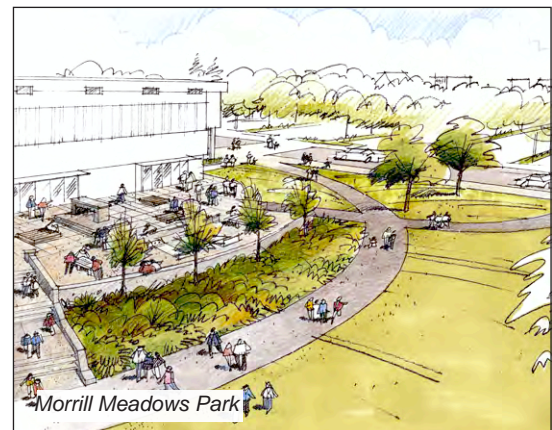
MacLeod Reckord is a state certified Women's Business Enterprise (WBE) and Disadvantaged Business Enterprise (DBE), a Small Business Enterprise (SBE), and a certified SCS firm recognized by King County, Port of Seattle, Sound Transit and others. For applicable contracts, we have an approved audited FAR overhead rate.

## LANDSCAPE ARCHITECTURE PLANNING AND DESIGN

The firm provides full project design services including project programming, feasibility and alternatives analysis, master planning, preliminary and final design and documentation, cost opinion, phasing analysis, and construction support. Past and current work ranges in scale and scope and includes: large multi-use parks as well as regional, community, and small neighborhood parks; regional and local trail systems; urban parks, plazas and downtown redevelopment projects; and campus planning that includes academic, business, civic, and community facilities.

## PARK PLANNING

MacLeod Reckord has a long history of successful park planning that includes integrating an array of program elements in a manner that is well defined, safe, legible, and informative. We have been fortunate to design several parks on lakefronts or along riverfront shorelines that include protection and enhancement of critical areas, including streams, shorelines, and wetlands such as Deception Pass State Park, Everett Riverfront Development, and Lake Goodwin Park. Many have included integrating park program elements with surrounding mixed uses such as single and multi-family residential, community centers, regional trails, commercial and active recreation facilities such as Angle Lake Park, YMCA at Morrill Meadows Park, and Sammamish City Hall. Park program elements have included trails, picnic areas, play areas, splash parks, interpretive loops and viewpoints, and more. We understand the challenges and see the opportunities of resolving a park program that meets overarching goals while satisfying the interests of a range of individual users.



## COMPLETE STREETS, TRAIL, AND NON-MOTORIZED PLANNING AND DESIGN

MacLeod Reckord has been at the forefront of Smart Mobility Design, a practice and strategy of implementing smart and sustainable solutions that transform communities into more livable, walkable, and secure environments. We are leaders in local and regional multimodal corridor planning, with unmatched experience in the planning and design of trail and greenway projects such as the Kitsap Trail and Greenway Master Plan, the Centennial Trail, Green Lake Path, Seattle's and King County's Burke Gilman Trail, the Snoqualmie Valley Trail Master Plan, the Iron Horse Trail Master Plan, and Interurban Trail components throughout several jurisdictions. The firm authored the chapter "Bicycle Facility Design" in Time Saver Standards for Landscape Architecture. We have developed non-motorized plans, implementing the principles of Smart Mobility Design and developing policy and design standards for Complete Streets, for Island County and the cities of Mercer Island, Renton, Lake Forest Park, Maple Valley, Kingston, and Twisp.



Lake Goodwin Park



Centennial Trail



Port Townsend Streetscapes

## URBAN DESIGN

Integrating our interest and expertise in park and transportation planning, MacLeod Reckord has notable achievements in the design and implementation of a variety of major urban design projects. We have lead design efforts for such iconic urban venues as Bellevue's Downtown Park, Port Townsend Urban Design, Millennium Plaza Park, Sammamish Commons, and the Lake Oswego Downtown Redevelopment. We have provided urban design support for Seattle's Freeway Park and Seattle's Mercer West Corridor. Many of the firm's urban design projects have involved challenging programming conflicts and extreme physical constraints in historic downtown cores, waterfront communities, and evolving retail or mixed-use developments. MacLeod Reckord brings a creative approach and extensive project construction experience to these challenging and important civic projects.

## PUBLIC INVOLVEMENT

Planning and design of public spaces requires an open and collaborative exchange with the local community and involved agencies. MacLeod Reckord recognizes the importance of bringing key stakeholders into the decision-making process at critical times as well as providing project information to a wider community audience in a meaningful way. We have experience guiding the public through the process of visioning, goal setting, understanding the site, exploring alternatives, and resolving a final preferred plan, and are prepared to support clients through these steps and into final design and construction.

## COST ESTIMATING

MacLeod Reckord has established a reputation with clients over the years for providing accurate project cost estimating. Working primarily in the public sector, MacLeod Reckord has an understanding of, and appreciation for, the critical issues that affect construction costs, and we strive to design and detail our projects with these issues top of mind. Quantity take-offs and pricing are prepared in-house for all MacLeod Reckord projects. A database is used to track costing trends and is continually updated to reflect recent bidding history, unit pricing, and changes to methods and materials within the construction industry.



## GRANT APPLICATION SUPPORT

MacLeod Reckord can provide clients with a wide range of services supporting grant application. We can identify grant opportunities for trail and park improvements and provide technical reports and project descriptions that focus on specific criteria for a particular grant. We can provide both engineered and illustrative plans, sketches, and sections to more completely define a project and support formal presentation, and we are available to complete the necessary forms, cost estimates, and schedules that agencies request in various formats, whether AutoCAD, GIS, Excel, Microsoft Project, PRISM, or other. We have been successful in obtaining multiple grants from RCO for park and trail construction; Stormwater Quality Implementation grants from WSDOE for shoreline trail projects; and FAST Act federal grants for on- and off-road trail development.

## GRAPHICS/PRESENTATIONS

MacLeod Reckord has developed, in the course of planning and design work in the public arena, the graphic skills to present proposed design solutions and alternatives to the public in a way that advances the public understanding and expedites the process. These skills include both the more traditional concept “rendering” and sketching techniques as well as the ability to use a range of software programs to create imagery that informs the public and energizes the process of design and discovery.

**PACE ENGINEERS, INC.** (PACE) is an employee-owned company providing professional civil and structural engineering, planning, surveying, geographic information system (GIS), and construction management services with offices in Kirkland and Wenatchee, Washington, and Lake Oswego, Oregon.

## CIVIL ENGINEERING

PACE's site civil engineers specialize in consulting and design services for projects involving all civil aspects of park master planning, including sports fields, playgrounds, park facilities, trails, pedestrian bridges, parking lots, and ADA accessibility. PACE offers a variety of project capabilities, specializing in erosion and sediment control, Stormwater Pollution Prevention Plans (NPDES permitting), grading, drainage, water, sewer, and road improvement design. PACE uses low impact development design techniques and has LEED accredited and LID certified staff.

## STRUCTURAL ENGINEERING

PACE's structural services include preliminary planning, final design, and construction phase services for park and recreational structures, buildings, building components, pedestrian bridges, and other site structures. PACE offers feasibility studies, seismic evaluations, and seismic upgrade designs for existing building and non-building structures.

## ENVIRONMENTAL

PACE offers permitting and environmental compliance services in coordination with support from other team members and as required by the City. PACE is familiar with all facets of current federal, state, and local permitting requirements. They routinely design and implement projects to comply with the myriad of environmental regulations facing land improvement projects under today's agency regulations. PACE is available to provide support with SEPA and with identification of the permitting and regulatory requirements associated with park and frontage improvements.



*Island County NMTP Open House*



*Lake Goodwin Park*



*Mukilteo Lighthouse Park*

# KEY PERSONNEL



## **Connie Reckord, PLA, LEED AP** **Principal, Landscape Architect** **MacLeod Reckord PLLC**

Connie has 40 years of experience in landscape architecture with an emphasis on civic planning, park planning and design, and local and regional trail design. She has managed a range of project types from planning through design and construction administration, giving her a pragmatic understanding of how early planning decisions affect the success of later project implementation. Connie assists clients and communities in finding effective solutions to challenging problems through an understanding and balance of agency mandates, physical constraints and opportunities, and user demands.

### **Education**

Bachelor of Science  
Landscape Architecture  
*University of Virginia*

### **Registration**

Landscape Architect  
*Washington, Oregon*  
CLARB Certified  
LEED Accredited

### **Professional Affiliations**

American Society of  
Landscape Architects  
CLARB  
US Green Building Council  
Greenroads

### **Project Role: Project Manager**

Connie's responsibilities will include contracting, client correspondence, staffing and schedule management, involvement in project programming and alternatives development, supporting public outreach effort, and QA/QC.

### **Project Specific Capabilities**

- Accomplished project manager and designer of parks, Complete Streets, and non-motorized facilities for multiple public agencies
- Collaborative leadership style ensures all project/community issues considered
- Engaging public outreach facilitator with a range of strategies to achieve consensus
- Flexibility in project approach and deliverables to meet challenging deadlines and budgets

## **Representative Projects**

### **Morrill Meadows / East Hill Park and YMCA** *City of Kent / YMCA of Greater Seattle*

Project Manager for the City of Kent's first YMCA activity center at the Morrill Meadows/East Hill Park site overseeing master planning, design documentation, and construction. The master plan included the new building, parking, and outdoor sport courts, an expanded play area, including separate age-appropriate areas, integration of selected play elements into the wooded surroundings, drainage improvements, and parking lot expansion. A range of low-impact development measures are incorporated into the plan to address the site's significant location in the watershed.

### **Covington Community Park** *City of Covington*

Principal in Charge for master planning and Project Manager for site design of this 30-acre community park in Covington. The master plan incorporates an expansive program of state of the art active recreation facilities, passive amenities, regional trail connections, and wetland protection and mitigation, all with multiple layers of protective easements and environmental constraints. Recreational improvements include lighted, multi-purpose fields for baseball, softball and soccer, community buildings to support those facilities, an educational shelter, performing arts stage, picnic facilities, trails for both pedestrians and bicyclists, and a destination multi-aged children's play area.

### **Riverfront Development** *City of Everett*

As Project Manager for the master plan of the public amenities portion of a planned mixed-use commercial and residential development on a 200-acre brownfield site along the Snohomish River, Connie guided the master planning and implementation of multiple phases of this project. Program included extension of the regional Snohomish Riverfront Trail, street improvements to link with a new transit facility, expansive wetland creation and enhancement, and creation of a signature park that serves as a destination and focal point for the new community.

### **Ebey Waterfront Park Expansion** *City of Marysville*

Connie was Project manager for this updated and expanded Master Plan. The project includes development of a major new urban waterfront park on Ebey Slough with a watercraft center and hand carry boat launch facilities, large venue performing stage, flexible open green space, connection to the regional Qwuloolt Trail, and street frontage plaza designed for multiple uses including fairs, festivals, and other community gatherings. The park is the first newly redesigned facility as part of a comprehensive City plan to redevelop and revitalize the historic downtown core of Marysville. The park design creates opportunity for urban connections to the park and waterfront from the downtown.

### **Centennial Trail and Trailheads** *Snohomish*

Over a 20-year period Connie was Project Manager and trail designer for 20 miles of this award-winning regional trail in Snohomish County. As part of the design and construction, MacLeod Reckord provided concept design for 8 trailheads ranging in size from ½ acre to over 100-acres, and final design for initial phases of each. Trailheads included parking for standard vehicles and horse trailers, restroom facilities, campground areas dedicated for non-motorized and equestrian visitors, ADA-only access and parking for remote access to lakefront, viewpoints and boardwalks, equestrian hitching and gathering areas, interpretive signage, historic orchard restoration, and extensive wetland and critical area enhancement and mitigation.



**David Saxen, PLA**  
**Associate, Landscape Architect**  
**MacLeod Reckord PLLC**

David is a landscape architect and urban designer with over 20 years of experience working on trail and streetscape projects in Washington, California and Idaho. He has worked with a broad range of stakeholders in developing trail, urban design, and non-motorized facility plans, and has authored many master plans and feasibility studies. David takes a pragmatic approach to design of the public realm, striving to balance the competing needs of residents, visitors, business and property owners, transit agencies and utility companies. He employs a relaxed and unbiased approach to community involvement that honors the perspective of each stakeholder.

**Education**

Master of Landscape Architecture, Certificate of Urban Design  
*University of Washington*

Bachelor of Arts, Art History and Visual Arts  
*Princeton University*

**Registration**

Landscape Architect  
*Washington*

**Professional Affiliations**

Association of Pedestrian and Bicycle Professionals  
 League of American Bicyclists  
 Cycling Instructor

**Project Role: Urban Designer and Non-Motorized Planner**

David's responsibilities will include urban and non-motorized trail planning and design, streetscape planning and design, public engagement questionnaire development and implementation, base mapping, and writing the master plan report.

**Project Specific Capabilities**

- Expertise in non-motorized trail planning and design
- Accomplished technical writer and editor for design reports and master plans
- Accomplished planner and knowledgeable in GIS mapping, data evaluation, and public survey software
- Expertise in developing public opinion survey questions and summarizing data

**Representative Projects**

**Second Street Corridor Plan, City of Snohomish**

Project Manager and Lead Designer for a transformative plan to redesign and revitalize the Second Street Corridor, a 15-block long primary corridor through historic Downtown Snohomish. The planning and design effort explores a range of Complete Street concepts to shift the balance among autos, bicycles and pedestrians, enhance cross-corridor connections between historic business and residential districts and suggest a range of urban design. Project development included full PS&E documentation through 90% at which point the City began to implement utility upgrades throughout the corridor that are necessary prior to the final streetscape improvements.

**Kingston Complete Streets Plan, Kitsap County**

Project Planner and report author for the initial phase of this study which provided assessment and conceptual project design for Complete Streets in the Kingston community. The plan makes recommendations for policy, site specific improvements, destination connectivity, and design standards. The initial phase of work was completed while with another firm but provided preliminary information for MacLeod Reckord's final Plan and Report.

**Discovery Road Bikeway and Sidewalk Project, City of Port Townsend / SCJ Alliance**

Project Manager supporting the larger team for the Discovery Road improvement project in Port Townsend. Tasks include assisting with community involvement and providing conceptual plans, final design and construction documents for new sidewalks, bicycle facilities, pocket parks and green stormwater facilities. The project included an alternatives analysis of potential bicycle facilities that will support cyclists of all ages and abilities. The alternatives analysis reinforced community consensus and helped the city secure a \$2.6 million grant from the State Transportation Improvement Board. The project will complete a critical gap in the city's bicycle network and provide safe and comfortable access to a new elementary school for families biking and walking.

**Bayview Trail Connector, Cities of Marysville and Lake Stevens**

Project Manager for the Marysville to Lake Stevens Connector Trail and providing site inventory and analysis, alternatives evaluation, conceptual design of preferred plan, trail design, bike lane and sidewalk design, confirmation of ADA compliance, public outreach lead, and final documentation.

**Eastrail Trail Crossings, City of Woodinville / KPFF Consulting Engineers**

Project Planner supporting the team lead and responsible for assessing alternative crossing and mixing zone designs for this intersection of three major regional trails at WSDOT SR 202. David also developed conceptual design for trail and wayfinding signage that will reflect the importance of accommodating growing tourism in this winery and brewery district.

**Mercer Island Parks, Recreation and Open Space Plan, City of Mercer Island / Conservation Technix**

Project Planner for assessment of Mercer Island's developed and undeveloped parks, open spaces, and trail system throughout the city. The scope included evaluating existing conditions, identifying potential improvements, and developing planning level cost opinions. The evaluation provided information and data supporting park level of service assessments, informed a needs assessment and a prioritization strategy for development, and provided information for the Capital Improvement Program.



**Arielle Farina-Williams, PLA, LEED AP**  
**Associate, Landscape Architect**  
**MacLeod Reckord PLLC**

With 15 years of experience in park and trail planning, design, and construction, Arielle has focused on civic facility design with site-specific, community centered, urban design solutions on projects varying from neighborhood to community scale. She is able to effectively develop a range of compelling and creative design alternatives based on variable program components. Her adaptable design process balances site constraints, ADA access, stakeholder needs, design intent and thoughtful detailing. She efficiently collaborates with team members on integrated design of structures in the landscape and contributes a valuable perspective on ways to achieve more sustainable and context-sensitive solutions. She has been lead designer for numerous successful park, plaza, trail, streetscape improvement, educational campus, and restoration projects.

**Education**

Master of Landscape Architecture  
*University of Washington*

Career Discovery Program in Landscape Architecture  
*Harvard University*

Bachelor of Arts Sustainable Agriculture  
*University of Massachusetts*

**Registration**

Landscape Architect  
*Washington*

**Professional Affiliations**

American Society of Landscape Architects  
 LEED Accredited Professional

**Project Role: Project Landscape Architect**

Arielle's responsibilities will include leading the park planning and design effort, integration of the trail and frontage improvement interface with the park, park program development, graphics production and management, cost estimating and SEPA checklist completion.

**Project Specific Capabilities**

- Park, civic, and non-motorized facility project management and lead design expertise from early planning through final design and construction
- Adept in managing project budget, team resources, and project schedule
- Provides comprehensive research, analysis, and evaluation for a wide range of project types
- Extensive experience developing thorough final reports that guide future decision making and construction documentation

**Representative Projects**

**Veterans Park Master Plan, City of Mountlake Terrace**

Project Manager and Lead Designer responsible for alternatives analysis, supporting public outreach with graphics and on-line narrative, technical memoranda, and final report. As part of the Recreation, Parks and Open Space Plan update, MacLeod Reckord developed a master plan for the City's Veterans Park that will guide future decision-making and development in the park. This treasured park features old-growth natural areas, a children's play area, gazebo, veterans' memorial, picnic areas, and an extensive trail system. Planned improvements include an asphalt ADA-accessible trail with lighting, connecting the Town Center with the future Link light rail station.

**Ober Park, Vashon Park District**

Project Manager and Lead Designer for a new multi-generational 'Playground for All' at an existing downtown park on Vashon Island. The design provides new play and fitness equipment suited for all age and demographic groups, in particular, youth and seniors which are underrepresented within the community. The project design focused on assessing existing equipment for accessibility and retention, integrating new equipment with pieces to be retained, providing ADA access to all equipment and path systems and minimizing impact to critical areas.

**Ebey Waterfront Park Expansion, City of Marysville**

Project Landscape Architect responsible for developing alternatives and Project Manager for preliminary and final design, documentation, construction administration, and cost estimating for the first phase. The project includes development of a major new urban waterfront park on Ebey Slough with a connection to the regional Qwuloolt Trail, flexible open green space, a street frontage plaza designed for multiple uses including fairs and festivals, a children's play area, storm water treatment facility, watercraft center with hand carry boat launch facilities, large venue performing stage, and ADA access throughout. The park design creates a central gathering space downtown, celebrates the connection to the waterfront, and is the first newly redesigned facility as part of a comprehensive City plan to redevelop and revitalize the historic downtown core.

**Mountlake Terrace Civic Campus, City of Mountlake Terrace**

Project Manager and Project Designer providing conceptual design alternatives through preliminary and final design and construction support. The project included a new public gathering space, pedestrian-oriented frontage improvements, new city hall, police station expansion, and parking lot expansion. The civic campus is located adjacent to Mountlake Terrace's planned Town Center and contributes to the City's the goal of providing vibrant, walkable destinations.

**Pipeline Trail, Pierce County Parks & Recreation**

Project Designer for the early planning phases and Project Manager for the final design and construction phases of this 5-mile trail segment that extends from the existing Tacoma Water Pipeline Trail to Puyallup and large trailhead development at the 160-acre Orangegate Park. Arielle was responsible for developing alternatives, advancing the preferred concept, generating cost estimates and preparing final graphics for public outreach and grant application.



**Phil Cheesman, PE**  
**Vice President, Civil Engineer**  
**PACE Engineers, Inc.**

Phil has over 36 years of experience in all aspects of land development, including commercial, municipal, street, park, and trail projects. Phil typically designs and manages a broad spectrum of projects, including those with parking, roadway, grading, drainage, and utility improvement requirements depending on specific site needs. Phil has successfully managed PACE's civil design team on a number of park and trail projects, including Covington Park, Angle Lake Park, Cape Disappointment State Park, Martha Lake Airport Community Park, Sand Hill Park, Lake Goodwin Park, Shoreline Interurban Trail, Centennial Trail, Cedar River Trail, North Creek and Nickel Creek Trails. Throughout his diverse project experience, Phil has effectively coordinated complex site issues and addressed regulatory agency concerns leading to expedient project permit approvals on-schedule and within budget.

**Education**

B.S., Civil Engineering  
University of Washington

**Registration**

PE, Civil Engineer, Wash-  
ington, #26901  
LID Certification, Post Gradu-  
ate Studies, Washington State  
University Extension

**Professional Affiliations**

American Society of  
Landscape Architects  
LEED Accredited Professional

**Project Role: Lead Civil Engineer**

Phil's responsibilities will include supporting the preliminary planning with input on stormwater facility design for parking and access road areas, frontage improvements, utility/infrastructure improvements, cost estimating, and SEPA support.

**Project Specific Capabilities**

- Senior Principal Engineer with time-tested strategies for on-time project delivery to ensure quality control
- Knowledgeable in stormwater facility design and LID park and trail strategies as applicable to design and construction
- Collaborates effectively with surveyors, landscape architects, and environmental scientists from concept level through construction of park, trail, and trailhead related work
- Extensive park and trail design, utility and roadway design, and construction engineering experience

**Representative Projects**

**Covington Community Park, City of Covington / MacLeod Reckord PLLC**

Principal Engineer for providing surveying and engineering design for design of this 30-acre park. Improvements included a natural grass soccer field, two parking lots, spectator seating area, street frontage improvements, multiple storm drainage detention ponds, biofiltration swales, all utilities for structures, trails, and pedestrian bridges. PACE provided structural calculations and design review of the pedestrian bridges and prepared final civil engineering plans, specifications, and cost estimates, and provided bidding and construction support.

**Angle Lake Park, City of SeaTac / MacLeod Reckord PLLC**

Principal Engineer for providing civil design for approximately 8 acres along the shores of Angle Lake. Improvements included a new spray play facility, expanded restroom facilities, new shelters, beach area improvements, and reconfigured parking areas. PACE provided design plans for temporary erosion-sedimentation control (TESC), storm drainage, water, and sanitary sewer services. PACE also provided bidding and construction support and the Notice of Intent and Surface Water Pollution and Prevention Plan for the NPDES permit.

**Hickman Park, City of Edmonds / MacLeod Reckord PLLC**

Principal Engineer for providing survey, engineering design concepts, design development, and final civil engineering construction documents for developing 5.6 acres of this 11.2-acre park site. Work elements included demolition, TESC, storm drainage, and road frontage improvements. PACE also incorporated a City-designed regional storm drainage flow control system that was constructed as part of this project. Existing conditions presented challenges as an existing water line and gas line were found to be located directly under the proposed gutter line alignment of the 104th Avenue W frontage improvements, thus conflicting with new storm facilities. PACE provided a design for the stormwater conveyance line to be placed behind the sidewalk to avoid the existing utilities and keep storm structure lids out of the bicycle lane.

**Reiter Foothills Offroad Parking Lot, Washington State Dept. of Natural Resources / Gold Bar, WA**

PACE prepared final plans, specifications and cost estimates for 3-acre paved recreational parking lot, perimeter ditches, storm water detention pond and pad for a prefabricated restroom building. This project area is located on a 191-acre parcel outside of the Urban Growth Area owned by the Department of Natural Resources, located northeast of Reiter Road and southwest of the Austin Creek/Reiter Road culvert crossing. Design consisted of site geometric layout, temporary erosion-sedimentation control, grading, and storm water management. Siting of improvements respected adjacent steep slope, wetland and stream critical area setbacks. As Senior Principal Engineer, Phil was responsible for overall project operations and quality assurance on design elements.

# PROJECT APPROACH

Our Project Approach is divided into three parts: Design Issues, Work Plan, and Timeline. In developing a successful project approach, first we identify the **Design Issues**, the key physical challenges posed by the site and program. With this information, a **Work Plan** (with Deliverables identified) and **Timeline** can be developed. The City has outlined a Preliminary Scope of Work in the RFQ which will guide the initial scoping process, but this overall Project Approach serves as a starting point to be refined after more in-depth discussion with the City.

## Design Issues

### CONTINUITY

The publicly owned parcels ranging from North Park to Charter Park, including City Hall and the Public Safety Building, are a terrific asset and organizing feature for the City of Orting. These parcels form a linear “Civic Square” with a strong community identity and sense of place. However, the continuity of these blocks is disrupted by the wide cross streets, low granite walls, mature trees, and park structures. The channelization, parking configuration, surfacing materials, planting, and lighting along the adjacent streets could be redesigned to provide better continuity between the park blocks while maintaining smooth traffic flow and parking capacity.

The interface between the park blocks and Washington Avenue/SR 162 and Van Scoyoc Avenue could also be more integrated and inviting. Some strategies might include pedestrian improvements along Washington Avenue that provide visual and physical connections to park amenities and the adjacent retail; and traffic calming improvements such as curb extensions or planting that is acceptable to WSDOT throughout the corridor.

The gravel parking lots on the south edge of the Main Park blocks could be redesigned to be more efficient, less visually obtrusive on the park, and ADA compliant. The park’s planting could be modified to visually break up parking, expand the park, and better integrate it with the surrounding city.

*MacLeod Reckord’s Second Street project in the City of Snohomish improved the continuity of several disparate downtown blocks by modifying channelization, providing curb extensions, and adding planting and historically appropriate lighting.*

### HIERARCHY OF SPACES

Since the Main Parks comprise several different blocks in the downtown, defining spatial hierarchy throughout the parks and creating an identifiable center will be an important component of the master plan. The community and stakeholders can help identify such spaces in the design alternatives. For example, the Bell Tower is an important community landmark that the park design could embrace and celebrate. As was mentioned at the informational site visit, one alternative could include vacating Train Avenue at the Bell Tower and developing a multi-purpose plaza and splash pad or another central feature.

*MacLeod Reckord has designed splash pads that are incorporated into the urban design of a park, such as at Millennium Plaza Park and Foothills Park in Lake Oswego, Oregon, or can be stand-alone destination features such as the expansive facility at Angle Lake Park in SeaTac.*

### COHERENCE

The Main Park blocks and Charter Park offer myriad well-used and loved features that have been added over time, but they lack coherence. For example, although the play structure, jungle gym, swings, and merry-go-rounds are in proximity to each other, they are separate playground elements each enclosed by concrete headers that preclude children with limited mobility from easily exploring all areas. Reorganizing these disparate playground elements into a



more coherent play area with an accessible surface will make the space more compelling and accessible to all.

*Ober Park Playground for All was a project that re-imagined an existing play area to provide ADA-compliant play and fitness equipment within the footprint of an existing playground. New surfacing and ADA ramps, along with transfer platforms ensured the entire area was accessible to all.*

A key objective of the master plan will be to work with the community to better define districts or activity zones within the park that each have a unique character and feeling within the overall framework of the park. There is a broad range of program elements identified in the Parks, Trails, and Open Space Plan including a splash pad, pickleball courts, an enhanced pump track, additional parking, a performance space, plaza at Orting Station. Our team is prepared to work with staff and the community to evaluate, rank, and configure which program elements are most appropriate for this site.

*Our Morrill Meadows project successfully integrated several different program elements into the site of a new YMCA facility.*

### LEVERAGE THE FOOTHILLS TRAIL

The park serves as a trailhead for the Foothills Trail, an important recreational and economic asset for the city, but there may be opportunities to enhance and visually celebrate the trail through the park. The visibility and safety of the trail street crossings, especially at Calistoga Street and Bridge Street/SR 162, could be improved in a variety of ways. In conjunction with reconfiguration of the gravel parking lots, the trail could be realigned to create a wider and more useable green space or provide an adjacent but dedicated path for people on foot to reduce conflicts between people biking and walking on busy days. If enhanced and emphasized, the Foothills Trail can serve as the common thread between the park's different activity zones improving the coherence of the park blocks.

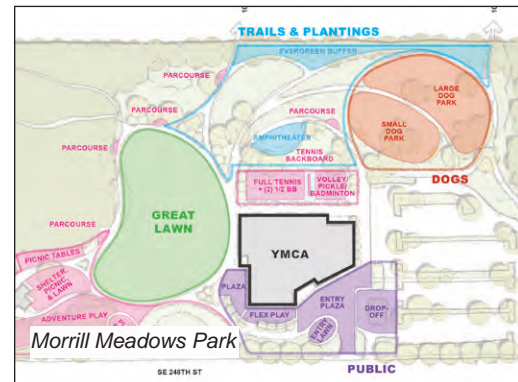
*MacLeod Reckord has designed numerous regional trails, including trailheads, trail amenities and branding, and safe trail crossings, such as the Burke Gilman Trail, Centennial Trail, Pipeline Trail, and Eastrail.*

### BALANCE OF TREES

The park has an abundance of relatively mature trees that provides character and identity but also creates some challenges. In particular, the row of fir trees in Main Park and the row of cedar trees in North Park trees bifurcate the park into two linear spaces. This row of evergreen trees also blocks views into and across the park creating a visual barrier between the respective blocks in the downtown. While the combination of evergreen and deciduous trees provides needed shade in the summer, the solid row of evergreens shades the north side of the park for much of the year making it less inviting in winter months.

The master planning process should weigh the benefits and disadvantages of these trees and explore alternatives that might improve visibility, open views to Mount Rainier, improve microclimate of some park programs, and define space that might more readily reflect a "town green." Selective tree thinning is also an important strategy to improve the health of dense tree stands to create space for the healthiest trees to mature and expand.

*Strategic forest management and selective tree thinning was an important part of MacLeod Reckord's plan for Veteran's Memorial Park in Mountlake Terrace. The trees within the park are a valued part of the landscape but their high density resulted in tall trees with excessive lower branch die off. Selective thinning was proposed to improve the health of the overall tree stand and allow the remaining trees to flourish while creating openings for gathering areas.*



# Work Plan

The following Work Plan for the Orting Main Parks Master Plan responds to the design issues noted previously and defines tasks and deliverables outlined in the preliminary scope of work in the RFQ.



## PHASE 1

**1 PROJECT INITIATION:** Initiate the scoping and contracting process, establish the schedule, identify project milestones, confirm master plan goals, and confirm City staff, committees, and other agency review process and procedures. Review and synthesize previous planning efforts and recommendations.

*Deliverables include Final Scope and Contract, Project Schedule, Summary of Relevant Master Plan Issues, and Goal Statement.*

**2 SITE ANALYSIS AND REPORTING:** Develop a base map from existing surveys and maps, GIS data, aerial photos, and site visits. Complete a site analysis including current uses, views, access, environmental issues, utility assessment, and traffic and parking. Develop Opportunities and Constraints graphic from analysis of inventory.

*Deliverables include Opportunities and Constraints Map, Graphics and photographs as needed to convey information.*

## PHASE 2

**3 PUBLIC OUTREACH PLAN:** Develop and implement a comprehensive public outreach plan and incorporate a methodology for receiving and presenting feedback.

*Deliverables include Public Outreach Plan, Public Outreach Delivery and Summary Materials for the life of the project.*

**4 PROGRAM ALTERNATIVES AND EVALUATION:** Identify an appropriate range of program elements for consideration based on the 2022 Parks, Trails, and Open Space Plan, current public and staff input, and current and relevant park design strategies.

*Deliverables include Program Alternatives, Summary of Land Use Analysis, and Recommended Program Statement.*



# PHASE 3

**5 ALTERNATIVE CONCEPTUAL PLANS AND ILLUSTRATIVES:** Explore and express three design alternatives for the park based on varying combinations of selected program options. Components likely include existing structures, park amenities, circulation, access and parking, potential phasing, and other elements as appropriate to the program.

*Deliverables include Conceptual Design Alternatives, Planning Level Cost Estimates, Evaluation Criteria Matrix, Feasibility Evaluation Matrix, and Illustrative Exhibits for Public Review.*

**6 DRAFT PREFERRED PLAN:** With input from the City and public, refine preferred alternative, provide draft for review by City, then final for public review and input. Identify potential grant/funding opportunities, timelines for grant application, and/or strategies for funding partnerships.

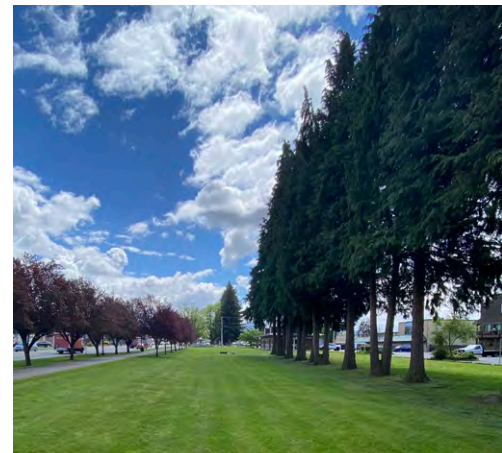
*Deliverables include Draft Preferred Plan Graphics and Draft Report, Cost Estimate, and Phasing Plan.*

**7 FINAL MASTER PLAN:** Finalize preferred alternative plan and all graphics, develop draft and final master plan report and define phased development. Support the City with presentation to public and/or Council. Finalize master plan for adoption.

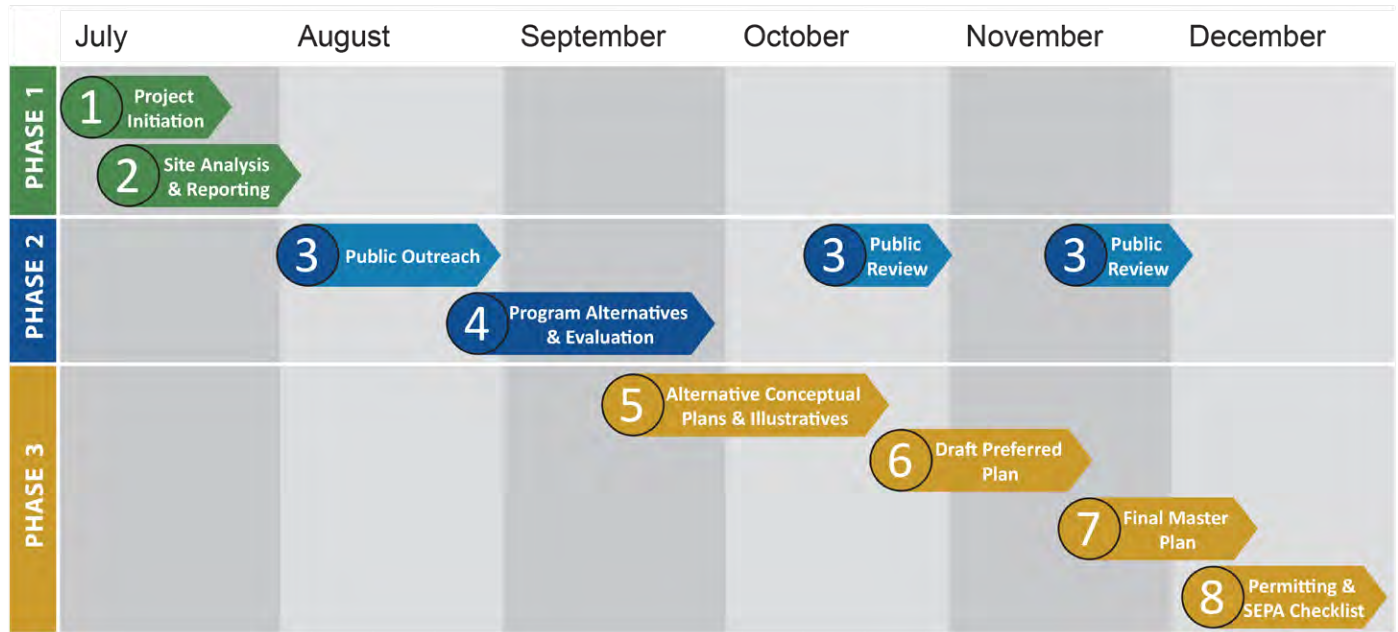
*Deliverables include draft and final Master Plan Graphics and Report, Cost Estimate, and Phasing Plan.*

**8 PERMITTING AND SEPA CHECKLIST:** Identify permitting and regulatory requirements and deadlines. Develop the draft and final Programmatic SEPA Checklist for the Final Master Plan.

*Deliverables include draft and final SEPA Checklist.*



# □ TIMELINE



# □ PROPOSED BUDGET

	Personnel	Connie Reckord, Principal	David Saxon, Associate	Arielle Farina-Williams, Associate	James Day, Landscape Designer	Charlene Bujacich, Administration		
	Role	Project Manager	Planner	Landscape Architect	Landscape Designer	Document Support		
	Rate	\$210	\$160	\$160	\$125	\$125	Total Hours	Total Task Fee
<b>PHASE 1</b>	Site Investigation and Analysis	5	24	8	12	3	52	\$8,000
<b>PHASE 2</b>	Park Program	9	34	16	0	1	60	\$10,000
<b>PHASE 3</b>	Master Plan Development	8	64	38	38	10	158	\$24,000
<b>Civil &amp; Environmental</b>								\$3,000
<b>Total</b>								<b>\$45,000</b>

# □ REFERENCES

**Brian Levenhagen, Deputy Parks Director**  
City of Kent  
(253) 856-5100, [BJLevenhagen@kentwa.gov](mailto:BJLevenhagen@kentwa.gov)

- Morrill Meadows Park / YMCA
- Lower Russell Road Levee
- Milwaukee II

**Jeff Laycock, City Engineer**  
City of Marysville Engineering Department  
(360) 363-8274, [jlaycock@marysvillewa.gov](mailto:jlaycock@marysvillewa.gov)

- Ebey Waterfront Park Expansion

**Mark Epstein, Engineering Project Manager**  
City of Bainbridge Island  
(206) 780-3721, [mepstein@bainbridgewa.gov](mailto:mepstein@bainbridgewa.gov)

- Sound to Olympics Trail

**Brianne Blackburn, Trails Coordinator**  
Pierce County  
(253) 798-4261,  
[brianne.blackburn@piercecounitywa.gov](mailto:brianne.blackburn@piercecounitywa.gov)

- Pipeline Trail

**Ethan Newton, Director**  
City of Covington Parks and Recreation  
(253) 480-2481, [enewton@covingtonwa.gov](mailto:enewton@covingtonwa.gov),

- Covington Community Park

**Tom Hood, Senior Engineer**  
City of Everett Engineering & Public Services  
(425) 257-8809, [thood@everettwa.gov](mailto:thood@everettwa.gov)

- Riverfront Development



# □ RELEVANT WORK



## Covington Community Park

*Covington, Washington*

### REFERENCE

*Ethan Newton, Parks &  
Recreation Director, Covington  
Parks & Recreation  
253-480-2481,  
enewton@covingtonwa.gov*

### CONSTRUCTION COST

*\$10.7M - Master Plan  
\$1.4M - Phase 1;  
\$7.22M - Phase 2*

This 30-acre community park in Covington exemplifies the full range of challenges and the inherent complexity of park planning in today's growing communities. MacLeod Reckord developed a master plan that incorporates an expansive program of state of the art active recreation facilities, passive amenities, regional trail connections, and wetland protection and mitigation, all with multiple layers of protective easements and environmental constraints. Recreational improvements include lighted, multi-purpose fields for baseball, softball and soccer, community buildings to support those facilities, an educational shelter, performing arts stage, picnic facilities, trails for both pedestrians and bicyclists, and a children's play area. Fully half the site, with sensitive areas and mature woodland, is constrained from development with a conservation easement held by Forterra. The master plan successfully provides a transition between active, structured play areas and protected lands with a hierarchy of trails, transitional planting, and appropriate siting of buildings and amenities. The master plan identifies a phased development strategy, and the second phase is complete.

MacLeod Reckord was prime design consultant and PACE Engineers provided survey and civil engineering. Connie Reckord was Principal in Charge for the master plan and Project Manager for design phases; Arielle Farina Williams was Project Designer during final design and supported the Construction Administration effort. Phil Cheesman was Engineer of Record providing all civil engineering for the park and road frontages, and PACE survey provided survey of the park site.



## Morrill Meadows Park / YMCA

*Kent, Washington*

### REFERENCE

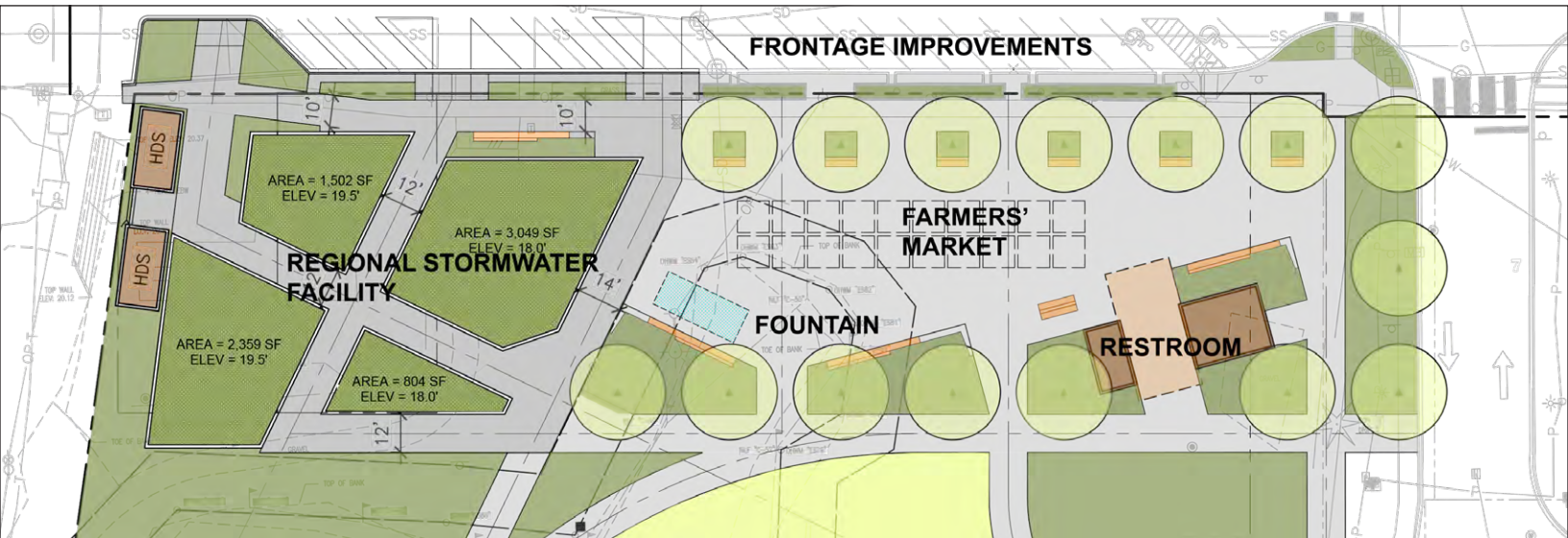
*Brian Levenhagan,  
Deputy Parks Director,  
253-856-5116bjlevenhagen@  
kentwa.gov*

### CONSTRUCTION COST

*\$7.3M - Master Plan  
\$33M - incl bldg  
\$6.6M - Site Work*

The City of Kent worked with the YMCA of Greater Seattle to include the community's first activity center at the Morrill Meadows / East Hill Park site. MacLeod Reckord provided the master plan, design documents, and construction administration services. The master plan included programming, evaluation of a range of alternatives, and a final comprehensive plan for fully integrating the two park sites. The final development plan included the new YMCA building, planned in collaboration with the architect and contractor; a multi-generational game and event plaza with an outdoor fireplace, multi-use sport courts, an off-leash dog park, and open space for festival and market venues. A range of low-impact development measures are incorporated into the plan to address the site's significant location in the watershed and to manage increased stormwater from parking and building development. The greatest challenge, and at the center of the plan's success, is the integration of public with private (membership only) uses of the exterior courtyards, mixed-use plazas, Great Lawn, and sport court facilities. The master planning process included extensive public outreach to ensure the multi-generational and diverse local residential community, as well as the entire Kent community, was involved throughout the process. The project successfully received LEED Silver certification and was opened in Summer 2019 to enthusiastic community support.

MacLeod Reckord was prime design consultant and PACE engineers provided survey and civil engineering. Connie Reckord was Project Manager and Phil Cheesman was Engineer of Record for the project.



# Ebey Waterfront Park Expansion

Marysville, Washington

## REFERENCE

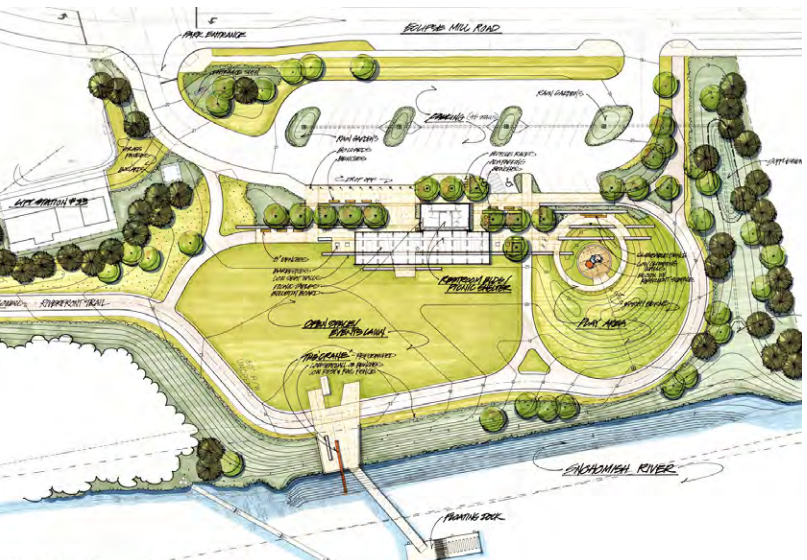
Jeff Laycock, City Engineer,  
City of Marysville,  
360-363-8274,  
jlaycock@maryvillewa.gov

## CONSTRUCTION COST

\$22.5M - Master Plan  
\$455,000 - Ph 1, Landscape  
component only

MacLeod Reckord provided conceptual design alternatives, preliminary design, and permit documentation for an expansion of Ebey Waterfront Park. The project includes development of a major new urban waterfront park on Ebey Slough with a watercraft center and hand carry boat launch facilities, large venue performing stage, flexible open green space, connection to the regional Qwuloolt Trail, and street frontage plaza designed for multiple uses including fairs, festivals, and other community gatherings. The park is the first newly redesigned facility as part of a comprehensive City plan to redevelop and revitalize the historic downtown core of Marysville. The park design creates opportunity for urban connections to the park and waterfront from the downtown. Additional program elements include an expansive regional stormwater facility, increased and reconfigured parking, an expanded waterfront dock and float system, children's play area and waterfront viewing areas.

MacLeod Reckord was prime consultant for the master plan phase as well as a follow up concept alternatives evaluation for an adjacent property that was later added to the project. Connie Reckord was Project Manager and Arielle Farina-Williams was Project Landscape Architect for the master plan. In development of phase 1, Connie was Principal in Charge and Arielle was Project Manager for the final design and construction administration.



# Riverfront Development

Everett, Washington

**REFERENCE**  
*Tom Hood, Principal Engineer. Everett Engineering & Public Services, 425-257-8809  
 thood@everettwa.gov*

**CONSTRUCTION COST**  
 \$35M - Master Plan;  
 \$4M - Phases 1 - 3

The City of Everett, in a joint development agreement with a private developer, selected MacLeod Reckord to develop the master plan and phased development plans for the public amenities portion of a planned mixed-use commercial and residential development on a 200-acre brownfield site along the Snohomish River. Project elements included an extension of the regional Snohomish Riverfront Trail, local trail connections, boardwalks and viewpoints, picnic areas, existing park renovation, major wetland enhancement and riverbank stabilization work and street improvements to provide connection with the transit facility. The project included creation of a new signature park that serves as a destination and focal point for the new community with restroom, play area, open space, and a river access dock and float. All improvements integrate with adjacent commercial and residential development.

MacLeod Reckord was prime design consultant; Connie Reckord was Project Manager for the master plan and all phases of development. Arielle Farina-Williams was Project Designer for the play area associated with the signature park.



## Bayview Trail Connector

*Marysville and Lake Stevens, Washington*

### REFERENCE

*Steven Miller, Senior Project Manager, City of Marysville Public Works, 360-363-8285  
smiller@marysvillewa.gov*

MacLeod Reckord is working with the City of Marysville, in collaboration with the City of Lake Stevens, to develop a 4.7-mile trail extension of the Bayview Trail within Marysville, extending south through Lake Stevens to connect to the Lake Stevens Westside / Powerline Trail. This important segment will complete broader connections to the regional Centennial Trail as well as numerous on-street connections in the Lake Stevens Center and beyond. The project traverses challenging terrain and critical areas with expansive wetlands and fish-bearing streams through multiple power-line corridors with on-street connections. Other challenges include the multifaceted ownership and operation of utility franchises along the corridor. The project will include segments of separated shared use path, on road bike lanes and sidewalks, a range of crossing treatments of major arterials and minor collectors, and selected trailhead improvements as space and budget allow, all designed to accommodate access for the utility providers.

MacLeod Reckord is prime design consultant. Connie Reckord is Principal in Charge and David Saxen is Project Manager.

### WEBSITE

<https://www.marysvillewa.gov/1220/Bayview-Trail-Connector>

Community questionnaire site created by MacLeod Reckord  
<http://mpt.link/BayviewTrailConnector>





**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  NPDES- Ordinance No. 2022-1098	<b>AB22-63</b>		<b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b>	PW/Engineering/Planning		
	<b>Date Submitted:</b>	<b>7.14.2022</b>		
<b>Cost of Item:</b>	<u>\$ N/A</u>			
<b>Amount Budgeted:</b>	<u>\$ N/A</u>			
<b>Unexpended Balance:</b>	<u>\$</u>			
<b>Bars #:</b>				
<b>Timeline:</b>	Must be adopted and effective by 8/1/2022			
<b>Submitted By:</b>	AHBL/JC Hungerford			
<b>Fiscal Note:</b>				
<b>Attachments:</b> Ordinance No. 2022-1098				
<b>SUMMARY STATEMENT:</b>				
<p>The National Pollutant Discharge Elimination System (NPDES) is a federal permit program that regulates the discharge of stormwater and wastewater to waters of the State. The Western Washington Phase II Municipal Stormwater Permit was re-issued on August 1, 2019 and will be in effect until July 31, 2024. This permit authorizes the City of Orting to discharge stormwater from its municipally owned system. The City of Orting is required to update its stormwater regulations in response to the terms of the Permit, including the adoption of the most modifications to the City’s stormwater regulations to remain consistent with the current 2019 Washington Department of Ecology’s Stormwater Management Manual for Western Washington.</p> <p>By this ordinance the City Council would adopt amendments to OMC 9-5A and 9-5B, in compliance with the City’s NPDES Permit. Note: adoption must occur prior to August 1, 2022, thus the request is for emergency adoption at the meeting on July 27<sup>th</sup>, 2022.</p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move the item to the Council Meeting on July 27 <sup>th</sup> , 2022 for a public hearing and consideration of the ordinance for adoption.				
<b>FUTURE MOTION: <u>Motion:</u></b>				
To adopt Ordinance No. 2022-1098, an emergency ordinance amending OMC Chapters 9-5A and 9-5B, regarding stormwater regulation.				

CITY OF ORTING  
WASHINGTON  
**ORDINANCE NO. 2022-1098**

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**AN ORDINANCE OF THE CITY OF ORTING,  
WASHINGTON, RELATING TO STORMWATER  
MAINTENANCE AND MANAGEMENT;  
AMENDING ORTING MUNICIPAL CODE  
CHAPTERS 9-5A AND 9-5B; PROVIDING FOR  
SEVERABILITY; DECLARING AN EMERGENCY;  
AND ESTABLISHING AN IMMEDIATE  
EFFECTIVE DATE**

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**WHEREAS**, the City has adopted certain provisions codified at Chapters 5A and 5A of Title 9 of the Orting Municipal Code (“OMC”) that provide for surface water maintenance and management within the City of Orting; and

**WHEREAS**, in January of 2007, the State Department of Ecology issued the first National Pollution Discharge Elimination System (“NPDES”) permit for Phase II communities in Western Washington which permit is intended to implement the Clean Water Act; and

**WHEREAS**, although the City already has certain regulations in place that comply with many of the requirements of the Phase II NPDES permit, certain amendments are necessary in order to ensure that the City is in compliance with provisions of the permit that must be implemented by the City by August 1, 2022; and

**WHEREAS**, the proposed amendments to Chapters 5A and 5B of Title 9 of the Orting Municipal Code are consistent in scope and subject matter with the surface water maintenance and management programs required under the terms of the NPDES permit; and

**WHEREAS**, this Ordinance is enacted as an exercise of the police power authority of the City of Orting to protect and preserve the public health and welfare; and

**WHEREAS**, on July 8, 2022, the City’s SEPA official issued a determination of non-significance for the proposed code amendments and there have been no appeals; and

**WHEREAS**, on July 27, 2022, the City Council held a public hearing on the proposed code amendments; and

**WHEREAS**, RCW 35A.13.190 provides that an ordinance may be made effective upon adoption if passed by a majority plus one of the whole membership of the council, and if designated as a public emergency ordinance necessary for the protection of the public health, public safety, public property or public peace; and

**WHEREAS**, pursuant to RCW 35A.13.190, the City Council finds that this ordinance is a public emergency ordinance necessary for the protection of public health, public safety, public property, or public peace for the reasons set forth herein;

**NOW, THEREFORE**, the City Council of the City of Orting, Washington, do ordain as follows:

Section 1. Findings. The City Council adopts the recitals set forth above, which are incorporated by reference, as findings in support of a declaration of this ordinance as a public emergency ordinance.

Section 2. OMC 9-5A-4, Amended. Orting Municipal Code 9-5A-4 is hereby amended to read as follows:

9-5A-4: DEFINITIONS:

\*\*\*

SOURCE CONTROL BMPS: A structure or operation intended to prevent pollutants from coming into contact with stormwater through physical separation of areas or careful management of activities that are sources of pollutants. Operational source control BMPs are non-structural practices that prevent or reduce pollutants from entering stormwater. Operational source control BMPs generally include activities such as inspection, cleaning, and maintenance. Structural source control BMPs are physical, structural, or mechanical devices or facilities that are intended to prevent pollutants from entering stormwater or provide treatment of stormwater. Source control BMPs generally include physical measures such as coverings and constructed BMPs. Source control BMPs do not exclusively manage or control stormwater.

\*\*\*

Section 3. OMC 9-5A-9, Amended. Orting Municipal Code 9-5A-9 is hereby amended to read as follows:

\*\*\*

J. Stormwater Source Control:

1. The businesses or activities Listed in Table 1, when permitted by the City, shall implement stormwater source control Best Management Practices (BMPs) when such business or activities are performed outdoors subject to rainfall and runoff of pollutants.

Table 1. Businesses or Activities Subject to Stormwater Source Control:

<u>Business or Activity</u>	<u>Standard Industrial Code (SIC) Major Group</u>	<u>SIC Industry Group No.</u>	<u>North American Industry Classification System (NAICS) Major Group</u>
<u>Support Activities for Animal Production</u>		<u>074, 075</u>	<u>1152xx,</u>
<u>Construction of Buildings</u>	<u>15</u>		<u>236</u>
<u>Heavy and Civil Engineering Construction</u>	<u>16</u>		<u>237</u>
<u>Specialty Trade Contractors</u>	<u>17</u>		<u>238</u>
<u>Beverage, Food, and Tobacco Manufacturing</u>	<u>20</u>		<u>311, 312</u>
<u>Wood Product Manufacturing</u>	<u>24</u>		<u>321</u>
<u>Paper Manufacturing</u>	<u>26</u>		<u>3221xx, 3222xx</u>
<u>Printing and Related Support Activities</u>	<u>27</u>		<u>323</u>
<u>Chemical Manufacturing</u>	<u>28</u>		<u>325</u>
<u>Petroleum and Coal Products Manufacturing</u>	<u>29</u>		<u>3241xx</u>
<u>Plastics and Rubber Product Manufacturing</u>	<u>30</u>		<u>326</u>
<u>Leather and Allied Product Manufacturing</u>	<u>31</u>		<u>316</u>
<u>Nonmetallic Mineral Product Manufacturing</u>	<u>32</u>		<u>327</u>
<u>Primary Metal Manufacturing</u>	<u>33</u>		<u>331</u>
<u>Fabricated Metal Product Manufacturing</u>	<u>34</u>		<u>332</u>
<u>Machinery, Computer, and Electronic Product manufacturing</u>	<u>35</u>		<u>333, 334</u>
<u>Electrical Equipment, Appliance, and Component Manufacturing</u>	<u>36</u>		<u>335</u>
<u>Transportation Equipment Manufacturing</u>	<u>37</u>		<u>336</u>
<u>Rail Transportation</u>	<u>40</u>		<u>482</u>
<u>Transit and Ground Passenger Transportation</u>	<u>41</u>		<u>485</u>
<u>Truck Transportation and Warehousing</u>	<u>42</u>		<u>484, 493</u>
<u>Support Activities for Transportation</u>		<u>473, 474, 478</u>	<u>4881xx, 4882xx, 4884xx, 4889xx,</u>
<u>Utilities</u>	<u>49</u>		<u>2211xx</u>

<u>Business or Activity</u>	<u>Standard Industrial Code (SIC) Major Group</u>	<u>SIC Industry Group No.</u>	<u>North American Industry Classification System (NAICS) Major Group</u>
<u>Wholesale Trade – Durable Goods</u>		<u>501, 503, 505, 506, 507, 509</u>	<u>423140, 423930, 423110, 4233xx, 4237xx, 4238xx,</u>
<u>Wholesale Trade – Nondurable Goods</u>		<u>514, 515, 516, 517, 518, 519</u>	<u>424930, 4244xx, 4246xx, 4247xx, 4248xx,</u>
<u>Building Materials, Hardware, Garden Supplies Dealers</u>		<u>521, 523, 526</u>	<u>444</u>
<u>Food and Beverage Stores</u>	<u>54</u>		<u>445</u>
<u>Automotive Dealers and Gasoline Service Stations</u>	<u>55</u>		<u>441, 447</u>
<u>Food Services and Drinking Places</u>	<u>58</u>		<u>722</u>
<u>Rental and Leasing Services</u>		<u>735</u>	<u>5321xx, 5324xx</u>
<u>Repair and Maintenance</u>	<u>75</u>		<u>811192, 8111xx, 8112xx, 8113xx, 8114xx,</u>
<u>Ambulatory Health Care Services and Hospitals</u>		<u>806, 807</u>	<u>621910,</u>
<u>Educational Services</u>	<u>82</u>		<u>6111xx, 6112xx, 6113xx, 6115xx</u>
<u>Museums, Historical Sites, and Similar Institutions</u>		<u>842</u>	<u>712</u>

Notes:

Listing is from Washington State Department of Ecology Western Washington Phase II Municipal Stormwater Permit, Appendix 8 – Urban Land Uses and Pollutant Generating Sources, August 2019. Listing is for consistency with NPDES Permit and does not imply the business or activity will be permitted by the City.

2. Source control BMPs for new businesses or activities Listed in Table 1 shall be identified in permit application packages. Source control BMPs shall be identified in the Stormwater Site Plan (SSP) for projects triggering a SSP.

3. No later than August 1, 2022, existing businesses or activities listed in Table 1 shall begin implementing operational source control BMPs where operational BMPs are not currently provided. The basis of operational source control BMPs shall be provided to the City if the City

finds that the selected source control BMPs or their implementation are not effective in preventing or reducing pollutant runoff. Selection and implementation of structural source control BMPs may be required by the City subject to the enforcement provisions of Chapters 9-5B-11 and 9-5B-12 OMC. Source control BMPs for existing businesses or activities listed in Table 1 shall be fully compliant as required by Chapter 9-5B-11 OMC.

4. Source control BMPs shall be selected, implemented and maintained in accordance with the adopted stormwater manual identified in Chapter 9-5A-9.A OMC.

5. Source control BMPs not identified in the adopted stormwater manual but which may still be appropriate may be submitted for an adjustment or variance in accordance with Chapter 9-5A.16 OMC provided that such source control BMPs provide equivalent protection to the BMPs identified in the adopted stormwater manual. Permit applications shall document proposed source control BMPs, identify why BMPs in the adopted stormwater manual are not applicable or suitable, and state that the proposed BMPs will provide equivalent or better protection.

6. Structural source control BMPs, or treatment BMPs/facilities, or both, shall be required for pollutant generating sources if operational source control BMPs do not prevent illicit discharges or violations of surface water, groundwater, or sediment management standards because of inadequate stormwater controls.

Section 4. OMC 9-5A-17, Amended. Orting Municipal Code 9-5A-17 is hereby amended to read as follows:

9-5A-17: ENFORCEMENT:

\*\*\*

A. General: Except with regard to illicit discharges and illicit connections or stormwater source control for land uses listed in Chapter 9-5A-9.J.1 Table 1, enforcement action shall be in accordance with this article and title 1, chapter 13 of this code whenever a person has violated any provision of this article, or any requirement imposed or order issued pursuant to this article. The choice of enforcement action and the severity of any penalty shall be determined by the director, in consultation with the city attorney when considering criminal penalties, based on the nature of the violation, the damage or risk to the public or to public resources, and/or the degree of bad faith of the person subject to the enforcement action, and whether or not the violation was intentional. Violation of this article includes any act or omission causing, allowing, permitting, aiding, abetting, directing, controlling, suffering or concealing an act or omission in violation of this article. In addition to the listed enforcement options, the city may also pursue any other lawful civil, criminal or equitable remedy or relief. Enforcement options are cumulative and shall not be deemed exclusive. The definitions set forth in title 1, chapter 13 of this code shall apply throughout this section.

\*\*\*

H. Enforcement: Enforcement regarding illicit connections or illicit discharges or stormwater source control for land uses listed in Chapter 9-5A-9.J.1 Table 1 will be performed by the city in accordance with section 9-5B-11 of this chapter.

\*\*\*

Section 5. OMC 9-5A-18, Amended. Orting Municipal Code 9-5A-18 is hereby amended to read as follows:

9-5A-18: ADMINISTRATIVE ENFORCEMENT/PENALTY:

\*\*\*

H. Penalties Imposed: Penalties for illicit connections or illicit discharges or violation of stormwater source control requirements will be imposed by the city in accordance with sections 9-5B-11 and 9-5B-12 of this chapter.

\*\*\*

Section 6. OMC 9-5B-10, Amended. Orting Municipal Code 9-5B-10 is hereby amended to read as follows:

9-5B-10: INSPECTION, ~~AND~~ ILLICIT DISCHARGE, AND STORMWATER SOURCE CONTROL PROGRAM:

A. Inspection: Whenever implementing the provisions of the inspection program or whenever there is cause to believe that a violation of this article has been or is being committed through illicit connection, illicit discharge or other means, or violation of the stormwater source control requirements, the director is authorized to inspect during regular working hours and at other reasonable times all public or private stormwater drainage systems within the city to determine compliance with the provisions of this article.

\*\*\*

D. Inspection And Maintenance Records: As existing stormwater facilities or operational source control BMPs are encountered, they shall be added to the master inspection and maintenance schedule. For existing business or activities in Chapter 9-5A-9.J.1 Table 1 permitted prior to August 1, 2022, documentation shall be prepared and retained supporting the basis of the selected operational control BMPs required per Chapter 9-5A-9.J.3 OMC. Records of new stormwater facilities shall include the following:

1. As built plans and locations;
2. Findings of fact from any exemption granted by the local government;

3. Operation and maintenance requirements and records of inspections, maintenance actions and frequencies; and
4. Engineering reports, as appropriate.

E. Reporting Requirements: The director shall report annually to the utility committee of the city council about the status of the inspections. The annual report may include, but need not be limited to, the proportion of the components found in and out of compliance, the need to upgrade components, enforcement actions taken, compliance with the inspection schedule, the resources needed to comply with the schedule, and comparisons with previous years.

F. Illicit Connections, ~~Or~~ Illicit Discharges, Or Stormwater Source Control Violations:

1. Access For Inspection: Access to the following shall be obtained by the city in accordance with the provisions of this section:

a. Areas known or thought to contain illicit connections or illicit discharges or activities contributing to illicit discharges or stormwater source control violations; and

b. Locations identified through the city's illicit discharge detection and elimination program as documented in the stormwater management plan developed in accordance with the NPDES phase II permit.

c. Businesses or activities identified in 9-5A-9.J.1 OMC requiring stormwater source control BMPs.

2. Enforcement: Illicit connections or illicit discharges or stormwater source control violations shall be corrected in accordance with the provisions of sections 9-5B-11 and 9-5B-12 of this article.

3. Penalties: Penalties for not complying with illicit connection or illicit discharge or stormwater source control enforcement actions shall be assessed in accordance with the provisions of sections 9-5B-11 and 9-5B-12 of this article. (Ord. 911, 8-31-2011)

\*\*\*

Section 7. OMC 9-5B-11, Amended. Orting Municipal Code 9-5B-11 is hereby amended to read as follows:

9-5B-11: ENFORCEMENT:

A. General: Enforcement action shall be in accordance with this article and title 1, chapter 13 of this code whenever a person has violated any provision of this article, or any requirement imposed or order issued pursuant to this article, or any prohibition upon an illicit



connection or illicit discharge or stormwater source control violation pursuant to article A of this chapter. Businesses or activities that were permitted prior to August 1, 2022 and are identified in Chapter 9-5A-9.J.1 Table 1 for which source control BMPs were not previously required shall be subject to the full provisions of Chapter 9-5B-11 and in full compliance with Chapter 9-5A-9.J OMC by January 1, 2023. The choice of enforcement action and the severity of any penalty shall be determined by the director, in consultation with the city attorney when considering criminal penalties, based on the nature of the violation, the damage or risk to the public or to public resources, and/or the degree of bad faith of the person subject to the enforcement action, and whether or not the violation was intentional. Violation of this article, or any prohibition upon an illicit connection or illicit discharge pursuant to article A of this chapter, includes any act or omission causing, allowing, permitting, aiding, abetting, directing, controlling, suffering or concealing an act or omission in violation of this article. In addition to the listed enforcement options, the city may also pursue any other lawful civil, criminal or equitable remedy or relief. Enforcement options are cumulative and shall not be deemed exclusive. The definitions set forth in title 1, chapter 13 of this code shall apply throughout this section.

B. Unlawful Activities: Any structure, condition, act or omission which violates any provision of this article, or any prohibition upon an illicit connection or illicit discharge or stormwater source control violation pursuant to article A of this chapter, or any provision of a civil regulatory order shall be, and the same is declared to be, unlawful and is subject to the enforcement and penalty provisions of this section and section 9-5B-12 of this article and title 1, chapter 13 of this code.

C. Nuisance: Any act or omission declared to be unlawful pursuant to this article shall constitute a public nuisance, and may be abated using the procedures for abatement of public nuisances as set forth in this code or as otherwise allowed by law.

D. Criminal Violation: Any act or omission declared to be unlawful pursuant to this article shall constitute a misdemeanor and punishable by a fine of up to one thousand dollars (\$1,000.00) or imprisonment up to ninety (90) days in jail, or by both such fine and imprisonment.

E. Violation: Any act or omission declared to be unlawful pursuant to this article shall constitute a violation and shall be subject to enforcement by the director pursuant to title 1, chapter 13 of this code.

F. Monetary Penalties: Any act or omission declared to be unlawful pursuant to this article is subject to monetary penalties pursuant to section 9-5B-12 of this article.

G. Civil Regulatory Order: The director shall have the authority to issue and serve a civil regulatory order pursuant to title 1, chapter 13 of this code that orders the cessation of any activity that is in violation of this article or any prohibition upon an illicit connection or illicit discharge or stormwater source control violation pursuant to article A of this chapter, whether occurring on public or private property. The director shall have authority to include in the civil regulatory order, or to issue and serve in a separate civil regulatory order, an order to take

corrective action to bring any noncompliant activity, structure, or condition into compliance with this article. The director shall have the authority to serve a person responsible for the violation a civil regulatory order if an action is being undertaken in violation of this article, or for any prohibition upon an illicit connection or illicit discharge or stormwater source control pursuant to article A of this chapter.

\*\*\*

Section 8. OMC 9-5B-12, Amended. Orting Municipal Code 9-5B-12 is hereby amended to read as follows:

A. Monetary Penalties: Any person in violation of this article, or any prohibition upon an illicit connection or illicit discharge or stormwater source control violation pursuant to article A of this chapter, may, in addition to any other penalty imposed pursuant to this article, be subject to monetary penalties per day or portion thereof for each civil violation. Monetary penalties imposed, or to be imposed shall be specified in the notice of violation.

\*\*\*

H. Voluntary Correction Agreement:

1. Initiation: Either the person responsible for the violation or the director may initiate negotiations for a voluntary correction agreement at any time pursuant to section 1-13-5 of this code and the requirements of this subsection H. The director has no obligation to enter into any voluntary correction agreement.

2. Contents: A voluntary correction agreement shall set forth actions to be taken by the responsible party that will correct past or existing violations of this article, or any prohibition upon an illicit connection or illicit discharge or stormwater source control violation pursuant to article A of this chapter. It may also set forth actions to mitigate the impacts of violations. The voluntary correction agreement shall set forth a schedule for completion of the corrective and mitigating actions. It shall contain a provision allowing the director to inspect the premises to determine compliance with the voluntary compliance agreement.

3. Effect Of Voluntary Compliance Agreement:

a. A voluntary compliance agreement is a binding contract between the party executing it and the city. It is not enforceable by any other party. All voluntary compliance agreements shall provide that the responsible party agrees the city may perform the actions set forth in the voluntary compliance agreement if the responsible party fails to do so according to the terms and schedule of the agreement, and the responsible party will pay the costs, expenses, and damages the city incurs in performing the actions. By entering into a voluntary compliance agreement, a responsible party admits the violation and waives the right to an administrative appeal of the stop work/corrective action order.

b. Monetary penalties may be reduced or waived if violations are corrected or mitigated according to the terms and schedule of a voluntary correction agreement. If the responsible party fails to perform according to the terms and schedule of the voluntary compliance agreement, penalties for each violation addressed in the agreement may be assessed starting from the date the violation occurred.

4. Modification: The terms and schedule of the voluntary compliance agreement may be modified by mutual agreement of the responsible party and the director if circumstances or conditions outside the responsible party's control, or unknown at the time the agreement was made, or other just cause necessitate such modifications.

\*\*\*

L. Businesses or activities that were permitted prior to August 1, 2022 and are identified in Chapter 9-5A-9.J.1 Table 1 for which source control BMPs were not previously required shall be subject to the full provisions of Chapter 9-5B-12 and in full compliance with Chapter 9-5A-9.J OMC by January 1, 2023.

\*\*\*

Section 9. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

Section 10. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 11. Designation of Emergency Ordinance; Immediate Effective Date. Pursuant to RCW 35A.13.190, the City Council declares and designates this ordinance as a public emergency ordinance necessary for the protection of the public health, public safety, public property, or the public peace. Upon adoption of this ordinance by a majority plus one of the whole membership of the council, this ordinance shall take effect and be in full force immediately upon its adoption. Pursuant to Matson v. Clark County Board of Commissioners, 79 Wn. App. 641, 904 P.2d 317 (1995), underlying facts necessary to support this emergency declaration are included in the recitals set forth above, which are adopted by reference.

**ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF  
ON THE 27<sup>th</sup> DAY OF JULY, 2022.**

CITY OF ORTING

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Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

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Kim Agfalvi, City Clerk

Approved as to form:

---

Charlotte A. Archer  
Inslee Best  
City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Ordinance No.  
Date of Publication:  
Effective Date:



## CITY OF ORTING

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104 BRIDGE ST S, PO BOX 489, ORTING WA 98360  
Phone: (360) 893-2219 FAX: (360) 893-6809  
www.cityoforting.org

### SEPA Determination of Non-Significance (DNS)

**Name of Proposal:** Amendments to Chapter 5A of Title 9 of the Orting Municipal Code to adopt source control BMPs for pollutant generating sources.

**Proponent:** City of Orting

**Description:** Amendments are proposed to Orting Municipal Code 9-5A to adopt source control BMPs for pollutant generating sources. This change is required in order for the City of Orting to remain in compliance with the Western Washington Phase II Municipal Stormwater Permit.

**Location:** The City of Orting is located between the Puyallup and Carbon Rivers in Pierce County, generally within Township 18N and 19N, Range 5E. This is a non-project action that would affect multiple parcels in the City of Orting.

**Lead Agency:** City of Orting.

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030. This decision was made after review of a completed environmental checklist and other information on file with the lead agency. The information is available to the public on request.

**Responsible Official:** City Administrator or his/her authorized designee  
Scott Larson, City Administrator  
City of Orting  
Orting City Hall, 110 Train St SE, Orting, WA 98360

Please submit written comments to Scott Larson at the address above, or by email to Wayne Carlson, contract City Planner, at [wecarlson@ahbl.com](mailto:wecarlson@ahbl.com).

*This Determination of Nonsignificance (DNS) is issued under WAC 197-11-340(2). The Lead Agency will not act on this proposal for 14 days from the issue date (issue date: July 8, 2022. Comments must be submitted by 5:00 pm on July 22, 2022.)*

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Scott Larson, City Administrator

July 6, 2022

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Date

# NOTICE OF ORTING CITY COUNCIL PUBLIC HEARING

Wednesday, July 27 2022 – 7:00 pm

NOTICE IS HEREBY GIVEN that the City Council will be holding a Public Hearing. The purpose of this hearing is to receive public testimony regarding the proposed adoption of the 2019 Ecology Stormwater Manual for Western Washington. Amendments are proposed to Orting Municipal Code 9-5A-9 to adopt the 2019 Ecology Stormwater Manual for Western Washington. This change is required in order for the City of Orting to remain in compliance with the Western Washington Phase II Municipal Stormwater Permit. The proposed ordinance is an emergency ordinance, which would take effect immediately upon its adoption. The City is utilizing in person and remote attendance for the hearing. Comments can be made by the public attending the meeting in person in City Council Chambers at **104 Bridge St South** or by a log in or call in number and then entering the Meeting ID.

To join the meeting/hearing on a **computer or mobile phone:**

<https://us06web.zoom.us/j/84148133266?pwd=N0J0SUJMMkhPREVXM3FvUWNvZFdVUT09>

Phone Dial-in: +1 253-215-8782 Meeting ID: 841 4813 3266 Passcode: 941695

If you are unable to join the hearing written comments may be submitted to contact City Planner Wayne Carlson electronically, no later than 1:00pm on June 29, 2022 at [wecarlson@ahbl.com](mailto:wecarlson@ahbl.com) or by mail to PO Box 489, Orting, WA, 98360.

Written comments will be sent to the Council prior to the hearing and will become part of the public record. Further information may be obtained by emailing Wayne Carlson at the email above or by phone at 206-658-2674.





**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>	<b>AB22-66</b>	<b>Public Works</b>	<b>7.20.2022</b>	<b>7.27.2022</b>
City of Orting Water Consumption Goals				
	<b>Department:</b>	Engineering/Public Works		
	<b>Date Submitted:</b>	<b>7.14.2022</b>		
<b>Cost of Item:</b>	<u>\$0</u>			
<b>Amount Budgeted:</b>	<u>N/A</u>			
<b>Unexpended Balance:</b>	<u>N/A</u>			
<b>Bars #:</b>	<u>N/A</u>			
<b>Timeline:</b>	End of July			
<b>Submitted By:</b>	JC Hungerford, PE			
<b>Fiscal Note:</b>				
<b>Attachments:</b> None				
<b>SUMMARY STATEMENT:</b>				
<p>Every six year, the City is required to update the customer goals for water consumption. As a result, engineering and public works are suggesting the following goal:            “Decrease water use by 1 gallon per capita per year over the next 6 years.”</p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move forward to regular business meeting on July 27 <sup>th</sup> , 2022 as a consent agenda item.				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Establish a new customer goal of, “Decrease water use by 1 gallon per capita per year over the next 6 years.”				



**City Of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>	<b>AB22-67</b>	<b>Public Works</b>	<b>7.20.2022</b>	
Mid-year street projects engineering progress update	<b>Department:</b>	Engineering/Public Works		
	<b>Date Submitted:</b>	<b>7.14.2022</b>		
<b>Cost of Item:</b>	<u>\$0</u>			
<b>Amount Budgeted:</b>	<u>N/A</u>			
<b>Unexpended Balance:</b>	<u>N/A</u>			
<b>Bars #:</b>	<u>N/A</u>			
<b>Timeline:</b>	N/A			
<b>Submitted By:</b>	JC Hungerford, PE			
<b>Fiscal Note:</b>				
<b>Attachments:</b> None				
<p><b>SUMMARY STATEMENT:</b></p> <p>JC Hungerford of Parametrix will be giving a brief update on the following projects:</p> <ul style="list-style-type: none"> <li>• Kansas Street SW Design &amp; Permitting</li> <li>• Orting Emergency Evacuation Bridge System</li> <li>• Whitehawk Blvd. Extension Final Design and Permitting</li> </ul>				
<p><b>RECOMMENDED ACTION:</b></p> <p>Informational Only.</p>				





**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Port of Tacoma – Bridge Grant ILA	<b>AB22-54</b>	<b>Public Works</b>		
		<b>6.1.2022</b> <b>7.6.2022</b>	<b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b>	Administration		
	<b>Date Submitted:</b>	<b>5.27.2022</b>		
<b>Cost of Item:</b>	<u>N/A</u>			
<b>Amount Budgeted:</b>	<u>N/A</u>			
<b>Unexpended Balance:</b>	<u>N/A</u>			
<b>Bars #:</b>	<b>TBD</b>			
<b>Timeline:</b>	<b>Summer 2022</b>			
<b>Submitted By:</b>	<b>Scott Larson</b>			
<b>Fiscal Note: This is new unanticipated funding.</b>				
<b>Attachments:</b> Port of Tacoma Grant ILA				
<b>SUMMARY STATEMENT:</b>				
<p>The Port of Tacoma Local Economic Development Investment Fund provides grants to non-profits and municipal agencies in Pierce County for projects that directly or indirectly benefit the Port. Staff applied for a grant for funding of right of way and construction of the HWY 162 Pedestrian bridge and received notice of award for \$25,000. Municipal entities must agree to an interlocal agreement Port of Tacoma in accordance with § RCW 39.34 to receive the funding.</p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move forward to regular business meeting on July 27 <sup>th</sup> , 2022 as a consent agenda item.				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
To authorize the Mayor to enter into an Interlocal Agreement with the Port of Tacoma for a \$25,000 grant to fund the HWY 162 Pedestrian Bridge.				

**AGREEMENT BETWEEN  
CITY OF ORTING  
and  
PORT OF TACOMA  
REGARDING  
CONSTRUCTION OF A PEDESTRIAN BRIDGE OVER HWY 162**

**THIS AGREEMENT** (“**AGREEMENT**”) is entered into this \_\_\_ day of \_\_\_\_\_, 2022, by and between the [City of Orting, a city of the State of Washington] (hereinafter the “**City**”), and the **PORT OF TACOMA**, a Washington public port district (the “**Port**”), (each a “**Party**,” collectively the “**Parties**”) in consideration of the mutual covenants contained herein. The Parties hereby recite and agree as follows:

**RECITALS**

1. The Port is charged by state statute with a mission of furthering economic development. To that end, the Port has adopted a Local Economic Development Policy by which the Port administers its monetary support of economic projects sponsored by local public agencies in Pierce County.

2. The City proposes the construction of a pedestrian bridge over highway 162 adjacent to Orting Primary and Middle Schools. (the “**Project**”).

3. The City has requested and the Port agrees to provide an investment of \$25,000 toward the Project costs, conditioned upon proof of Project expenditures, and as expressly specified herein.

4. The Port finds the requested contribution meets the Port’s Local Economic Development Policy criteria as follows:

A. This project will remove a hazardous, at-grade, pedestrian crossing on a key freight route consistent with priority ‘A’.

**CONSIDERATION**

**NOW, THEREFORE**, pursuant to Chapter 39.34 RCW, and in consideration of the mutual benefits and covenants described herein, the Parties agree as follows:

**1. SCOPE OF WORK**

A. The City or Orting HWY 162 Pedestrian Bridge consists of the following:  
i. Property acquisition and construction of the HWY 162 Pedestrian

Bridge.

B. All as described in the City’s Application, as attached hereto as **Attachment**

A.

## **2. PORT'S CONDITIONAL AGREEMENT TO CONTRIBUTE FUNDS**

**A.** Subject to the terms herein, the Port agrees to provide reimbursements of an amount not to exceed \$25,000 reimbursable up to 24 months from the Port signing for expenses incurred by City for the Project. City shall be responsible for timely payment of all invoices submitted by third parties providing goods or services for the Project. City shall submit to the Port, or its designee, paid project invoices within ninety (90) days after the referenced goods or services have been provided. The Port or its designee shall review any such invoices and as appropriate make payment to City within thirty (30) days of receipt of the invoice. The Port shall not be obligated to reimburse City for invoiced goods or services where invoices are not submitted in a timely fashion. City shall be solely responsible for compensation of City's employees, including those employees' salaries, fringe benefits, or any other compensation, including for time spent by those employees related to the Project. The Port shall not be responsible to provide reimbursement for any compensation to City's employees.

**B.** Conditions of the Port's funding are as follows:

i. If the Project costs are higher than projected, the City will assume any excess Project costs.

ii. The Port's annual Project contribution shall be allocated and is identified in the Port's 2022 budget.

**C.** The Port's distribution of funds is further contingent on the City obtaining full committed funding 24 months from the Port signing for the complete Project scope and the contents of this AGREEMENT remain unchanged.

**D.** Port payments up to the not-to-exceed amount will be made pursuant to this signed AGREEMENT, and within 45 days of the City's submittal of written proof to the Port that City has paid its minimum contribution of \$25,000 in expenditures.

## **3. TIMEFRAME/PROJECT SCHEDULE**

TWENTY-FOUR MONTHS FROM THE DATE OF THE PORT'S SINGATORY

## **4. CITY'S PROJECT FINANCIAL SUMMARY**

**A.** Total Project Cost: \$9,500,000

**B.** Source of Funds (other than the Port):  
- State of Washington (Design): \$1,500,000  
- State of Washington (Final Design and Construction): \$6,000,000

**5. ABANDONMENT.** If the Project is abandoned, then this AGREEMENT shall be of no further force or effect.

**6. ASSIGNMENT.** Neither Party to this AGREEMENT shall have the right to convey, assign, apportion or otherwise transfer any and all of its rights, obligations, conditions, and interests under this AGREEMENT, without the prior written approval of the other.

**7. THIRD PARTY BENEFICIARIES.** This AGREEMENT is made and entered into for the sole protection and benefit of the Parties hereto and their successors and assigns. No other person shall have any right or cause of action based upon any provisions of this AGREEMENT.

**8. EQUAL DRAFTING.** This AGREEMENT has been reviewed and revised by legal counsel for both Parties, and no presumption or rule construing ambiguity against the drafter of the document shall apply to the interpretation or enforcement of this AGREEMENT.

**9. SEVERABILITY.** If any provisions of this AGREEMENT are determined to be unenforceable or invalid pursuant to a final decree or judgment by a court of law with jurisdiction, then the remainder of this AGREEMENT not decreed or adjudged unenforceable or invalid shall remain unaffected and in full force and effect to the extent that the primary purpose of this AGREEMENT can be preserved.

**10. MODIFICATION.** This AGREEMENT may not be modified except by mutual agreement reduced to writing in a formal amendment hereto and approved by each Party's governing body.

**11. TERMINATION.** This AGREEMENT shall terminate after all reimbursements are paid or two years following completion of the Project, whichever occurs first, unless terminated earlier by written agreement. However, absent express authorization by the Port, in no case will the Port's allocations as provided under this AGREEMENT be committed for more than two years after approval of this AGREEMENT by the Port.

**12. GOVERNING LAW.** This AGREEMENT shall be governed exclusively by the laws of the State of Washington both as to interpretation and performance without recourse to any principles of Conflicts of Laws. Any action at law, suit in equity or judicial proceeding for the endorsement of this AGREEMENT or any provisions thereof shall be instituted and maintained only in any of the courts of competent jurisdiction in Pierce County, Washington.

**13. NOTICES.** All notices given pursuant to this AGREEMENT shall be deemed delivered to the respective party on the date that it is personally delivered to the address(es) set forth below, or on the date that it is successfully sent by email transmission to the email addresses set forth below:

City: Attention: Scott Larson, City Administrator  
Email: [slarson@cityoforting.org](mailto:slarson@cityoforting.org)

Port: P.O. Box 1837  
Tacoma, Washington 98406  
Attention: Matthew Mauer

**14. ENTIRE AGREEMENT.** This AGREEMENT constitutes the entire agreement of the Parties, supersedes all previous oral or written understandings, and incorporates all prior discussions and agreements pertaining to this subject matter. The Parties participated equally in any negotiations and the process leading to execution of this AGREEMENT. If a dispute should arise with regard to the meaning or interpretation of any provision hereof, there shall be no presumption of draftsmanship as to such provision.

**15. LEGAL RELATIONS**

**A. Independent Governments.** The Parties hereto are independent governmental entities, and nothing herein shall be construed to limit the independent government powers, authority, or discretion of the governing bodies of each Party. It is understood and agreed that this AGREEMENT is solely for the benefit of the Parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this AGREEMENT. No employees or agents of any Party shall be deemed, or represent themselves to be, employees of the other Party.

**B. Legal obligations.** This AGREEMENT does not relieve either Party of any obligation or responsibility imposed upon it by law.

**C. Timely Performance.** The requirements of this AGREEMENT shall be carried out in a timely manner according to a schedule negotiated by and satisfactory to the Parties.

**D. Recording.** A copy of this AGREEMENT shall be recorded in the Office of the Pierce County Auditor in accordance with chapter 39.34 RCW or shall be posted to each Parties' web site.

**16. RECORDS AND AUDIT.** During the term of this AGREEMENT, and for a period not less than six (6) years from the date of termination, records and accounts pertaining to the work of this AGREEMENT and accounting therefore shall be kept by each Party and shall be available for inspection and audit by representatives of either Party and any other City with legal entitlement to review said records. If any litigation, claim, or audit is commenced, the records and accounts along with supporting documentation shall be retained until all litigation, claims, or audit finding has been resolved, even though such litigation, claim, or audit continues past the six-year (6) retention period. This provision is in addition to and is not intended to supplant, alter, or amend records retention requirements established by applicable state and federal laws.

**17. LIMITS OF FINANCIAL OBLIGATIONS/PROPERTY OWNERSHIP.** Except as provided above, each Party shall finance its own conduct of responsibilities under this AGREEMENT. No ownership of property will transfer as a result of this AGREEMENT.

**18. INDEMNIFICATION AND HOLD HARMLESS**

**A.** The City releases the Port from, and shall defend, indemnify, and hold the Port and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of the City and/or its agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the City's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the Port or its agents, employees, and/or officers.

**B.** The City shall defend, indemnify, and hold the Port and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of any third parties and/or their agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the City's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the Port or its agents, employees, and/or officers.

**C.** The Port releases the City from, and shall defend, indemnify, and hold the [City] and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of the Port and/or its agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the Port's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the City or its agents, employees, and/or officers.

**D.** The Port shall defend, indemnify, and hold the City and its agents, employees, and/or officers harmless from and against all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, made by or on behalf of any third parties and/or their agents, employees, officers, contractors and/or subcontractors, arising out of or in any way related to the Port's performance of its obligations under this AGREEMENT, unless and except to the extent the same be caused in whole or in part by the negligence or willful conduct of the City or its agents, employees, and/or officers.

**E.** Each Party specifically assumes liability for actions brought by its own employees against the other Party and for that purpose each Party specifically waives, as respects to the other party only, any immunity under the Worker's Compensation Act, RCW Title 51.

**F.** The Parties recognize that this waiver was the subject of mutual negotiation. In the event any Party incurs attorney's fees, costs, or other legal expenses to enforce the provisions of this AGREEMENT against the other Party, all such fees, costs and expenses shall be recoverable by the prevailing Party.

**G.** No liability shall attach to either Party by reason of entering into this AGREEMENT except as expressly provided herein.

**H.** The provisions of this Article 18 shall survive any termination or

expiration of this AGREEMENT.

CITY OF ORTING :

PORT OF TACOMA:

By: \_\_\_\_\_

Its:

Date: \_\_\_\_\_

*Eric D. Johnson*

By: Eric D. Johnson (Jun 13, 2022 15:53 PDT) \_\_\_\_\_

Eric Johnson

Its: Executive Director

Date: **Jun 13, 2022** \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_

Its:

By:  \_\_\_\_\_

Heather L. Burgess

Its: Legal Counsel



**City Of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  School Resource Officer Interlocal Agreement (SRO ILA) Renewal	<b>AB22-65</b>	<b>Public Safety</b>		
		<b>7.7.2022</b>	<b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b> Police/Finance			
	<b>Date Submitted:</b> 6.30.2022			
	<b>Cost of Item:</b> Revenue Item			
<b>Amount Budgeted:</b>		N/A		
<b>Unexpended Balance:</b>		N/A		
<b>Bars #:</b>		001-342-10-00-00		
<b>Timeline:</b>		By 9.1.2022		
<b>Submitted By:</b>		Devon Gabreluk/Scott Larson		
<b>Fiscal Note:</b>				
The School District will pay the City \$107,000 for the 2022-2023 school year and \$110,000 for the 2023 – 2024 school year.				
<b>Attachments:</b> ILA and Attachments				
<b>SUMMARY STATEMENT:</b>				
The School District and the City have negotiated a successor ILA for School Resource Officer Services to continue our ongoing SRO relationship. The scope has changed slightly from the prior year to include participation in the school’s threat assessment process. The fee for the SRO is going up to \$107,000 for the 2022-2023 school year.				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move forward to regular business meeting on July 27 <sup>th</sup> , 2022 as a consent agenda item.				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
To approve the interlocal agreement for school resource officer services with the Orting School District as prepared.				



**INTERLOCAL AGREEMENT BETWEEN THE ORTING SCHOOL DISTRICT  
AND CITY OF ORTING  
FOR THE SCHOOL RESOURCE OFFICER PROGRAM**

THIS AGREEMENT, made and entered into this 1st, day of July, 2022, by and between the Orting School District (“District”) and the City of Orting (“City”).

WHEREAS, the City is a municipal corporation of the State of Washington, organized and operating under the Optional Municipal Code, Title 35A RCW; and

WHEREAS, the District is a municipal corporation organized pursuant to Title 28A of the Revised Code of Washington, RCW 28A; and

WHEREAS, the City and the District have the power, authority and responsibility to provide public safety services within their respective jurisdictions and facilities; and

WHEREAS, the District has expressed a desire to execute an agreement with the City for the services of one full-time police officer, known as a School Resource Officer ("SRO") to be stationed at Orting High School and serving the District's schools located within the City's corporate boundaries; and

WHEREAS, both parties desire to enter into an agreement for the purpose of utilizing the City’s capabilities to provide the District with SRO services; and

WHEREAS, the District and the City believe the services rendered by an SRO will enhance school security and benefit public safety; and

WHEREAS, the City is willing to assign a police officer to serve as an SRO as set forth herein, subject to the District's commitment to reimburse the City its proportional share of the costs of maintaining such position, as specified in this Agreement; and

WHEREAS, the City and the District agree to fund an SRO position in accordance with the terms and conditions set forth in this Agreement; and

WHEREAS, this Agreement is specifically authorized by the Interlocal Cooperation Act set forth in Chapter 39.34 of the Revised Code of Washington,

NOW, THEREFORE, IN CONSIDERATION OF THE PROMISES AND AGREEMENTS CONTAINED HEREIN, IT IS AGREED AS FOLLOWS:

1. Scope of Services. The City will assign one regularly employed Orting police officer to serve as a School Resource Officer (“SRO”). This SRO will provide a uniformed presence on campus to promote safety and serve as a positive resource to the schools and surrounding neighborhoods. The SRO will patrol Orting schools and surrounding areas, focusing primarily on Orting High School and the District’s secondary schools, in order to identify, investigate, deter, and prevent crime, especially those incidents involving weapons, youth violence, harassment,

gang involvement, drugs, or other similar activities. In addition, the SRO will provide students, parents, teachers, administrators and neighborhood residents with information, support, and problem-solving mediation and facilitation. The SRO shall perform the duties set forth on Appendix B to this agreement, adopted herein by this reference, which contains a comprehensive School Resource Officer Scope of Work.

While school is in session, the SRO will be assigned to the District on a full-time, forty (40) hours work week, minus any scheduled vacation time, sick time, training time, court time, or any other unavoidable police-related activity, including any emergencies such as civil disasters.

Except as provided herein, scheduling for the SRO while school is in session will be determined by mutual agreement but not with less than 10 days' notice of the District and the SRO's police supervisor. The SRO will not take vacation while school is in session unless approved by his/her police supervisor. On scheduled work days when school is not in session (summer vacation, school breaks, holidays, etc.), the SRO will work on assignments as determined by their police supervisor.

The SRO will attend a weekly meeting with the District's Superintendent to review and discuss timely school safety issues. The City shall have the sole discretion as to the staffing, but will accept input from the District. The City shall have the sole discretion for equipment, uniform, and supplies used by the SRO and shall be the sole judge as to the most appropriate, efficient and effective manner of handling and responding to calls for Services or the rendering thereof. The SRO will remain an employee of the City. The delivery of services, the standards of performance, the discipline of officer, the supervision of the SRO and any other City personnel, and other matters incidental to the performance of the Services, shall remain under the control of the City.

2. Salary, Retirement and Overtime. The District shall not assume any liability for the direct payment of any salaries, wages, or other compensation to an SRO performing the Services provided hereunder, except as provided herein. The District shall be responsible for the cost of overtime necessitated by the performance of this Agreement, and will be periodically billed for overtime incurred. The District shall be responsible for any off-duty employment costs. Off-duty employment agreements shall be between the District and the City using the City's standard agreement. Except as otherwise specified herein, the District shall not be liable for compensation for wages for any City employee for injury or sickness arising out of his/her employment pursuant to this Agreement, except for any injury or sickness that occurs as a result of the District's negligent or intentional acts.

3. Term. This Agreement shall be effective for a term from **August 1, 2022 – June 30, 2024**. Following expiration of the initial term, this Agreement may be extended, by mutual agreement, for an additional year thereafter upon the same terms and conditions, provided that the Parties may modify the reimbursement amount set forth in paragraph 4 below.

4. Payment for Services. The District will reimburse the City for the services of one (1) SRO, as provided by this Agreement as outlined in Appendix A, for the initial term of this Agreement. Charges will be billed in two (2) installments in October and April. The District shall remit payment to the City within thirty (30) days after receipt of invoice. The Finance Directors for each

party are authorized to modify this payment schedule and process by subsequent mutual agreement, provided such understandings or modifications shall be in writing.

In the event that school buildings are closed to students by proclamation of the Governor, State Superintendent, Orting School District Superintendent, or health official, the District will only be responsible for payment for services rendered for any week(s) during which schools' buildings are partially or fully open to students. The Parties will prorate the remaining portion of this Agreement by week based on 41 weeks of service for any weeks the District's buildings are fully closed.

In the event the SRO is absent from his or her duties and/or is working in an unrelated capacity, the City will adjust billing by noting a prorated reduction for hours not performed on the next bill.

5. Emergency Situations. During days when school is in session, the SRO will not be assigned by the City to duties other than those set forth herein, except for required Departmental training or in response to emergency situations, as determined by the sole discretion of the Chief of Police or his designee, necessitating the response of additional police personnel.

6. Indemnification. The District agrees to defend at its own expense, indemnify and hold harmless the City, its hired, appointed and elected officers, officials, employees, agents, and volunteers from and against any and all liabilities, judgments, liens, losses, costs, damages and expenses, including costs and attorney fees in defense thereof, because of actions, claims or lawsuits of any kind that allege injury or death to a person, or damage, injury or destruction to property or the enjoyment of property caused or allegedly caused or occasioned in whole or in part by or arising out of the performance or carrying out the terms of this Agreement and/or amendments to this Agreement except to the extent that such injury or death to a person, or damage, injury, or destruction of property or the enjoyment of property is caused by the negligent or intentional tortuous acts of the City and/or its hired, appointed and elected officers, officials, employees, agents, and volunteers. The City agrees to defend at its own expense, indemnify and hold harmless the District, its hired, appointed and elected officers, officials, employees, agents, and volunteers from and against any and all liabilities, judgments, liens, losses, costs, damages and expenses, including costs and attorney fees in defense thereof, because of actions, claims or lawsuits of any kind that allege injury or death to a person, or damage, injury or destruction to property or the enjoyment of property caused or allegedly caused or occasioned in whole or in part by or arising out of the performance or carrying out the terms of this Agreement and/or amendments to this Agreement except to the extent that such injury or death to a person, or damage, injury, or destruction of property or the enjoyment of property is caused by the negligent or intentional tortuous acts of the District and/or its hired, appointed and elected officers, officials, employees, agents, and volunteers.

7. Compliance with Laws. In exercise of its rights to provide the City with input on the selection of an assigned SRO, the District acknowledges, in addition to compliance by the City with all applicable laws and regulations relating to employee hiring, the City's Civil Service rules prohibit discrimination on the basis of non-merit factors. Additionally, the District acknowledges and agrees the Services rendered hereunder may be affected by provisions of the collective bargaining agreement between the City and the union representing the SRO. Furthermore, this

Agreement shall be subject to all laws, rules, and regulations of the United States of America, State of Washington, and the City of Orting. Should any such authority effectively prevent the performance of the obligations set forth herein or otherwise materially interfere with the achievement of the purposes of this Agreement, either party may terminate this Agreement upon thirty (30) days written notice to the other.

8. Termination. If either party fails to comply with the terms and conditions of this Agreement, the other party, upon thirty (30) days prior written notice to the breaching party, may terminate this Agreement.

9. Modification. Either party may, in writing, request changes in the Agreement. Except as otherwise provided herein, any and all agreed modifications shall be in writing, signed by each of the parties and affixed to this Agreement.

10. Venue and Governing Law. In the event of litigation arising out of any of the terms of this Agreement, the venue of such action of litigation shall be in the courts of the State of Washington, County of Pierce. This Agreement shall be governed by the law of the State of Washington.

11. Mediation / Arbitration Clause. If a dispute arises from or relates to this Agreement or the breach thereof and if the dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under Judicial Dispute Resolution LLC ("JDR") service rules or policies before resorting to arbitration. If the parties are unable to agree on the selection of a mediator or are unable to resolve the dispute by mediation pursuant to this section, or the parties waive mediation by written agreement, then the parties agree to submit their dispute to binding arbitration by delivering written demand for arbitration to the other party. The parties shall agree upon one arbitrator within ten (10) days of the arbitration demand. The arbitrator must be a JDR panelist. If the parties do not mutually agree on the identity of the arbitrator within such period, the arbitrator shall be selected by the administrator of the JDR, according to the arbitration rules of the JDR, without further input by the parties. All statutes of limitations which would otherwise be applicable shall apply to any arbitration proceeding hereunder. The arbitration will be conducted in Orting, Washington under the procedures of the Arbitration Rules of Judicial Dispute Resolution LLC in effect on the date hereof as modified by this Section. Any issue about whether a claim must be arbitrated pursuant to this provision shall be determined by the arbitrator.

12. Confidentiality. Laws involving confidentiality govern both the District and the City. Both the District and the City agree their employees, subcontractors, and others shall maintain the confidentiality of all information provided by the other to the extent required by the laws governing each. The federal Family Educational Rights and Privacy Act governs the District and the City understands this act and other state and federal laws will restrict the dissemination of certain information to the City. The District likewise understands that certain intelligence and law enforcement information is to remain confidential and in the sole control of the City. Each party agrees to respect the requirement imposed on the other and, in the event of any judicial action, to promptly notify the other of any attempt to seek disclosure of information.

13. Notices. Any notices required to be given by the Parties shall be delivered at the addresses

set forth below. Any notices may be delivered personally to the addressee of the notice or may be deposited in the United States mail, postage prepaid, to the address set forth below. Any notice so posted in the United States mail shall be deemed received three (3) days after the date of mailing.

14. No Joint Venture or Separate Entity Created. No joint venture or partnership is formed as a result of this Agreement, and no separate legal entity is formed hereby. The employees or agents of each Party who are engaged in the performance of this Agreement shall continue to be employees or agents of that Party subject to the policies, procedures and control of that Party, and shall not be considered for any purpose to be employees or agents of the other Party.

15. Severability. If any term or condition of this Agreement or the application thereof to any persons(s) or circumstances is held to be unconstitutional or invalid, such invalidity shall not affect the validity of the remaining portion of this Agreement and the remainder shall remain in full force and effect. The terms and conditions of this Agreement are declared severable.

16. Captions. The captions used herein are for convenience only and are not a part of this Agreement and do not in any way limit or amplify the terms and provisions hereof

17. No Waiver. Waiver of any breach or condition of this Agreement shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this Agreement shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.

18. Entire Agreement. This written Agreement represents the entire agreement between the parties and supersedes any prior oral statements, discussions, or understanding between the parties.

19. Counterpart Originals. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties below have executed this Agreement, and by doing so, acknowledge that they have read this Agreement, understand its terms, and enter this Agreement in a knowing, intelligent, and voluntary manner.

ORTING SCHOOL DISTRICT

CITY OF ORTING

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix A: Payment for Services Schedule

Payments to the City shall be based on the following schedule:

2022 – 2023 School Year	\$107,000
2023 – 2024 School Year	\$110,000

Additional hours that are requested by the District shall be based on the following schedule:

2022 – 2023 School Year	\$84.00 / hour
2023 – 2024 School Year	\$86.00 / hour

## Appendix B– School Resource Officer Scope of Work

The School Resource Officer (SRO) is a fully-commissioned, uniformed police officer assigned to maintain a safe and secure environment for students and faculty at schools located in the Orting School District. The SRO position is funded through an inter-local agreement between the City of Orting and the Orting School District.

### Goal and Program Benefits:

The SRO program should help reduce crime in the schools and community. It will do so by intervening earlier in the delinquency pattern as well as offering students a positive role model. The physical security of the schools will be improved. This will result in a safer environment for students and faculty. The SRO will improve the liaison between students and faculty and the City of Orting Police Department. Overall, the relationship between the schools, staff, students, the City of Orting Police Department, and the community will improve.

### SRO Duties:

1. Patrol all four district schools and surrounding areas to identify, investigate, deter and prevent crimes, especially incidents involving drugs, gang involvement, weapons, youth violence, harassment or similar activities. Patrol other district facilities within the city on an “as needed” basis.
2. Provide specialized training to school staff and students designed to improve security in the school. Topics, for example, can include drug and gang identification, stranger awareness, sexual predators, crime prevention, and safety presentations, etc.
3. Provide advice to school district personnel on law enforcement issues. SRO will assist in suggesting solutions to security problems that arise in the school district.
4. Provides a positive atmosphere when interacting with students. Will be available during student lunch periods, recess, before school, and assemblies when schedule permits.
5. Handle traffic complaints involving students on district properties and immediately adjoining areas.
6. Work with school district security personnel on matters of mutual concern and provide them with training to enhance school safety.
7. Assist school district personnel in the identification of/and behavior modification of behaviors not conducive to a positive school environment and assist in law enforcement and security-related problem solutions.
8. Work flexible or adjusted shifts when necessary and permissible by labor agreement (CBA) to accommodate evening meetings, presentations or other activities involving the SRO.
9. Attend City of Orting Police Department training and meetings as required.

10. SROs generally will strive to limit vacations during periods in which school is in session. If this should occur, the City agrees to make reasonable efforts to assign other officers to provide SRO services in the regular officer's absence.

11. The SRO shall comply with and be subject to the City of Orting Police Department's operating policies and personnel policies.

12. The SRO shall not be responsible for the administration of student discipline. The administration of student discipline shall be the duty of the District.

13. The Assistant Superintendent of Business, Operations and Safety will be the main point of contact for the SRO and will meet on a regular basis to provide oversight of district needs and discussion of impacting issues.

14. The SRO and Assistant Superintendent will oversee a working schedule that meets the needs of the district.

15. The SRO will participate in Level 1 and Level 2 threat assessments in collaboration with District Staff.





**City of Orting  
Council Agenda Summary Sheet**

<b>Subject:</b>  Sidewalk Removal and Replacement Bids- PW Project 2022-02	<b>Agenda Item #:</b>	<b>Committee</b>	<b>Study Session</b>	<b>Council Meeting</b>
	<b>AB22-64</b>			
			<b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b> Public Works			
	<b>Date Submitted:</b> <b>7.6.2022</b>			
<b>Cost of Item:</b>		<u>\$ 40,242.80</u>		
<b>Amount Budgeted:</b>		\$		
<b>Unexpended Balance:</b>		\$		
<b>Bars #:</b>		<b>101.542.30.48.07- 101.594.42.63.03-108.508.10.00.02</b>		
<b>Timeline:</b>		<b>Summer 2022</b>		
<b>Submitted By:</b>		<b>Greg Reed, PW Director</b>		
<b>Fiscal Note:</b>				
<b>Attachments:</b> Bid Tab				
<b>SUMMARY STATEMENT:</b>				
<p>This project includes the removal and replacement of sidewalk sections with installed concrete and replaced with concrete to currents standards.</p> <p>A contract or contracts, if awarded, will be based upon the lowest responsive and responsible bid or bids per RCW 39.04.350, based on unit prices per estimated quantities as defined in more detail in the bid documents. The City reserves the right to reject any and all bids, to delete portions or all of the work, to substitute alternative bid item prices for base bid item prices, to waive any informality in bidding, and to make the award deemed to be in the best interest of the City.</p> <p>The low bidder is <u>Four Seasons Concrete Construction.</u></p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move forward to regular business meeting on July 27 <sup>th</sup> , 2022 as a consent agenda item.				
<b>RECOMMENDED MOTION: <u>Motion:</u></b>				
To authorize the Mayor to sign a contract with Four Seasons Concrete Construction in the amount of \$40,242.80 for sidewalk removal and replacement on parcels 7001972560, 7001770860, 7000540610, 7000980080, and 0519311068,				

# CITY OF ORTING

104 Bridge St S  
Orting, WA 98360

lhinds@cityoforting.org  
(360) 893-9039



## BIDDER RESPONSIBILITY CHECKLIST

The following checklist is used in documenting that a bidder meets the mandatory Bidder Responsibility Criteria. Please print a copy of documentation from the appropriate website to be included with the submittal.

### GENERAL INFORMATION

Project Name: <b>Sidewalk Removal &amp; Replacement</b>	Project Number: <b>PW 2022-02</b>
Bidder's Business Name: <b>Four Seasons Concrete Construction LLC</b>	Bid Submittal Deadline: <b>June 23, 2022 10am</b>

### CONTRACTOR REGISTRATION

License Number: <b>FOURSSCB5QJO</b>	Status: Active: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Effective Date (must be effective on or before Bid Submittal Deadline): <b>4-20-2015</b>	Expiration Date: <b>4-20-2023</b>	

### CONTRACTOR INFRACTION LIST

Is Bidder on Infraction List:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-------------------------------	------------------------------	--

### CURRENT UBI NUMBER

UBI Number: <b>603 492 142</b>	Account Closed: Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>
-----------------------------------	---

### INDUSTRIAL INSURANCE COVERAGE

Account Number: <b>528,178-00</b>	Account Current: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
--------------------------------------	---

### EMPLOYMENT SECURITY DEPARTMENT NUMBER

Employment Security Department Number: <b>109843-00-3</b>	
Please Provide a copy of your latest correspondence, containing your account number, with Employment Security Department. Please do not provide document containing personal information such as social security numbers.	

### STATE EXCISE TAX REGISTRATION NUMBER

Tax Registration Number: <b>603 492 142</b>	Account Closed: Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>
--	---

### NOT DISQUALIFIED FROM BIDDING

Is the Bidder listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
--	------------------------------	--

### INFORMATION SUPPLIED BY:

Print Name of Bidder Representative: <b>Bruce M. Waddell III</b>	Date <b>June 23, 2022</b>
---	------------------------------

### VERIFIED BY:

Signature of District Employee  <span style="text-align: center;">3</span>	Date
--	------

# CITY OF ORTING

104 Bridge St S  
 Orting, WA 98360

lhinds@cityoforting.org  
 (360) 893-9039

## SECTION 3 BID PRICE SHEET 2022 Sidewalk Replacement Program

### BID ITEM 1

Parcel # 7001972560 – Rocky Rd Ne & Daffodil Ave NE @ City Storm Pond

LOCATION	Bid Item	Units	Quantity	Unit price
Section 1.1 (9.50 Sq Yd)	Removal of Concrete & installation of New Concrete Sidewalk	19.51 Sq Yd	19.51	203.78
Section 1.2 (5.56 Sq Yd)				
Section 1.3 (4.45 Sq Yd)				
Unit Price Subtotal				3975.75

### BID ITEM 2

Parcel # 7001770860 – Mazza St NE & Hansberry Ave NE @ City Storm Pond

LOCATION	Bid Item	Units	Quantity	Unit price
Section 2.1 (5.56 Sq Yd)	Removal of Concrete & Installation of New Concrete Sidewalk	11.12 Sq Yd	11.12	330.44
Section 2.2 (5.56 Sq Yd)				
Unit Price Subtotal				3674.49

### BID ITEM 3

Parcel # 7000540610 – 511 Brown St SE @ City Storm Pond

LOCATION	Bid Item	Units	Quantity	Unit price
Section 3.1 (4.45 Sq Yd)	Removal of Concrete & Installation of New Concrete Sidewalk	6.68 Sq Yd	6.68	535.04
Section 3.2 (2.23 Sq Yd)				
Unit Price Subtotal				3574.07

# CITY OF ORTING

104 Bridge St S  
 Orting, WA 98360

lhinds@cityoforting.org  
 (360) 893-9039

**BID ITEM 4**

**Parcel # 7000980080 – 802 Calistoga St SW @ Park/Ballfields & City Storm Pond**

LOCATION	Bid Item	Units	Quantity	Unit price
Section 4.1 (294.45 Sq Yd)	Removal of Concrete & Installation of New Concrete Sidewalk	294.45 Sq Yd	294.45	74.67
Unit Price Subtotal				21,986.58

**BID ITEM 5**

**Parcel # 0519311068 – 703 Kansas St SW**

LOCATION	Bid Item	Units	Quantity	Unit price
Section 5.1 (5.34 Sq Yd)	Removal of Concrete & Installation of New Concrete Sidewalk	5.34 Sq Yd	5.34	669.31
Unit Price Subtotal				3574.12
Project Subtotal				36,785.01
9.4% Sales Tax				3,457.79
PROJECT TOTAL				40,242.80

Project Total includes all Bid Items 1 thru 5. Project Total shall include sales tax.

Note: Prices above are as estimated per this contract. Unit prices shall remain firm for the contract period.



Four Seasons Concrete Construction, LLC  
5309 84<sup>th</sup> St. E. Tacoma, WA 98446  
253-301-3858

June 23, 2022

RE: **Bidder Reference Information**

1. City of Covington-Agreement for 12 Locations, Ross Junkin, 253-480-2400 ext. 2471
2. Glen Acres Church, Darrell Chase, 206-243-8575
3. City of Federal Way-Panther Lake Trail, Steve Ikerd, 253-835-6911

Thank you,

Bruce Waddell  
Estimator  
Four Seasons Concrete Construction, LLC

**City of Orting**  
**2022 Sidewalk Remove & Replacement**  
**Project, PW2022-02**

<b><u>Contractor</u></b>	<b><u>Bid Amount</u></b>
Rainer Asphalt Sealing DBA: Rainer Asphalt and Concrete	\$75,011.45
Sebastian GC Inc.	\$78,671.55
Four Seasons Concrete Construction	\$40,242.80



**City of Orting  
Council Agenda Summary Sheet**

	<b>Agenda Bill #</b>	<b>Recommending Committee</b>	<b>Study Session Dates</b>	<b>Regular Meeting Dates</b>
<b>Subject:</b>  Orting Summerfest Sponsorship.	<b>AB22-61</b>	<b>CGA</b>		
		<b>7.6.2022</b>	<b>7.20.2022</b>	<b>7.27.2022</b>
	<b>Department:</b>	Kim Agfalvi, City Clerk		
	<b>Date Submitted:</b>	<b>6.30.2022</b>		
<b>Cost of Item:</b>	<u>\$N/A</u>			
<b>Amount Budgeted:</b>	<u>\$N/A</u>			
<b>Unexpended Balance:</b>	<u>\$ N/A</u>			
<b>Bars #:</b>	N/A			
<b>Timeline:</b>	Approval as soon as possible			
<b>Submitted By:</b>	Kim Agfalvi			
<b>Fiscal Note:</b> None				
<b>Attachments:</b> Application, Resolution 2022-18				
<b>SUMMARY STATEMENT:</b>				
<p>The City received an application for sponsorship for Orting Summerfest. Policy requires that the City Council review and approve all applications for sponsorship, and determine whether an event qualifies for sponsorship (after review and approval of the application by the Community &amp; Government Affairs Committee). To qualify for sponsorship, an approved event must:</p> <ol style="list-style-type: none"> <li>1. Allow all citizens to reasonably participate;</li> <li>2. Serve a valid municipal purpose, such as strengthening the City’s sense of community or celebrating a City’s history and;</li> <li>3. May provide, through increased customers, additional revenues for Orting businesses and subsequent improved tax revenues for the City.</li> </ol> <p>The event organizer is asking for tier 2 sponsorship with the use of the City Gazebo, basketball court and City park areas grass (south). They are requesting use of the existing City bathroom facilities and that two portable restrooms are placed in the park. The event organizer is asking that Train Street between Washington Ave and Van Scoyoc be closed so children can cross from the north side of the park to the south side of the park and not have to worry about traffic and is requesting use of barricades.</p>				
<b>RECOMMENDED ACTION: <u>Action:</u></b>				
Move forward to regular business meeting on July 27 <sup>th</sup> , 2022 as a consent agenda item.				

**RECOMMENDED MOTION: Motion:**

To approve Resolution No. 2022-18, a resolution of the City of Orting, Washington, declaring a public purpose and authorizing City sponsorship of Orting Summerfest.



**CITY OF ORTING**  
**WASHINGTON**  
**RESOLUTION NO. 2022-18**

**A RESOLUTION OF THE CITY OF ORTING,  
WASHINGTON, DECLARING A PUBLIC PURPOSE AND  
AUTHORIZING CITY SPONSORSHIP OF ORTING  
SUMMERFEST.**

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**WHEREAS**, the City of Orting has adopted a Special Event Sponsorship Policy (the “Policy”) to extend City-sponsorship to events that the City Council determines serve valid municipal purposes; and

**WHEREAS**, in accordance with the Policy, sponsorship is extended to events upon application, on a case-by-case basis and at various levels of support depending on the value the event has for the community; and

**WHEREAS**, upon a declaration by the City Council that a particular event qualifies for sponsorship, the event may be entitled to use of city facilities and services without charge; and

**WHEREAS**, the City received an application for sponsorship from Orting Summerfest and

**WHEREAS**, the City Council’s Community & Government Affairs Committee reviewed the application on July 6th, 2022, and recommended approval of the application; and

**WHEREAS**, the City Council finds that Orting Summerfest has been an institution of public service for many years, is open to the public, and serves the valid municipal purposes of providing an opportunity for strengthening the City’s sense of community and celebrating the agricultural assets that are fundamental to the City; and

**WHEREAS**, the City Council finds that Orting Summerfest’s application meets the requirements of the City’s Policy, and qualifies for City-sponsorship as an event serving valid municipal purposes; and

**NOW, THEREFORE**, the City Council of the City of Orting, Washington, do resolve as follows:

**Section 1. Declaration of Public Purpose.** The City Council declares that the Orting Summerfest is an event open to the public, which serves the valid municipal purposes described herein.

**Section 2. Authorization for Sponsorship of Event.** The City Council authorizes the City’s sponsorship of Orting Summerfest, pursuant to the City’s Policy, at the Tier # 2 level. This authorization extends to the event identified on Orting Summerfest’s application for

sponsorship, on Sunday, August 28th, 2022 from 8:00am– 3:00pm. The Mayor is authorized to enter into a contract with the Orting Summerfest to memorialize the City’s sponsorship described herein.

**Section 3. Effective Date.** This Resolution shall take effect and be in full force immediately upon its passage.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 27<sup>th</sup> DAY OF JULY, 2022.**

CITY OF ORTING

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Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

---

Kimberly Agfalvi, City Clerk

Approved as to form:

---

Charlotte Archer, City Attorney  
Inslee, Best, Doezie & Ryder, P.S.



City of Orting  
 104 Bridge St S • PO Box 489 • Orting, WA 98360  
 Phone: 360-893-9017 or 253-262-7842  
 Fax: 360.893.6809  
 Email: recreation@cityoforting.org  
 Web: www.cityoforting.org

## SPECIAL EVENT APPLICATION

**Definition:** A Special Event is an activity which occurs upon public or private property that will affect the standard and ordinary use of public streets, rights-of-way, sidewalks, parks/facilities and/or which requires extraordinary levels of City Services. This includes, but is not limited to; fairs, festivals, carnivals, circus, sporting events, foot runs/walks that utilize City parks and facilities, cycling events, block parties, markets, parades, exhibitions, auctions, dances, riding galleries, theatrical, musical entertainments, motion picture filming, etc.

**Application:** This completed application, a detailed event map showing where the event will take place, a certificate of insurance naming the City of Orting as an additional insurer for this event in the amount of \$1,000,000.00, and any other pertinent information, along with the Special Event fee (\$200) must be submitted to the City of Orting at least ninety (90) days prior to event. Upon receipt, a meeting with City Department Heads will be scheduled. It is required that the applicant meet with Department Heads in a scheduled meeting to go over the Special Event Application to assure guidelines and preparation prior to the event. After this meeting, you will be notified if your event has been approved. Failure to meet any deadlines required by the City of Orting may result in cancellation of the event. **Applicant initials:** KF

NAME OF APPLICANT: Karie Franks

NAME OF ORGANIZATION: Orting Summerfest / Abundant Life

ARE YOU NON-PROFIT:  Yes [ ] No IF YES, UBI#: 602 434 892

MAILING ADDRESS: PO Box 826 Orting WA 98360

EMAIL ADDRESS: OrtingSummerfest@gmail.com

NAME OF EVENT: Orting Summerfest Block Party

TYPE OF EVENT (parade, festival, etc.): Community Gathering Church Service 10-11

DATE(S) OF EVENT: Sunday, August 28<sup>th</sup> 2022

TIME(S) OF EVENT: Set-Up 8am Start of Event 10am

End of Event 2pm Exit Time 3pm

Food  
Bouncy Houses  
Obstacle Course  
Games, etc.  
11-2

PRIMARY CONTACT NAME: Karie Franks <sup>Cell</sup> PHONE: 253-722-6148  
 PRIMARY CONTACT EMAIL: Karie@alccarting.com  
 DAY OF CONTACT NAME: Karie Franks PHONE: Same  
 DAY OF CONTACT EMAIL: Same  
 ALTERNATE CONTACT: Brad Crasley PHONE: 253-222-4403

**FOR ALL SPECIAL EVENTS:**

**TYPE OF EVENT:**

- Festival/Carnival/Fair
- Parade
- Run/Race (If you do not require the use of City parks or facilities, you do not need to complete this application. You will need to submit a separate trail use application.)
- Walk Procession/Organized Rally
- March
- Block Party
- Demonstration
- Other (Specify) \_\_\_\_\_

**FACILITIES & PARKS USAGE REQUESTED (See Appendix A for rental rates):**

- |  |   |
|--|---|
| <input type="checkbox"/> BBQ Area                    | <input checked="" type="checkbox"/> Gazebo                        |
| <input checked="" type="checkbox"/> Basketball Court | <input checked="" type="checkbox"/> City Park grass areas (south) |
| <input type="checkbox"/> Multi-Purpose Center (MPC)  | <input type="checkbox"/> Orting Station                           |
| <input type="checkbox"/> Fountain Pavilion           | <input type="checkbox"/> North Park grass area                    |

**If the Event is providing for the following, what arrangements will be in place?**

Will you have additional garbage service and where will they be placed (show on Map)?

No additional needed

Will you have adequate restroom facilities and where will they be placed (show on Map)?

Park Restrooms + City provides 2 portable restrooms

Will there be any open flame, cooking facilities or gas cylinders (show on Map)?

YES. Food will be cooked and served

**ADDITIONAL SERVICES:** Will you need additional services for a Non-Sponsored event, or from the City that are not covered under Tier 1 or Tier 2 for a Sponsored Event?  Yes  No

<u>City Services</u> (please mark all that apply)	<u>Price</u>	<u>Total Price</u>
<input type="checkbox"/> 1 Public Work staff	\$75/hr x ___ hrs	\$ _____
<input type="checkbox"/> 1 Police Officer	\$85/hr x ___ hrs	\$ _____
<input type="checkbox"/> 1 Dumpster	\$20/event	\$ _____
<input type="checkbox"/> 2 Standard Portable Restrooms (Delivery/Pick Up/Cleaning)	\$150/event	\$ _____
<input type="checkbox"/> Electricity (2 Spider Boxes)	\$50/event	\$ _____
<input type="checkbox"/> Audio/PA system (Does not include a DJ)	\$75/event	\$ _____
<input type="checkbox"/> Barricades (Must provide placement on map)	\$50/event	\$ _____
<input type="checkbox"/> Street Sweeper (man power/vehicle)	\$150/hr x ___ hrs	\$ _____
<input type="checkbox"/> Portable Trailer Sign	\$50/day x ___ days	\$ _____
<input type="checkbox"/> Banner (Banner request required)	\$195 (up for 2 weeks only)	\$ _____
<input type="checkbox"/> Facility Rental Fees & Deposits	\$ Varies	\$ _____
*See Appendix A for rental rates**		
<input type="checkbox"/> Blanket Vendor Permit	\$100/event	\$ _____
Total For Special Event Services		\$ _____
Special Event Fee		\$200
<b>TOTAL TO BE PAID</b>		\$ _____

**BANNER REQUEST:** Please complete the following if you would like a banner in place across Washington Ave./SR 162 before and/or during your event. **Banner message is limited to name, date, and event sponsor. Commercial advertising is not allowed.**

**Banner must meet the following requirements:** Banner shall not be larger than 24 feet wide and 36 inches high. Banner shall maintain minimal vertical clearance to overhead utility lines set forth by PSE. Banners shall have wind load relief flaps eighteen (18) inches wide and ten (10) inches high spaced at a density of one flap for each ten (10) square feet of surface area. Relief flaps shall be spaced uniformly to provide uniform wind load reduction. Banners shall have two (2) inch high vinyl coated nylon strip (13oz) securely sewn along top and bottom.

Requested period for the banner to be displayed: \_\_\_/\_\_\_/\_\_\_ through \_\_\_/\_\_\_/\_\_\_

**\*The banner may only be across SR 162 for 2 weeks\***

Material Type: \_\_\_\_\_ Size: \_\_\_\_\_ X \_\_\_\_\_ Thickness: \_\_\_\_\_

How many cuts are on banner? \_\_\_\_\_ One sided or two-sided?  One  Two

**VENDORS:** Will there be any vendors?  Yes  No

If yes, vendors are required to purchase a City of Orting Business License through the State of Washington prior to the event **or** the Applicant (Event) must purchase a Blanket License to cover all vendors. (Resolution 2011-12)

It will be the responsibility of the Event Coordinator to ensure vendor parking does not block Orting Businesses on Washington Ave., Van Scoyoc Ave. or customer parking areas next to the parks or businesses with exceptions determined by the City of Orting.

**PARADE INFORMATION:** Will a parade be part of this event? [ ] Yes  No

If yes, please answer the following:

PARADE START TIME: \_\_\_\_\_ START LOCATION (show on map): \_\_\_\_\_

STAGING AREA – WHERE/WHAT TIME (show on map): \_\_\_\_\_

PARADE ROUTE (show on map): \_\_\_\_\_

WILL HORSES OR OTHER ANIMALS BE IN PARADE? [ ] Yes [ ] No

If yes, approximately how many animals? \_\_\_\_\_

**\*You will be responsible for cleaning up after animals participating in the parade\***

WOULD YOU LIKE THE POLICE OR FIRE DEPARTMENT TO PARTICIPATE IN THE PARADE?

[ ] Yes [ ] No

**OTHER:**

ARE YOU PLANNING TO CLOSE SR 162 (WASHINGTON AVE.) TO TRAFFIC? [ ] Yes  No

If Yes, you will need to coordinate with WSDOT to approve the road closure. Visit <https://wsdot.wa.gov/about/contacts> for more information.

ARE YOU PLANNING TO CLOSE ANY OTHER LOCAL STREETS?  Yes [ ] No

If yes, which streets (show on map)? between Van Scoyoc & Washington Ave

Train Street for safety of kids as they cross from park to park otherwise we don't have to

Will the event interfere with access to emergency services or cause undue hardship or excessive noise levels to adjacent businesses and/or residents? (Please explain)

NO

What methods will you be using to notify adjacent homeowners/businesses? (Please explain)

Advertising in town and social media - inviting the community

I understand that if deadlines are not met, our event may not be considered for Sponsorship and/or the event may not occur. Initials: KOF

If roads are to be closed for any time at all the Applicant/Sponsoring Unit must contact Washington State Department of Transportation (WSDOT) to obtain a permit for the event and provide a copy for the City at least 2 weeks prior to the event. Initials: KOF

I understand that in the planning of activity I must allow for a 20ft access for emergency vehicles and also notify adjacent homeowners and businesses. Initials: KOF

Permittee agrees to defend, indemnify and save harmless the City of Orting, its appointed and elective officers and employees, from and against all loss or expense, including but not limited to judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the City of Orting, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of therefrom, arising out of any activity under or in connection with this event, except only such injury as shall have been occasioned by the sole negligence of the City of Orting, its appointed or elected officers or employees. I also am aware that I must provide \$1,000,000 liability insurance and name the City of Orting as an additional insurer. Initials: KAF

**Certificate of Insurance in the amount of \$1,000,000 showing the City of Orting as an additional Insurer (please attach).**

Name of Insurance Company: Farmer's Insurance Company  
Policy Number: 605913783

**HOLD HARMLESS STIPULATION:** Permittee covenants and agrees to indemnify, defend and hold harmless the City, its officers, agents and employees from and against any and all claims, actions, liability, cost and expense. Permittee understands that the Community Event will include the Covered Facilities, Orting Station and the Multi-Purpose Center facilities which are all owned by the City of Orting. Initials: KAF

**THE UNDERSIGNED APPLICANT HEREBY** warrants that he/she is the authorized representative of the Sponsoring Organization, and further AGREES to defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of City's property or from any activity, work or thing done, permitted, or suffered by APPLICANT or public in or about the City's property as a result of the APPLICANT'S use of the City's property. Initials: KAF

I declare under penalty of perjury (under the laws of the United States of America) that the foregoing is true and correct.

APPLICANT SIGNATURE: [Signature] DATE: 6/13/22

PRINT NAME: Karie Franks

Title/Role with Organization: Executive Pastor / Summerfest Director

**Facilities are based on a first come, first serve basis. Events do not have special privileges. Applications and all required documents may be mailed or brought in to the following to be added to the yearly calendar:**

<u>Mail to:</u> City of Orting Attention: Special Events PO Box 489 Orting, WA 98360	Or	<u>Stop by:</u> City Hall 104 Bridge St S Orting, WA 98360
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**\*If you have questions regarding the application please call (253) 262-7842\***  
**\*\*A receipt showing payment is NOT approval of the event\*\***

## City of Orting Sponsorship Application

**Are you requesting City sponsorship? [ ] Yes [ ] No**

If no, please skip to the *FOR ALL SPECIAL EVENTS*

### **CITY SPONSORSHIP OF A SPECIAL EVENT:**

Some Special Events may qualify for City Sponsorship, according to the City's Special Event Sponsorship Policy. Applicants for City Sponsorship for a Special Event shall comply with the City's Special Event Sponsorship Policy. Applicants are advised to review the City's Policy before requesting City Sponsorship for a Special Event. All City Sponsored Events shall comply with all applicable local, state and federal regulations.

All requests for City Sponsorship are reviewed by the City Council's Community and Government Affairs (CGA) Committee, and Applicants will be required to have a representative attend a CGA Committee meeting to answer any questions regarding the request.

Applicants seeking City Sponsorship must meet these baseline criteria, and to qualify for City Sponsorship the event must abide by all requirements of the Policy, including:

- Hosted by a Non-Profit Organization registered with the Washington Secretary of State, and provide proof of active status;
- Be open to all Orting residents;
- Serve a valid municipal purpose, such as strengthening the City's sense of community or celebrating the City's history.
- All items of the application are completed in full and received by the City 90 days prior to the date of the event;
- A brief letter defining the purpose of the event and the tier of sponsorship requested (Review the Special Event Sponsorship Policy for more information);
- Proof of liability insurance that compiles with the terms of Section IV of the City Special Event Sponsorship Policy (you may request a copy of the Special Event Sponsorship policy by emailing [recreation@cityoforting.org](mailto:recreation@cityoforting.org)).

There is no additional fee to apply for City Sponsorship, and Applicants may request sponsorship for a specific "Tier." The City offers two "Tiers" of sponsorship, with differing levels of support offered by the City depending upon the City's determination of the value added by the event to the community:

### **Which Tier level of sponsorship are you asking for?**

#### **[ ] Tier 1:**

The following are examples of Tier #1 type events and available locations, and any special requirements therefor:

**Gazebo, BBQ Area, or North Park** – Open to nonprofit organizations registered Active with Secretary of State, and must comply with City's insurance and indemnification requirements. Organization must also purchase a City Business License Blanket Permit if vendors are participating in the event.



**North Park-** For Events more than 1-day usage, open to nonprofit organizations registered Active with Secretary of State, and must comply with City's insurance and indemnification requirements. Organization must also purchase a City Business License Blanket Permit if vendors are participating in the event.

**Tier 1~ Sponsorship includes:**

- City Logo on Event (all City-Sponsored Events shall place the City Logo on all materials advertising the Event)
- City has a Booth at No Charge
- Posting of the Event on the City Reader Board
- Posting of the Event on the City Website and Facebook
- Usage of the above noted facilities at No Fee
- 1 Maintenance Staff for eight (8) hours
- City to hang the banner, provided by the event, over Washington Avenue at no fee.

**X] Tier 2:**

The following are examples of Tier #2 type events and available locations, and any special requirements therefor:

**Block Train Street/Calistoga/Parking Lots with MPC/Gazebo/North Park-** Open to nonprofit organizations registered Active with Secretary of State, and must comply with City's insurance and indemnification requirements. Must purchase a City Business License Blanket Permit if vendors are participating in the event.

**Block Train Street/Calistoga/Washington/Parking Lots with MPC/ Gazebo/North Park-**Open to nonprofit organizations registered Active with Secretary of State, and must comply with City's insurance and indemnification. Must purchase a City Business License Blanket Permit if vendors are participating in the event.

**Tier 2 ~ Sponsorship Includes:**

- City Logo on Event
- City has a booth at No Charge
- Posting of the Event on the City Reader Board
- Posting of the Event on the City Website and Facebook
- Usage of above noted Facilities at No Fee
- Spider Box (2) Usage
- 1 Maintenance Staff for eight (8) hours
- Police Staff for set up/take down of Barricades, Cones, Traffic Signs & Directing Traffic or Police to set up/take down Barricades/Traffic Signs/Cones, but will not stay for the event
- 2 Port-A-Potties
- 1 Dumpster
- Barricades/Cones/Traffic Signs
- City to hang the banner, provided by the event, over Washington Avenue at no fee

If City Sponsorship is authorized by the City Council, the Sponsored Organization will be required to execute an Agreement with the City, acknowledging and agreeing to terms including but not limited to such issues as insurance and indemnification.

## APPENIX A

### FACILITY RENTAL RATES

#### MULTI-PURPOSE CENTER (MPC)

The multi-purpose center is located at 202 Washington Ave. S in the same building as the library. This rental includes a large room with a stage (occupancy of 148), a kitchen with 2 stoves, a refrigerator, a freezer, and counter space. This facility also includes tables and chairs. A refundable deposit of \$150 is required to secure this space. If you will be serving alcohol, a \$300 banquet permit will be required.

	<b>Resident</b>	<b>Non-Resident</b>	<b>Non-Profit Organization</b>
<b>Full day M-F</b>	\$150.00	\$200.00	\$20.00
<b>Half day (5 hours) M-F</b>	\$100.00	\$150.00	\$20.00
<b>Full day Sat/Sun</b>	\$200.00	\$250.00	\$100.00
<b>Half day (5 hours) Sat/Sun</b>	\$150.00	\$200.00	\$50.00

#### ORTING STATION

The Orting station located at 101 Washington Ave. NW is an open building that includes a large open area, a restroom, some counter space and a sink. This facility does NOT include tables and chairs. A refundable deposit of \$50 is required to secure this space.

	<b>Resident</b>	<b>Non-Resident</b>	<b>Non-Profit Organization</b>
<b>Full day (any day)</b>	\$100.00	\$200.00	\$50.00
<b>Half day (5 hours)</b>	\$50.00	\$100.00	\$25.00

#### COVERED BBQ AREA

The covered BBQ area is located in the Main Park at 101 Train St. SW near the Bell Tower. This facility is also near the playground, horse shoe pits and park restrooms. Contact the Lions Club for BBQ racks. Up to 5 picnic tables can be placed under the covered area upon request. A refundable deposit of \$50 is required to secure this space.

	<b>Resident</b>	<b>Non-Resident</b>	<b>Non-Profit Organization</b>
<b>Half day (5 hours)</b>	\$30.00	\$60.00	\$20.00

#### GAZEBO

The Gazebo is located in the South Main Park at 102 Train St. SW near the Bell Tower. This facility is also near the basketball court. A refundable deposit of \$50 is required to secure this space.

	<b>Resident</b>	<b>Non-Resident</b>	<b>Non-Profit Organization</b>
<b>Half day (5 hours)</b>	\$30.00	\$60.00	\$20.00

Date Application Received: \_\_\_\_\_ Dept. Meeting Date: \_\_\_\_\_

Event Application Completed: [ ] Yes [ ] No Certificate of Insurance: [ ] Yes [ ] No

Detailed Event Map: [ ] Yes [ ] No WSDOT Street Closure Permit: [ ] Yes [ ] No [ ] N/A

Application Approved: [ ] Yes [ ] No Date: \_\_\_\_\_ Initials: \_\_\_\_\_

Total Fee Amt \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_ Receipt # \_\_\_\_\_

NOTES:



P.O. Box 826  
Orting, WA 98360  
(360) 893-6929

[www.ortingsummerfest.webs.com](http://www.ortingsummerfest.webs.com)

---

6/14/2022

Dear Orting City Council,

We would ask that you would consider sponsoring Orting Summerfest again this year, on August 28<sup>th</sup>, 2022. We are scaling things back a bit and keeping this a FUN and FREE event for the community. We will no longer be having Vendors but will have many inflatables, games and food available for free to everyone that wants to attend. We will start with a worship service in the park at 10am and then the Block Party will be from 11am to 2pm, of course the entire community can come to both but the Orting Summerfest Block Party will be what is taking place instead of the massive event we have done in the years past.

This event has always helped bring together our community from all backgrounds, ages, race, and season of life for a time to celebrate and have fun. It has always helped bring foot traffic into local businesses and built a sense of pride in our Community as we join all together for fun in the city park.

Please let us know if you have any questions going forward and when you would like a representative present at a council meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read "Karie", with a long, sweeping horizontal line extending to the right.

Karie Franks  
Director  
Orting Summerfest  
[ortingsummerfest@gmail.com](mailto:ortingsummerfest@gmail.com)



# The Foursquare Church

Jesus Christ is the same yesterday and today and forever. Hebrews 13:8

Dr. Sterling Brackett  
Vice President  
Corporate Secretary-Treasurer

August 25, 2008

To Whom It May Concern:

This letter is to verify that *Orting Foursquare Church*, in Orting, WA (EIN: 91-1993393), also known as "*Abundant Life*," is a subordinate unit in good standing with the parent organization of International Church of the Foursquare Gospel and has been in existence since August 7, 1999. Rev. Bradley Grasley is the senior pastor. Rev. Grasley is authorized to open an account and conduct business on behalf of the Orting Foursquare Church as well as be a designated signer on the church's bank account; this in accordance with the Bylaws of International Church of the Foursquare Gospel. A copy of our Corporate Resolution has been provided which verifies this.

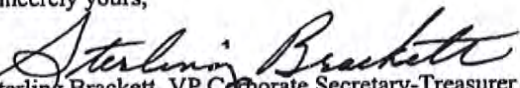
*Orting Foursquare Church* is therefore under the group ruling Number 1061 of the International Church of the Foursquare Gospel and is tax exempt. This is verified by the enclosed copy of the letter from the Department of the Treasury of the Internal Revenue Service, which remains in effect. Please be informed that we are not required to file IRS Form 990 because we are a church.

In addition, please be informed that International Church of the Foursquare Gospel became incorporated under the laws of the State of California on December 30, 1927. This is verified by the copy of the Certificate of Status as a Domestic Corporation issued by the State of California, and the copy of the Articles of Incorporation and Statement of Information Biennial Report both on file with the California Secretary of State Office.

The Foursquare Central offices are located at the following address:

1910 W Sunset Blvd. Suite 200  
Los Angeles, CA 90026-0176

Sincerely yours,

  
Sterling Brackett, VP Corporate Secretary-Treasurer  
International Church of the Foursquare Gospel

SB:att

Enc.: Copy of 501 C3 letter  
Copy of Certificate of Status  
Copy of Articles of Incorporation  
Copy of Statement of Information  
Copy of Corporate Resolution

Office of the Corporate Secretary-Treasurer  
Offices of the International Church of the Foursquare Gospel  
PO Box 26902 • Los Angeles, CA 90026-0176 • 213.989.4504 • 213.989.4541 fax • sbrackett@foursquare.org • www.Foursquare.org



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/14/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Jerome Dickson(791022V) 102 Washington Ave S  Orting WA 98360-9802	<b>CONTACT NAME:</b> Jerome Dickson		
	<b>PHONE (A/C, NO, EXT):</b> 360-872-8652	<b>FAX (A/C, NO):</b> 360-893-6161	
<b>E-MAIL ADDRESS:</b> jdickson1@farmersagent.com			
<b>INSURED</b>  ORTING FOURSQUARE CHURCH  PO BOX 826 ORTING WA 98360	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Truck Insurance Exchange		21709
	<b>INSURER B:</b> Farmers Insurance Exchange		21652
	<b>INSURER C:</b> Mid Century Insurance Company		21687
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDTL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	605913783	10/01/2021	10/01/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	<b>AUTOMOBILE LIABILITY</b>  <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE	OTHER \$
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 General liability herein of the described insured extends to the City of Orting and its respective event, Orting Summerfest, for Sunday, August 28th.

<b>CERTIFICATE HOLDER</b> CITY OF ORTING ORTING SUMMERFEST PO BOX 489 ORTING WA 98360	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>[Signature]</i>
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**CITY OF ORTING**  
110 TRAIN ST. SE • P.O. BOX 489  
ORTING, WA 98360-0489  
(360) 893-2219  
Small Town Big View

Receipt Number:

**24757**

Two Hundred and 0/100's Dollars

Received From:

Orting Summer Fest  
PO Box 826  
Orting, WA 98360

Date	Receipt Number	Amount
6/14/2022	24757	\$200.00

Printed By  
DCharchenko

Check

3053

\$200.00

001.362.40.04.00 - Special Event - Summerfest - Abundant Life - 08/28/22

DEPARTMENT COPY