



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
MARCH 14, 2022**

PRESENT: Andrea Smith, President  
Aaron Pointer, Clerk  
Erik Hanberg  
Tim Reid  
Rosie Ayala

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters, 4702 S 19<sup>th</sup> St. Tacoma WA

**REGULAR MEETING**

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

**SPECIAL PRESENTATIONS** None

**PRESIDENTS REPORT**

President Smith commented that she was pleased to hear that Fort Nisqually will be hosting The Association for Living History, Farm and Agricultural Museum conference in June.

**STANDING COMMITTEE AND COUNCIL REPORTS**

Zoo Liaison Committee

Commissioner Pointer commented that this committee met today. He noted that discussion topics included ZEED strategic planning, modifications to the Tram Stations at NW Trek, and future species exhibits. Commissioner Pointer informed the Board that these topics will be brought forward to the entire Board at the March 21<sup>st</sup> COW meeting.

Business & Responsive Agency Advisory Council

Commissioner Reid commented that the committee met last week. Items discussed at the meeting included staff work plan items such as budget planning, brand audit, asset management, and strategic planning.

Nature & Environment Advisory Council

Commissioner Ayala stated that at the most recent meeting the committee received a presentation about the maintenance of the District's trails. The committee was also informed that since October 2021, 77 trees have been planted in partnership with The Tacoma Tree Foundation.

Joint Municipal Action Committee ( JMAC)

President Smith commented that at the March 11<sup>th</sup> meeting the committee discussed the health in all policies initiative. She further noted that Heather Moss from Pierce County was present and spoke about the county’s plan for ending homelessness.

**EXECUTIVE DIRECTOR’S REPORT**

Executive Director Shon Sylvia commented on the following:

- First in a series of quarterly Community Center Engagement Events called Co-Create to Recreate is being held on 3/23, 6:30-8:00 pm at Peoples Community Center. Attendees will have the opportunity to:
  - Connect with Metro Parks staff
  - Learn about upcoming events, programs, projects, and how to get involved
  - Share ideas to co-create recreational opportunities for our communityFuture Events:
  - Wednesday, March 30 Eastside Community Center
  - Tuesday, April 5 STAR Center
  - Tuesday, April 12 Center at Norpoint
- Alan Varsik introduced the following new ZEEed employees: John Joy & Caelan Colyer
- There will be a Board COW meeting on March 21<sup>st</sup>.

**COMMUNITY COMMENTS**

Curt Mehlhaff commented that he was saddened to hear that Commissioner Hanberg is resigning from the Board. He thanked Commissioner Hanberg for his time and service to the community. Mr. Mehlhaff noted that he recently took visiting family members to the Zoo and noted that prices have risen since he had been there years ago, noting that it might not be affordable for all community members. He also stated he had recently visited Titlow Park and suggested that Metro Parks consider accessing the former restaurant parking lot to accommodate more park visitors.

**MINUTES OF THE FEBRUARY 28, 2022 REGULAR BOARD MEETING**

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

**CONSENT AGENDA**

**RESOLUTION NO. C16-22:** APPROVAL OF WARRANTS CLAIM FUND FOR FEBRUARY 2022

**RESOLUTION NO. C17-22:** SWAN CREEK PHASE II PROJECT NO. J2020-12 FINAL ACCEPTANCE TO CECCANTI INC.

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

**PURCHASING RESOLUTIONS**

**RESOLUTION NO. P18-22: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA**

1. COLEMON & ASSOCIATES CONTRACT AMENDMENT NO. 2 FOR WORK RELATED TO STRATEGIES FOR REVISING POLICY AND STANDARDS THAT SUPPORTS DISTRICT-WIDE DIVERSITY, EQUITY & INCLUSION IN THE AMOUNT OF \$30,000
  
2. MERLINO MEDIA GROUP FOR MEDIA BUYING SERVICES IN THE AMOUNT OF \$880,000

Commissioner Hanberg moved to adopt the resolution, seconded by Commissioner Pointer.

Shon Sylvia stated that the District has been working with Colemon & Associates over the past couple of years to advance and support the District’s DEI work. He noted that this resolution approves contract amendment No. 2 for \$30,000 bringing the contract total to \$80,000 and extends the contract date to December 2022.

Alan Varsik commented that this is the annual approval for media buying services. He commented that three RFPs were received.

Commissioner Hanberg inquired as to whether staff have considered combining creative service and the media buy. Staff noted that they have found the best services come from when creative firms are selected based on specific needs rather than combining a contract.

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

**PUBLIC WORKS PURCHASING RESOLUTIONS** None

**SINGLE READING RESOLUTIONS** None

**SECOND READINGS RESOLUTIONS** None

**FIRST READING RESOLUTIONS** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS** PARK BOARD VACANCY

President Smith stated that Commissioner Hanberg submitted an official letter of resignation to the Board February 28<sup>th</sup>, effective March 31<sup>st</sup>. She noted that State Law dictates that the Board has 90 days from the effective date to fill the vacancy and that that appointment will be for the remainder of Commissioner Hanberg’s term which ends at the end of 2023.

President Smith stated as per chapter 29A.24 RCW, the individual who is appointed shall serve until a qualified person is elected at the next election at which a member of the governing body normally would be elected, which is November 2023

She then remarked that in consultation with the Board Clerk, the Executive Director and Legal Counsel the appointment process will be as follows:

- March 14- April 1                    **Community input:** Community members can provide feedback on what is important for the commissioners to consider when recruiting and selecting the next commissioner, via the MPT website
  
- March 14- March 28                **Potential candidates:** Individuals may express interest via the MPT website by filling out a simple questionnaire and attaching a resume.
  
- April 11                                **Announcement of final candidates:** Board to select and announce candidates to interview.
  
- April 21                                **Public Interviews:** Board interviews of candidates in partnership with advisory councils.
  
- April 25                                **Announcement:** Board discusses the candidate selected by commissioners in public forum at board meeting.
  
- May 9                                    **Appointment:** Swearing in of new commissioner at Regular Board Meeting.

**BOARD COMMENTS**

**ADJOURN**

Being no further business, the meeting was adjourned at 6:29 p.m.

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary