



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
MAY 10, 2021**

**PRESENT:**

Erik Hanberg, President  
Andrea Smith, Clerk  
Tim Reid

**EXCUSED:** Aaron Pointer  
Jessie Baines

**IN THE CHAIR:** Erik Hanberg

**PLACE:** Remote call in meeting

**STUDY SESSION**

**Q1 2021 DISTRICT FINANCIAL UPDATE**

Mr. Vidallon opened the presentation by stating tonight's update will provide an update of the 1<sup>st</sup> Quarter Financials for the District, as well as an update on the American Rescue Plan funding coordination

A District-wide summary of total all funds was reviewed by Mr. Vidallon, he noted that the total variance for the 1<sup>st</sup> quarter was favorable by \$2.3 M. Mr. Vidallon then reviewed a slide that highlighting each fund as follows: General Fund \$629K positive variance, Regional Parks \$119K positive variance, ZEED \$1.6M positive variance.

The Board was then reminded of the updated District organizational chart, commenting that the method of reporting the financials tonight is aligned with how the organization is now structured. Financial tables for each department with divisional totals were then reviewed. Department total variances were noted as follows: Office of Executive Director \$125K positive variance, Business Administration & Planning \$157K unfavorable variance, Parks & Recreation \$780K positive variance, Zoological & Environmental Education \$1.6M positive variance.

Within the area of the District's capital funding Mr. Vidallon reviewed a table that highlighted the capital spending as of March 2021. The table showed the major categories of the bond as approved by Tacoma voters, that compared what has been spent and what remains to be spent in 2021. Staff commented that 2021 total expenditures for the bond in the first quarter \$1.4 M with a remainder of \$30M still to be spent in 2021. A second table showing the 2021 revenue related to the capital program was reviewed. The table displayed bond and non- bond leveraged funding such as, state, federal and donations. Staff commented that \$562K spent thus far in 2021 was bond related funding, \$877K spent thus far in 2021 was leveraged funds. Mr. Vidallon commented that the District will likely see a lot more activity in the capital area in the 2<sup>nd</sup> quarter.

Board members commented that they appreciated the new level of detail in the financial presentation.

Mr. Vidallon commented that the District has put together a work group to pursue funding from American Rescue plan. The work group is looking at criteria and pursuing funding related to revenue loss and program reimbursement and new opportunities. Outreach to the county, city,

state and feds is occurring by members of the team. Mr. Vidallon stated that any funding brought in will be part of the current biennium as 2020 is now closed.

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

It was moved and seconded to excuse Commissioners Baines & Pointer; seconded and passed unanimously.

### **SPECIAL PRESENTATIONS**

#### **PROCLAMATION IN CELEBRATION OF ASIAN AMERICAN & PACIFIC ISLANDER HERITAGE MONTH**

President Hanberg read a proclamation in support of Asian American & Pacific Islander Heritage month. Suzanne Pak, representing the Koreans Women’s Association, and Lua Pritchard of the Asian Pacific Cultural Center spoke in support of the proclamation and recognized Metro Parks for ongoing partnerships with this community.

### **PRESIDENTS REPORT**

President Hanberg commented that he is hosting the pre-shows for the State of the City Address on Monday nights.

### **STANDING COMMITTEE AND COUNCIL REPORTS** None

### **EXECUTIVE DIRECTOR’S REPORT**

Executive Director, Shon Sylvia commented on the following:

- US Treasury has announced it guidelines today for the American Rescue Plan funds. Staff will follow up with some information for the Board about the District’s approach for accessing funding.
- WRPA Spot Light Award presented at the WRPA conference 2 weeks ago to MPT for the Whole Child Initiative. Thank you to Commissioner Smith who attended the virtual awards ceremony on behalf of MPT.
- The following new employees and full-time employees receiving promotions were introduced to the Board; Antonio McLemore, Meagan Kula, Christy West, Daniel Russell & Jen York.

### **COMMUNITY COMMENTS**

Kris Johnson submitted a written comment expressing concerns about at staff member at Point Defiance Zoo.

### **MINUTES OF THE APRIL 26, 2021 REGULAR BOARD MEETING**

Commissioner Smith moved to adopt the minutes as presented; seconded by Commissioner Reid and passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

**CONSENT AGENDA****RESOLUTION NO. C33-21:** APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 2021

Commissioner Smith moved to adopt the consent agenda as presented; seconded by Commissioner Reid and passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

**PURCHASING RESOLUTIONS****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
2. ALLIANT INSURANCE SOLUTIONS, INC. FOR EMPLOYEE BENEFITS INSURANCE BROKER IN THE AMOUNT OR \$315,000
3. BERRY DUNN FOR BUSINESS & OPERATIONAL PLANNING SERVICES FOR \$68,230.00

Commissioner Smith moved to adopt the resolution; seconded by Commissioner Reid.

Erwin Vidallon commented that the Tyler Technologies will be an added module to the District financial management software. The module will allow for cloud based, paperless, time and attendance solution, with incorporated comprehensive scheduling capabilities. Mr. Vidallon noted that Tyler Technologies was selected from a total of eight vendor submittals.

With regards to Alliant Insurance, Mr. Vidallon commented that this is the first two-year option extension is anticipated to cost \$75,000 per year, totaling \$150,000 for the biennium. There is 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. Staff noted that Alliant has been our broker for the past two years and staff has been very satisfied with the firm and the project team in carrying out the services requested by the District.

Marina Beck then commented that Berry Dunn will develop a strategy-focused Business Operational Plan for the Parks and Recreation Department, establishing vision and an implementation plan. Ms. Becker explained with all the changes the community has gone through in the past year this planning effort will assist in working with community to develop plans around their needs and priorities.

Being no additional comment, the question was called and the resolution passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

**PUBLIC WORKS PURCHASING RESOLUTIONS****RESOLUTION NO. PW35-21:** MEADOW PARK GOLF COURSE BRIDGE REPAIR (HOLE 13) BID NO J2021-06, CONTRACT AWARD TO WILDWOOD CARPENTRY, LLC.

Commissioner Smith moved to adopt the resolution; seconded by Commissioner Reid.

Debbie Terwilleger commented this resolution has been reviewed and was recommended for full Board consideration by the CIC. Ms. Terwilleger commented that 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.

Staff noted that the bid opening was held on April 8<sup>th</sup> ; three bids responsive were received.

The construction is anticipated to take 120 calendar days to complete after issuance of a Notice to Proceed.

Commissioners inquired if the contractor has done prior work for the District. Staff noted that the vendor has done satisfactory work for the District in the past.

Being no additional comment, the question was called and the resolution passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

**RESOLUTION NO. PW36- 21:** PDZA SOUTH PACIFIC AQUARIUM TANK REPAIRS & IMPROVEMENTS RFQ #J2021-03 CONTRACT AWARD TO SCHEMATA WORKSHOP

Commissioner Smith moved to adopt the resolution; seconded by Commissioner Reid.

Debbie Terwilleger commented this resolution has been reviewed and was recommended for full Board consideration by the CIC. Debbie Terwilleger commented that 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.

Being no additional comments, the question was called, and the resolution passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

**RESOLUTION NO. PW37- 21:** NW TREK TRAM STATION BID NO J2021-05, CONTRACT AWARD TO LAKE TAPPS CONSTRUCTION

Commissioner Smith moved to adopt the resolution; seconded by Commissioner Reid.

Debbie Terwilleger commented this resolution has been reviewed and was recommended for full Board consideration by the CIC. Debbie Terwilleger commented that is project builds a new tram station that will accommodate the new trams at NW Trek. 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. She noted 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.

Staff commented that the bid opening was held on April 26, 2021. Four responsive bids were received. The construction is anticipated to take 250 calendar days to complete after issuance of a Notice to Proceed.

Being no additional comments, the question was called, and the resolution passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

### **SINGLE READING RESOLUTIONS**

#### **RESOLUTION NO. R38-21: DEACCESSIONING NEVER NEVER LAND FIGURES FROM THE HISTORIC AND CULTURAL ASSETS INVENTORY**

Commissioner Smith moved to adopt the resolution; seconded by Commissioner Reid.

Ms. Terwilleger commented that 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.

Ms. Terwilleger that 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. Board members were reminded that 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.

Staff commented that 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.

Ms. Terwilleger stated that the Cultural & Historic Advisory Council is recommending deaccession and auction of these items. Staff is recommending is to auction the items and destroyed items that are culturally inappropriate.

Being no additional comments, the question was called, and the resolution passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

#### **RESOLUTION NO. R39-21: APPROVING A PARTNERSHIP AGREEMENT WITH THE TRUST FOR PUBLIC LAND AND TACOMA PUBLIC SCHOOLS**

Commissioner Smith moved to adopt the resolution; seconded by Commissioner Reid.

Ms. Terwilleger commented that this resolution authorizes the Executive Director to enter into an agreement for a partnership between The Trust for Public Land and Tacoma Public Schools

to design and build up to six Green Schoolyards. Ms. Terwilleger further noted that 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.

Board members were reminded that the Green Schoolyards for Tacoma Implementation Plan was developed in March 2020. The agreement is needed 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.

Being no additional comments, the question was called, and the resolution passed on a vote of 3-0 (Commissioners Pointer & Baines being excused).

**SECOND READINGS RESOLUTIONS** None

**FIRST READING RESOLUTIONS** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS** None

**BOARD COMMENTS:**

President Hanberg commented that he was recently in Franklin Park and saw lots of people enjoying the park.

**ADJOURN:**

Being no further business, the meeting was adjourned at 6:55pm

**APPROVED:**

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary