



OPEN SPACE CONSERVANCY TRUST STAFF REPORT

Item (1)
November 3, 2021
Regular Business

AGENDA ITEM INFORMATION

TITLE:	PROS Plan: 2023-2028 Capital Improvement Program (CIP).	<input checked="" type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Review and provide feedback on the revised 2023-2028 Parks CIP.	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

STAFF:	Jessi Bon, City Manager Jason Kintner, Chief of Operations
COUNCIL LIAISON:	Lisa Anderl
EXHIBITS:	1. PROS 2023-2028 CIP – Project List – Revised 10-29-21 2. PROS 2023-2028 Parks CIP – Subcategories with revenues 3. PROS 2023-2028 Parks CIP – Revenue Summary 4. PROS 2023-2028 Parks CIP – Financial Summary 5. PROS 20-Year Capital Facilities Plan – Revised 10-29-21

SUMMARY

The City is in the process of updating the Parks, Recreation and Open Space (PROS) Plan. The project team is seeking feedback from the Open Space Conservancy Trust (OSCT) to inform further development of the following documents:

- 2023-2028 Parks Capital Improvement Program (CIP)

Recommendations on the 2023-2028 Parks CIP will be forwarded to the Parks and Recreation Commission for consideration in preparing the final PROS Plan draft for handoff to the City Council in early 2022.

The first complete draft of the PROS Plan will likely be available in mid to late November and will be shared with the OSCT for review and feedback.

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, numerous board and commission meetings, the completion of two community surveys, and two virtual community meetings. More than half of the PROS Plan is currently drafted and has been handed off to the Parks and Recreation Commission (PRC) for initial review. The remaining draft chapters are in development and are anticipated to be available by mid to late November.

The PROS Plan is intended to complement the planning documents previously adopted, including the Open Space Vegetation Plan (2015), the Pioneer Park Master Plan, and all other open space planning documents.

DRAFT SIX-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

The Six-Year Parks Capital Improvement Program (CIP) is a planning level document that identifies the capital projects intended to be funded and completed for the period from 2023 to 2028.

An initial draft of the 2023-2028 Parks CIP was presented at the October 14, 2021 PRC Special Meeting. Since that time the CIP has been revised to include a 3% inflation assumption and detailed revenue assumptions. A handful of minor errors were also corrected. The following exhibits are included:

- Exhibit 1: 2023-2028 Parks CIP – Project List (green color-scheme)
- Exhibit 2: 2023-2028 Parks CIP – Subcategory with revenues (blue color-scheme)
- Exhibit 3: 2023-2028 Parks CIP – Revenue Summary (orange color-scheme)
- Exhibit 4: 2023-2028 Parks CIP – Financial Summary (brown/gray color-scheme)

The proposed list of projects included in the CIP was derived from the 20-Year Capital Facilities Plan, which is attached for reference as Exhibit 5.

There is a considerable amount of detail that goes into preparing the six-year CIP, including a complicated revenue analysis. The staff team will provide a high-level overview of the CIP at the OSCT meeting, including highlights of the proposed projects and information on the revenue assumptions.

The **proposed 2023-2028 Parks CIP is unbalanced**, meaning that the projected expenditures exceed available revenues by nearly \$25M. This is primarily due to a significant number of critical infrastructure projects related to docks, shoreline restoration projects, and athletic fields. Balancing the CIP requires the identification of additional revenue sources over the next six years and is considered a high priority.

Recommendations from the OSCT on the 2023-2028 Parks CIP will be forwarded to the Parks and Recreation Commission for consideration in preparing the final PROS Plan draft for handoff to the City Council in early 2022.

NEXT STEPS

Work will continue on the PROS Plan through the end of 2021, with a hand-off to the City Council anticipated in Q1 2022.

RECOMMENDED ACTION

Review and provide feedback on the revised 2023-2028 Parks CIP.