



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6023
March 1, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6023: Approval of the 2022 Parks, Recreation and Open Space (PROS) Plan and Initial Project Appropriation	<input type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve Resolution No. 1618 adopting the 2022 PROS Plan and appropriate \$750,000 from available balance in the Capital Improvement Fund for athletic field design, joint master planning for Clarke and Groveland beaches and MICEC Annex facility planning.	

DEPARTMENT:	Parks and Recreation
STAFF:	Jessi Bon, City Manager Jason Kintner, Chief of Operations
COUNCIL LIAISON:	Craig Reynolds Jake Jacobson
EXHIBITS:	1. Resolution No. 1618, Adopting the 2022 PROS Plan 2. 2022 PROS Plan (final version)
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	\$ 750,000
AMOUNT BUDGETED	\$ 0
APPROPRIATION REQUIRED	\$ 750,000

SUMMARY

This agenda bill presents the 2022 Parks, Recreation and Open Space (PROS) Plan for approval by the City Council and recommends that the Council appropriate funding to begin work on a number of capital projects in 2022.

- On February 15, 2022, the City Council held a Public Hearing on the PROS Plan Final Draft and discussed several areas of the Plan including the proposed goals and objectives and the Six-Year Capital Improvement Program (CIP).
- Based on feedback from the February 15, 2022 City Council meeting, staff added a project to the 2023-2028 Parks CIP. The project includes \$50,000 to determine the feasibility, possible locations, and early design concepts for a spray park within the parks system in 2024.
- The Final Plan is complete (see Exhibit 2) and available on the Let's Talk page at <https://letstalk.mercergov.org/miprosplan>.
- The 2022 PROS Plan is ready for approval by Resolution (see Exhibit 1)

- Once the 2022 PROS Plan is approved, the City's eligibility for parks-related capital grants through the Washington State Recreation and Conservation Office (RCO) will be restored.
- Staff is also recommending the City Council take action to concurrently appropriate funding to begin work on a number of capital projects in 2022 including design of the proposed athletic field projects, funding for the Groveland and Clarke Joint Master Plan, and assessment of the MICEC Annex Building. The appropriation request is \$750,000.

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. A few highlights of the public engagement process, further detailed in Chapter 3 of the Plan and in the appendices, are:

- 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.
January 18, 2022	PRC and City Council joint meeting to transmit and discuss the Final Draft of the PROS Plan (see AB xxxx).
February 15, 2022	City Council held a Public Hearing on the PROS Plan Final Draft (see AB 6017), reviewed and discussed the Six-Year Capital Improvement Program (CIP) and proposed minor changes to be incorporated into the Final PROS Plan.
March 1, 2022	Anticipated City Council adoption of the final 2022 PROS Plan.

CHANGES TO FINAL DRAFT

At the February 15, 2022 City Council meeting, the Council provided consensus direction to add a project to the 2023-2028 Parks CIP. The 2024 project includes \$50,000 to determine the feasibility, possible locations,

and early design concepts for a spray park within the parks system. Staff have incorporated this project in the CIP portion of the Final Plan.

APPROPRIATION REQUEST TO BEGIN PROJECTS IN 2022

Upon approval of the 2022 PROS Plan and the accompanying 2023-2028 Parks CIP, staff is recommending the City Council take action to concurrently appropriate \$750,000 to begin work on a number of capital projects in 2022. These include:

- \$250,000 to design the following athletic field projects in 2022 in anticipation of construction in 2023:
 - PA0117A – Island Crest Park North Field Turf and Backstop Replacement
 - PA0117B – Island Crest Park South Field Backstop Replacement
 - PA0131 – South Mercer Playfields Turf Replacement & Ballfield Backstop Update*
- \$300,000 to commence work on a joint Master Planning process for Clarke Beach and Groveland Beach Parks (PA0157).
- \$200,000 to commence work on the Annex Facilities Plan (PA0127), beginning with a building conditions assessment.

** The Mercer Island School District is considering funding a capital improvement project at the South Mercer Playfields. The proposed School District Project and the proposed City project appear to be complementary. If the School District funds their South Mercer Playfield project, City and School District staff will work to align the two project scopes and combine them for design, bidding, and construction.*

Staff recommends using available fund balance in the Capital Improvement Fund for these projects.

RESOLUTION

The Washington State Recreation and Conservation Office (RCO) requires that the 2022 PROS Plan be approved by a resolution of the City Council in order to be eligible for grants. Proposed Resolution No. 1618 references the Plan's required elements for RCO, the extensive public engagement process during the Plan's development, the review process under the State Environmental Policy Act (SEPA), and the relationship of the PROS Plan to the citywide Comprehensive Plan. It also includes text to officially approve the Plan.

NEXT STEPS

Once the PROS Plan is approved staff will complete the following actions:

- File the 2022 PROS Plan with the State's Recreation and Conservation Office for final review and to restore eligibility for state-wide grant programs.
- Establish a new Parks and Recreation Element as part of the 2024 period update to the Mercer Island Comprehensive Plan and include a reference to the 2022 PROS Plan.

RECOMMENDED ACTION

1. Approve Resolution No. 1618 adopting the 2022 Parks, Recreation, and Open Space (PROS) Plan.
2. Appropriate \$750,000 from available balance in the Capital Improvement Fund for athletic field design, joint master planning for Clarke and Groveland beaches, and the MICEC Annex facility assessment.