

REGULAR PARK BOARD MEETING AND AGENDA
June 28, 2021
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 Regular Park Board Meeting via telephone by following the instructions below:

Telephone Instructions:

Dial: 253-215-8782

Enter Meeting ID: 912 0622 0872#

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/91206220872>

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 June 28, 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 June 28, 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

**JUNE 28, 2021
6:00 P.M.
REMOTE MEETING**

Via Telephone
Dial: 253-215-8782
Enter Meeting ID: 912 0622 0872
Participant ID: no ID needed just press #

or
Listen and view presentations of the
Regular Park Board Meeting via the Zoom link:
<https://zoom.us/j/91206220872>

**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**

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

ROLL CALL

SPECIAL PRESENTATIONS

PRIDE MONTH PROCLAMATION

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

REGULAR MEETING

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



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 June 28, 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 June 28, 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

(5-8) MINUTES OF THE JUNE 14, 2021 REGULAR BOARD MEETING

CONSENT AGENDA

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

(9-10) **RESOLUTION NO. R45-21:** W.W. SEYMOUR BOTANICAL CONSERVATORY ACCEPTING AND APPROPRIATING \$48,488.00 FROM THE CONSERVATORY FOUNDATION FOR THE CONSTRUCTION OF THE VIVARIUM
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

(11-15) **RESOLUTION NO. RR46-21:** AUTHORIZING AN INTERGOVERNMENTAL TRANSFER OF REAL PROPERTY WITH PIERCE COUNTY RELATING TO DAWSON PARK
(Contact: Debbie Terwilleger, Director of Business Administration & Planning)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

June 30 , 2021	Capital Improvement Committee	5:00 PM	Remote Meeting
July 12, 2021	Regular Board Meeting	6:00 PM	Remote Meeting
July 14, 2021	Capital Improvement Committee	5:30 PM	Remote Meeting
July 19, 2021	Committee of the Whole	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
JUNE 14, 2021**

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

EMPLOYEE RETIREMENT RECOGNITION

Shon Sylvia and the Board of Park commissioners recognized Marina Becker, Director of Parks recreation on the occasion of her retirement after serving 39 years at Metro Parks Tacoma.

DISTRICT ENGAGEMENT & OUTREACH TEAM

MPT District engagement and outreach team members Delia Flores and Abigail Vizcara Perez were introduced to the Board. It was noted that this team recently presented at the WRPA conference. Ms. Vizcara Perez commented that the purpose of the evening's presentation is to provide an overview of the teams outreach efforts that includes examples of how Metro Parks has used community outreach to advance racial equity, curating and sharing relevant data to help visualize and analyze inequities in the organization.

Ms. Flores explained a racial equity lens chart covers the definition and the different levels MPT hopes to move through. She stated that starting with applying a racial equity lens to reveal inequities, it moves into assessing inequities that can drive change for more equitable outcomes and continues to make progress by initiating racial justice and implementation of racial equity efforts throughout the organization. Ms. Vizcara Perez continued by noting that meaningful, equitable and inclusive outreach requires a lot of planning and intentionality. This work requires emotional intelligence as it includes people's feelings, thoughts, fears, hopes and dreams. The Board was informed that this team continue to host public meetings, but also found new ways to meet people where they are. Staff stated that when they showed up to grassroots, community led coalitions and made it clear that MPT staff was there to listen first, then they were invited back to present more formally. Ms. Vizcara Perez also stated that this integrated, long range outreach strategy makes the relationship a priority not just for budget development but as part of district wide planning and even the outreach design as it evolves alongside the needs of the city.

Ms. Flores stated the team members are now certified diversity consultants. She remarked that cultural humility allows individuals to enter any conversation with the understanding that each individual is a subject matter expert on their life experiences. Team members emphasized that through hearing about lived experiences trust is built amongst community members and the organization. To that end Ms. Flores spoke of a four phased approach to offer the community a robust internal system for intentional consideration of the feedback received from them and to give them a voice

Ms. Vizcara Perez commented that the District's new organizational structure has allowed for a more collaborative approach for the accountability. She continued by stating that this new team is evidence of the changing culture at our agency.

Commissioners Pointer and Baines thanked the team for their continued hard work.

PRESIDENTS REPORT None

STANDING COMMITTEE AND COUNCIL REPORTS

Zoo/Trek Liaison Committee

Commissioner Smith noted that the committee met last week. The committee was informed that things are currently looking good financially for both Zoo & Trek. The committee was also reminded that that strategic plan consultants have begun the listing phase of the planning process.

Join Municipal Action Committee

Commissioners Smith commented that JMAC met last Friday. The committee reviewed the asset mapping tool it has been working on as well as receiving a presentation from Work Force Central. Commissioner Smith noted that the committee engaged in discussion around policy impacting JEDI and community wealth building in Tacoma.

Active Lifestyle & Community Wellness Advisory Council

Commission Pointer commented that this council met on May 27th. At that meeting new members were welcomed. In addition, the committee heard a staff presentation about waterfront planning & the community center pricing models.

Nature & Environment Advisory Council

Commissioner Reid stated the last meeting was canceled; the committee plans to meet again next month at Dickman Mill Park.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia reported on the following:

- Hollie Rogge, Deputy Director of Parks and Recreation introduced the following new & promoted employees: Lisa Ellson, Esper Brand, Mason Sikes, Paris Corrick
- Marina Becker was introduced to give clarifying comments regarding P34-21 that was approved by the Board at the May 10, 2021 Board Meeting. Ms. Becker stated there was a scrivener's error and that the resolution should have read, *contract amendment*, as this is not a new contract. She further stated that the \$68,230 that was approved on May 10th will be an Amendment #2 to Berry Dunn's existing 2019 contract. Increasing it from \$80,000 to \$148,230.

COMMUNITY COMMENTS

James McCormick submitted a written comment regarding derelict vessels at Point Defiance Park.

MINUTES OF THE MAY 24, 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**RESOLUTION NO. C28-21: APPROVAL OF WARRANTS CLAIM FUND FOR MAY 2021**

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

PURCHASING RESOLUTIONS None**PUBLIC WORKS PURCHASING RESOLUTIONS** None**SINGLE READING RESOLUTIONS** None**SECOND READINGS RESOLUTIONS** None**FIRST READING RESOLUTIONS****RESOLUTION NO. RR44-21: AMENDING DISTRICT POLICIES**

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

Hunter George commented that staff proposes to amend the Holiday Accrual and Use policy to add June 19th to the list of recognized holidays, and to amend the Break and Meal Periods Policy to expand overtime eligibility to part-time and seasonal staff who work on the day of a holiday. He noted that The Park Board proclaimed February as Black History Month that included a stated intention of recognizing June 19 as an MPT-recognized holiday.

Mr. George commented that the Holiday Accrual and Use Policy (514.004) currently authorizes 12 paid holidays; this policy update adds June 19 to the list.

In addition, Mr. George stated that MPT follows overtime laws, but the District does not have a specific policy regarding overtime. The amended policy states that part-time and seasonal employees will receive overtime pay for any hours worked on an MPT-designated holiday. It also defines the work week and notes that employees may be eligible for other instances of overtime pay, such as those circumstances governed by the Collective Bargaining Agreement. As a result, the policy's title would be expanded to say Breaks, Meal Periods and Overtime. Staff noted that the overtime policy would take effect with the June 19 holiday and thereafter.

Mr. George also stated that these policy amendments are endorsed by the Executive Cabinet and have been reviewed by legal counsel as well as The IUOE Local 302 representative.

Commissioner Pointer moved to suspend the rules and vote on the resolution at this meeting; seconded and passed unanimously.

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

UNFINISHED BUSINESS None

NEW BUSINESS DAWSON PARK INTERGOVERNMENTAL TRANSFER

Marty Stump, Deputy Director of Planning was introduced. Mr. Stump commented Pierce County has designed certain utility improvements to be constructed adjacent to the North property line of Dawson Park. In order to construct the utilities, Pierce County has requested Metro Parks transfer a strip of land along the North property line (88th St. E.) that is approximately 30 feet wide and 527 feet long, and a strip of land along part of the Easterly property line (18th Ave. E.) that is approximately 5 feet wide and 174 feet long.

Mr. Stump further commented that in exchange for Metro Parks’ transfer of the strips of land to Pierce County, Pierce County is willing to vacate the unimproved right of way known as Van Buren Street. This property exchange would allow utilities to be constructed as planned and the park to become a unified and single parcel. Maps of the property were then reviewed by staff and the Board.

Staff requested a Committee of the Whole meeting on June 21, 2021 to discuss this transfer and to discuss long term property opportunities with Pierce County.

BOARD COMMENTS:

President Hanberg commented he will be out of town and will not be in attendance for the June 21,2021 COW meeting.

EXECUTIVE SESSION: In accordance with RCW 42.30.110 Board members recessed into an executive session for 20 minutes to discuss potential litigation.

ADJOURN:

Being no further business, the meeting was adjourned at 7:35p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

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

**SUBJECT: W.W. Seymour Botanical Conservatory
Accepting and Appropriating \$48,488.00 from the Seymour Conservatory
Foundation for Construction of the Vivarium**

DATE: June 23, 2021

EXECUTIVE SUMMARY: This resolution accepts and appropriates \$48,488.00 from the Seymour Conservatory Foundation for construction of the Conservatory Vivarium during the current renovation project now underway.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on June 16, 2021 with a recommendation to forward the action on to the full Board for approval.

BACKGROUND: The Seymour Conservatory Foundation has elected to support this new Vivarium that was an alternate bid item in the Pease Construction's bid tab. A Vivarium is a rainforest type terrarium that will house dart frogs. It is an exciting new asset that will add educational and viewing pleasure for all visitors to the conservatory.

The Seymour Conservatory Foundation is a private nonprofit organization, comprised of a group of volunteers who are all committed to improving parks and recreation in our community, and has been supporting the conservatory since 1993. The foundation's mission is to support the W.W. Seymour Botanical Conservatory through advocacy and philanthropic partnerships within the community and to support Metro Parks Tacoma. The Conservatory Foundation envisions a thriving community where botany, ecology, horticulture, and biodiversity enrich lives by inspiring curiosity, learning, community and environmental stewardship.

Staff is requesting that the Board of Park Commissioners Accept and Appropriate \$48,488.00 from the Seymour Conservatory Foundation and authorize the Executive Director to accept the Seymour Conservatory Foundation letter of intent for this funding.

FISCAL IMPACT: The total cost of the Vivarium for the Seymour Botanical Conservatory project is estimated at \$48,488.00. Funds will come from the Seymour Conservatory Foundation.

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R45-21

W.W. SEYMOUR BOTANICAL CONSERVATORY ACCEPTING AND APPROPRIATING \$48,488.00 FROM THE CONSERVATORY FOUNDATION FOR THE CONSTRUCTION OF THE VIVARIUM

WHEREAS, the W.W. Seymour Botanical Conservatory is owned and operated by Metro Parks Tacoma; and

WHEREAS, Seymour Conservatory Foundation was established to promote financial support for Metro Park's programs, services and projects conducted by Metro Parks Tacoma at the conservatory; and

WHEREAS, the Seymour Conservatory Foundation desires to provide Metro Parks Tacoma with a disbursement of \$48,488.00 in the contributed funds for the current W.W. Seymour Botanical Conservatory renovation project for construction of the Vivarium; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to: Accept and Appropriate \$48,488.00 from the Seymour Conservatory Foundation for construction of the W.W. Seymour Botanical Conservatory Vivarium project; and, be it

FURTHER RESOLVED, that the Executive Director is authorized to accept the letter of intent from the Seymour Conservatory Foundation.

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: Authorizing an Intergovernmental Transfer of Real Property with Pierce County Relating to Dawson Park

DATE: June 23, 2021

EXECUTIVE SUMMARY: This Resolution authorizes Metro Parks to transfer two strips of land located at Dawson Park, one along the North property line and another along the Easterly property line to Pierce County in exchange for Pierce County vacating Van Buren Street and transferring that land to Metro Parks. It also authorizes the Executive Director to enter into agreements necessary to complete this transfer and exchange of land.

BACKGROUND: Metro Parks is the owner of Dawson Park (Pierce County Tax Parcel No. 5830000390) which consists of two parcels bifurcated by an unimproved right of way known as Van Buren Street.

Pierce County has designed certain utility improvements to be constructed adjacent to the North property line of Dawson Park. In order to construct the utilities, Pierce County has requested Metro Parks transfer a strip of land along the North property line (88th St. E.) that is approximately 30 feet wide and 527 feet long, and a strip of land along part of the Easterly property line (18th Ave. E.) that is approximately 5 feet wide and 174 feet long. The two strips of land described above contain an area of 16,663 square feet

In exchange for Metro Parks' transfer of the strips of land to Pierce County, Pierce County is willing to vacate the unimproved right of way known as Van Buren Street. This property exchange would allow utilities to be constructed as planned and the park to become a unified and single parcel.

Per Chapter 39.33 RCW (Intergovernmental Disposition of Property), local government units are permitted to transfer or exchange title to real property on such terms and conditions that are mutually agreed upon.

FISCAL IMPACT: There are to be no costs to Metro Parks for this transfer of real property to Pierce County other than modest filing and transaction fees.

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. RR46-21

**AUTHORIZING AN INTERGOVERNMENTAL TRANSFER OF REAL PROPERTY
WITH PIERCE COUNTY RELATING TO DAWSON PARK**

WHEREAS, the Metropolitan Park District of Tacoma ("Metro Parks") is the owner of certain real property commonly known as Dawson Park (Pierce County Tax Parcel No. 5830000390) which consists of two parcels bifurcated by an unimproved right of way known as Van Buren Street and is depicted on the attached Exhibit A; and

WHEREAS, Pierce County has designed certain utility improvements to be constructed adjacent to the North property line of Dawson Park; and

WHEREAS, in order to construct the utilities, Pierce County has requested Metro Parks transfer a strip of land along the North property line (88th St. E.) that is approximately 30 feet wide and 527 feet long and a strip of land along part of the Easterly property line (18th Ave. E.) that is approximately 5 feet wide and 174 feet long, both of which are depicted on the attached Exhibit A and legally described as follows:

That portion of Lot 39, Plat of MID LANDERS, recorded in Volume 11 of Plats, page 59, records of Pierce County, Washington, said plat situated in a portion of the West half of the Southeast quarter, Section 34, Township 20 North, Range 3 East, W.M., described below:

BEGINNING at the Northeast corner of said Lot 39, said corner being on the Westerly right of way margin of Van Buren Street as depicted on said plat; thence South $01^{\circ}28'39''$ West along said Westerly margin to the South line of the North 30.00 feet of said Lot; thence North $88^{\circ}37'44''$ West along said South line 489.36 feet to the beginning of a curve concave to the southeast having a radius of 20.00 feet; thence Southwesterly along the arc of said curve through a central angle of $108^{\circ}45'40''$ a distance of 37.96 feet to the Easterly right of way margin of Portland Avenue East as established by Volume 40 of Commissioner's Records, page 235, records of said County and a point of cusp; thence North $17^{\circ}23'24''$ West along said Easterly margin 59.60 feet to the Northwest corner of said Lot; thence South $88^{\circ}37'44''$ East along said North line 527.53 feet to the POINT OF BEGINNING.

TOGETHER WITH:

The East 5.00 feet of Lot 11, Plat of MIDLAND GARDENS, recorded in Volume 8 of Plats, page 116, records of said County, said plat situated in a portion of the East half of said Section 34, lying westerly of the County Road (18th Avenue East) and easterly of Van Buren Street as depicted on said Plat.

The lands described above contain an area of 16,663 square feet, more or less, the specific details concerning all of which are to be found in Exhibit-A attached herein and on file in the Office of the County Engineer in Tacoma, Washington.

(Collectively, the "Strips of Land").

WHEREAS, in exchange for Metro Parks' transfer of the Strips of Land to Pierce County, Pierce County is willing to vacate the unimproved right of way known as Van Buren Street, which will then unify the two Dawson Park properties; and

WHEREAS, it is in the best interests of Metro Parks and Pierce County, as well as the community, that the parties exchange the properties so that the utilities may be constructed as planned and the park become a unified, single parcel; and

WHEREAS, Chapter 39.33 RCW (Intergovernmental Disposition of Property) permits local government units to transfer or exchange title to real property on such terms and conditions as may be mutually agreed upon; NOW, THEREFORE BE IT

RESOLVED by unanimous decision of the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Strips of Land are hereby declared surplus for park and recreational purposes; and be it

FURTHER RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Executive Director is authorized to transfer the Strips of Land to Pierce County pursuant to the Intergovernmental Disposition of Property statutes, chapter 39.33 RCW, in exchange for Pierce County vacating Van Buren Street and transferring that land to Metro Parks; and be it

FURTHER RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Executive Director is authorized to negotiate any remaining terms and execute such documents as reasonably necessary to effect the transfer and exchange of the above properties.

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



Disclaimer: The map features are approximate and have not been surveyed. Additional features not yet mapped may be present.
Pierce County assumes no liability for variations ascertained by formal survey.