



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

**June 29, 2022
5:00 PM
MINUTES**

Attendees: Commissioner Pointer, Commissioner Reid

Staff Support: **Marty Stump**, Deputy Director - Planning and Development; **Fred Ramey**, ZEED Asset and Facilities Services Manager; **Claire Keller-Scholz**, Planning and Asset Management Administrator; **Erich Sachs**, Asset Management & Sustainability Manager; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the June 15, 2022, meeting were approved as written.

Discussion Items

ADA Transition Plan

- Erich gave an update on the ADA Self-Evaluation and Transition Plan. He presented the Commissioners with an overview of scheduling, the planning process and key considerations. He explained how it made sense to bring in a consultant (Bureau Veritas) to manage the assessment portion given the high workload of internal staff.
- The first phase will include self-evaluations and site assessments of buildings, facilities, and parks. This will be followed by a program and policy review. He noted that a lot of information will need to be captured.
- The second phase deliverables will include the creation of a Transition Plan (strategy for barrier removal, costs, priority level), public outreach and purchase of software called AssetCALC.
- The 5 criteria's for establishing priority levels were discussed and included.
 - Accessibility of van parking, car parking and approach and entrances
 - Elements along the accessible route
 - Restroom facilities
 - Access to all other features and amenities
 - Employee-only areas
- The project will have an aggressive timeline. The self-assessment phase will take place this summer until early fall, with the project completion expected by end of this year or early 2023.
- Commissioner Reid asked if the sample Accessibility Assessment report that featured Millersylvania Park was just included to show how the reports look.

- Erich said yes, it was one of parks the consultant evaluated for the state. Reid suggested including this presentation to the Board, however cleaning up information that could be confusing.
- Commissioner Pointer noted a lot of our parks don't have restrooms and asked if they will be included in the assessment.
 - Marty reported yes. All our parks, regardless of classification, will be included. He noted that significant changes in site program/development won't be part of the consultant's recommendations, rather existing features will be reviewed to make sure they are working properly for people with disabilities and minor corrections recommended.
- Fred added that he is excited the assessment includes both PDZA and NW Trek.
- Marty agreed to create a follow up report to the board, along with a progress report.

Artist Selection Memo for Mindy Barker - South Pacific Aquarium Project

- Claire led a discussion of the artist selection for the South Pacific Aquarium upgrade project. She explained that on December 11, 2021, a call to artist was advertised to the following cohorts: MPT's Public Art Reaching Community Training program, MPT's Eastside Community Center Public Art Training Program, City of Tacoma Mural Roster, and Spaceworks Tacoma Mural Roster. The project's \$24,000 budget is all-inclusive and will not require a resolution for contract approval by the Board
- The project's selection committee was made up of PDZA & MPT staff, community members, a SAMI student, and advisory council members. There were 10 submissions and the committee selected 4 artists to interview.
- Mindy Barker was ultimately selected. A native of Tacoma, Mindy started her one-woman art business in 1993 and specializes in commissioned murals and original artwork. She incorporates oversized images of animals and uses bright colors.
- The design is underway and will be located on a wall at the South Pacific Aquarium. They are hoping for the art installation to happen next spring.
- Commissioners were shown a sampling of her work. Commissioner Reid reported he liked the samples, noting the artwork really stands out.
- Commissioner Reid asked if the funding is coming from the project's 1% art fund. Fred said yes, the project was large enough to fund an art piece.
- Commissioner Pointer asked if the artist is local. Yes, she is from the Tacoma area.
- Marty informed the Commissioners that they will see a presentation of the final artwork before installation.

Action Item

PDZA Polar Bear - Minor Exhibit Improvements – A/E Contract Award to BCRA Design

- This resolution authorizes an A&E contract award for the Point Defiance Zoo & Aquarium Polar Bear Minor Exhibit Improvements to BCRA Design in the amount of \$104,785. Fred explained that it will include minor improvements to the nearly 40-year-old Polar Bear Exhibit over the next 11 months. The goal is to have it ready to receive a new Polar Bear ahead of the 2023 peak visitor season.

- This project will improve husbandry and welfare of future bears and will have a contracted component as well as in-housework completed by PDZA Maintenance and Operations staff. Improvements include the demolition of shotcrete beach, construction of new natural substrate beach, demolition of shotcrete “island” in the middle of the exhibit, installation of additional natural substrate in lieu of the island, construction of a new shade structure capable of being procured and installed by PDZA Maintenance and Operations Staff, installation of new, automatic waterer, sealing of cracks in concrete in exhibit pool, construction of log shade structure within the exhibit
- The project is being accelerated so the exhibit can hopefully be ready for the public by June 1st of next year. He added that bear shipping constraints were also a scheduling factor. He noted our current exhibit space only meets the requirement for one (1) elderly or young non-breeding bear. This project is for the short-term, next 1 -5-year window of the exhibit. They are trying to figure out the long-term plans for the space right now.
- Commissioner Reid asked about the second bidder and suggested they be included. Marty said the selection process will be discussed, however with RFPs, selection isn’t driven solely by cost, but by experience.
- Commissioner Pointer asked about the bear selection. Fred explained we are hoping to find a bear needing short-term housing (1-5 years). He added that we don’t meet the requirement for multiple bears right now, but we are working on long-term plans for the space, e.g. polar bear exhibit or something else.
- Commissioner Reid asked if the ZEED Director, Alan Varsik, approves of this project and if we are compliant. Fred reported yes, Alan has been involved in the entire process and approves. He added we will be more compliant with the addition of natural elements, substrate, etc.
- Commissioner Reid asked about The Zoo Society’s involvement. Fred said they have been included in discussions and planning, but not in a funding capacity. This might change once the long-term plan is decided on.
- Fred will update the header on page 2 of memorandum to match the project’s name.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

Additional Discussion Items

Planning Department Workplan - June

- Marty presented commissioner with the June update of the Planning Department’s 21-22 Workplan. This will be presented to the Commissioners monthly moving forward. He invited commissioners to read through it, noting it’s a snapshot of where our capital projects stand today.
- Projects highlighted in light blue were added informally during the year and ones highlighted in light green haven’t been scoped or launched yet.
- Commissioner Pointer noted that the Herring Pen project still isn’t completed after 4 ½ years.
- Commissioner Pointer asked if COVID slowed down any projects. Marty said although we stayed relatively on schedule, we did experience supply and staffing challenges. He added he is proud of the work being executed. However, we won’t meeting our spending projections, but the funds will remain intact and roll into the next biennium.

- Commissioner Reid asked if an ADA condition assessment happens before City of Tacoma (COT) land transfers. He added this would save us money if they did the ADA upgrades.
 - Marty reported this is a good suggestion. He added that currently we don't have an ADA compliance requirement in place. It was noted that COT has an ADA plan filed that should capture their assessments. Eric will have the ADA assessment consultant review the short list of possible transfer sites, plus ones we own and associated cost burden. Commissioner Pointer, who is a member of the ICC committee, will include it as an agenda item. Claire, who is managing Metro Park's property transfers, will add this to her review list.
- Commissioner Reid commented on the high number of capital projects and noted we need more staff. Marty reported we are continuing to build our team. He mentioned Commissioners will see additional staffing in the new budget, mentioning CIP Project Coordinators and Contract Coordinators as examples.
- Commissioner Reid reported that we need to make sure our new assets are kept in good condition. Erich reported this will start happening with the procurement of the new Asset Management System. He continued this will allow us to be proactive, not reactive when it comes to asset maintenance. In addition, it will allow easy information access for future capital improvement programs.
- Commissioner Pointer asked if the Taste of Tacoma will be coming back to Tacoma. Claire stated there was a change in ownership and it will stay in Puyallup.

Meeting Adjourned