



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
MAY 11, 2020**

PRESENT: Tim Reid, President
Erik Hanberg, Clerk
Aaron Pointer
Andrea Smith
Jessie Baines

IN THE CHAIR: Tim Reid

PLACE: Remote call in meeting

STUDY SESSION COVID 19 RESPONSE UPDATE

Shon Sylvia opened the presentation by noting the objective of the study session is to share more information about the District's park stabilization & recovery plan. He noted staff will be reviewing the Governor's reopening guidelines & discussing the District's three stages to consider reopening parks, facilities, program and amenities. Mr. Sylvia commented that tonight's presentation will highlight the status of May-June and positioning Metro Parks Tacoma for July-August. In addition, staff will also provide a capital program update so as to provide an understanding of the approach to slowing capital construction while continuing to plan and design for the future.

Mr. Sylvia stated that District is considering three stages related to stability. Stage 1 involves using guidance from the Governor and public health. Mr. Sylvia commented that at this stage that just because some things are allowable for opening it doesn't mean the District can or should be reopening at this time. He explained that stage 2 involves applying seven criteria developed by the District along with professional judgment to submit a business case to reopen the District's Recovery Team. Mr. Sylvia pointed out that consideration of reopening of amenities and facilities also includes re-evaluation of financial constraints and appreciating community priorities during this current time of crisis. A chart outlining the seven criteria was reviewed. The seven criteria are: regulatory requirements, physical and emotional health of the community, equity & geographic balance, innovation in meeting community needs, cost recovery/revenue opportunity to offset maintenance & operations, staffing & budgetary constraints, and contractual & partnership considerations. Mr. Sylvia then outlined stage 3 of stabilization to include developing and implementing operational plans. This includes modified experiences, limited locations, amenities and hours based on reopening plans. It also includes ensuring that safety measures are in place to protect both staff and the public. Mr. Sylvia commented that communication of these plans is also included in stage 3. Staff stressed that safety of the community remains critical in building plans to reopen. A detailed workplace readiness safety check list developed by the District's Safety Team was reviewed.

Marina Becker and Alan Varsik then reviewed the list of facilities and amenities that are open and closed as follows:

Open May-June (limited staff)

- Parks & Trails
- Dog Parks
- First Responders Camp
- Boathouse Marina & Boat Launch-May 8
- NW Trek Wild Drive- May 15
- Meadow Park Golf Course- May 22

(Potentially Opening - June)

- Virtual Program & Classes
- NW Trek Wildlife Park
- Point Defiance Zoo
- MPT Headquarters
- * Restrooms and parking lots to support facilities & programs

Closed May-June (limited staff)

- Programs and events postponed/cancelled
- Outdoor pools
- Indoor Facilities:
 - o Point Defiance Aquarium
 - o All four community centers & swimming pools
 - o Tacoma Nature Center
 - o W.W. Seymour Conservatory
 - o Fort Nisqually Living History Museum

Continued Closures-Amenities:

- Remaining restrooms and parking lots at parks
- Play structures & spraygrounds
- Picnic shelters
- Skate parks & sport courts
- LOS continues to focus on essential services

Mr. Sylvia comment that the following are being considered for July-August:

- No large public gathering or special events; potential “drive-in” movies and concerts
- Small group specialty camps; Scale first responders camp to multi-classroom summer camps/extended learning in partnership with TPS
- Continue virtual programming with some social distancing with on-site small group activities

- Pools/spraygrounds; limit to small groups & instruction
- No playground program; food distribution via partners
- Opening Sport Courts with size restrictions
- Focus strategically on neighborhood/community parks first-- keeping people closer to home
- Regional Parks & facilities with limited hours & amenities; timed entry to attractions & centers

Commissioner Pointer inquired as to the liability that could be associated with the NW Trek Wild Drive experience. Staff indicated all rules must be agreed to at the time of the on-line reservation and ticket purchase.

Commissioner Hanberg suggested possibly using the Williams Nine at Meadow Park Golf Course a picnic area for families. Marina Becker commented that regional golf courses as this time are in high demand for golf related activities.

President Reid commented that he is supportive of the plan as outlined by staff as it provides for both safety and flexibility.

Commissioner Pointer inquired about when furloughed staff being brought back to work. Mr. Sylvia indicated some furloughed staff have been brought back for the marina and golf course opening, but the financial model for savings was based on staff being furloughed through June 30th.

Debbie Terwilleger then commented on the process and guidance being using by planning staff as it relates to the District's capital program. Updated guidance by the Governor has resulted in the following:

- Phase I—resume projects formerly suspended, subject to safety requirements
- Phase II—proceed with all construction, subject to safety requirement
- Phase III—gatherings size less than 50 (public outreach)
- Phase IV—gatherings size greater than 50; (public outreach)

Ms. Terwilleger commented that with that guidance in mind staff is recalibrating the capital program including looking at active construction projects, evaluating all projects in design, projects in the planning phase and consideration for projects that could be postponed until the next CIP in 21/22.

Mr. Sylvia commented that next steps include the following opportunities for the Board:

- Status of local, state and federal relief programs and Boards position in recovery –
May 18 COW
- Adjusted CIP Plan + Fiscal health of District and budget update -May 26 Board Meeting
- Strategic Direction + 2021-22 Budget Process: recalibrating the park system scope & critical path -June 8 Study Session

REGULAR MEETING

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by Commissioner Reid at 6:00p.m.

SPECIAL PRESENTATIONS

PRESIDENTS REPORT

STANDING COMMITTEE AND COUNCIL REPORTS None

EXECUTIVE DIRECTOR’S REPORT

Executive Director Shon Sylvia commented on the following:

- The District has received notice ESRI has named Metro Parks Tacoma as a winner of Special Achievement in GIS (SAG) award. For more than a half century, ESRI has been leading the way in GIS technologies and today is used by more than 350,000 organizations worldwide.

COMMUNITY COMMENTS

No community comments received.

MINUTES OF THE APRIL 27, 2020 REGULAR BOARD MEETING

Commissioner Pointer moved to adopt the minutes as presented; seconded by Commissioner Hanberg and passed on a vote of 5-0.

CONSENT AGENDA

RESOLUTION NO. C25- 20: APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 2020

RESOLUTION NO. C26-20: REVISING MAY 2020 MEETING SCHEDULE FOR THE BOARD OF PARK COMMISSIONERS

Commissioner Hanberg moved adoption of the consent agenda seconded by Commissioner Pointer.

President Reid commented that the schedule change is due to Memorial Day.

Being no additional comments the question was called and the consent agenda passed on a vote of 5-0.

PURCHASING RESOLUTIONS

RESOLUTION NO. P27-20: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. HONEYWELL INTERNATIONAL FOR ENERGY MANAGEMENT SOFTWARE & DDC SYSTEM SUPPORT IN THE AMOUNT \$147,362.76 FOR FIVE-YEAR AGREEMENT

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Hanberg.

Alan Varsik commented that the Honeywell Software and DDC controls run the life support system in the aquarium and is essential for maintaining life support for species in the aquarium. Being no additional comments the question was called and the resolution passed on a vote of 5-0.

PUBLIC WORKS PURCHASING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS:

Commissioner Pointer inquired about the future COVID testing of employees. Peter Mayer indicated that the District will follow guideline as recommended by the Tacoma Pierce County Health Department.

ADJOURN:

Being no further business, the meeting was adjourned at 6:40p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary