



**BOARD OF PARK COMMISSIONERS
CAPITAL IMPROVEMENT COMMITTEE
(VIRTUAL MEETING)**

**November 10, 2021
5:00 PM
MINUTES**

Attendees: Commissioner Pointer, Commissioner Baines

Staff Support: **Marty Stump**, Deputy Director - Planning and Development; **Kristi Evans**, Capital Program Manager, Community & Neighborhood Parks; **Fred Ramey**, ZEED Asset and Facilities Services Manager; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the October 13, 2021 meeting were approved as written.

Discussion Items

Action Items

City Of Tacoma Funding Acceptance and Agreement - Gas Station Park

- This resolution accepts and appropriates \$320,000 in funding from the City of Tacoma for Gas Station Park, and authorizes the Executive Director to enter into an agreement with the City of Tacoma for the transfer of ownership and management of the property. Kristi noted a quick claim deed will be used for the property transfer and that no funds will be involved.
- As background, Gas Station Park is a city of Tacoma owned park that is in need of upgrading. The City asked that Metro Parks provide a design process, construction of improvements and take ownership of the park.
- Kristi reported improvements will include improved access, signage, new children's play equipment, walking paths, play lawn and general landscape improvements. The proposed improvements were decided on from feedback received from the community during the schematic design phase of the project.
- Commissioner Pointer asked if the existing play equipment will stay and if not, will it be repurposed. Kristi reported it will be removed. She explained that aged equipment is typically not repurposed due to new regulations. She mentioned that the City of Tacoma originally purchased the equipment and she hasn't heard if they want it back.
- Marty added this park fills an identified service gap per our Strategic Master Plan.
- Although there have been discussions about renaming the park, Kristi reported the public likes the name because of its references to its past as a gas station. It was added that the City of Tacoma has done remedial work at the site, capping the gas tank.

- Commissioner Pointer asked if there was additional funding for the project. Kristi said yes. We have been awarded a \$500,000 Washington State Commerce Grant. However, she pointed out, we need to be owners of the property before we can receive in the funds.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

ZEED Capital Facilities Plan - Contract Award

- This resolution authorizes the contract award for the ZEED Capital Facilities Plan contract to SH|R Studios in the amount of \$ 162,000.
- The Capital Facilities Plan will provide an overarching long-term look at capital improvements for both PDZA and NW Trek over the next 10 years. The plan will provide a first look at the anticipated scope of future development including cost estimates, permitting considerations, and concept sketches which can be used to begin more detailed physical planning, engineering, design, and permitting for future projects.
- This project includes the facilitation of workshops and site planning discussions with ZEED staff and other stakeholders in order to develop a Capital Facilities Plan for both the PDZA and NW Trek.
- Fred reported we received 5 responses to the RFQ. A review panel selected the firm of SH|R Studios as the most qualified to perform this work. He explained they are a relatively local firm we have worked with and has experience doing this sort of planning with other zoological organizations.
- Kick off will happen in January of next year and the project should take approximately 180 days to complete. Fred reported they are currently in the process of selecting steering committee members, noting they are wanting input from a large number of staff and outside organizations in discussions.
- He noted that the final finding split might be different. Right now it just shows a 50/50 between PDZA and NW Trek.
- Commissioner Pointer wanted confirmation we have worked with them past. Fred said yes, as the earlier branded Studio Hanson and also individual members when they worked for other firms. One member in particular designed the existing Polar Bear exhibit. Fred concluded by saying they have a very experienced team, noting they seem to be aligning more with strategic and capital planning over individual projects.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

General Comments/Questions

- Commissioner Pointer commented on the new 5-month old moose at PDZA and noted it was pretty good size for such a young animal.
- Commissioner Pointer asked if we lost any trees during the recent storm. Both Marty and Fred reported they haven't hear of tree down that impacted operations. Kristi noted the rain is impact some of her project's construction.

Meeting Adjourned