



PARKS & RECREATION COMMISSION STAFF REPORT

Item 2
September 9, 2021
Regular Business

AGENDA ITEM INFORMATION

TITLE:	PROS Plan: Draft Goals & Objectives, Capital Facilities Project List, and Input on September 28 Virtual Public Meeting	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
RECOMMENDED ACTION:	Review the draft Goals and Objectives and provide feedback. Receive the draft Capital Facilities Project List and discuss steps to prepare a revised 6-year CIP. Provide input on the September 28 Virtual Public Meeting.	
STAFF:	Jessi Bon, City Manager Jason Kintner, Chief of Operations	
COUNCIL LIAISON:	Jake Jacobson	
EXHIBITS:	1. Draft: Chapter 4 – Goals & Objectives 2. Draft: Capital Facilities Plan – September 2021 3. Capital Project Prioritization Criteria – Revised July 2021	

SUMMARY

At the September 9, 2021, Parks and Recreation Commission meeting, the Commission will continue work on the Parks, Recreation, and Open Space (PROS) Plan update. The discussion topics will include:

1. Reviewing and providing initial feedback on the draft of Chapter 4 - Goals & Objectives.
2. Receiving the draft Capital Facilities Plan with projects ranked according to the Project Prioritization Criteria and a discussion of next steps.
3. Reviewing and confirming the areas of focus for the September 28 Virtual Public Meeting.

The project team is seeking input from the Commission to inform development and further revisions of these documents and to prepare for the next public meeting.

BACKGROUND

As directed by the City Council in September 2019, the Parks & Recreation Department, in collaboration with the Parks & Recreation Commission (PRC), began the process of updating the PROS Plan. The previous PROS plan expired at the end of 2019.

The PROS Plan is a six-year plan that anticipates the programming and capital infrastructure investments necessary to meet the community's need for parks, recreation, open space, trails, arts, and cultural events. Conservation Technix was selected as the consultant to manage the process, including providing a baseline analysis of existing conditions and community needs, facilitating a community engagement process, and developing a draft framework for the final PROS Plan.

Work was suspended on the PROS Plan update in April 2020 due to the COVID-19 Pandemic.

At the end of 2020, the staff and consulting team resumed the planning process for the PROS Plan, with an initial focus on assessing the work that was already completed, adjusting the project timeline, and modifying the scope of work to reflect the need for virtual engagement strategies. To date, work that has been completed on the PROS Plan includes a review of existing conditions, completion of a capital facilities assessment, five presentations to the Parks and Recreation Commission, the completion of a community survey, and a Virtual Open House. More than half of the PROS Plan is currently drafted and in the process of internal review. A second community survey was released in August 2021 and the results are pending. A second virtual public meeting is planned on September 28, 2021.

On January 19, 2021, the City Council hosted a joint study session with the PRC (see [AB 5797](#)) to kick-off the re-start of the planning process for the PROS Plan update.

A subsequent meeting was held with the PRC on February 4, 2021, to gather input to help inform the first Virtual Open House held on March 23, 2021.

At the March 6, 2021, meeting, the PRC received a report out on the March Virtual Open House, reviewed the parks condition assessment, and discussed the consultant's initial findings related to ADA compliance.

At the June 3, 2021, meeting, the PRC reviewed and provided feedback on the draft capital project prioritization tool and the second community survey.

At the July 1, 2021, meeting, the PRC reviewed and provided feedback on the capital project prioritization criteria. The PRC also provided suggested revisions for the second community survey.

1. REVIEW DRAFT: CHAPTER 4 – GOALS AND OBJECTIVES

At the heart of the PROS Plan is the establishment of goals and objectives to provide strategic direction for the Mercer Island Parks and Recreation system. The goals and objectives are included in Chapter 4 of the PROS Plan (see Exhibit 1) and once adopted, will be appended to the Citywide Comprehensive Plan during the next update process.

The Chapter 4 draft includes eight strategic goals:

Goal 1 – Community Engagement & Partnerships: Encourage and support community engagement and pursue collaborative partnerships to strengthen and grow parks and recreation programs and services.

Goal 2 – Planning, Acquisition & Access: Plan for and develop a parks and recreation system that meets community needs now and in the future.

Goal 3 – Maintenance & Operations: Provide the Mercer Island community with safe, well-maintained parks and recreation facilities.

Goal 4 – Environment & Sustainability: Provide a high quality, diversified open space system that preserves and enhances urban forests, critical habitat, and other environmental resources. Incorporate sustainability practices into operations, maintenance, and planning.

Goal 5 – Trails: Develop and promote an interconnected community through safe, accessible, and attractive trails and pathways easily accessed by a variety of trail users.

Goal 6 – Recreation Facilities & Programming: Provide a variety of recreation programs, services, and facilities that promote the health and well-being of residents of all ages and abilities.

Goal 7 – Arts & Culture: Facilitate and promote comprehensive and engaging arts and culture experiences.

Goal 8 – Administration & Fiscal Sustainability: Provide leadership and sufficient resources to maintain and operate a welcoming, efficient, safe, and sustainable parks and recreation system.

Accompanying each goal is a list of objectives that identify desired outcomes to be achieved upon implementation of the PROS Plan.

This is the initial look at the draft of Chapter 4, with the understanding that it was prepared prior to receiving the results of the second community survey and prior to hosting the second virtual public meeting. With support from the Parks and Recreation Commission, the Arts Council, and the Open Space Conservancy Trust, the staff will review outcomes of both public engagement opportunities and further refine the recommended goals and objectives for consideration at a subsequent meeting.

For the purposes of this meeting, the project team is interested in receiving initial feedback on the draft goals and objectives. The Chapter 4 draft is also being reviewed by the Arts Council and the Open Space Conservancy Trust this month.

2. RECEIVE DRAFT CAPITAL FACILITIES PLAN AND DISCUSS NEXT STEPS

The Capital Facilities Plan (CFP) is a component of the PROS Plan and provides a list of the potential facilities, parks, trails, and open space capital projects under consideration over the next 10 to 20 years. Types of CFP projects include:

- Renovations or enhancements to existing facilities
- New facilities or amenities
- Planning projects
- Property acquisitions

The CFP has been drafted (see Exhibit 2) and the projects ranked based on the prioritization criteria developed and discussed at previous PRC meetings (see Exhibit 3). The staff have endeavored to capture nearly all of the projects identified in adopted master plans or management plans.

The purpose of this agenda item is to hand off the draft CFP list to the PRC members so that you may review the projects ahead of the next meeting. Staff are available to meet with PRC members to answer questions about specific projects and to discuss project ratings.

The next step is to establish cost estimates for each project (the work is currently underway) and to draft the six-year Capital Improvement Plan (CIP). The draft CIP will identify projects to be funded from 2023 to 2028 and this item is scheduled for discussion at the October 7, 2021 PRC meeting.

While the PRC developed prioritization criteria to help rank the projects, this is not the sole indicator of project priorities or project phasing. In developing the 2023 to 2028 Six-Year CIP, the project team and the PRC should also take into account project feasibility, potential partnerships, grant funding, community feedback, geographic equity, and other factors.

3. CONFIRM AREAS OF FOCUS FOR THE SEPTEMBER 28 VIRTUAL PUBLIC MEETING

The project team is preparing to host the second and final virtual public meeting on the PROS Plan. The meeting is September 28, 2021 at 5:30 pm and will last for approximately 90-minutes. The meeting approach will be similar to prior engagements and include a mix of polling questions and one 30-minute small group breakout session, with an opportunity for Q&A at the end of the meeting.

The focus of the meeting is on capital project priorities and goals and objectives. The project team is interested in receiving feedback from the PRC on areas of focus, specifically:

- What additional information would you like to gather from the community at the September 28 Virtual Public Meeting? Anything specific related to the goals and objectives section of the PROS Plan? Or, related to capital project priorities?
- Are there topics that have not been sufficiently covered in the public process that still need to be addressed?
- One idea for a small group breakout discussion is to explore the balance between protecting parks against over-development and loss of greenspace, while accommodating accessibility and new/different uses. Is this an important topic for the PRC? How would you approach this discussion, and what would you like to get out of it?

The project team will incorporate feedback and suggestions from the PRC into the final meeting format. PRC members are encouraged to attend the virtual public meeting.

4. NEXT STEPS

The following agenda items are anticipated for the October 7, 2021 PRC Meeting:

- Presentation on results of the second community survey
- Review draft six-year CIP, including cost estimates
- May also revisit the draft of Chapter 4 – Goals & Objectives

Work will continue on the PROS Plan through the end of 2021, with a hand-off to the City Council anticipated in Q1 2022. The remaining PRC meetings will involve review of draft chapters. A member of the Arts Council and the Open Space Conservancy Trust will be invited to join the remaining PRC meetings to ensure their interests are represented in development of the final plan.

RECOMMENDATION

Review and provide feedback on Chapter 4, receive the draft Capital Facilities Plan, and confirm the focus of the September 28 Virtual Public Meeting.