



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
JANUARY 25, 2020**

**PRESENT:**

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

**IN THE CHAIR:** Erik Hanberg

**PLACE:** Remote call in meeting

**REGULAR MEETING**

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 PARKS CHAMPION AWARDS**

The following organizations were recognized and thanked by the Board and Metro Parks staff for their partnership and contributions to the furthering the mission of the District in 2020:

- Greentrike for coordinating childcare for the urgent response to support medical and first Responders as COVID surged
- Northwest Youth Corp for connecting urban youth with nature as they give back to their community during challenging times
- NW Trek Foundation and Point Defiance Zoo Society who together provided over \$300,000 to support 33 essential part-time staff who were critical to ensuring animal health and care, and launched a successful community ask to support our two zoos
- Fort Nisqually Foundation for increasing their support of the museum by more than three-fold in 2020, contributing over \$72,000 to Fort operations and programs

**PRESIDENTS REPORT**

President Hanberg reminded the community to continue wearing masks.

**STANDING COMMITTEE AND COUNCIL REPORTS**

President Hanberg made the following Committee appointments:

- Capital Improvement Committee –Commissioner Pointer, Commissioner Baines (Commissioner Smith- Alternate)
- Joint Municipal Action Committee – Commissioner Baines, Commissioner Smith (Commissioner Reid Alternate)
- Zoo Liaison—Commissioner Smith, Commissioner Hanberg (Commissioner Reid Alternate)

- MPT/TPS Coordinating Committee—Commissioner Reid, Commissioner Baines (Commissioner Hanberg Alternate)
- MPT/COT Interlocal Policy Committee—Commissioner Hanberg, Commissioner Smith (Commissioner Baines Alternate)
- Pierce County Baseball Committee- Commissioner Pointer
- Greater Metro Parks Foundation – Commissioner Smith
- Active Lifestyles and Community Wellness Advisory Council—Commissioner Pointer
- Nature and Environment Advisory Council—Commissioner Reid
- Arts and Heritage Advisory Council—Commissioner Smith
- Business and Responsive Agency Advisory Council—Commissioner Baines

#### Joint Municipal Action Committee (JMAC)

Commissioner Smith commented that the JMAC met on January 15<sup>th</sup>. The agenda included moving forward with a contract with Rainforest Strategies to conduct a process for identifying joint initiatives for work through JMAC.

#### Greater Metro Parks Foundation

Commissioner Smith noted that she attended the January meeting. With the new Foundation Director now in place the meeting was focused on introductions and getting to know one another.

### **EXECUTIVE DIRECTOR’S REPORT**

Executive Director, Shon Sylvia reported on the following:

- The CIC meeting for this Wednesday, January 27<sup>th</sup> is cancelled
- On November 17, 2020, Executive Director officially declared an emergency related to the Rocky Shores Walrus Exhibit underwater viewing. On January 20, 2021, the contract was awarded to Tradewinds Construction in the amount of \$138,180.88. A memo noting this contract award has been sent to the Board today.
- Fort Nisqually’s newest social media page on the platform TikTok has exploded! We have gone from 300 followers to over 5,000 since yesterday at noon. The Fort’s latest video has over 243,000 views and 65,300 likes the conversation in the comments is all positive discussion on how much people are enjoying the content and curiosity over the Fort.
- Tacoma Public Library is planning to launch their curbside service at ECC on February 2, in which individuals will be able to reserve, pick up, and return library materials at the walk-up café window next to the main entrance. The service will be offered on Tuesdays from 12:00-3:00. They will also be re-opening the book drop box at ECC in alignment with this new service.

#### **COMMUNITY COMMENTS**      None

### **MINUTES OF THE JANUARY 11, 2020 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****RESOLUTION NO. P6-21: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA**

1. TYLER TECHNOLOGIES INC., MUNIS DIVISION FOR SOFTWARE MAINTENANCE, TECHNICAL SUPPORT, AND OTHER SERVICES AS REQUESTED IN AN AMOUNT NOT TO EXCEED \$315,000 FOR 2021 & 2022
2. ACTIVE NETWORK LLC FOR SOFTWARE SUBSCRIPTION FEES, AND OTHER SERVICES AS REQUESTED IN AN AMOUNT NOT TO EXCEED \$160,000 FOR 2021 & 2022
3. WASHINGTON CITIES INSURANCE AUTHORITY (WCIA) FOR PROPERTY, LIABILITY AND AUTO INSURANCE IN AN AMOUNT NOT TO EXCEED \$1,772,000 FOR 2021 & 2022
4. WASHINGTON STATE AUDITOR'S OFFICE FOR FINANCIAL & ACCOUNTABILITY AUDIT IN AN AMOUNT NOT TO EXCEED \$140,000 FOR 2021 & 2022
5. SEATTLE FINEST SECURITY & TRAFFIC CONTROL FOR SECURITY SERVICES IN THE AMOUNT OF \$274,486.00 FOR 2021 & 2022

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

Erwin Vidallon commented that the Tyler Technologies item supports all aspects of the District's budget and finance operations. He continued by stating this will also support a module assessment as recommended in the IT strategic plan.

Mr. Vidallon then noted that the Active Network item is to support the software used for all aspects of the District's registration, sales and memberships.

Mr. Vidallon then stated that the WCIA item is the biennial approval for property, liability and auto insurance for the District. WCIA also provides coverage for crimes such as computer fraud, data breach, forgery and theft.

Mr. Vidallon remarked that item 4, for the Washington State Auditor's Office is for the District's biennial financial audit needs for 2021-2022. The cost is approximately \$140,000 plus travel reimbursement. There is no increase expected from 2019-20 as the level of work remains the same for the Federal Single, Financial, and Accountability Audits. The Financial

audit has been expanded from prior years to incorporate the Greater Metro Parks Foundation and the Eastside Community Center QALIC B component units.

Alan Varsik commented on item 5, stating that Seattle’s Finest Security is a new contract for safety and security needs for the District. The proposals contained two scopes of service, Scope A for PDZA and Scope B for Parks & Recreation. On November 24, 2020 two companies were interviewed: Seattle’s Finest and Allied Universal Security. Seattle’s Finest was ranked as number one by reviewers based on their experience in similar facilities of size and type, their pricing, electronic monitoring technology, and the resumes of their key employees. Discussion ensued about training and background of Seattle’s Finest staff. Staff noted that these security officers are unarmed. Commissioners urged staff to work with Seattle’s Finest about the interaction with park guests, noting the difference between hired security and police.

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

### **PUBLIC WORKS PURCHASING RESOLUTIONS**

#### **RESOLUTION NO. PW7-21: DICKMAN MILL EXPANSION AND HEAD SAW PROJECT REDSIDE CONSTRUCTION LLC – CHANGE ORDER NO. 2**

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

Debbie Terwilleger commented that this item was reviewed by the CIC on January 13<sup>th</sup>.

Ms. Terwilleger commented that funding for change order #2 in the not-to-exceed amount of \$200,000 is being requested to account for additional anticipated piling work. This change order allows for continuity of work and takes full advantage of the contractor’s pile driving equipment currently mobilized per the project’s critical path schedule and to meet the conditions of shoreline permitting (‘fish window’). She noted that even with this change order a health contingency is still left in the project.

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

### **SINGLE READING RESOLUTIONS**

#### **RESOLUTION NO. R8-21: APPROVING THE ZOO SOCIETY AND GREATER METRO PARKS FOUNDATION OPERATING AGREEMENTS**

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

Alan Varsik commented that the agreement with the Zoo Society will provide essential fundraising/development functions on behalf of the Point Defiance Zoo & Aquarium as detailed in Exhibit A. The agreement will also provide essential fundraising/development functions in support of Northwest Trek Foundation as detailed in Exhibit B. It was noted that the Umbrella

agreement with the Zoo Society is for 2 years, however the agreement (exhibit B) with the NW Trek Foundation is for one year.

Marina Becker indicated that the agreement with the Greater Metro Parks Foundation will provide essential fundraising/development functions in support of the Parks and Recreation programs and places as detailed in Exhibit A. The agreement will also provide essential fundraising/development functions on behalf of W.W. Seymour Botanical Conservatory Foundation as detailed in Exhibit B. Ms. Becker noted that the Fort Nisqually Foundation is not a part of the agreement at this time as they are taking some time to work on the future vision for their organization.

Staff indicated that moving toward one agreement each with either a zoological/conservation focus or a parks and recreation focus is a more efficient means of operating and will provide enhanced support for all associated organizations. Shon Sylvia recognized Sandra Eliason for her work in coordinated this effort.

President Hanberg recognized and thanked all the foundations for their continued work in supporting the District.

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

**SECOND READINGS RESOLUTIONS** None

**FIRST READING RESOLUTIONS** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS** None

**BOARD COMMENTS:**

President Hanberg commented that he and his son have enjoyed using the District’s skate parks lately.

**ADJOURN:**

Being no further business, the meeting was adjourned at 7:00p.m.

**APPROVED:**

\_\_\_\_\_

President

\_\_\_\_\_

Clerk

Submitted by: Jennifer Bowman, Board Secretary