



## PARKS & RECREATION COMMISSION STAFF REPORT

Item 3  
May 6, 2021  
Regular Business

### AGENDA ITEM INFORMATION

<b>TITLE:</b>	PROS Plan: Virtual Open House update and initial discussion of Parks Conditions Assessment and ADA Compliance	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed:
<b>RECOMMENDED ACTION:</b>	Review report on the March 23, 2021 Virtual Open House and conduct initial discussion of the parks conditions assessment and ADA compliance.	<input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>STAFF:</b>	Jessi Bon, City Manager Jason Kintner, Chief of Operations	
<b>COUNCIL LIAISON:</b>	Jake Jacobson	
<b>EXHIBITS:</b>	A. PRC PowerPoint Presentation, dated May 6, 2021 B. Virtual Open House Summary, dated March 23, 2021 C. Parks Conditions Assessment Memo D. Parks Conditions Assessment Matrix E. Open Spaces Conditions Assessment Matrix F. Park Playground Replacement Schedule Matrix G. ADA Conditions Overview Memo H. Consultant Field Notes & Observations	

### SUMMARY

At the May 6, 2021 Parks and Recreation Commission meeting, the Commission will resume work on the update to the Parks, Recreation, and Open Space (PROS) Plan. The discussion topics will include:

- Brief report out on the March 23, 2021 Virtual Open House.
- Introduction to the parks condition assessment materials and review of initial consultant findings.
- Introduction to ADA compliance and review of initial consultant findings.
- General discussion and Q&A on parks infrastructure.

A copy of the presentation is attached as Exhibit A.

The parks conditions assessment and development of policy guidelines related to parks infrastructure is a significant body of work and perhaps the most robust component of the PROS Plan. The staff and consulting team recognize the Commission is seeing this material for the first time and want to assure you that this is the initial introduction to this topic and there will be additional opportunities to review and discuss this material as work progresses on the PROS Plan.

## **BACKGROUND**

As directed by the City Council in September 2019, the Parks & Recreation Department, in collaboration with the Parks & Recreation Commission, 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, two presentations to the Parks and Recreation Commission, the completion of a community survey, and a Virtual Open House.

On January 19, 2021, the City Council hosted a joint study session with the Parks & Recreation Commission (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 Parks and Recreation Commission on February 4, 2021 to gather input to help inform the first Virtual Open House held on March 23, 2021.

## **MARCH 23, 2021 VIRTUAL OPEN HOUSE**

The first Virtual Open House was held on March 23, 2021 using the Zoom platform. The virtual public meeting provided an opportunity to share information about the PROS Plan update and gather feedback from community members to help inform further development the Plan. A summary of the Virtual Open House is attached as Exhibit B.

## **PARKS CONDITIONS ASSESSMENTS**

In October 2019, the consultant conducted parks, trails, and open space facilities site visits across the City of Mercer Island park system to visually assess current physical conditions. The consultants walked each site to determine the general condition rating (good, fair, or poor) for park facilities, exterior structures, site amenities, playgrounds, sports fields and courts, pavement, signage, landscape, and universal/ADA access. The following documents related to the parks conditions assessments are included for review and initial discussion with the Commission:

- Parks Conditions Assessment Memo (Exhibit C)
- Parks Conditions Assessment Matrix (Exhibit D)
- Open Spaces Conditions Assessment Matrix (Exhibit E)
- Park Playground Replacement Schedule Matrix (Exhibit F)
- ADA Conditions Overview Memo (Exhibit G)
- Consultant Field Notes and Observations (Exhibit H)

The parks conditions assessment information provides an important foundation for developing the *Capital Facilities Program* of the PROS Plan, which includes a project prioritization strategy, development of a six-year Capital Improvement Program, and identification of funding strategies.

## **DISCUSSION**

The project team will facilitate an initial discussion with the Commission related to parks infrastructure and the parks conditions assessment.

- What questions do you have about the parks conditions assessment? ADA compliance?
- Related to parks infrastructure, what additional information might help frame development of the PROS Plan infrastructure goals and policies?
- Other initial reactions or thoughts on parks infrastructure?

This information gathered at this meeting will be used to prepare materials for subsequent discussions on parks infrastructure and related work items.

## **NEXT STEPS**

The following agenda items are anticipated for the June 3 Parks and Recreation Commission Meeting:

- A continuation of the parks infrastructure discussion.
- Beginning discussions of the parks capital improvement project prioritization strategy.
- Review of the preliminary/draft questions for Community Survey #2.

Work will continue on the PROS Plan at the July 8 Parks and Recreation Commission meeting and the PROS Plan will likely be a standing agenda item through the end of 2021.

## **RECOMMENDATION**

Receive presentation and discuss initial parks conditions assessment and ADA compliance findings.