
CITY OF MERCER ISLAND

Parks & Recreation Department

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Parks and Recreation Commission

Staff Report

January 7, 2021

Commission Work Plan and Schedule

Exhibit 1: 2021 PRC Work Plan and Schedule

To: Parks & Recreation Commission

From: Ryan Daly, Operations Section Chief (EOC)

Date: December 29, 2020

Background

Due to the COVID-19 global pandemic and associated impacts, the Parks & Recreation Commission (PRC) suspended meetings between March 2020 and October 2020 and placed two City Council directed work plan items on hold. Those items included an update to the Parks, Recreation and Open Space (PROS) Plan which expired in December 2019 and the development of a recommended scope of work for Aubrey Davis Park Trail Safety Improvements. Both were anticipated to be recommended to City Council for review and adoption in 2020, however neither has been completed due to the previous suspension of PRC meetings.

In addition to the City Council directed work plan items, the PRC was supporting staff work by providing input, guidance, and a public forum for the Luther Burbank Dock Repair and Reconfiguration Project (LBDR). This work began in February of 2020.

The PRC reengaged for (ongoing) monthly meetings via the ZOOM online platform in November. The agendas for these meetings included drafting a recommended scope for the Aubrey Davis Trail Safety Improvements and developing evaluation criteria for the LBDR.

The COVID-19 global pandemic also limited the ability for the Department to safely provide various services, programs, and facility rentals. Most of these recreation-based services were suspended. This led to the realization of projected revenue declines resulting in the elimination of numerous staff positions in the administrative and recreation divisions of the Parks & Recreation Department. To reestablish the recreation division and to seize an opportunity to address community needs, a proposed Recreation Reset Plan would need to be completed and recommended to the City Council to inform level of service and budget considerations.

Overview

Presented at this meeting is the 2021 PRC Work Plan and Schedule. **See Exhibit 1.** This work plan includes an immediate re-start of the community process to update the PROS Plan and the drafting of a Recreation Reset Plan. With most recreation services still suspended and limited resources assigned to the recreation division through the adopted City budget, this work is time-sensitive to standup the recreation division in an effort meet community needs for recreation programs and services. Both plans are critical planning items needed for the immediate and long-term direction of the Parks & Recreation Department.

The PRC Work Plan and schedule is full in Q1. When the PRC began work on the LBDR project in February 2020 a Recreation Reset Plan was not anticipated.

The schedule for PRC meetings addresses immediate and time-sensitive planning needs. It includes joint meetings with the City Council and workshops that will allow for additional engagement and provide opportunity for Commission and community collaboration. Additionally, the schedule allows for continued engagement on capital projects and available meeting time for anticipated outcomes of the respective planning items.

Staff Recommendations:

- Discuss work plan and schedule.
- Focus PRC meeting time on the development of the PROS Plan update and Recreation Reset Plan.
- Appoint (3) PRC Commissioners to a committee which would meet with the LBDR design team to develop a draft preferred concept for the LBDR. The Committee and design team would present a recommendation to the full PRC for review.
- The full PRC would provide a final recommendation on a preferred concept for the LBDR to be delivered to City Council.