



REGULAR PARK BOARD MEETING AND AGENDA

May 10, 2021

5:30 PM STUDY SESSION

6:00 PM REGULAR MEETING

REMOTE MEETING

Protecting the public, our partners, and our staff are of the utmost importance.

Due to recent health concerns with the novel coronavirus and in compliance with the Governor's Executive Order 20-28.2 (amending 20-05, 20-28, 20-28.1 , 20-28.2, 20-28.3, 20-28.4, 20-28.7 , 20-28.8, 20-28.9, 20-28.10, 20-28.11,20-28.12, 20-28.13, 20-28.14, 20-28.15),

this meeting will be held remotely.

The public is encouraged to participate via telephone or Zoom and will be given opportunities to comment, as noted below.

You can listen to the Study Session & Regular Park Board Meeting via telephone by following the instructions below:

Telephone Instructions:

Dial: 253-215-8782

Enter Meeting ID: 949 2922 5063#

Participant ID: no ID needed just press #

You can listen and view presentations of the Regular Park Board Meeting via the Zoom link:

<https://zoom.us/j/94929225063>

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4pm on May 10, 2021 by e-mailing them to Jennifer Bowman at jenniferb@tacomaparks.com. Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4pm on May 10, 2021. Verbal comments will also be allowed during the meeting. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone. All speakers will have up to three minutes to speak.

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

**MAY 10, 2021
6:00 P.M.
REMOTE MEETING**

Via Telephone
Dial: 253-215-8782
Enter Meeting ID: 949 2922 5063 #
Participant ID: no ID needed just press #
or

Listen and view presentations of the
Study Session & Regular Park Board Meeting via the Zoom link:
<https://zoom.us/j/94929225063>

**MEETINGS ARE RECORDED AND MAY BE HEARD AT THE
PARK DISTRICT OFFICES UPON REQUEST**

COMMISSIONERS

ERIK HANBERG, PRESIDENT
ANDREA SMITH, CLERK
AARON POINTER
JESSIE BAINES, JR.
TIM REID

5:30 P.M. **STUDY SESSION** Q1 DISTRICT FINANCIAL UPDATE – ERWIN VIDALLON

6:00 P.M. **CALL TO ORDER**

ROLL CALL

SPECIAL PRESENTATIONS

ASIAN & PACIFIC ISLANDER HERITAGE MONTH PROCLAMATION

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

"Park District meeting sites are accessible to people who require
special accommodations, please contact 305-1091
48 hours prior to the meeting time."



REGULAR MEETING

COMMUNITY COMMENTS

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4pm on May 10, 2021 by e-mailing them to Jennifer Bowman at jenniferb@tacomaparks.com Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4pm on May 10, 2021. Verbal comments will also be allowed during the meeting. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone. All speakers will have up to three minutes to speak.

MINUTES

(5-10) MINUTES OF THE APRIL 26, 2021 REGULAR BOARD MEETING

CONSENT AGENDA

(11-12) **RESOLUTION NO. C33-21:** APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 2021
(Contact: Erwin Vidallon, Chief Financial Officer)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

(13-20) **RESOLUTION NO. P34-21:** AUTHORIZING PURCHASE OF GOOD AND SERVICES FOR METRO PARKS TACOMA

1. TYLER TECHNOLOGIES FOR ELECTRONIC TIME & ATTENDANCE SYSTEM IN THE AMOUNT OF \$211,469
(Contact: Erwin Vidallon, Chief Financial Officer)
2. ALLIANT INSURANCE SOLUTIONS, INC. FOR EMPLOYEE BENEFITS INSURANCE BROKER IN THE AMOUNT OR \$315,000
(Contact: Erwin Vidallon, Chief Financial Officer)
3. BERRY DUNN FOR BUSINESS & OPERATIONAL PLANNING SERVICES FOR \$68, 230.00
(Contact: Marina Becker, Director of Parks and Recreation)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

- (21-24) **RESOLUTION NO. PW35-21:** MEADOW PARK GOLF COURSE BRIDGE REPAIR (HOLE 13) BID NO J2021-06, CONTRACT AWARD TO WILDWOOD CARPENTRY, LLC.
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)
- (25-28) **RESOLUTION NO. PW36- 21:** PDZA SOUTH PACIFIC AQUARIUM TANK REPAIRS & IMPROVEMENTS RFQ #J2021-03 CONTRACT AWARD TO SCHEMATA WORKSHOP
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)
- (29-32) **RESOLUTION NO. PW37- 21:** NW TREK TRAM STATION BID NO J2021-05, CONTRACT AWARD TO LAKE TAPPS CONSTRUCTION
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

- (33-36) **RESOLUTION NO. R38-21:** DEACCESSIONING NEVER NEVER LAND FIGURES FROM THE HISTORIC AND CULTURAL ASSETS INVENTORY
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)
- (37-39) **RESOLUTION NO. R39-21:** APPROVING A PARTNERSHIP AGREEMENT WITH THE TRUST FOR PUBLIC LAND AND TACOMA PUBLIC SCHOOLS
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

May 12, 2021	Capital Improvement Committee	5:00 PM	Remote Meeting
May 17, 2021	Committee of the Whole	5:30 PM	Remote Meeting
May 24, 2021	Regular Board Meeting	6:00 PM	Remote Meeting
May 26, 2021	Capital Improvement Committee	5:00 PM	Remote Meeting

*Remote meeting details can be found on the Metro Parks Website www.metroparkstacoma.org

*Committee Meetings are subject to change - please check the Metro Parks Website, www.metroparkstacoma.org for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
APRIL 26, 2021**

PRESENT:

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

IN THE CHAIR: Erik Hanberg

PLACE: Remote call in meeting

STUDY SESSION

Q1 2021 CAPITAL PROGRAM UPDATE

Marty Stump, Deputy Director of Planning opened the presentation by reviewing the 2014 bond project categories and noting that the capital spending plan for 21/22 is \$50M. Mr. Stump reminded that Board of the capital project priorities that were identified at the Board retreat earlier this year as follows:

- Continuation of Projects in Progress
- Neighborhood & Community Parks in Priority Areas
- Critical Infrastructure Projects
- Planning Projects
- Upcoming Leveraged Projects

Mr. Stump then briefly noted the following projects completed in the 1st quarter of 2021 which included:

- Norpoint Roof
- Meadow Park Clubhouse Foundation
- TPL First Creek Community Space
- People's Center HVAC Replacement
- PD Waterfront Phase I Close-Out

The list for projects currently in construction during Q1 were then reviewed with the Board, they include:

- Swan Creek Park Phase II Improvements
- Pt. Defiance Park - Owen Beach Improvements
- Dickman Mill Park
- Pt. Defiance Park - WP1 Signage
- PDZA Walrus Exhibit Glass Replacement
- PDZA Bugs Alive Pollinator Garden
- MPT Headquarters Renovations
- NW Trek Water Systems Improvements
- Eastside Community Center Close-Out
- Dawson Park (Pierce County Parks)

Staff reviewed construction photos of Swan Creek and Owen Beach highlighting the major infrastructure work being done at both of those park locations.

Mr. Stump also reviewed several photos of the work being done at Dickman Mill Park, noting the historic Headsaw is being refurbished and is scheduled to return in early May. He noted the public art project that will be installed as well.

Commissioner Pointer asked about repairs to the STAR Center outdoor playground surface. Mr. Stump noted that surface did not hold up well and staff plans to replace the surface as it is in the two-year CIP.

Commissioner Pointer also asked about the signage at Jack Tanner Park. Staff noted that signage has been installed at the north edge of the park.

A list of projects to address critical infrastructure needs that are currently in the design phase for Q1 was then shared with the Board. Those projects include:

- Gas Station Park Improvements
- TPS Green School Yards
- Jennie Reed and Stafford
- Titlow Park North Hidden Beach Planning
- Titlow Park Lagoon Restoration & RR Trestle
- Pt. Defiance Park Loop Trail
- Fort Nisqually Clerks House and Building renovation
- Tacoma Nature Center Building and ADA
- PDZA SPA Tank Improvements
- COT Water Flume Trail

Discussion between Board members and staff then ensued about the multiple sub projects that fall under the Titlow Park Improvements. Mr. Stump emphasized the need to review the elements of the Titlow Master plan with the Board as it includes design work to the North Hidden Beach and Titlow Lagoon restoration. Mr. Stump also commented that the City is working on railroad safety improvements at the 6th Avenue crossing. Mr. Stump reviewed several slides highlighting design options for North Hidden Beach and the culvert remodel & replacement bridge at the lagoon.

Commissioner Hanberg asked about timing on the Tiltow projects. Mr. Stump commented that design could take about 18 months, and construction could take up to two years.

Mr. Stump then reviewed the list of Q1 projects in the permitting and bidding phase as follows:

- NW Trek Tram Station
- Melanie's Park at Foss Waterway
- Pt. Defiance Park Marina Renovations
- Pt. Defiance Park Sanitary Sewer Lift Station
- Meadow Park Golf Course Driving Range Netting
- Meadow Park Irrigation Pumps
- MPGC Hole #13 Bridge Renovation
- WW Seymour Conservatory Rehabilitation
- Tacoma Nature Center Building and ADA
- Portland Ave Park - Demo Phase
- Browns Point Playfield Improvements

Staff also commented on the status of the public art projects around the District including the Ghost Log project at Dickman Mill and the mural at Eastside Community Center.

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

SPECIAL PRESENTATIONS**EMPLOYEE INTRODUCTIONS**

The following new employees and full time employees receiving promotions were introduced to the Board; Sheila Maida, Tracy McKendry, Dave Horstman, Dave Iverson, Mike Bornander & Ross Wilton.

PRESIDENTS REPORT None**STANDING COMMITTEE AND COUNCIL REPORTS****Nature & Environment Advisory Council**

Commissioners Reid commented the council met on April 12th. Agenda items included a history on the Heidelberg Sports Complex and a presentation by the District's Equity & Outreach Team.

Greater Tacoma Community Foundation

Commissioner Smith commented that she attended the last GMPF meeting. She noted that the foundation is currently running a very successful campaign for supporting the McKinney Vento kids.

Cultural & Heritage Advisory Council

Commissioner Smith commented that at this month's meeting the council discussed the role they have as an MT advisory council. The council plans to spend time reviewing the proposed updates to the Advisory Council Handbook with a DEI lens. The council is currently recruiting new members.

Active Lifestyle & Community Wellness Advisory Council

Commissioner Pointer commented at the last council meeting the council welcomed a new member and extended a membership for those who served during 2020. Planning staff attended the meeting to share Dickman Mill Park project information. The council may be planning a site visit to the park.

EXECUTIVE DIRECTOR'S REPORT

Debbie Terwilleger filling in for Shon Sylvia commented on the following:

- Today the District opened Eastside Community Center and STAR Center and tomorrow the District will opening Norpoint Pool for our community members. All four Community Centers are re-opened in some capacity.
- Despite a wet and rainy day, 103 volunteers showed up to work at six sites on Saturday for Parks Appreciation Day. Volunteers did path work at Titlow, mulch at Point Defiance, litter and blackberry removal at Wapato and sign sprucing at Charlottes Blueberry Park. Ryan's Park received some entrance work, while volunteers continued the fight against blackberries at Dickman Mill.
- Fort Nisqually Living History Museum supervisor, Jim Lauderdale has been elected to serve a six-year term on the board of the Association for Living History, Farm and Agricultural Museums (ALHFAM). Beginning in June, he will serve two years as vice-

president of the Board, followed by two years in the presidency, and concluding his term serving as past-president.

Fort Nisqually is slated to host the ALHFAM annual conference next year - planned for June 23-28, 2022.

- Hunter George was introduced to give a State legislative update. Mr. George reported on the following:
 - Operating Budget includes a Parks Prescription Pilot Program that will provide 3 case studies in partnership with public health, health care providers, and others. MPT is prepared to manage one of those case studies.
 - The Operating Budget includes a pilot project to streamline childcare licensing processes and strengthen the ability to leverage existing public infrastructure and expertise in the childcare sector. MPT are prepared to work with the state on this.
 - The Operating Budget includes \$33.4 million for King, Snohomish and Pierce counties to distribute Puget Sound Taxpayer Accountability Account (PSTAA) funds to benefit children and youth. MPT is talking with partners about next steps.
 - The Capital Budget includes \$515,000 to plan and redevelop the formerly contaminated Gas Station Park property in the South End.
 - The Capital Budget also includes \$1.5 million to support the partnership with Trust for Public Land to develop portions of six school properties into parks.
 - The Capital Budget funds the state Heritage Projects list, which includes \$378,000 for Fort Nisqually phase II improvements, which address buildings erected in the 1930s: the Clerk’s House (Montgomery House), the Sale House, and the Kitchen.
 - MPT and WRPA sought more resilient tools to enable recovery from millions of dollars in revenue losses. While the Legislature declined to authorize WRPA’s request for additional sales tax authority, the Legislature did make extraordinary investments in a number of categories. Staff will be studying those to see how they might apply to MPT.
 - No transportation revenue package, yet. The House and Senate were not able to reach an agreement on a transportation revenue package, so they approved a status quo transportation operating budget. The House version of the proposed revenue package includes a significant investment in the Schuster Parkway trail. It’s widely believed that Democratic leaders in both chambers will attempt to work out their differences and possibly approve a transportation revenue package in a special session later this year, or they may wait until the 2022 session.

COMMUNITY COMMENTS

Madison Huffman submitted a written comment to the Board raising awareness of the skateboarding community and the request for additional skate parks in Tacoma.

MINUTES OF THE APRIL 12, 2021 REGULAR BOARD MEETING

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

CONSENT AGENDA None

PURCHASING RESOLUTIONS None

PUBLIC WORKS PURCHASING RESOLUTIONS None

SINGLE READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS

RESOLUTION NO. RR32-21: AUTHORIZATION FOR THE ACQUISITION OF PERSONAL PROPERTY AND EXECUTION OF A FINANCING CONTRACT AND RELATED DOCUMENTATION RELATING TO THE ACQUISITION OF SAID PERSONAL PROPERTY

This resolution was moved and seconded at the April 12th Regular Board Meeting.

Erwin Vidallon stated that he followed up on the question raised by Commissioner Smith at the first reading regarding currency for the purchase. Mr. Vidallon stated that contract for this purchase specifies that payment must be made in US dollars.

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

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS

HISTORIC AND CULTURAL ASSETS DEACCESSION PROCESS REVIEW

Debbie Terwilleger commented that staff is planning to bring forward a resolution for the deaccession of the Never Never Land Figurine collection for Board consideration on May 10th. Mrs. Terwilleger stated that the District has an adopted policy that provides guidance for the deaccession process. A process flow chart was then reviewed by staff. Ms. Terwilleger noted that the process includes review by the Arts & Heritage Advisory Council, followed by a recommendation to the executive director, and finally a Park Board resolution.

Commissioner Smith commented that this deaccession proposal was discussed and reviewed by the Cultural & Heritage Advisory Council with a recommendation for deaccession of these items and sale of these items via auction.

Commissioner Baines commented that he supports the recommendation but requested that culturally insensitive figurines be destroyed.

Commissioner Hanberg requested that the future support memo, resolution and presentation include how the programming plans for Point Defiance were developed with the community.

BOARD COMMENTS:

Commissioner Smith commented that she was happy to be backed to the People’s Center last week.

Commissioner Reid commented on the great volunteers that worked at the Titlow Park site on Parks Appreciation Day.

Commissioner Baines emphasized the need for the District to keep the parks as clean as possible now that they are being used as the spring weather gets nicer.

ADJOURN:

Being no further business, the meeting was adjourned at 6:45pm

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C33-21

APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 2021

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2021-2022 Biennial Budget in Resolution No. RR56-20, dated December 14, 2020 to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2022: and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it.

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2021.

ATTEST: _____

President _____

Secretary

Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING APRIL 1, 2021 AND ENDING APRIL 30, 2021.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

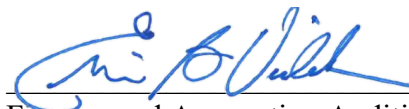
Warrant Serial Numbers 334023 to 334209 AMOUNT: \$4,207,662.61

PAYROLL CLAIMS FUND:

Warrant Serial Numbers 053381 to 053438 AMOUNT: \$35,591.95

(Most employees receive payment through direct deposit advices, which are paid to the bank through the Accounts Payable Claims Fund.)

TOTAL \$4,243,254.56



Finance and Accounting Auditing Officer
Metropolitan Park District of Tacoma

- Warrant summary reports are available with the board secretary.
- Detail reports and claim vouchers are available in the Finance and Administrative Services Office.



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Erwin Vidallon, Chief Finance & Administrative Officer
Marina Becker, Director of Parks & Recreation

SUBJECT: Purchasing Resolution

DATE: May 10, 2021

EXECUTIVE SUMMARY: The attached Purchasing Resolution seeks Board approval to enable the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Proposed goods and services proposed for purchase and/or acquisition:

Item No. 1

- **VENDOR** Alliant Insurance Solutions, Inc.
- **GOODS OR SERVICE** Employee Benefits Insurance Broker
- **PRICE** \$150,000 for the first of two, two-year option for extension.
Total value of the two, two-year option (4 years total) for extension is approximately \$315,000.
- **SOURCE OF FUNDING** Business Administration & Planning
Department/Human Resource Operating Budget
- **CONTACT** Erwin Vidallon, (253) 305-1081

This purchasing resolution is intended to request purchasing authority for one of two additional two-year period option extension.

BACKGROUND: In June of 2018 Metro Parks Tacoma issued a Request for Proposal (RFP) for Insurance Broker of Record for Employee Benefits. Seven responses were received and reviewed by staff from the Health and Welfare Committee. From the review of the responses three vendors were identified as top candidates and asked to participate in a presentation/interview.

Alliant Insurance Solutions, Inc. was selected by the review committee based off the written responses from the RFP, combined with a vendor presentation and questions/answers provided by the candidates. The committee felt Alliant Insurance Solutions, Inc. presented the best understanding and opportunities to assist Metro Parks in its long-term goals associated with achieving sustainability in relation to employee benefits.

Basic Broker Services to be provided to the District include the following:

- Assist MPT personnel in designing and/or maintaining current health and other benefit plans, including modification or addition of health care cost containment features to the plans, revisions to contracts and related matters.
- Prepare detailed bid specifications for carrier in cooperation with MPT's personnel.
- Provide MPT with detailed analysis of proposals received, and counsel MPT regarding contemplated changes in programs or level of benefits.
- Assist in the administration of various benefits programs, including the billing functions, COBRA, the retiree medical plan, and preparing any required legal forms.
- Monitor services provided by carriers to ensure compliance with terms of contracts, and to provide data for analysis of benefit coverage, costs and carrier service.
- Assist MPT in obtaining claim forms and/or related materials required for claims processing.
- Assist MPT in resolution of any claims payment problems.
- Work with carriers to ensure there is a system in place for timely resolution of claims payment problems and to minimize the number of such problems.
- Provide frequent and timely paid claims and paid premium experience reports to include the conduct trend analysis forecasts, project and set current and future levels of reserves and analyze the claims payment time lag pattern.
- Provide an annual experience report accounting for paid premium, claims, reserve adjustment, retention charges and claim experience refunds for each of the employee benefit plans.
- Provide other related statistical data, which may be requested by MPT.
- Assist in updating and maintaining employee benefit materials.
- Monitor, interpret and inform MPT's personnel of proposed legislation likely to affect MPT's plans.
- Provide current information to MPT's personnel on cost containment strategies.
- Make recommendations to MPT on plan redesign features and incentives, which would reduce health care costs without reducing the level of benefits.
- Work with carriers to monitor and promote coordination of benefits and other administrative cost control measures.
- Attend employee benefit/wellness meetings, open enrollment, and other staff meetings as necessary in order to update the members on the status of the various benefits.
- Provide communication materials, benefit summaries and open enrollment packets for employees.
- Provide information and respond to questions regarding COBRA to ensure compliance.
- Ensure plan design and benefits provided comply with the requirements of the 2010 Healthcare Reform Legislation.
- Assist MPT with long-term efforts to reduce utilization and promote wiser use of benefits through plan redesign, if necessary.
- Evaluate and make recommendations on alternative health delivery systems, health maintenance organizations, and preferred provider organizations.
- Assist MPT in the development of a health promotion or wellness program.
- Assist MPT in developing an overall communication plan to effectively inform and educate employees to their benefits, differences between plan options, claims procedures, eligibility requirements, COBRA, etc.
- Assist MPT with required self-insurance claims audit.
- Evaluate and make recommendations on self-insurance program.

Alliant has been our broker for the past two years and we've been very satisfied with the firm and the project team in carrying out the services listed above.

FISCAL IMPACT: The first two-year option extension is anticipated to cost \$75,000 per year, totaling \$150,000 for the biennium. No contract increase compared to the initial two-year period. The final two-year option for extension is estimated to be \$165,000, totaling \$315,000 for the next four years.

Item No. 2

- **VENDOR** Tyler Technologies
- **GOODS OR SERVICE** Electronic Time & Attendance System
- **PRICE** \$48,598 (including WSST) per year subscription, totaling \$145,794 for the first three years.
\$55,675 One-time Implementation Cost.
\$10,000 Implementation Cost Contingency.
Three-year total: \$211,469
- **SOURCE OF FUNDING** Bond Funds and Operating Budget
- **CONTACT** Erwin Vidallon, (253) 305-1081

BACKGROUND: On September 21, 2020, MPT issued an RFP requesting proposals from qualified vendors to supply a cloud based, paperless, time and attendance solution, with incorporated comprehensive scheduling capabilities (TA&S). The successful solution will be robust, able to seamlessly import data into MPT's Enterprise Resource Planning System (ERP) MUNIS, accommodate complex schedules and contractual union rules for time and pay rates, have strong controls and provide multi-level approver configurations.

The current time attendance and scheduling functions are handled on multiple systems that incorporate both electronic and manual solutions (paper). Various operational groups within the organization utilize different scheduling and time tracking solutions (some electronic, some manual). Time tracking and approval is ultimately submitted to MPT's payroll section for processing, in either an electronic format in MUNIS (with time entered through Employee Self-Service), or entered manually by the payroll section, from paper timesheets that are completed and approved at the work group level. ESS is a basic time entry site that allows staff to enter their time and attendance for import into the main Tyler Technologies MUNIS system. Payroll is processed through the system wide ERP system (MUNIS).

The desired solution must be completely paperless, allow for pre-setting holidays, time types, complex OT rules for union labor and non-standard schedules. It must integrate seamlessly with MUNIS, with direct download of accurate, approved and trackable time and attendance data. The scheduling capability needs to integrate and work well for staff and managers/schedulers at the group level, but does not need to import into MUNIS. Both staff and management must be able to pull useful reporting by various metrics directly from the TA&S solution. Staff and managers should be able to utilize the solution from various types of electronic devices, smart phones, tablets, workstations, etc. The system should be able to track time by location, including the ability to utilize GPS technology for verification. The system must be able to be configured for different discrete types of time tracking settings, such as pass card swipes, GPS verification of field location logins, punch in punch out options and self-reporting time entry.

During the organizational assessment period of this project, Finance/HR staff recognized a set of trends and desires that continually arose from various discovery processes, documentation, discussions, and meetings. This has led us to distil core desires of cross functional working groups across all of MPT.

- **Integrated Scheduling** – Almost without exception, the desire to have an integrated scheduling tool as an integral part of the new time and attendance solution. An ideal option would be to be able to see each staffers schedule on screen vs their actual weekly time submission.
- **One Stop/Step Solution** – The winning solution should be a single touch point for the functions of Time Attendance and Scheduling. No outside tracking / calculation solution in excel or other third-party software should be necessary. Once the date is in the new product, and approved, it should flow into MUNIS with no additional review, or steps necessary, prior to payroll processing. The system should also allow for push / pull updates of informational setting between it and MPT's ERP system.
- **Approval and Controls** – Ability to set multiple approval levels and set restrictions on flow of corrections and time entry. Ability to control that only employees can enter their time and that any corrections result from rejection by approvers with notes on needed corrections required. Ability for staff to modify entered time up to the point of submission.

The RFP resulted in eight interested vendors submitting a proposal. Of the eight, the RFP review team, which included 17 staff members representing district-wide business needs, selected four vendors to move forward to the vendor presentation phase of the RFP. As a result, the team selected Executime (Tyler Technologies) as our new electronic time & attendance system. Justification for the selection were as follows:

- **Complete System Integration** – seamless (fully) integration with Munis since both products are Tyler Technologies products. We should not under-estimate seamless functionality considering experiences with other major systems recently implemented. Executime is already integrated with Munis Employee Self-Service (ESS), which will be familiar and less confusing for employees who are already using ESS (ability to launch Executime through ESS).
- **Functionality** – although the look and feel is different from the other vendors, the functionality are similar, especially as we look ahead to our 'job- costing' and 'geo-fencing' needs.
- **Real time** – changes will be available real time and wouldn't require additional importing and exporting of data, which means one less step and one less potential point of failure.
- **Implementation** – Executime implementation team will already have a full understanding of our current payroll setup, which is an important integration component.
- **Score Sheet** – Only separated by .64 points for overall RFP submittal; and only separated by .17 point for vendor presentation.
- **Pricing** – Total three-year financial commitment was comparable to the next highest scoring vendor.

FISCAL IMPACT: The three-year total financial commitment is approximately \$212,000 and funds will come from departmental operating budgets and one-time costs will be funded by bonds through our technology bond-funded allocation.

ADDITIONAL INFORMATION: for additional information contact Erwin Vidallon, Chief Financial Officer at (253) 305-1081.

Item No. 3

- **VENDOR** Berry Dunn
- **GOODS OR SERVICE** Business & Operational Planning Services
- **PRICE** \$68,230.00
- **SOURCE OF FUNDING** Parks & Recreation Operating Funds
- **CONTACT** Marina Becker, (253) 305-1024

BACKGROUND: Through this work we will develop a strategy-focused Business Operational Plan for the Parks and Recreation Department, establishing vision and an implementation plan that employees and our community will understand and embrace. We will collaboratively create a realistic approach to strategies to better serve our community based on a sound plan for continued financial and operational health of our programs and facilities.

Berry Dunn has proven that they are the most qualified consulting team for our needs due to past work they have performed for Metro Parks and their familiarity with our organization and community. Their research and development of the Organization Development Study, the IT Strategic Plan and the Roadmap to Recovery have demonstrated their quality of work. Our established working relationship and their familiarity with our community and the services we provide will greatly reduce the time and cost as well as ensure continuity to appropriately engage and help develop a plan that will best serve our stakeholders in and around the City of Tacoma.

FISCAL IMPACT: This expenditure is funded through the Parks & Recreation Operating Budget.

ADDITIONAL INFORMATION: for additional information contact Marina Becker, Director of Parks & Recreation at (253) 305-1024.

PURCHASING RESOLUTION NO. P34 -21

**AUTHORIZING PURCHASE OF
GOODS AND SERVICES FOR METRO PARKS TACOMA**

WHEREAS, the Board of Park Commissioners have established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR21-15, Authorizing Amendment of the Purchasing Policy for the Metropolitan Park District of Tacoma; and

WHEREAS, the Board of Park Commissioners through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, Metro Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held _____ 2021.

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P34 -21

Item No. 1

- **VENDOR** Alliant Insurance Solutions, Inc.
- **GOODS OR SERVICE** Employee Benefits Insurance Broker
- **PRICE** \$150,000 for the first of two, two-year option for extension.

Total value of the two, two-year option (4 years total) for extension is approximately \$315,000.
- **SOURCE OF FUNDING** Business Administration & Planning
Department/Human Resource Operating Budget
- **CONTACT** Erwin Vidallon, (253) 305-1081

Item No. 2

- **VENDOR** Tyler Technologies
- **GOODS OR SERVICE** Electronic Time & Attendance System
- **PRICE** \$48,598 (including WSST) per year subscription, totaling \$145,794 for the first three years.

\$55,675 One-time Implementation Cost.

\$10,000 Implementation Cost Contingency.

Three-year total: \$211,469
- **SOURCE OF FUNDING** Bond Funds and Operating Budget
- **CONTACT** Erwin Vidallon, (253) 305-1081

Item No. 3

- **VENDOR** Berry Dunn
- **GOODS OR SERVICE** Business & Operational Planning Services
- **PRICE** \$68,230.00
- **SOURCE OF FUNDING** Parks & Recreation Operating Funds
- **CONTACT** Marina Becker, (253) 305-1024





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business, Administration and Planning

**SUBJECT: Meadow Park Golf Course Bridge Repair (Hole 13) SWR Bid #J2021-06
Contract Award to Wildwood Carpentry, LLC**

DATE: May 5, 2021

EXECUTIVE SUMMARY: This resolution authorizes contract award for Meadow Park Golf Course Bridge Repair (Hole 13) construction contract to Wildwood Carpentry, LLC in the amount of \$ 214,339.00 (includes Washington State Sales Tax).

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on April 28, 2021, with a recommendation to forward the action on to the full Board for approval.

BACKGROUND: Metro Parks operates the Meadow Park Golf Course. The golf course includes a club house, pro shop, driving range, and the course. This overall project has seen previous phases including the lighting for the driving range and the putting green, as well as upgrades to the restaurant and kitchen in the clubhouse building.

This project includes repairing all undermined foundations associated with the bridge, supplementing the existing timber retaining wall below the southeastern end of the bridge (the existing timber wall will remain in place), improve existing draining system at each end of the bridge, armor the existing slopes beneath the existing bridge, remove and replace the existing railing on either side of the existing bridge, and repair existing diagonal rod bracing between existing struts.

The bid opening was held on April 8th, 2021 at 11:00 am. Three (3) bids were received with three (3) considered responsive.

The construction is anticipated to take 120 calendar days to complete after issuance of a Notice to Proceed. Roger Stanton will be Capital Program Manager for this project.

FISCAL IMPACT: The funds for the Meadow Park Golf Course Bridge Repair (Hole 13) will be accounted for in the 2014 UTGO Capital Improvement Bond and MPGC Operating funds. For

project implementation purposes, the following is a breakdown of the funding sources and project budgets.

Funding:

2014 UTGO Bond Fund –	
Neighborhood Parks & Recreation, Small Capital Improvements	\$176,000
2014 Park Bond - 14UTGO Bond Meadow Park Golf Course	\$41,231
2021 MPGC Operating (03630620)	\$115,000
<u>Art</u>	<u>-\$2,000</u>
Total	\$330,231

Budget:

Planning & Design	\$85,851
Construction (includes tax)	\$214,339
<u>Contingency & Permitting</u>	<u>\$30,041</u>
Total	\$330,231

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Business, Administration & Planning at 253-305-1086 or Marty Stump, Chief Planning Officer at 253-305-1078.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW35-21

**MEADOW PARK GOLF COURSE BRIDGE REPAIR (HOLE 13)
BID NO J2021-06,
CONTRACT AWARD TO WILDWOOD CARPENTRY, LLC.**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to improve the facilities at Meadow Park Golf Course; and

WHEREAS, funds for the project consist of Metro Parks 2014 UTGO Capital Improvement Bonds and Meadow Park Golf Course operating funds; and

WHEREAS, three (3) bids (Bid # J2021-06) were received with three (3) being considered responsive; and

WHEREAS, the bid proposals included base bid of bridge repair, slope armoring and bridge structural updates; and

WHEREAS, the low Base Bid was submitted by Wildwood Carpentry, LLC, in the amount of \$214,339.00 has been reviewed by contract compliance and is considered a responsive bid; and

WHEREAS, Metro Parks staff checked the references of Wildwood Carpentry, LLC and find them to be responsible, now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the contract Base Bid to Wildwood Carpentry, LLC in the amount of \$214,339.00 (includes Washington State Sales Tax).

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____2021.

President

ATTEST:

Secretary

Clerk



DEPARTMENT OF PLANNING, DESIGN & DEVELOPMENT

MEADOW PARK GOLF COURSE BRIDGE REPAIR & IMPROVEMENTS (HOLE #13)

BID RESULTS

PROJECT #:J2021-06

BIDS OPENED: THURSDAY, APRIL 8, 2021 AT 11:00AM

BIDDER NAME: Combined Construction

Serpanok Construction Inc

Wilwood Carpentry LLC

Address	3701 South Rd.	4519 S. Orchard St.	6801 N. 11th St.	
City, State Zip	Mukilteo, WA 98275	Tacoma, WA 98466	Tacoma, WA 98406	
Contact	Scott Darrington	Igor Kunitsa	Darrin Fiskum	
Telephone	206.794.6140	253.573.1332	360.390.8863	
Fax		253.404.1998		
Email	scott@combinedconstructioninc.com	igor@serpanok	woodenspar@gmail.com	

BID COMPLIANCE:

Contractor Name:	Combined Construction	Serpanok Construction Inc	Wilwood Carpentry LLC	0
Bidder's Proposal:	\$247,276.92	\$257,000.00	\$194,500.00	
Cert of Compliance w/wage Pymt:	X	X	X	
Non-Collusion Affidavit:	X	X	X	
Bid Bond/Money Order:	X	X	X	
MWBE Utilization Form:	X	X	X	

BID AMOUNTS: \$

247,276.92

\$

257,000.00

\$

194,500.00

\$

-

All bid amounts listed below do not include WSST.

\$

25,222.25

\$

26,214.00

\$

19,839.00

\$

-

Base Bid Amount: \$

272,499.17

\$

283,214.00

\$

214,339.00

\$

-

Additive Alternate #01:	NONE	NONE	NONE	NONE
Unit Cost (Per Square Foot):				

BIDS OPENED & READ BY: Julie Wilfong

BIDS VERIFIED BY:

Debbie Hall

SIGNED BY:

SIGNED BY:



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business Administration and Planning

**SUBJECT: PDZA SPA Exhibit Repairs & Improvements RFQ #J2021-03
Contract Award to Schemata Workshop**

DATE: March 5, 2021

EXECUTIVE SUMMARY: This resolution authorizes an A&E contract award for the Point Defiance Zoo & Aquarium SPA Exhibit Repair & Improvements to Schemata Workshop in the amount of \$561,409.49 (Including WA State Sales Tax)

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on April 28, 2021, with a recommendation to forward the action on to the full Board for approval.

BACKGROUND: The South Pacific Aquarium's main exhibit was constructed in 1989 and has never been drained of seawater. The required renovations are routine in the aquarium industry and due mostly to the age of the 32-year-old aquarium and its continual operating use over that time. This work will increase the lifespan of the exhibit itself and ensure that it is a safe home for the animals in the collection for years to come.

Work to be performed includes:

- Concrete crack repair and repair of concrete spalling above and below the water line
- Repair of concrete walkways and pathways around the pool edge and under the edge
- Resealing and repairing the interior seals on the exhibit windows
- Remove and replace seal at mastic joint at bottom of exhibit
- Rockwork and exhibit aesthetic improvements
- Mandatory Life Support Systems Improvements as called for by LSS Staff and the TJP LSS Evaluation dated June 7th 2013 that can only be done in a dry environment
- Limited visitor side improvements related to graphics, paint, and other aesthetic enhancements
- The South Pacific Aquarium's roof is at end of life and a new roof will be included in this project

FISCAL IMPACT: A scope of services has been negotiated with Schemata Workshop in the amount of \$561,409.49. The funds allocated to this project in the amount of \$3,522,034 are from the 2014 UTGO Capital Improvement Bond;

PDZA SPA Exhibit Repairs & Improvements:

2014 UTGO Bond, Point Defiance Zoo & Aquarium	\$3,522,034
1% for Art	-\$22,034
Total	\$ 3,500,000

Project Budget:

Planning & Design	\$561,410
Building Construction (includes tax)	\$2,428,137
Owner Cost	\$ 11,549
Contingency	\$498,904
Total	\$ 3,500,000

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Business, Administration & Planning at 253-305-1086 or Marty Stump, Chief Planning Officer at 253-305-1078.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW36-21

**PDZA SOUTH PACIFIC AQUARIUM TANK REPAIRS & IMPROVEMENTS RFQ
#J2021-03
CONTRACT AWARD TO SCHEMATA WORKSHOP**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to renovate the South Pacific Aquarium; and

WHEREAS, Schemata Workshop was selected to provide design, permitting and construction services from a review of one (1) Statement of Qualifications (SOQs) that were obtained from qualified architect / engineer / landscape architect teams in response to Metro Parks public solicitation, with one (1) team being reviewed and accepted; and

WHEREAS; a scope of services was developed with Schemata Workshop to provide design services, permitting, construction documents and construction review for PDZA SPA Tank Repairs & Improvements; and

WHEREAS, funds for the project are provided in the full amount of \$561,409.49; UTGO Bond Funds, Point Defiance Zoo & Aquarium; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the contract for Architectural and Engineering Services to Schemata Workshop in the amount of \$561,409.49

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____2021.

President

ATTEST:

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business, Administration and Planning

SUBJECT: NW Trek Tram Station Bid #J2021-05, Contract Award to Lake Tapps Construction

DATE: May 5, 2021

EXECUTIVE SUMMARY: This resolution authorizes the award of the NW Trek Tram Station construction contract to Lake Tapps Construction in the amount of \$ 1,476,935.20 (includes Washington State Sales Tax).

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on April 28, 2021, with a recommendation to forward the action on to the full Board for approval.

BACKGROUND: Metro Parks operates the Northwest Trek Wildlife Park. The tram station and tram tour are essential to the overall experience of every Trek visitor. The newly purchased electric trams are important for the long-term viability of the free roaming area experience and promote our mission driven conservation messaging. This project builds a new tram station that will accommodate the new trams. Among other station adjustments, the new trams require three-phase electricity to the trams and the tram storage, revised traffic access, updates to the animal security fencing, and pedestrian access improvements for ADA compliance and enhanced visitor experience.

The scope of construction will include electrical upgrades, improving traffic flow through the area, building charging “cradles” in the new tour station, the new structure, and making adjustments to existing infrastructure. The new structure meets programming parameters and fits with Trek’s overall design context.

The bid opening was held on April 26th, 2021 at 10:00 am. Four (4) bids were received with four (4) considered responsive.

The construction is anticipated to take 250 calendar days to complete after issuance of a Notice to Proceed. Roger Stanton will be Capital Program Manager for this project.

FISCAL IMPACT: The funds for the NW Trek Tram Station will be accounted for in the 2014 UTGO Regional Parks & Attractions Bond/NW Trek Wildlife Park and NW Trek Operating funds. For project implementation purposes the following is a breakdown of the funding sources and project budgets.

Funding:

2014 UTGO Bond Fund - Northwest Trek	\$624,345
2021 NW Trek Operating (05420910.597000.62094)	\$1,250,000
Art	-\$13,688
Total	\$1,860,657

Budget:

Planning & Design	\$245,890
Construction (includes tax)	\$1,476,936
Other (permitting, ads, bid services, construction testing)	\$14,400
Contingency & Permitting	\$123,431
Total	\$1,860,657

ADDITIONAL INFORMATION: : For additional information, please contact Debbie Terwilleger, Director of Business, Administration & Planning at 253-305-1086 or Marty Stump, Chief Planning Officer at 253-305-1078.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW37-21

**NW TREK TRAM STATION BID NO J2021-05,
CONTRACT AWARD TO LAKE TAPPS CONSTRUCTION**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to improve the Tram Station at NW Trek; and

WHEREAS, funds for the project consists of Metro Parks 2014 UTGO Regional Parks & Attractions Bond/NW Trek Wildlife Park and NW Trek Operating funds; and

WHEREAS, Four (4) bids (Bid # J2021-05) were received with four (4) being considered responsive; and

WHEREAS, the bid proposals included: base bid for the new tram station, animal security fencing, site updates, and electrical upgrades; and

WHEREAS, the low Base Bid was submitted by Lake Tapps Construction in the amount of \$1,476,935.20 and has been reviewed by contract compliance and is considered a responsive bid; and, now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the contract Base Bid to Lake Tapps Construction in the amount of \$1,476,935.20 (includes Washington State Sales Tax).

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____2021.

President

ATTEST:

Secretary

Clerk



DEPARTMENT OF PLANNING, DESIGN & DEVELOPMENT
NW TREK TRAM STATION
PROJECT #:J2021-05

BID RESULTS

SEPTEMBER, 25, MONDAY, APRIL 26TH, 2021 @10:00AM

BIDDER NAME:	Boe Hcher + Sons, Inc	Ceccanti	Lake Tapps Constr	WB Contractors		
Address	186 Dow Ridge Dr N	4116 Brookedale Rd E	P.O. B 7318	PO Box 2300		
City, State Zip	Eatonville, WA 98328	Tacoma, WA 98446	Bonneylake 98391	Buckley 98321		
Contact	Caleb Boe Hcher	Donna Motland	Darrel Heert	Heather Wilson		
Telephone	253-318-2201	253-537-2990	253-863-6442	253-630-4500		
Fax	360-832-2714	253-537-6943	253-863-6450	206-374-2934		
Email	boe + sons@gmail.com	don@ceccanti.com	darrel@laketapps.com	rob@wscontractors.com		

BID COMPLIANCE:						
Contractor Name:	Boe Hcher + Sons	0	0	0	0	0
Bidder's Proposal:	✓	✓	✓	✓		
Cert of Compliance w/wage Pymt:	✓	✓	✓	✓		
Non-Collusion Affidavit:	✓	✓	✓	✓		
Subcontractors listing Form:	✓✓	✓✓	✓	✓		
Bid Bond/Money Order:	✓	✓	✓	✓		
MWBE Utilization Form:	✓	✓	✓	✓		
Receipt of Addendum #01:	✓	✓	✓	✓		
Receipt of Addendum #02:	✓	✓	✓	✓		
Receipt of Addendum #03:	✓	✓	✓	✓		

BID AMOUNTS:	\$	\$	\$	\$	\$	\$
<small>All bid amounts listed below do not include WSST.</small>	\$	\$	\$	\$	\$	\$
Base Bid Amount:	\$1,543,000.00	\$1,760,000.00	\$1,368,800.00	\$1,869,097.00	\$	\$

Additive Alternate #01:						
--------------------------------	--	--	--	--	--	--

BIDS OPENED & READ BY: Sheila Maida
SIGNED BY:

BIDS VERIFIED BY: Debbie Hall
SIGNED BY:



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business Administration and Planning

SUBJECT: **Deaccessioning Never Never Land figures from the MPT Historic and Cultural Assets Inventory**

DATE: May 5, 2021

EXECUTIVE SUMMARY: The storybook figures that were once part of the Never Never Land attraction at Point Defiance Park are currently listed on the MPT Historic and Cultural Assets Inventory. Staff is recommending that the Board of Park Commissioners deaccession the Never Never Land figures due to Loss of Site concerns (regarding adequate storage and display), and extent of damage suffered as a result of the Pagoda fire in 2011, as per the guidelines of MPT policy #RR20-14.

BACKGROUND: Opening on July 4, 1964, Never Never Land was a privately operated "Wooded Wonderland" attraction in Point Defiance Park. Along a forest trail, visitors discovered many of their favorite storybook rhymes displayed, such as Little Boy Blue, Jack and Jill, and Hickory, Dickory Dock. Eventually there were 29 scenes throughout the 10-acre area of the site, leased from the Metropolitan Park District of Tacoma.

Although the seasonal attraction was popular at first, in 1985 after years of falling attendance and high maintenance costs due to vandalism and deterioration, John Hewitt Jr. (president of Never Never Land, Inc.) sold it to Metro Parks Tacoma. Beginning in 1986, Never Never Land was operated by MPT but faced many of the same challenges. It ultimately closed in 2001 after years of coping with constant vandalism and theft as well as the high cost of maintenance and operations. In 2010, the last pieces of the scenes were permanently removed, including the "books" marking the front entrance. The site has been reverting to a natural state ever since.

In 2015, after a decade of outreach and community engagement, Metro Parks adopted the first update to Point Defiance Park's long-range master plan since the original plan was written in 1911. The area around the former Never Never Land site is slated for two kinds of improvements: part of it will eventually serve an expanding Fort Nisqually experience, and the bulk of it is to be as a natural area that showcases and teaches about traditional use of local plants, including their role in Native American daily life and customs.

After the closure of Never Never Land, the hand-painted, cast fiberglass characters were removed to storage in the basement of the Pagoda. In 2011, an arson fire caused severe damage to the Pagoda and destroyed many of the items stored there. An inventory taken in 1986 with 29 scenes counted 78 figures, with an additional 5 noted as missing or recently stolen. In a 2016 inventory,

34 figures were listed as having survived the years and the fire, including the large Humpty Dumpty figure from on top of the entrance, with an additional four small accessories. In the years since the Pagoda fire, no permanent storage facility has been identified that will provide the figures with the protection and display potential these cultural assets deserve.

It is the recommendation of staff that the figures be deaccessioned and offered for transfer to another public entity or heritage organization. If no such organization can take them, staff recommends auctioning the collection with the proceeds being returned to the MPT General Fund for care of the remaining inventory of heritage and cultural assets.

At the February 24, 2021 meeting of the Arts and Heritage Advisory Council, the council reviewed the deaccessioning request as per the MPT Deaccession Policy and voted to support the request to deaccession the surviving Never Never Land figures. The council recommended putting the figures up for auction, with the stipulation that culturally inappropriate figures, such as Little Black Sambo and the Tar Baby characters, be removed and destroyed before the collection is sold.

This resolution supports MPT's Historic and Cultural Resource Management Plan's deaccession guidelines. Files will be maintained on the deaccessioned item to ensure that the history of the pieces and the reason why the collection was removed from HCAI will remain in MPT's Cultural Resource database.

FISCAL IMPACT: There is no fiscal impact to MPT with this action.

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Business Administration and Planning Director at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R38-21

**DEACCESSIONING NEVER NEVER LAND FIGURES FROM THE
HISTORIC AND CULTURAL ASSETS INVENTORY**

WHEREAS, Metro Parks Tacoma maintains an Inventory of Cultural and Historic Assets as a record of its most significant cultural and historic resources; and

WHEREAS, a collection of fiberglass figures from the former Never Never Land attraction is listed on the Historic and Cultural Assets Inventory; and

WHEREAS, the Never Never Land attraction closed in 2001 after years of coping with constant vandalism and theft as well as the high cost of maintenance and operations, with the last pieces of the scenes permanently removed in 2010; and

WHEREAS, the former site of the attraction has been identified through a Master Plan update process as a site for the development of a natural area for educational heritage programming; and

WHEREAS, the collection of figures was stored in the Pagoda and suffered extensive losses due to the arson of 2011 and a secure place for storage and display for the remaining pieces has not been identified since that time; and

WHEREAS, the Metro Parks Tacoma Historic and Cultural Assets Deaccession Policy #RR20-14 states that items on the inventory may be considered for deaccession due to Loss of Site, if the condition or security of an assets cannot be reasonably guaranteed or if proper storage cannot found, and/or damage beyond repair; now, therefore, be it

RESOLVED, that the Board of Park Commissioners of the Metropolitan Park District of Tacoma deaccession the collection of Never Never Land figures from the Historic and Cultural Assets Inventory.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2021

President

ATTEST:

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Terwilleger, Director of Business Administration and Planning

SUBJECT: Approving a Partnership Agreement with the Trust for Public Land and Tacoma Public Schools

DATE: May 5, 2021

EXECUTIVE SUMMARY: This resolution authorizes the Executive Director to enter into an agreement for a partnership between The Trust for Public Land (TPL) and Tacoma Public Schools (TPS) to design and build six (6) Green Schoolyards.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on April 28, 2021, with a recommendation to forward the action on to the full Board for approval.

BACKGROUND: The Trust for Public Land is a national nonprofit organization that partners with community organizations and individuals for the purpose of planning and creating parks and open spaces that contribute to healthy, livable communities.

Tacoma Public Schools is a Washington public school district that owns and operates 36 elementary schools, nine middle schools and eight high schools within the cities of Tacoma and Fircrest.

The Parties share the common goal to provide publicly accessible amenities for the Tacoma community in the most economical and efficient manner possible while realizing the various constraints and commitments to core responsibilities that each Party maintains.

The Parties have determined that the development of Green Schoolyards in Tacoma is the most efficient and economical method to improve performance in relation to the 10-minute level of service goal, while also benefitting school communities with coordinated curriculum involvement and improved schoolyard amenities.

The Parties have issued a Green Schoolyards for Tacoma Implementation Plan dated March 2020, and now wish to set forth their expectations regarding their respective rights, roles, and responsibilities in connection with the funding, design, construction, operations and maintenance of each Green Schoolyards Project constructed pursuant to the Green Schoolyards for Tacoma pilot program.

FISCAL IMPACT: Each project site will have a total project budget to meet the direct and indirect expenses of project delivery. Preliminary estimates are such that each project is expected to have a total project budget in the range of \$750k to \$1M. A project funding strategy has been developed whereby the three Parties contribute funding and in-kind services in an equitable and proportional manner as generally outlined below:

- a. TPL has received grants from Kaiser Permanente and other sources that can be applied toward the cost of the pilot Green Schoolyards. TPL will continue to seek additional public and private grants as well as individual gifts to provide support to the Tacoma Green Schoolyards Program.
- b. MPT has committed to provide funding from internal sources in the amount of \$250,000.00 per Green Schoolyards Project for the construction costs related to the delivery of up to six (6) Green Schoolyards Projects.
- c. TPS will dedicate a project manager to provide construction management services, and cover survey costs for pilot project sites.
- d. MPT and TPS, to the extent they are eligible and have adequate staffing and expertise to do so, may also apply for public and private grants in support of each Tacoma Green Schoolyards Project.

ADDITIONAL INFORMATION: : For additional information, please contact Debbie Terwilleger, Director of Business, Administration & Planning at 253-305-1086 or Marty Stump, Chief Planning Officer at 253-305-1078.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R39-21

APPROVING A PARTNERSHIP AGREEMENT WITH THE TRUST FOR PUBLIC LAND AND TACOMA PUBLIC SCHOOLS

WHEREAS, Metro Parks Tacoma, The Trust for Public Land and Tacoma Public Schools (The Parties) share the common goal to provide publicly accessible open space and recreation amenities to enhance the health and well-being of the Tacoma community; and

WHEREAS, The Parties have determined that the development of Green Schoolyards in Tacoma is a highly efficient and economical method to improve performance in relation to the 10-minute-walk level of service goal; and

WHEREAS, The Parties would like to make improvements to up to six (6) school sites as the pilot program phase of project implementation; and

WHEREAS, an Agreement will be entered into between Metro Parks Tacoma, The Trust for Public Land and Tacoma Public Schools as to their expectations regarding their respective rights, roles, and responsibilities in connection with the funding, design, construction, operations and maintenance of each Green Schoolyards Project constructed pursuant to the Green Schoolyards for Tacoma pilot; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that: the Executive Director is authorized to enter into an agreement with The Trust for Public Land and Tacoma Public Schools on up to six (6) Green School Yards for design and construction. Also, the Board is approving up to \$1.5 M (14UTGO Bond Funds – Neighborhood and Community Parks, \$250,000 per Green Schoolyard Site) to TPS for expenditures for Green Schoolyards. The Executive Director has the authority to negotiate up to six (6) site specific joint use agreements including payment of up to \$250,000 for each Green Schoolyard Site.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____2021.

President

ATTEST:

Secretary

Clerk