

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Parks, Recreation, Open Space and Art (PROSA) Plan Update
DEPARTMENT:	Administrative Services Recreation, Cultural and Community Services
PRESENTED BY:	Jacob Bilbo, Parks Bond Project Manager Mary Reidy, Recreation and Cultural Services Superintendent
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The current 2017-2023 PROS Plan was adopted on July 31, 2017. The PROS Plan is a 20-year vision and framework for Shoreline’s recreation and cultural programs, and for maintenance and investment in park, recreation, and open space facilities. To qualify for certain state and federal grants, the Parks, Recreation and Open Space (PROS) Plan must be updated every six years. The City adopted its first Public Art Plan (2017-2022) in 2017, however this plan is not required by funding agencies and is currently separate from the PROS Plan.

This next plan update will focus on the years 2024-2029 and provide new strategic action initiatives based upon current assessments of park facilities, recreation programs, cultural services and special events, public park lands, amenities, community needs and interests and demographics. This update will also incorporate Public Art with asset inventory and assessment of permanent and portable works in the City’s collection and identify and prioritize opportunities for the public to engage in local arts and cultural events and programs. Combining the PROS Plan with the Public Art Plan creates a more integrated vision and work plan for the City. The newly adopted plan will be referred to as the Parks, Recreation, Open Space and Art (PROSA) Plan.

The plan development schedule, combined with a desire to focus on a more equitable public engagement process, created an opportunity to engage with two separate consultant teams, Stepherson and Associates (S&A) for public engagement and Beckwith Consulting Group (Beckwith) for the technical portion of the plan. The City sought consultants who had the capability of meeting the aggressive timeline and specific requirements of the City, while giving extra focus to a more equitable and accessible public engagement process and an ability to integrate an equity focus in the plan itself. To date, S&A has completed their portion of the public engagement process, having delivered engagement data to Beckwith in early March. Beckwith is now focusing on dissecting and interpreting this data along with generating asset inventories, demographic studies, demand studies, and interviews with local municipalities.

As we move forward, staff has created a detailed roadmap to steer the project to completion and final submission in December 2023. Staff and Beckwith will be coordinating with the Parks, Recreation and Cultural Services (PRCS) Board to update goals and associated policies, as well as updating the Planning Commission, and re-analyzing the Strategic Action Initiatives (SAIs). Once completed, staff will return to Council later this year to present the updated SAIs.

Tonight, staff will provide an update of the 2024-2029 PROSA Plan process, including public engagement to date and steps moving forward towards submission for Council approval. Staff and the Council will be joined by Tom Beckwith, Principal with Beckwith Consulting Group, the technical consultant working on the PROSA Plan

RESOURCE/FINANCIAL IMPACT:

The PROSA Plan update project budget includes \$100,000 for outreach and engagement and up to \$200,000 for technical analysis and plan development in the Capital Improvement Plan. The Beckwith Consulting Group contract covers the PROSA Plan update technical analysis and plan development.

RECOMMENDATION

No formal action is required tonight; this is a discussion item intended to provide Council with an overview of the 2024 PROSA Plan update process and an opportunity to provide early feedback on the proposed plan. Staff recommends that Council provide this feedback tonight to staff and the City's technical consultant.

Approved By: City Manager **BE** City Attorney **MK**

BACKGROUND

The current 2017-2023 PROS Plan was adopted on July 31, 2017 after an 18-month engagement and update process. The staff report for the adoption of the 2017-2023 PROS Plan can be found at the following link: [Adoption of Resolution No. 412 Approving the 2017-2023 Parks, Recreation, and Open Space Plan for the Purpose of State of Washington Recreation and Conservation Office Funding Eligibility.](#)

The current PROS Plan is built around a set of Strategic Action Initiatives (SAIs) representing community priorities during the public engagement process. Staff believe that this general framework has served the City well over the past several years and expect to retain this overall approach as staff develop the 2024-2029 plan update. While there was a significant effort to ensure community engagement in the development of the 2017-2023 PROS Plan, both staff and the Parks, Recreation and Cultural Services (PRCS)/Tree Board have recognized the need to focus more intentionally on reaching those members of our community that are often overlooked in government outreach and engagement efforts. In addition, staff determined that integrating the Public Art and Cultural Services Plan into this process allowed for more robust engagement and support for a plan that was previously all done by staff in house.

With that in mind, staff became interested in separating the engagement work from the technical work related to development of the new PROSA Plan. The City first engaged with S&A to conduct the community engagement portion of the plan. The City then conducted an RFQ process for a consultant to support the development of technical work for the PROSA plan including:

- Conducting and preparing a recreation demand study;
- Updating the aquatic/community center needs analysis with associated delivery strategies;
- Conducting and preparing a condition assessment report of major park assets such as structures, fields, and playgrounds;
- Integrating community outreach data into the PROS plan analysis and report;
- Drafting specific written chapters of the PROS Plan document that relate to the work components; and
- Coordinating with staff to update the status of current strategic action initiatives, identify any new ones and update implementation goals reflective of identified work.

This consultant – Beckwith Consulting Group – will assist the City in developing the 2024-2029 PROSA Plan and provide project management support from start to finish.

DISCUSSION

The purpose of tonight's discussion is to provide a high-level overview of the planned approach to the 2024-2029 PROSA Plan update process and to provide a more detailed description of the planned technical process.

The overarching goal of the PROSA Plan itself, and more specifically the outreach and engagement work, is to center community priorities in a manner that is in alignment with the Shoreline's Anti-Racism Resolution.

Tonight's Council Discussion

Tonight, staff will provide an update of the 2024-2029 PROSA Plan process with an emphasis on the technical approach. Staff and the Council will be joined by Tom Beckwith, Principal with Beckwith Consulting Group, the technical consultant working on the PROSA Plan.

Completed Work

Beckwith conducted workshops with staff and S&A to conduct preliminary planning and review the following:

- *Vision* - including assessment of work completed since the 2017 PROS Plan, 2027-2023 Public Art & Cultural Services Plan, on-going Urban Forest Assessment update, 2022 Resident Satisfaction Survey, and on-going Aquatics Feasibility Study;
- *Participants* - who and how to involve adjacent cities of Edmonds, Mountlake Terrace, Lake Forest Park, Kenmore, the Shoreline School District, YMCA, and other public, nonprofit, and for-profit agencies, among others; and
- *Progress* – review progress with City staff and the PRCS/Tree Board on a bi-weekly basis and with the Planning Commission and City Council at milestone tasks during a series of workshop review sessions.

S&A completed their outreach and engagement portion of the PROSA Plan and has handed that data to Beckwith. Staff and Beckwith are focused on completing remaining outreach and engagement and interpreting the results provided by S&A. In addition to public surveys, 'tabling events' were held at the City sponsored events (the Lantern Festival and Dia de los Muertos), the City's Indoor Playground program, the Senior Center, and the Teen Center. Focus groups were also held with local athletic groups who rent City facilities. Finally, Beckwith and staff also conducted tours of City parks and recreation facilities.

Current Work

Beckwith is currently updating demographic trends by analyzing present and projected population and demographic trends, including mapping walkability and social equities. These demographics will also include future age characteristics over the six-year plan period. City staff from multiple Departments are working closely to ensure that the same data sources are being used to produce demographics for the PROSA Plan update and the 2024 major update of the Comprehensive Plan.

Beckwith is also studying the volume of demand for different types of activities and generating walkability maps. They are also projecting service needs and market demands, including recreation activity participation, peak volumes, and turnover rates. Addition work includes assessing facility requirements using facility carrying capacity models, geographic information system gap analysis, and the Washington State Recreation and Conservation Office's (RCO) level of service scoring matrix to determine

existing level of service, distributional level of service, proposed objectives, and land acquisition and other costs.

Next Steps

In the next few months, staff and the PRCS/Tree Board will update city goals and associated policies included in the Comprehensive Plan. Beckwith will develop the PROSA Plan elements using a progressive plan layering approach to complete the following:

- Conduct interviews with local municipalities;
- Present project updates to the Planning Commission;
- Update Plan SAIs;
- Draft the State Environmental Policy Act (SEPA) Checklist for the PROSA Plan's programmatic conditions, impacts, and mitigations, including background, elements of the natural environment, and elements of the human environment;
- Determine repair and replacement requirements to estimate the remaining life of existing and proposed facilities; and
- Analyze financial prospects to accomplish the City's combined six- and 20-year administration, art, recreation, maintenance, repair and replacement, and proposed level-of-service development requirements.

COUNCIL GOAL(S) ADDRESSED

This item implements City Council Goal No 2 - *Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment* - Action Step 2:

- *Continue to implement the Parks, Recreation, and Open Space Plan, including implementation of the 2021 Park Bond if approved by voters.*

RESOURCE/FINANCIAL IMPACT

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