



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6001
January 18, 2022
Study Session

AGENDA BILL INFORMATION

TITLE:	AB 6001: Parks, Recreation and Open Space (PROS) Plan Final Draft Parks & Recreation Commission Hand-Off to City Council	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive and discuss the Final Draft of the 2022 PROS Plan with the Parks & Recreation Commission.	

DEPARTMENT:	Parks and Recreation
STAFF:	Merrill Thomas-Schadt, Sr. Management Analyst Ryan Daly, Recreation & Operations Manager Jason Kintner, Chief of Operations
COUNCIL LIAISON:	Jake Jacobson
EXHIBITS:	1. Parks & Recreation Commission 2022 PROS Plan Hand-Off Memo to the City Council 2. 2022 PROS Plan Final Draft
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

AMOUNT OF EXPENDITURE \$ n/a

AMOUNT BUDGETED \$ n/a

APPROPRIATION REQUIRED \$ n/a

SUMMARY

The Parks and Recreation Commission will “hand-off” the Final Draft of the 2022 Parks, Recreation, and Open Space (PROS) Plan for the City Council’s consideration. In this joint meeting with the Commission:

- Councilmembers will be provided with hard-copy and electronic version access to the Final Draft in its entirety (Exhibit 1).
- Commissioners will provide an overview of the planning process and share key recommendations from the Plan (Exhibit 2).
- The project team will share details on remaining steps in the process toward option of the Plan, including SEPA review status, the process to revise the Plan, and the targeted deadline for adoption in order to be eligible for state grant opportunities.

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.

What is a PROS Plan?

The PROS Plan is a six-year plan that anticipates the programming and capital infrastructure investments necessary to meet the community's needs for parks, recreation, open space, trails, arts, and cultural events. The PROS Plan is intended to guide staff as they develop annual work plans, as they bring forward policy recommendations for Commission and City Council consideration, as biennial budgets are shaped, and as capital projects are pursued.

The Plan is strategic in focus and will guide long-term investments to improve and enhance the parks and recreation system. The 2022 PROS Plan:

- Is based on community input.
- Provides a complete inventory of all City park- and open space-related assets.
- Includes goals and objectives to guide future decisions.
- Includes facility-specific evaluations and assessments.
- Includes recommendations on future capital funding, programming, and other potential initiatives.
- Is the foundation for pursuing capital funding, state grants, and other sources of revenue.

The City is required to adopt a PROS Plan every six years to maintain eligibility for grants through the Washington State Recreation and Conservation Office (RCO). The City's current PROS Plan expired at the end of 2019. The components of this plan were developed to comply with RCO requirements and upon adoption by the City Council, will be submitted to RCO for approval.

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.

Public Engagement

The Parks & Recreation Commission served as the lead advisory board on this planning process with support provided by the Arts Council and the Open Space Conservancy Trust.

The PROS Plan public engagement process was modified at the end of 2020 due to the COVID-19 pandemic to include virtual engagements. A second community survey was added to the planning process (2021) to address the gap in time between the first survey and re-starting the plan, and to drill down on several focus areas. Here are a few highlights of the public engagement process, further detailed in Chapter 3 and in the appendices:

- Two statistically significant mail-in surveys to Mercer Island residents with concurrent versions available to the public online (February 2020 and August 2021).
- Two virtual open houses that included project presentations, live polling, and facilitated discussions in breakout groups (March 2021 and September 2021).
- A project webpage maintained throughout the planning process to provide access to key dates and milestones, background data, and draft materials.

- Numerous meetings of the Parks & Recreation Commission, Arts Council, and the Open Space Conservancy Trust Board dedicated to the development of the PROS Plan.

Planning Process Timeline

The Parks and Recreation Commission, as the lead advisory board, dedicated a considerable amount of meeting time to this planning process in 2021, covering the topic at nearly every meeting.

- 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.
- February 4, 2021: PRC gathered input to help inform the first Virtual Open House held on March 23, 2021.
- March 6, 2021: PRC reviewed the parks condition assessment and discussed the consultant's initial findings related to ADA compliance.
- June 3, 2021: PRC reviewed and provided feedback on the draft capital project prioritization tool and the second community survey.
- July 1, 2021: PRC reviewed and provided feedback on the capital project prioritization criteria and provided suggested revisions for the second community survey.
- September 9, 2021: PRC reviewed and provided feedback on the draft of Chapter 4 (Goals and Objectives), the draft Capital Facilities Plan and the areas of focus for the Virtual Public Meeting held on September 28, 2021.
- October 14, 2021: PRC reviewed the 20-Year Capital Facilities Plan and the initial draft of the 2023-2028 Parks Capital Improvement Program (CIP).
- November 4, 2021: PRC reviewed the 2023-2028 Parks CIP and revisited Chapter 4 (Goals and Objectives).
- December 9, 2021: PRC reviewed the full Preliminary Draft of the 2022 PROS Plan and provided feedback. The PRC also discussed the Hand-off Memo to the City Council and formed a small group to work on revisions to the document.
- January 6, 2022: PRC voted unanimously to approve the Final Draft of the PROS Plan and the Hand-off Memo to City Council. The Final Draft advanced to City Council review.

NEXT STEPS

The Final Draft of the 2022 PROS Plan is now transmitted for review and deliberation by the City Council. The Council will meet on February 15, 2022 for discussion. At this meeting a public hearing will be held on the Plan, which is required in the process for the Plan's eventual adoption by ordinance. SEPA review will occur simultaneously to Council review and include a 30-day public comment period.

Staff intends to bring the final version of the Plan back to City Council for adoption in March of 2022.

RECOMMENDED ACTION

Receive and discuss the Final Draft of the 2022 PROS Plan with the Parks & Recreation Commission.