



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
December 14, 2020**

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

IN THE CHAIR: Tim Reid

PLACE: Remote call in meeting

STUDY SESSION

REGULAR MEETING

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

SPECIAL PRESENTATIONS None

PRESIDENTS REPORT

President Reid commented that even though the COVID vaccine is starting to be administered, he urged the community to continue wearing masks, practice social distancing and recreate responsibly.

STANDING COMMITTEE AND COUNCIL REPORTS

Joint Municipal Action Committee

Commissioner Smith commented that JMAC met last Friday. She noted that JMAC members and staff have decided to extend the RFP for the collaborative strategies work until January 4th. JMAC will meet again on January 15th.

NOMINATIONS FOR 2021 BOARD OFFICERS

Commissioner Reid nominated Commissioner Smith for Board Clerk; seconded by Commissioner Pointer.

Commissioner Smith nominated Commissioner Hanberg for Board President; seconded by Commissioner Pointer.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia reported on the following:

- Over the weekend, the District received the news that the District's grant for Puget Sound Energy (PSE)'s COVID-19 Relief and Recovery Program in the amount of \$20,000 in support of MPT's McKinney-Vento Remote Learning Camp for this school

year has been approved. More than 400 grant applications were submitted for the program

COMMUNITY COMMENTS None

MINUTES OF THE NOVEMBER 23, 2020 REGULAR BOARD MEETING

MINUTES OF THE NOVEMBER 30, 2020 PUBLIC HEARING

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

CONSENT AGENDA

RESOLUTIONS NO. C57-20: APPROVAL OF WARRANTS CLAIM FUND FOR NOVEMBER 2020

RESOLUTION NO. C58-20: AUTHORIZING SURPLUS AND DISPOSAL OF PERSONAL PROPERTY

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

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

PURCHASING RESOLUTIONS

RESOLUTION NO. P59-20: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. ZOO ADVISORS FOR STRATEGIC AND BUSINESS SERVICES IN THE AMOUNT OF \$98,275.00
2. DEEP FOREST CHALLENGE FOR ROPES COURSE/ZIP LINE EXPERIENCE FOR 2021 & 2022 IN THE AMOUNT OF \$620,000
3. GATEWAY TICKETING SYSTEMS FOR POS MAINTENANCE, SUPPORT & ENHANCEMENTS FOR 2021& 2022 IN THE AMOUNT OF \$230,000
4. KING FEED FOR ANIMAL FEED FOR 2021 & 2022 IN THE AMOUNT OF \$250,000
5. MILLIKEN MEAT FOR CARNIVORE DIET FOR 2021& 2022 IN THE AMOUNT OF \$150,000
6. LAND O'LAKES PURINA FOR ANIMAL FOOD 2021&2022 IN THE AMOUNT OF \$130,000
7. PHOENIX CENTRAL LABS FOR DIAGNOSTIC LAB SERVICES FOR 2021&2022 IN THE AMOUNT OF \$105,000
8. CENTRAL NEBRASKA PACKGING INC. FOR CARNIVORE DIET FOR 2021&2022 IN THE AMOUNT OF \$155,000

9. BERRY DUNN MCNEIL FOR ORGANIZATIONAL PLANNING SERVICES FOR 2020 & 2021 IN THE AMOUNT OF \$80,000

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

Rick Dietz commented that in February 2020, staff published a Request for Proposal (RFP) in the Tacoma Daily Index and the Daily Journal of Commerce. The solicitation contained a general description of the project and a summary of the desired range of services. The District received six submittals from firms expressing an interest in the project. Staff has selected Zoo Advisors to provide strategic and business plan services for PDZA.

Mr. Dietz noted the operating arrangement with Deep Forest Challenge allows for Metro Parks to collect all the revenue and pay Deep Forest Challenge the revenue less the annual percentage and an additional amount to cover administrative costs, not including the admissions revenue for participants, NW Trek receives a guarantee of \$49,992 per year plus an average of \$9k per year for managing the sales in-house.

Mr. Dietz then commented that items 4-8 are for authorization for animal food purchases.

Mr. Dietz commented that ZEED uses Gateway Ticketing System as its point-of-sale system for admissions, membership, group sales, web sales, mobile ticketing and program registrations. To stay current with emerging technology, product enhancements and receive 24/7 support we pay an annual maintenance and support fee of \$75,500 for both sites, purchase ticket and card stock for \$20k and include \$19k to replace POS hardware at the gates to provide a uniform, cleaner sales experience with compact touch screens.

Shon Sylvia commented that District originally contracted with Berry Dunn in 2019 to assess organizational structure related to the District's goals and objectives. Due to COVID 19, the firm reassessed and revised its recommendations from the original project based on new circumstances being faced by the District. The revised scope of work includes recalibrating the park system to help adjust program delivery/level of service via a demand management and equity criteria within ZEED and Parks & Recreation departments, as well as refine any recommendations from Information Technology plan and incorporate into how to redefine business support for the new park system post COVID.

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

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW60-20: W.W. SEYMOUR BOTANICAL CONSERVATORY REHABILITATION REJECTION OF BIDS FOR BID J2020-13

Commissioner Hanberg moved adoption of the resolution; seconded by Commissioner Pointer. Debbie Terwilliger commented that this item was reviewed by the CIC on November 24th.

Staff noted that two bids came in largely over budget for the project. Staff and Board members discussed cause that led to the over bid including the cost of materials and the historic nature of the conservatory. Commissioners discussed opportunities to improve bids on the next time out.

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

SINGLE READING RESOLUTIONS

RESOLUTION NO. R61-20: OWEN BEACH PARK IMPROVEMENTS (PAVILION), ACCEPTING AND APPROPRIATING \$1,050,000 FROM TACOMA PUBLIC SCHOOLS

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

Staff commented that this resolution accepts and appropriates \$1,050,000 from the Tacoma Public Schools (TPS) 2020 Bond Program for the Owen Beach Park Improvements (Pavilion) Construction and authorizes the Executive Director to enter into an agreement with TPS for the funding. Planning staff commented that this project will provide for the completion of a fully enclosed, multi-use pavilion building for a structure that would otherwise be limited to an open-air picnic shelter if funding was limited to that available in MPT's current budget.

Staff indicated that agreement for the facility will likely function like the agreement the District has with TPS for Pagoda.

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

RESOLUTION NO. R62-20: ADOPTING THE 2021-2022 STATE & FEDERAL LEGISLATIVE AGENDA FOR THE METROPOLITAN PARK DISTRICT OF TACOMA

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

Pete Mayer was called upon to speak about details of the agenda. Mr. Mayer stated that the capital request for the upcoming 2021 session includes seeking funds for a new park project that will be jointly funded by Metro Parks and the City of Tacoma in the 27th Legislative District to assist MPT in closing critical gaps associated with our 10-minute Level of Service goals. He further stated that in the realm of policy advocacy, MPT will work to advance the Tacoma Whole Child Initiative by working to streamline childcare permitting and ensure that funds from the Puget Sound Taxpayer Accountability Act are protected and distributed equitably.

Mr. Mayer also commented that the District plans to work with local government partners across the state to proactively discuss the operating revenue challenges faced by all, made particularly poignant by the Covid-19 pandemic. To these ends, MPT supports the WRPA initiative to allow parks and recreation agencies to take a 0.1 percent sales tax increase to our voters and to bond against new sales tax proceeds upon voter approval, as well as efforts led by municipalities and counties to address ongoing revenue shortfalls due to our state taxing structure.

In addition, on the federal front, the legislative agenda is committed to urging Congress to support units of state and local government- particularly special purpose districts like MPT- as the District

begins to recover from the Covid-19 pandemic. Issues around infrastructure, tax parity and credits and access to funding structures highlight our needs.

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

SECOND READINGS RESOLUTIONS

RESOLUTION NO. RR56-20: ADOPTING THE 2021-22 BIENNIAL BUDGET

This resolution was moved and seconded at the November 23rd Regular Board Meeting.

Being no additional comments, the resolution passed on a vote of 5-0.

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS:

Commissioner Smith commented positively on her recent Zoolights visit.

ADJOURN:

Being no further business, the meeting was adjourned at 6:55p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary