

**SULTAN PLANNING BOARD
AGENDA ITEM COVER SHEET**

ITEM NO: D-1

DATE: March 16, 2010

SUBJECT: Park and Recreation Open Space Plan – Public Outreach

CONTACT PERSON: Deborah Knight, City Administrator

ISSUE:

The issue before the planning board is to review the public outreach materials and direct staff to areas of concern.

STAFF RECOMMENDATION:

1. Review the final draft list of outreach assignments (Attachment A) for board members to local stakeholder groups as discussed by the board at the February 16, 2010 planning board meeting.
2. Review revisions to the PowerPoint presentation (Attachment B) based on feedback at the small group meeting on February 9, 2010. Direct staff to areas of concern.

SUMMARY:

The city of Sultan is beginning the update to the park and recreation open space plan. The plan is both a stand-alone document submitted to the Washington State Recreation and Open Space Commission (ROC) for grant application status; and a chapter (element) in the city's 20-year comprehensive plan. In order to maintain grant eligibility, the city must complete the plan update by November 30, 2010.

There are several steps in the plan update that are required for grant eligibility. One of the steps is adequate public outreach.

The planning board discussed the park and recreation open space (PROS) plan outreach materials at the February 16, 2010 meeting. Board members also took on the responsibility of reaching out to local stakeholder groups to get feedback and input on the city's current and future park system. The bulk of the outreach effort must be completed by April 30, 2010 to stay on schedule for adoption by the November 30, deadline.

Planning board chair, Frank Linth and board member, Steve Harris have used the outreach materials and questionnaire within the last week.

This is an opportunity for the planning board to discuss feedback from the stakeholder groups and make suggested changes to the materials.

Following the small group meeting on the PROS plan, Chair Linth and planning board member, Bob Knuckey recommended changing several slides to improve the flow of the presentation and limit confusion. Attachment B is a revised PowerPoint presentation.

Public Works Director, Connie Dunn recommends the board reduce the number of PowerPoint slides used during the presentation to allow board members to complete the presentation within the 15 minute timeframe allowed by most of the stakeholder groups.

FISCAL IMPACT:

There is no fiscal impact associated with this discussion. City staff will handle amending the outreach materials in-house.

RECOMMENDED ACTION:

1. Review the final draft list of outreach assignments (Attachment A) for board members to local stakeholders groups as discussed by the board at the February 16, 2010 planning board meeting.
2. Review revisions to the PowerPoint presentation (Attachment B) based on feedback at the small group meeting on February 9, 2010. Direct staff to areas of concern.

ATTACHMENTS:

- A – Final Draft Outreach Assignments
 - B – Revised PowerPoint Presentation
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Coordination with Community/Faith Based Organizations

Members of the Planning Board and/or Sultan Staff will make presentations and conduct Q&A sessions with key community groups and faith based organizations during the months of March and April. Summaries of these meetings and outcomes will be provided to the planning team to influence development of the Plan.

Meeting Dates	Presenter	Board	Comments
Monday, March 8, 2010	Steve Harris	Sky Valley Soccer Jessica - 425.971.5797	Monroe Fire Depart. Be there at 7.00 p.m. (Jessica)
Monday, March 8, 2010 2 nd & 4 th Mondays 6:30pm to 8:30pm	Jerry Knox	Crosswater Community Church Phone: 799.1030 PO Box 1751 Sultan WA 98294	Crosswater Office Be there at 7:00 p.m. (John Merwin)
Monday, March 15, 2010 7.15 p.m.	Jerry Knox	Sultan School Board 514 – 4 th Street Sultan, WA 98294 360.793.9800	Sultan Elementary School Library Be there at 7:15 p.m. (Jackie Whaley)
Wednesday, March 17, 2010 3 rd Wednesday 7:30 to 8:45 AM	Jerry Knox	Monroe/Sky Valley YMCA Patsy Cudaback Phone: 360.805.1879 14033 Fryelands Blvd Monroe WA 98272	Monroe YMCA Be there at 7:30 a.m. (Patsy Cudaback)
Thursday, March 18, 2010 3 rd Thursday	Jerry Knox	Friends of the Sultan Library Phone: 360.793.0240 PO Box 471 Sultan WA 98294	Sultan Library Be there at 9.45 a.m. (Jean Roberts)
Wednesday April 7, 2010 1 st Wednesday at Noon	Frank Linth	Sky Valley Chamber of Commerce Phone: 360.793.0983 320 Main Street Sultan WA 98294	Sultan Council Chamber Be there at Noon April 7th

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Meeting Dates	Presenter	Board	Comments
Thursday, April 11, 2010 7.30 a.m.	Frank Linth	Early Words Toastmasters PO Box 1522 Sultan WA 98294	Dutch Cup Restaurant Be there at 7:30 a.m.
Tuesday Evenings at 6:00 p.m.	Frank Linth Bob-Alternate	Sky Valley Eagles #4149 Phone: 360.793.4149 PO Box 1589 Sultan WA 98294	Sultan Eagles Meet Trustees at 6:00 p.m. (Liz)
	Bob Knuckey	Sultan Boys & Girls Club Phone: 425.258.2436 x109 PO Box 427 Sultan WA 98294	Contact Kami Prutsman 793-2515 (Paul Seeley)
	Jerry Knox	Hillcrest Baptist Church Phone: 360.793.7398 14030 Sultan Basin Rd Sultan WA 98294	At Hillcrest Baptist Be there at (Pastor Ed)
	Steve Harris	Mountain View Christian Fellowship Phone: 360.793.0731 211 6 th St Sultan WA 98294	At the Church Be there at (Sean)
	Bob Knuckey	Sky Valley Little League svlinnfo@svll.org The Players Club 14700 172 nd Dr SE Monroe WA 98272	At Be there at

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Meeting Dates	Presenter	Board	Comments
	Frank Linth	SCCYFA – Pirates Cascade Football Association Larry Foley Cell Phone 310.339.1533	AT Be there at (Larry Foley)

CITY OF **SULTAN**
WASHINGTON



COMPREHENSIVE
PARK AND RECREATION
OPEN SPACE PLAN UPDATE



Why We're Here

- Need your help and ideas
- Update the Parks, Recreation and Open Space (PROS) Plan
 - Update the parks chapter in the City's 20-year plan
 - Apply for State grant money to acquire and build new parks.
- Plan and build parks that meet your needs

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We need to update the Parks, Recreation and Open Space (PROS) Plan to meet state law and to be able to apply for grant money to acquire and build new parks.

- Parks Chapter is optional – however, property acquisition and development must be included in the required Capital Facilities Plan
- The GMA encourages cities to retain open space and development recreation opportunities

The PROS Plan will be an chapter in the City's 20-year plan and help meet the need for future parks.

Today's Objective

- Discuss the PROS Plan update and the City's 20-year "Comprehensive" Plan
- Provide an overview of the PROS plan update
- Review existing status of Sultan Parks
- Discuss opportunities and implications for Sultan's Parks
- Get your feedback and thoughts

Since Sultan is part of a larger region, Sultan residents have access to parks and recreation programs that are provided by nearby cities such as Monroe and Gold Bar , Snohomish County and Washington State.

Residents from outside the city have access to parks within Sultan.

We'll discuss the relationship between the City's PROS Plan and the larger Comprehensive Plan.

The PROS Plan Update Will

- look at demand for parks now and in the future,
- evaluate the current facility and service needs,
- look at how we can work with the county and state to improve recreational opportunities for Sultan's residents with regional facilities,

- The city plans to add approximately 6,500 people between now and 2025.
- What new parks and park improvements are needed to serve our community today and tomorrow
- Evaluate the city's park system – take an inventory
- Seek opportunities for partnerships with Snohomish County and Washington State
 - Recreation park south of Sultan on the banks of the Skykomish River
 - Gun range at Olney Creek
 - Reiter Foothills ORV Park

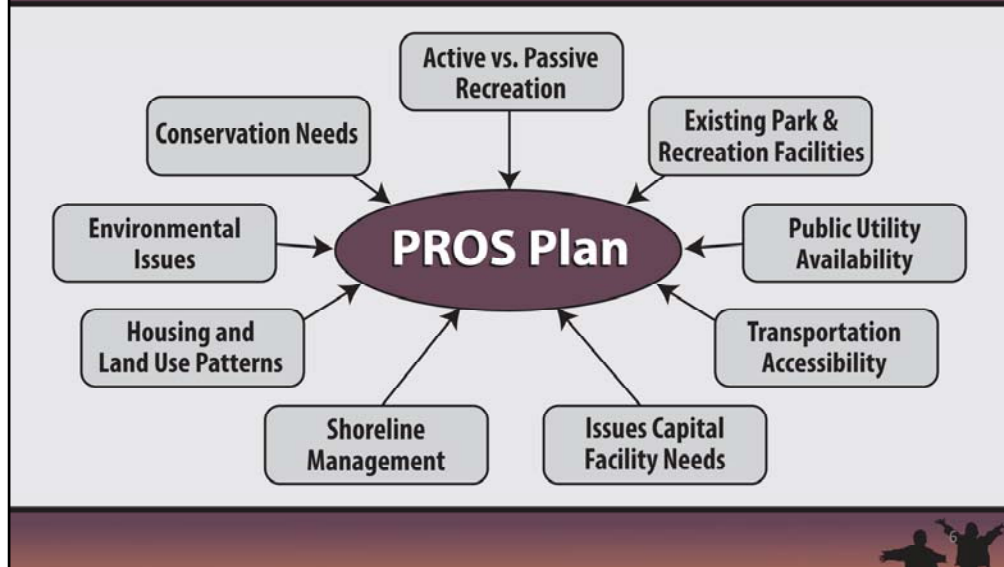
The PROS Plan Update Will

- Become part of the City's Comprehensive Plan
- Help the City improve and expand the existing parks and recreation system over the next 20 years
- Identify the costs and timing of park projects and how to fund them



- Identify goals and policies for parks system level of service, use, expansion, operations and maintenance
- The city is required to have financially realistic plan with identified funding sources for construction, operations and maintenance

Sultan's Comprehensive Plan Elements



Sultan's Park Update is part of the larger Comprehensive Plan Update.

The need for parks and recreational facilities in Sultan depends on a lot of different factors and constraints

- where people live,
- whether the land is good to use for active recreation like ball fields and playgrounds or
- passive recreation or open space like land with wetlands.

We also need to know about the area's suitability for use in recreation based on

- the land uses surrounding proposed parks
- Conservation needs
- Availability of public utilities and roads to serve the site.

2004 Comprehensive Plan Goals

- Develop a high quality, diversified recreation system that provides for all age and interest groups
- Create effective and efficient methods of acquiring, developing, operating and maintaining facilities that accurately distribute costs and benefits to the public and private interests
- Develop a high quality system of multipurpose park trails and corridors that access significant environmental features, public facilities and developed urban neighborhoods



Here are the goals we put together for our Comprehensive Plan in 2004. They are a starting point for our discussion. Do they still make sense? Are there changes we should make?

For example:

1. Partnerships with Snohomish County, Washington State and the private sector
 - Reiter Foothills, Olney Creek Gun Range
2. Create and preserve a variety of open space

Steps in the PROS Plan Process

- Research and Analysis
- Community Needs Assessment
- Recommendations
- Final Parks, Recreation and Open Space Plan
- Anticipated Adoption November, 2010

There are opportunities for Public Involvement throughout every phase.

The Research and Analysis phase

- includes a Parkland and Facility Inventory where we survey every existing park and City owned property,

Recreation Program Inventory and Evaluation

- current users and their needs,
- Maintenance and Operations Evaluation
- determine what needs to be fixed,
- what need to be introduced or replaced,
- how much that will cost to install and then maintain over time.
- The parks system needs to be sustainable long term and within the City's staffing budget.

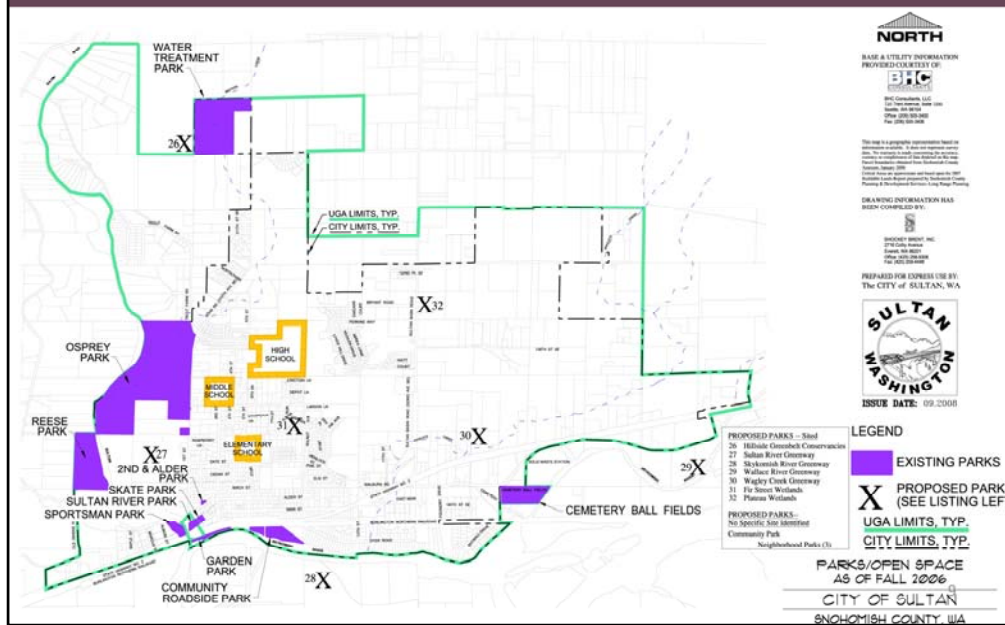
The Community Needs Assessment is why we're here.

- It's the public outreach phase of the project where we hear about the City's parks needs from citizens, the school district, recreational user groups and everyone with an interest in Sultan's parks and recreational opportunities.

The recommendations stage includes

- A Community Needs Assessment Report where all of the research together and talk about Sultan's Parks, Recreation and Open Space in a comprehensive way.
- We'll also provide draft recommendations for new and existing parks and facilities and how to fund them.
- This stage also includes the state required environmental review we do with any plan.

Where are the City's Parks?

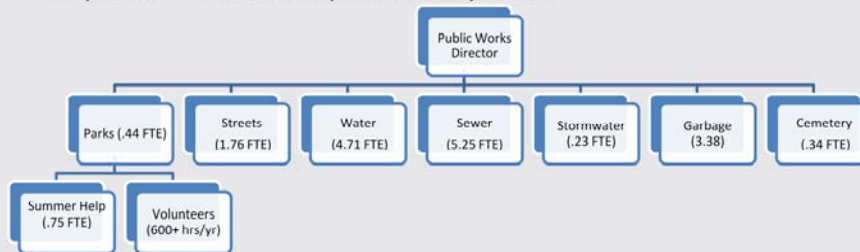


The city has 9 parks not including the water treatment plant – which will be removed from the park system with this update.
 Notice all the parks, with the exception of the cemetery ball fields are clustered around the Sultan River and downtown area.
 Parks are needed between Sultan Basin Road and Rice Road to serve the city's future residents who will be clustered in this area.

Overview of Sultan's Existing Parks, Recreation and Open Space System

Park Maintenance

- Public Works has very limited staffing
 - .44 FTE dedicated parks operation/maintenance staff October-April
 - .75 FTE mowing parks and streetscapes May-October
- 10 parks - 142 acres plus trail system



There is grant funding for building new parks, but no funding for on-going maintenance.

- Park design must consider limited staffing
- Need volunteers and community partners to keep parks open and usable
- Can your group help

What types of public Recreation Amenities are available in Sultan?

- Active Recreation
- Passive Recreation
- Trails/Walking Paths
- Pavilion and Picnic Shelters
- Wetlands/Environmentally Sensitive Areas
- Boat Launch/River Access



What types of Parks does Sultan have?

- 142 acres of Public Land
 - Mini Parks (1/2 acre to 2 acres)
 - Roadside Park and Garden Park
 - Neighborhood Parks (2 acres to 12 acres)
 - Reese Park, River Park/Skate Park
 - Community Parks (13 acres to 50 acres)
 - Osprey Park
 - Regional Parks (serve entire region)
 - Sportsman Park

Mini Parks include Roadside Park and Garden Park

Neighborhood Parks include Reese Park, River Park, the Water Treatment Plant, Cemetery Park, 2nd and Alder, the Skate Board Park and 5th and Date.

Osprey is Sultan's Community Park.

Osprey Park and Sportsman Park are Regional Parks.

How many more acres of parks are planned for 2025?

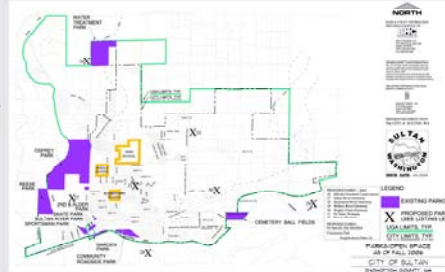
2008 Park Level of Service (LOS)

Park Type	2008 Acres of Park Land owned by Sultan	2008 LOS (per 1,000 pop.)	Parks Acres needed by 2025 for 11,119 people
Mini Parks	2.5 acres	No LOS adopted	0
Neighborhood Parks	45.11 acres	1.5 acres/ 1,000 people	$1.5 \times 11.119 = 16.67$ $16.67 \text{ acres} - 45.11 = 0$
Community Parks	5.0 acres	2.0 acres/ 1,000 people	$2.0 \text{ acres} \times 11.119 = 22.2 \text{ acres}$ $22.2 \text{ acres} - 5.0 = 17.2 \text{ acres needed}$
Regional Parks	89.41 acres	No LOS adopted	0

This table shows the level of parks facilities in 2008 by park type. It also shows the level of service Sultan has set for each type of park per 1000 residents. The last column shows how many additional acres we need to add by type to meet our 2008 level of service standards.

Does the existing park system meet your needs?

- Do all areas of the city have parks within walking distance?
- Are there enough sports fields for future residents?
- Do the parks serve residents of all ages
- Do regional parks attract outside visitor and enhance economic development?
- What parks should we plan for the future?



Are there enough?

- Do the number of acres we need to add seem adequate for our future needs?
- Do the existing parks provide you the amenities that you want?
- When you visualize the Sultan Park System in 2025, what do you see?
- What are we willing to pay for?

There are very limited funds for new parks and even less for maintenance and operations. Any new parks or facilities may need new funding sources, such as Parks Impact Fees.

Sultan's Future Parks and Recreation System

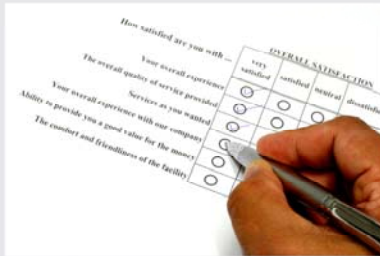
- When you visualize the park system in Sultan in 2025, which of the following do you want to see? Which are most important? Least important? What can we afford?

Do you want to see more mini parks or neighborhood parks? Is it important to have a trail system that connects parks, neighborhoods and schools? Do we need more soccer facilities, playgrounds or other new facilities?

Are there things you'd like to see that we haven't mentioned such as off road vehicle opportunities, an improved boat launch or community pea patch?

Now we need your input

- Please take a few minutes to complete the questionnaire and provide us with your thoughts and concerns.



Thank you!

