

CITY COUNCIL AGENDA REQUEST FORM

Today's date: ___ / ___ / ___

Date of meeting ___ / ___ / ___

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Elected Official, City Employee, Organization, or Citizen making request:

Kim Woodruff, Parks & Recreation Director

Address: 1123 Lake Street, Sandpoint, Idaho

Phone number and email address: _____

Authorized by: **Kim Woodruff**

name of City official

City official's signature

Subject: **War Memorial Field - Phase II, Preliminary Design and Authorization to Bid**

Summary of what is being requested: Consider approving the preliminary design for Phase 2 of

War Memorial Field Improvements and authorize staff to finalize the construction documents and

advertise the project for bids; award of a construction contract would return to City Council in October.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes** or **No** Budgeted? **Yes** or **No**

If yes, in what way? _____

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

Have they been contacted? **Yes or No**

3. Is there a need for a general public information or public involvement plan? **Yes or No**

If yes, please specify and suggest a method to accomplish the plan: _____

4. Is an enforcement plan needed? **Yes** or **No** Additional funds needed? **Yes** or **No**

5. Have all the affected divisions been informed about this agenda item? **Yes** or **No**

This form must be submitted no later than 5:00pm Tuesday the week prior to the meeting. All pertinent documentation for the Council packet must be included.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

**CITY OF SANDPOINT
AGENDA REPORT**

DATE: September 11, 2020

TO: MAYOR AND CITY COUNCIL

FROM: Dan Tadic, P.E. City Engineer; Kim Woodruff, Parks & Recreation Director

SUBJECT: War Memorial Field Improvements: Phase II Preliminary Design and Authorization to Bid

DESCRIPTION/BACKGROUND:

In 2015, Sandpoint City voters passed a 1% Local Option Sales Tax (LOT) to fund improvements at War Memorial Field. As approved by voters, the priorities for the LOT are:

- Priority one: War Memorial Field Grandstand project as designed by Sewell & Associates;
- Priority two: Replace drainage and field surface at War Memorial Field;
- Priority three: Repair and replacement of War Memorial Field infrastructure; and
- Priority four: Improve parks infrastructure

Priority one improvements including the grandstand project and other infrastructure upgrades, allowed under priority three, were completed in 2017. Priority two improvements were recently completed in September 2020 to include a premium artificial turf system, upgraded LED lighting, perimeter fencing, softball dugouts, and associated electrical, irrigation and water system improvements.

Conceptual Plans

In April 2019, the City of Sandpoint contracted with GreenPlay LLC to lead a broad Parks & Recreation Master Plan effort. This effort was to include site-specific designs for five properties: City Beach and Downtown Waterfront, War Memorial Field, Sports Complex (Travers, Centennial & Great Northern) and the City-owned Watershed.

GreenPlay and its subconsultant Bernardo Wills Architects (BWA) conducted an updated field analysis and feasibility review of the turf at War Memorial Field and the Sports Complex as part of their scope of work. They also held several focus group, stakeholder and community meetings to inform their design concepts. As a result of these efforts, GreenPlay and BWA developed a design concept for War Memorial Field that was presented to the community and Sandpoint City Council at their meeting on October 2, 2019.

This design concept incorporated their recommendation of an artificial turf field and other site improvements to maximize usability of the park space (including water access/recreation) and reduce impacts on the neighborhood. On October 16th, 2019, the City Council considered the factors presented, as well as public input, and ultimately, approved the design concept with artificial turf field and other improvements.

Project Phasing

On November 20, 2019, City Council approved a Professional Services Agreement with BWA to complete design services for Memorial Field to include an artificial playing surface, parking, and other related improvements. Phase 1 intentionally incorporated only what is necessary to accommodate the Festival and fall sports. This generally included everything inside the fenced perimeter of the field in addition to associated electrical, water and drainage systems. With the cancellation of the Festival in 2020, additional elements to include softball dugouts were completed in August 2020.

Phase 2 provides for the remaining features necessary to accommodate spring sports – namely baseball dugouts and concrete surfacing around the backstops. These elements are required to be completed by

late February 2021. The other Phase 2 elements include, an improved and expanded parking lot and related improvements (stormwater, lighting, landscaping, etc.) and boat launch improvements to include an accessible pathway, restroom, boat wash station, launch ramp, ADA accessible kayak launch, new float piling, and log booms to separate motorized and non-motorized uses. Phase 2 improvements are forecasted to be substantially complete by May 22, 2020 with final completion no later than June 3, 2020. A plan has also been developed for enhanced stormwater treatment of the existing Boyer outfall pipe which will be covered in the Staff presentation. Other elements contemplated in the War Memorial Master Plan (docks, log booms, dog park, etc.) will be incorporated into future phases.

STAFF RECOMMENDATION:

Staff recommends City Council consider approving the preliminary design for Phase 2 of War Memorial Field improvements and authorize staff to finalize the construction documents and advertise the project for bids. If approved, it is anticipated that a request to award a construction contract will be presented to City Council for consideration in October.

ACTION:

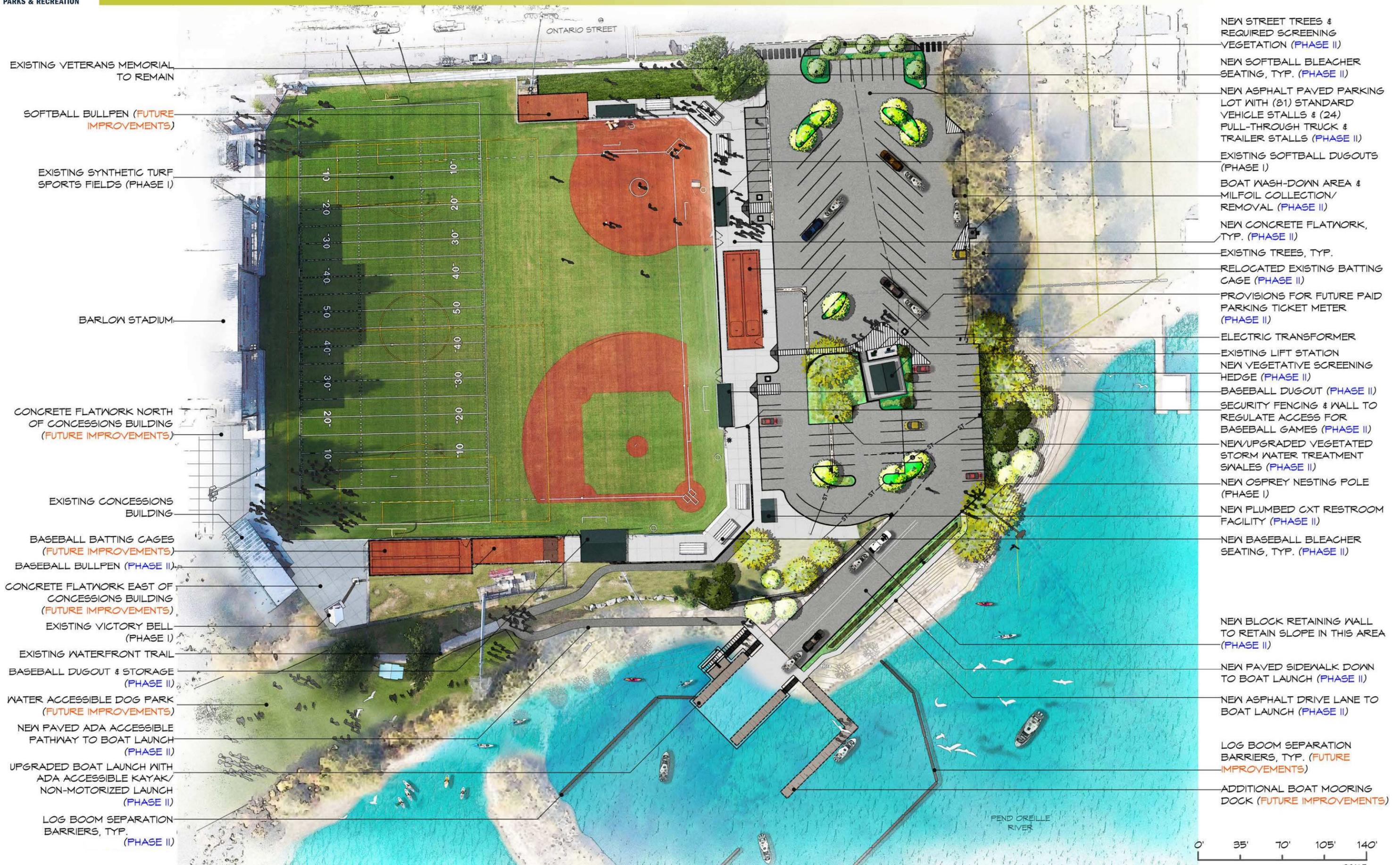
Move to approve the preliminary design for Phase 2 of War Memorial Field Improvements and authorize staff to finalize the construction documents and advertise the project for bids.

WILL THERE BE ANY FINANCIAL IMPACT? Yes HAS THIS ITEM BEEN BUDGETED? Yes

See Figure 3.

ATTACHMENTS:

Figure 1: Memorial Field Concept – Phase II



- EXISTING VETERANS MEMORIAL TO REMAIN
- SOFTBALL BULLPEN (FUTURE IMPROVEMENTS)
- EXISTING SYNTHETIC TURF SPORTS FIELDS (PHASE I)
- BARLOW STADIUM
- CONCRETE FLATWORK NORTH OF CONCESSIONS BUILDING (FUTURE IMPROVEMENTS)
- EXISTING CONCESSIONS BUILDING
- BASEBALL BATTING CAGES (FUTURE IMPROVEMENTS)
- BASEBALL BULLPEN (PHASE II)
- CONCRETE FLATWORK EAST OF CONCESSIONS BUILDING (FUTURE IMPROVEMENTS)
- EXISTING VICTORY BELL (PHASE I)
- EXISTING WATERFRONT TRAIL
- BASEBALL DUGOUT & STORAGE (PHASE II)
- WATER ACCESSIBLE DOG PARK (FUTURE IMPROVEMENTS)
- NEW PAVED ADA ACCESSIBLE PATHWAY TO BOAT LAUNCH (PHASE II)
- UPGRADED BOAT LAUNCH WITH ADA ACCESSIBLE KAYAK/NON-MOTORIZED LAUNCH (PHASE II)
- LOG BOOM SEPARATION BARRIERS, TYP. (PHASE II)

- NEW STREET TREES & REQUIRED SCREENING VEGETATION (PHASE II)
- NEW SOFTBALL BLEACHER SEATING, TYP. (PHASE II)
- NEW ASPHALT PAVED PARKING LOT WITH (31) STANDARD VEHICLE STALLS & (24) PULL-THROUGH TRUCK & TRAILER STALLS (PHASE II)
- EXISTING SOFTBALL DUGOUTS (PHASE I)
- BOAT WASH-DOWN AREA & MILFOIL COLLECTION/REMOVAL (PHASE II)
- NEW CONCRETE FLATWORK, TYP. (PHASE II)
- EXISTING TREES, TYP.
- RELOCATED EXISTING BATTING CAGE (PHASE II)
- PROVISIONS FOR FUTURE PAID PARKING TICKET METER (PHASE II)
- ELECTRIC TRANSFORMER
- EXISTING LIFT STATION
- NEW VEGETATIVE SCREENING HEDGE (PHASE II)
- BASEBALL DUGOUT (PHASE II)
- SECURITY FENCING & WALL TO REGULATE ACCESS FOR BASEBALL GAMES (PHASE II)
- NEW/UPGRADED VEGETATED STORM WATER TREATMENT SWALES (PHASE II)
- NEW OSPREY NESTING POLE (PHASE I)
- NEW PLUMBED CXT RESTROOM FACILITY (PHASE II)
- NEW BASEBALL BLEACHER SEATING, TYP. (PHASE II)
- NEW BLOCK RETAINING WALL TO RETAIN SLOPE IN THIS AREA (PHASE II)
- NEW PAVED SIDEWALK DOWN TO BOAT LAUNCH (PHASE II)
- NEW ASPHALT DRIVE LANE TO BOAT LAUNCH (PHASE II)
- LOG BOOM SEPARATION BARRIERS, TYP. (FUTURE IMPROVEMENTS)
- ADDITIONAL BOAT MOORING DOCK (FUTURE IMPROVEMENTS)

