

**METROPOLITAN PARK DISTRICT  
OF TACOMA**



**AGENDA**

**August 8, 2022**

**6:00 P.M.**

**Metro Parks Headquarters**

**4702 S 19<sup>th</sup> St.**

**Tacoma, WA 98405**

Or

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 870 7266 1370

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://us06web.zoom.us/j/87072661370>

MEETINGS ARE RECORDED  
AND MAY BE HEARD UPON REQUEST

**COMMISSIONERS**

**ANDREA SMITH, PRESIDENT**

**AARON POINTER, CLERK**

**TIM REID**

**ROSIE AYALA**

**MICHAEL LIANG**

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

**ROLL CALL**

**FLAG SALUTE**

**SPECIAL PRESENTATIONS**

**PRESIDENT'S REPORT**

**STANDING COMMITTEE & COMMISSION REPORTS**

**EXECUTIVE DIRECTOR'S REPORT**

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



**REGULAR MEETING**

**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 4 p.m. on August 8, 2022 by e-mailing them to Jennifer Bowman at [jenniferb@tacomaparks.com](mailto: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 4 p.m. on August 8, 2022. Verbal comments will also be allowed during the meeting both in-person and remotely. 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**

(5-10) MINUTES OF THE JULY 25, 2022 REGULAR BOARD MEETING

**CONSENT AGENDA**

(11-12) **RESOLUTION NO. C58-22:** APPROVAL OF WARRANTS CLAIM FUND FOR JULY 2022  
(Contact: Debbie Russell, Director of Business Administration & Planning)

**REGULAR AGENDA**

**PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

(13-16) **RESOLUTION NO. P59-22:** AUTHORIZING PURCHASE OF GOODS & SERVICES FOR METRO PARKS TACOMA  
1. GOVERNMENTJOBS.COM DBA NEOGOV FOR SOFTWARE SUBSCRIPTION FOR HUMAN RESOURCES EMPLOYMENT PLATFORM IN THE AMOUNT OF \$269,444.80 (INCLUDING WSST)  
(Contact: Debbie Russell, Director of Business Administration & Planning)

**PUBLIC WORKS PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

(17-20) **RESOLUTION NO. PW60-22:** STEWART HEIGHTS POOL IMPROVEMENTS, REJECTION OF BID J2022- 21  
(Contact: Debbie Russell, Director of Business Administration & Planning)

(21-24) **RESOLUTION NO. PW61-22:** POINT DEFIANCE PARK OWEN BEACH ACCESS ENTRY ROAD, WILDWOOD CARPENTRY, LLC. – CHANGE ORDER #2  
(Contact: Debbie Russell, Director of Business Administration & Planning)

**SINGLE READING RESOLUTIONS**

*(Requiring one reading for adoption)*

(25-30)      **RESOLUTION NO. R62-22:** ACCEPTING & APPROPRIATING RECREATION & CONSERVATION OFFICE (RCO) ALEA FUNDS FOR DASH POINT PARK & PIER AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT  
(Contact: Debbie Russell, Director of Business Administration & Planning)

(31-34)      **RESOLUTION NO. R63-22:** ACCEPTING AND APPROPRIATING WASHINGTON STATE COMMERCE FUNDS FOR TITLOW PARK BRIDGE REPLACEMENT AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT  
(Contact: Debbie Russell, Director of Business Administration & Planning)

(35-37)      **RESOLUTION NO. R64-22:** ACCEPTING AND APPROPRIATING WASHINGTON STATE COMMERCE FUNDS FOR SWAN CREEK BRIDGE PROJECT AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT  
(Contact: Debbie Russell, Director of Business Administration & Planning)

**SECOND READING RESOLUTIONS**

*(Requiring two readings for adoption)*

**FIRST READINGS:**

*(Requiring two readings for adoption)*

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**EXECUTIVE SESSION** REAL ESTATE

**BOARD COMMENTS**

**ADJOURNMENT**

**UPCOMING BOARD MEETINGS**

August 15, 2022	Committee of the Whole	5:30 PM	Park Headquarters
August 22, 2022	Regular Park Board Meeting	6:00 PM	Park Headquarters
August 24, 2022	Capital Improvement Committee	5:00 PM	Park Headquarters

\*Remote Option meeting details can be found on the Metro Parks Website [www.metroparkstacoma.org](http://www.metroparkstacoma.org)

\*Committee Meetings are subject to change - please check the Metro Parks Website, [www.metroparkstacoma.org](http://www.metroparkstacoma.org) for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
JULY 25, 2022**

PRESENT: Andrea Smith, President

Tim Reid

Rosie Ayala

REMOTE: Aaron Pointer, Clerk

EXCUSED: Michael Liang

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters, 4702 S. 19th St. Tacoma, WA

**STUDY SESSION QUARTERLY CAPITAL UPDATE**

Marty Stump began the presentation by reminding the Board of the areas of allocated funding for the 2014 Capital Improvement Bond Program. It was explained that the 21-22 CIP areas of emphases include continuation of projects in progress, neighborhood & community parks in priority areas, critical infrastructure projects, planning projects, and leveraged projects.

Mr. Stump then reviewed and briefly commented on the CIP drivers including the following:

- Regulatory Requirements
- Physical and Emotional Health of the Community
- Equity and Geographic Balance
- Innovation in Meeting Community Needs
- Cost Recovery / Revenue Opportunity / M&O Offset
- Staffing and Budgetary Constraints
- Contractual and Partnership Considerations
- Consistent with 2014 Bond Brochure Language
- Public Safety and Staff Safety Benefits
- Covid19 Recovery Opportunities (Shovel Ready / Stimulus Program Candidate)

Via several diagrams, the Board members were then reminded of the standard CIP project work flow including milestones of scope, design and construction. Mr. Stump also highlighted the phasing and sequencing of projects.

Mr. Stump commented that the 2 year capital spending planning for 21/22 is \$50M consisting of about 85 projects. He then noted that recent community celebrations of completed projects including Swan Creek Phase II, Conservatory Rehabilitation, and the Owen Beach Renovation.

Mr. Stump then highlighted the Q2 projects that have been completed:

- Browns Pt Playfield Tennis Court Replacement
- PD Marina Renovations – Pilings
- PD Owen Beach Access
- COT 56th Street Sidewalk
- PDZA Bugs Alive Pollinator Garden
- SERA Playground Surface Replacement

Mr. Stump then highlighted the Q2 projects that are in construction:

- NW Trek Tram Station
- PDZA SPA Tank Improvements
- PDZA Painting
- PDZA Arctic Fox
- PD Sanitary Sewer Lift Station
- PD Marina Renovations - Buildings
- COT Sidewalk Access at People’s Park
- Meadow Park Golf Course – Bridge
- Portland Ave. Park Wading Pool Demo
- Tacoma Nature Center Building Renovations & ADA

Mr. Stump then highlighted the Q2 projects that are in design:

- Melanie’s Park at Foss Waterway
- Stewart Heights Pool – Mechanical Systems Renovation
- Gas Station Park

The Board was then informed about the recent funding awards including \$400,000 for Swan Creek from WA State Commerce funds, \$400,000 for Dash Point Pier Renovation Engineering from State RCO funds, and \$400,000 for Titlow Park North Hidden Beach Bridge from WA State Commerce funds.

### **REGULAR MEETING**

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

A motion was made to excuse Commissioner Liang; seconded and passed unanimously.

### **SPECIAL PRESENTATIONS** None

### **PRESIDENT’S REPORT**

President Smith commented positively on the Mosaic festival held in Wright Park over the weekend. President Smith also noted that she recently met with members of the Portland Avenue Neighborhood Group to discuss repairs to the Portland Avenue Community Center.

**STANDING COMMITTEE AND COUNCIL REPORTS****Business & Responsive Agency Advisory Council**

Commissioner Reid commented that the committee met on July 12<sup>th</sup>. During the meeting the District's new CFO was introduced. Staff also gave an update on corporate relations, sponsorships and donations. Commissioner Reid stated that the committee also received information about the District's budget revenue and potential Levy Lid Lift.

**Nature & Environment Advisory Council**

Commissioner Ayala commented that this council is planning to request the approval new members in the near future.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Shon Sylvia commented on the following:

- At the April 25th Board meeting the Board approved R26-22, a resolution related to the authorization of applications for RCO Grants. Recently RCO has reached out to staff and requested that that title of the resolution be modified to include the term: YAF (Youth Athletic Facilities); no other language in the resolution has changed. He noted that with general counsel's guidance staff has made the change administratively due to this scrivener's error.

A copy of the corrected version was distributed to Board members.

- There will be a Board CIC and COW on Wednesday, July 27<sup>th</sup>. The CIC will begin at 4:45pm and the COW will begin at 5:30pm. Both meetings are being held at MPT headquarters.
- Mosaic, Tacoma's Arts and Culture Festival returned to Wright Park after a two year break due to the pandemic. The event, formerly known as Ethnic Fest, welcomed new organizers to the event steering committee this year. The result was a rich mix of cultures showcasing music and traditional dance across two stages over two days. Preliminary feedback was positive and there is a great foundation to grow this event for the future. Wright Park continues to be a stunning location to showcase this event.
- Meadow Park Golf Course hosted Korsmo's Fore Eastside Golf Tournament. This was an experimental collaboration between a great community partner Korsmo Construction, The Metro Parks Foundation and Meadow Park Golf Course. Korsmo Construction leveraged community minded partners to generate sponsorship and golfers. The result of this collaboration was a very fun day of golf that raised over \$40,000 to help support The First Tee of South Puget Sound, The Billy Ray Shirley Foundation and the Mero Parks Foundation. Staff is hoping that this may become an annual event.

**COMMUNITY COMMENTS** None

**MINUTES OF THE JULY 11, 2022 REGULAR BOARD MEETING**

Commissioner Reid moved to adopt the minutes as presented; seconded by Commissioner Ayala and passed on a vote of 4-0 (Commissioner Liang being excused).

**CONSENT AGENDA**

**RESOLUTION NO. C54-22:** POINT DEFIANCE MARINA COMPLEX IMPROVEMENTS PIER PILING REPLACEMENT & BOATHOUSE REPAIR PROJECT NO. J2021-24 FINAL ACCEPTANCE TO AMERICAN CONSTRUCTION COMPANY, INC.

Commissioner Reid moved to adopt the consent agenda as presented; seconded by Commissioner Ayala and passed on a vote of 4-0 (Commissioner Liang being excused).

**PURCHASING RESOLUTIONS** None

**PUBLIC WORKS PURCHASING RESOLUTIONS** None

**SINGLE READING RESOLUTIONS**

**RESOLUTION NO. R55-22:** ACCEPTING AND APPROPRIATING \$50,000 FROM PIERCE COUNTY FOR THE MELANIE LAPLANT DRESSEL PARK PROJECT

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

Debbie Russell commented that there are three resolutions on the Agenda tonight that accept and appropriate funding for Melanie's Park. Ms. Russell commented that construction for the Park is scheduled to begin this fall with projected completion of summer 2024. She noted this funding will be coming from Pierce County.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Liang being excused).

**RESOLUTION NO. R56-22:** ACCEPTING AND APPROPRIATING \$750,000 FROM THE CITY OF TACOMA FOR THE MELANIE LAPLANT DRESSEL PARK PROJECT

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

Ms. Russell commented that funds being accepted are coming from the City of Tacoma for support of Melanie's Park.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Liang being excused).

**RESOLUTION NO. R57-22:** ACCEPTING AND APPROPRIATING WASHINGTON STATE COMMERCE FUNDS FOR GAS STATION PARK IMPROVEMENTS AND AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT

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



Ms. Russell commented that funds being accepted are coming from Washington State Commerce for support of Melanie's Park.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Liang being excused).

## **SECOND READINGS RESOLUTIONS**

**RESOLUTION NO. RR53-22:** A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE METROPOLITAN PARK DISTRICT OF TACOMA, WASHINGTON, PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE DISTRICT AT AN ELECTION TO BE HELD ON NOVEMBER 8, 2022, OF A PROPOSITION AUTHORIZING THE DISTRICT TO LIFT THE PROPERTY TAX LEVY LIMIT ESTABLISHED IN RCW 84.55.010 TO FUND THE RESTORATION, PRESERVATION, MAINTENANCE, OPERATION AND SECURITY OF PARK, RECREATION AND ZOOLOGICAL FACILITIES AND PROGRAMS

This resolution was moved and seconded at the July 11, 2022 Regular Park Board Meeting.

Hunter George commented that at the July 11, 2022 Park Board meeting, staff requested that the Board consider a ballot proposition asking voters to approve a levy lid lift that restores the District's rate to its authorized amount. Mr. George stated there are several types of levy lid lift mechanisms available under Washington State law, and at the time staff believed the best option was the "single-year" levy. Mr. George continued by commenting that after the resolution's first reading, staff continued to conduct research into financial projections and discussion with legal counsel and now recommend the "multi-year" levy lid lift. Staff recommend amending RR53-22 to provide a multi-year format and authorize staff to send the amended ballot proposition to the Pierce County Auditor for placement on the November 8 General Election ballot.

Mr. George indicated that the difference in revenue to Metro Parks over 6 years using a multi-year levy lid lift with a 6% cap is estimated to be as much as \$18 million more than the single-year lift. He noted that a multi-year levy lid lift would also allow Metro Parks to use its levy rate in the final year, 2028, as its base rate for 2029. Additionally, staff commented that although the levy rate could begin eroding if the assessed valuation exceeded 6% in any year, the multi-year levy lid lift would keep the levy rate closer to the authorized rate for a longer time horizon, thus giving greater predictability to both Metro Parks and to voters.

President Smith moved to amend RR53-22 to incorporate a multi-year levy lid lift and set the limit factor to 106% for the five subsequent years, and make other conforming changes; seconded by Commissioner Reid and passed unanimously.

Commissioner Pointer inquired about what services would be effected if this levy lid lift is not approved by the voters. Mr. George stated that as the Board goes through the 23/24 budget process & discussions will need to occur in order to determine what programs & services would be effected.

At the request of Commissioner Ayala, Hunter George noted examples of what a levy lid lift could help pay for including: increasing park security such as park rangers, wildfire prevention, level of service of restrooms, preventative maintenance, replacing one-time COVID dollars to continue after school programs, and salaries & benefits.

Curt Mehlhaff commented that he feels this is an inappropriate time for the District to go out and request that voters approve a Levy Lid Lift. Mr. Mehlhaff requested that he be appointed to the official “against” committee as recognized by Pierce County.

Tod Sharon stated that he has not yet received or read a copy of the amendment. He requested the Board table this action in order for the community to be able to consider the amendment. He noted he has had conversations with the auditor’s office about levy rates and average property values; noting that their website information does not align with the Board’s written report. Mr. Sharon also stated that property tax increases and the additional levy will increase over 100% in low income areas of town. He requested specific detail on exactly how the additional funding will be spent.

Being no additional comments on the amendment the question was called and the resolution was passed as amended on a vote of 4-0 (Commissioner Liang being excused).

### **FIRST READING RESOLUTIONS**

**UNFINISHED BUSINESS** None

**NEW BUSINESS** None

### **BOARD COMMENTS**

Commissioner Pointer asked about using park buildings as cooling centers. Hollie Rogge commented that community centers are open to the public and also noted centers are free to Tacoma youth.

### **ADJOURN**

Being no further business, the meeting was adjourned at 6:42 p.m.

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C58-22**

**APPROVAL OF WARRANTS CLAIM FUND FOR JULY 2022**

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2021-2022 Biennial Budget in Resolution No. RR56-20, dated December 14, 2020, to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2022: and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it.

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING JULY 1, 2022 AND ENDING JULY 31, 2022.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers 337458 to 337742 AMOUNT: \$7,377,137.62

PAYROLL CLAIMS FUND:

Warrant Serial Numbers 055193 to 055449 AMOUNT: \$171,719.10

(Most employees receive payment through direct deposit advice, which are paid to the bank through the Accounts Payable Claims Fund.)

TOTAL \$7,548,856.72

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Finance and Accounting Auditing Officer  
Metropolitan Park District of Tacoma

- Warrant summary reports are available with the board secretary.
- Detail reports and claim vouchers are available in the Finance and Administrative Services Office.



**MEMORANDUM**

TO: Board of Park Commissioners  
THROUGH: Shon Sylvia, Executive Director  
FROM: Debbie Russell, Business Administration & Planning Director  
SUBJECT: **Purchasing Resolution for Governmentjobs.com Inc DBA Neogov**  
DATE: August 3, 2022

**EXECUTIVE SUMMARY:** This resolution authorizes the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Proposed goods and services for purchase and/or acquisition:

<b><u>Item Number</u></b>	<b><u>Proposed Vendor</u></b>	<b><u>Proposed Purchase</u></b>	<b><u>Price</u></b>
1.	Governmentjobs.com DBA Neogov	Renewal of software subscriptions for 2022-2024	\$269,444.80 (including WSST)

Item No. 1

- **VENDOR** Governmentjobs.com DBA Neogov
- **GOODS OR SERVICE** Software Subscription for Human Resources Employment Platform
- **PRICE** \$269,444.80 (including WSST)
- **SOURCE OF FUNDING** 2022-2023 Business, Administration, and Planning Budget
- **CONTACT** Debbie Russell  
[debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com)  
253-305-1086

**BACKGROUND:** In 2019, Metro Parks Human Resources (HR) department issued an RFP (A2019-03) for a Performance Management Software Solution to align and enhance the capabilities of recruiting, development, management, and retention to assist with the onboarding of staff to support Metro Parks business.

The winning response to the 2019 RFP was GovernmentJobs.com with their software solution NeoGov.

MPT entered into a two-year agreement for \$112,657.90 with NeoGov for **the Learn, Perform, and Employee Integration** software:

**Learn** software promotes employee training with an easy-to-use system for HR, department managers, and employees.

**Perform** is a management software that automates annual and probationary employee evaluations.

**Employee Integration** software provides an ongoing feed of up-to-date employee data extracted from the HRIS into Perform or Onboard.

Due to Covid 19 in 2020, MPT's needs for NeoGov software grew and additional software was purchased to help ease the transition into remote working. We purchased a subscription for EForms, which allows documents to be submitted electronically. A Single Sign On subscription was also purchased, which allows users to view all software assigned to them in one location.

Renewing this software is a priority as it is recommended to create an HRIS (Human Resources Information System) in the 2019 IT Strategic Plan. Metro Parks will initiate a complete annual system assessment of NeoGov to identify and remediate inefficiencies so as to optimize our use of the employee tracking software. NeoGov is also utilized by our municipal partners like the State of Washington, Counties of Pierce, Thurston and King and cities including Tacoma, Puyallup, Gig Harbor, Olympia, and many municipalities throughout our local and state-wide communities.

**FISCAL IMPACT:** We recognize the value NeoGov software solutions brings to Metro Parks related to FTE hours and accuracy when acquiring, managing, and retaining talent resources to fulfill and support the business needs for Metro Parks. We work closely with GovernmentJobs to ensure pricing is stable and discounted based on current markets and by leveraging cooperative pricing groups when made available to MPT. Given this application and services is vital to the operations of the Human resources dept., it would be highly disruptive and potentially costly to source an alternative at this point given the maturity lifecycle of the NeoGov solution MPT has invested in.

The cost of all NeoGov software subscriptions for 2022-2023 is \$118,271.70, and \$126,011.89 for 2023-2024. The total cost through 2024 will be \$269,444.80 including WSST pending budget approval.

**ADDITIONAL INFORMATION:** If you have any questions or need additional information, please contact Debbie Russell at [Debbie.Russell@tacomaparks.com](mailto:Debbie.Russell@tacomaparks.com) or 253-305-1086.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**PURCHASING RESOLUTION NO. P59-22**

**AUTHORIZING PURCHASING OF GOODS AND SERVICES  
FOR METRO PARKS TACOMA**

WHEREAS, the Board of Park Commissioners have established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR21-15, Authorizing Amendment of the Purchasing Policy for the Metropolitan Park District of Tacoma; and

WHEREAS, the Board of Park Commissioners through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, Metro Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

**Exhibit A**  
**to**  
**Purchasing Resolution No. P59-22**

Item No. 1

- **VENDOR** Governmentjobs.com DBA Neogov
- **GOODS OR SERVICE** Software Subscription for Human Resources Employment Platform
- **PRICE** \$269,444.80 (including WSST)
- **SOURCE OF FUNDING** 2022-2023 Business, Administration, and Planning Budget
- **CONTACT** Debbie Russell [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com)  
253-305-1086





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

**SUBJECT: Stewart Heights Pool Improvements, Rejection of Bid J2022- 21**

DATE: August 3, 2022

**EXECUTIVE SUMMARY:** This resolution authorizes rejection of the bids received for the Stewart Heights Pool Improvements for Bid J2022-21.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** This resolution was reviewed by the Capital Improvement Committee at their meeting on July 27, 2022 with a recommendation to forward the action on to the full Board for approval.

**BACKGROUND:** The bid opening was held on July 8, 2022. The bid package was advertised for improvements at Stewart Heights Pool as part of the 2014 Park Improvement Bond Program. Improvements described in bidding documents included replacement of the pool gutters with a pre-manufactured (PADDOCK) gutter system, as well as removal all adjacent tile and reform pool edges.

One (1) responsive bid for the Stewart Heights Pool Improvements capital project were opened on July 8, 2022. The bid had a base bid in excess of the architect’s estimate and the project budget. The Maximum Allowable Construction Cost base bid set for the project was \$433,174.00. The lowest base bid exceeds the project budget by over \$1,598,100.00. See the attached bid tabulation.

Metro Parks Staff and the consultant have been in contact with contractors, subcontractors, and vendors to understand the significant difference between the project estimate and prices bid. Reasons for the lack of bidders and higher-than-anticipated bids that have been given include the labor inefficiency’s, product costs, timing of project, volatile fuel/shipping costs, lack of suitable sub-contractors. There is only one bidder interested in these projects right now and they have many projects in construction, so there is no competition for the work.

**FISCAL IMPACT:** Staff is reviewing options to reduce the scope of the project for a re-bid. The primary goal for a new bid package is to identify operation critical improvements and have items removed and or altered that are not vital and can be easily packageable for a later date.

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Russell, Director of Business Administration and Planning at [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com) or (253) 305-1086.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. PW60-22**

**STEWART HEIGHTS POOL IMPROVEMENTS, REJECTION OF BID J2022- 21**

WHEREAS, On July 8, 2022 bids were received by Metro Parks for Stewart Heights Pool Improvements and one (1) responsive bid was received; and

WHEREAS, the bid was in excess of the architect's estimate and the project budget; and

WHEREAS, it is felt to be in the best interest of the Park District that the Board of Park Commissioners reject the bids; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to reject the Stewart Heights Pool Improvements, Rejection of Bids for Bid J2022- 21.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_2022.

\_\_\_\_\_

President

ATTEST:

\_\_\_\_\_

Secretary

\_\_\_\_\_

Clerk



DEPARTMENT OF PLANNING, DESIGN & DEVELOPMENT

PROJECT: Stewart Heights Pool Improvements Project

Bid # J2022-21 Engineer's Estimate: \$345,000 - \$597,000

BID OPENING: July 8, 2022, 1:00 PM.

**BID RESULTS**


<b>BIDDER NAME:</b>	The Pool Company, Inc. (TPC, Inc.)			
<b>Address</b>	3077 20th Street E., Suite D			
<b>City, State Zip</b>	Fife, WA 98424			
<b>Contact</b>	Grant Ohta			
<b>Telephone</b>	253-926-6875			
<b>Fax</b>	253-926-0590			
<b>Email</b>	<a href="mailto:estimating@tpcipools.com">estimating@tpcipools.com</a>			

**BID COMPLIANCE:**

<b>Contractor Name:</b>	TPC -The Pool Company, Inc.			
<b>Bidder's Proposal:</b>	X			
<b>Cert of Compliance w/wage Pymt:</b>	X			
<b>Non-Collusion Affidavit:</b>	X			
<b>Bid Bond/Money Order:</b>	X			
<b>MWBE Utilization Form:</b>	X			
<b>Receipt of Addendum #01:</b>	X			

*All bid alternate amounts listed below do not include WSST.*

<b>Base Bid Amount:</b>	\$1,598,100.00			
<b>rench Excavation Safety Provision</b>	\$5,000.00			
<b>Additive Alternate 1</b>	\$104,000.00			
<b>Additive Alternate 2 :</b>	\$32,500.00			

**BIDS OPENED BY:** Julie Wilfong 

**BIDS VERIFIED BY:** Sheila Maida

**SIGNED BY:** 

**SIGNED BY:** 





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

**SUBJECT: POINT DEFIANCE PARK OWEN BEACH ACCESS ENTRY ROAD  
WILDWOOD CARPENTRY, LLC. CHANGE ORDER #2  
Bid #SWR J2022-05**

DATE: August 3, 2022

**EXECUTIVE SUMMARY:** This resolution authorizes contract Change Order #2 for the Point Defiance Park Owen Beach Access Entry Road construction contract to Wildwood Carpentry, LLC, in the amount of \$80,554.30, including Washington State Sales Tax.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** This resolution was reviewed by the Capital Improvement Committee at their meeting on July 27, 2022 with a recommendation to forward the action on to the full Board for approval.

**BACKGROUND:** This Owen Beach Access Project was derived from the design efforts of the Point Defiance Loop Trail project. It has created a new vehicular entrance to Owen Beach and preserved the previous entrance for pedestrians and bicyclists. The location of the new entrance is balancing vehicular safety and limiting the disturbance of the existing landscape. The results are a safer access to Owen Beach that better manages traffic and is configured so as to accommodate the future loop trail project alignment.

The bid opening was held on February 18th, 2022, at 1:00 pm. Four (4) bids were received with all four (4) considered responsive.

The contract was awarded to Wildwood Carpentry, LLC. by the Board of Park Commissioners on February 28, 2022, Resolution # PW13-22, for a total amount of \$207,364.00 (including Washington State Sales Tax).

Change Order #1 is a response to supply chain issues, traffic revisions and unforeseen stormwater management repairs. As trees came down, they broke up differently than the original plan called for which required tree relocations. An existing stormwater vault was discovered to have a broken collar, and asphalt was discovered in areas unexpectedly. Bollards were revised as well. The Change order increases the project budget to account for these changes in the amount of \$38,281.82 (including Washington Sales Tax) was approved administratively.

Change order #2 for the amount of \$80,554.30 (including Washington Sales Tax) is being requested. It was discovered that excessive contaminated soil was present in the excavation area of the roadway. In addition, the base course layer was not suitable for road construction. Change order 2 provides the contamination haul off, additional excavation, and roadway structural updates in the form of fabric and spalls.

**FISCAL IMPACT:** The funds for the Owen Beach Access will be accounted for in the 2014 UTGO Regional Parks & Attractions/Point Defiance Park. For project implementation purposes, the following is a breakdown of the funding sources and project budgets.

**Funding:**

2014 Park Bond (Regional Parks – Point Defiance Park)	\$ 410,000
1 % for Art	-\$ 2,500
<b>Total</b>	<b>\$407,500</b>

**Budget:**

Planning & Design	\$44,000
Construction (includes CO#1 & Tax)	\$245,646
CO#2	\$80,554
Permitting	\$14,429
Contingency Remaining	\$22,871
<b>Total</b>	<b>\$407,500</b>

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Russell, Director of Business, Administration & Planning at [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com) or (253) 305-1086.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. PW61-22**

**POINT DEFIANCE PARK OWEN BEACH ACCESS ENTRY ROAD,  
WILDWOOD CARPENTRY, LLC. – CHANGE ORDER #2**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to improve the Point Defiance Park Owen Beach Access; and

WHEREAS, the contract was approved by the Board of Park Commissioners on February 28, 2022, Resolution # PW13-22, for a total amount of \$207,364.00 (including Washington State Sales Tax); and

WHEREAS, Change Order #1 was issued in the amount of \$38,281.82 (including Washington Sales Tax) in response to supply chain issues, relocation of down trees, traffic revisions and unforeseen stormwater management repairs; Now, therefore be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize Change Order #2 with Wildwood Carpentry, LLC., in the amount of \$80,554.30 (includes Washington State Sales Tax), for a total contract amount of \$326,200.12.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_2022.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk







**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

**SUBJECT: Accepting & Appropriating Recreation & Conservation Office (RCO) ALEA Funds for Dash Point Park & Pier and Authorizing the Executive Director to Enter into an Agreement**

DATE: August 3, 2022

**EXECUTIVE SUMMARY:** This resolution accepts and appropriates a \$400,000 (ALEA) funds from the Recreation & Conservation Office (RCO) for Dash Point Park and Pier and authorizes the Executive Director to enter into a contract agreement for the awarded funds.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** This resolution was reviewed by the Capital Improvement Committee at their meeting on July 27, 2022 with a recommendation to forward the action on to the full Board for approval.

**BACKGROUND:** Metro Parks, with the assistance of Legislative Sponsor Jake Fey and Speaker Laurie Jenkins, submitted a January 2022 Legislative Session Member Requested Capital Community Project Information Form. In March 2022, the 2023 State Capital Budget appropriated \$400,000 for the “Dash Point Park and Pier” to conduct engineering, permitting, and schematic design work in preparation for future construction to replace the concrete deck and make other necessary improvements to the pier and support infrastructure for long-term sustainability benefits.

The funding provided by the Recreation & Conservation Office (RCO) provides for design services only. MPT lacks budget for future construction and will be seeking additional outside funding once design, engineering and permitting have been completed.

The park (which is a local park that is separate from nearby Dash Point State park) provides public shoreline access and features one of the few deep-water fishing piers available for public use and enjoyment within the urban environment of the South Sound region. In addition to the fishing pier this site provides public restrooms, parking, a beach-side picnic pavilion and children’s play area, walkways, seating areas and a natural sandy beach providing easy access to the water’s edge. This project is intended to extend the service life of this facility for an estimated 25-30 years and to avoid the cost and impact of catastrophic failure or closure due to safety concerns.

**FISCAL IMPACT:**

**Funding:**

RCO (ALEA)	\$ 400,000
<b>Total</b>	<b>\$ 400,000</b>

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Russell, Director of Business Administration and Planning at [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com) or (253) 305-1086.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R62-22**

**ACCEPTING & APPROPRIATING RECREATION & CONSERVATION OFFICE  
(RCO) ALEA FUNDS FOR DASH POINT PARK & PIER AND AUTHORIZING  
THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements at Dash Point Park; and

WHEREAS, RCO grant assistance is requested by our organization to aid in financing the cost of the Project referenced above; and

WHEREAS, Dash Point Park and Pier will provide a safe, accessible fishing and waterfront park experience; and

WHEREAS, the 2022 State Capital Budget includes an appropriation of \$400,000 for the Dash Point Park and Pier Project; Now, therefore, be it

RESOLVED, that the Board of Park Commissioners accept and appropriate \$400,000 from RCO for the Dash Point Park and Pier Project; and be it

FURTHER RESOLVED, that the Executive Director is authorized to execute a contract for the \$400,000 contribution to the Dash Point Park and Pier Project with the (RCO) Recreation & Conservation Office.

1. Our organization intends to apply for funding assistance managed by the Office for the above “Project(s).”
2. Our organization authorizes the following person or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

<b>Grant Document</b>	<b>Name of Signatory or Title of Person Authorized to Sign</b>
Grant application (submission thereof)	Chief Planning Officer or Capital Program Manager
Project contact (day-to-day administering of the grant and communicating with the RCO)	Chief Planning Officer or Capital Program Manager
RCO Grant Agreement (Agreement)	Executive Director
Agreement amendments	Executive Director
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Executive Director

The above persons are considered an “authorized representative(s)/agent(s)” for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

1. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
2. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
3. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
4. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
5. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
6. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
7. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
8. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
9. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

10. [for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
11. [for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
12. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
13. This resolution/authorization is deemed to be part of the formal grant application to the Office.
14. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_2022.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

Washington State Attorney General's Office

Approved as to form       *Bruce Tallen*             2/13/2020        
*Assistant Attorney General* *Date*



**METRO** **PARKS**  
T A C O M A



## **MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

SUBJECT: **Accepting and Appropriating Washington State Commerce Funds for Titlow Park Bridge Replacement and Authorizing the Executive Director to enter into an Agreement**

DATE: August 3, 2022

**EXECUTIVE SUMMARY:** This resolution accepts and appropriates a \$339,500 grant (\$350,000 less State Administrative Fees) from the Washington State Department of Commerce for Titlow Park Bridge Replacement and authorizes the Executive Director to enter into a contract agreement for the awarded grant.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** This resolution was reviewed by the Capital Improvement Committee at their meeting on July 27, 2022 with a recommendation to forward the action on to the full Board for approval.

**BACKGROUND:** Metro Parks, with the assistance of Legislative Sponsor Mari Leavitt and Dan Bronoske, submitted a January 2022 Legislative Session Member Requested Local and Community Project Information Form. In March 2022, the 2023 State Capital Budget appropriated \$350,000 for the “Titlow Park Bridge Replacement” to complete schematic design and permitting to replace the failing bridge that crosses a busy railroad track to access North Hidden Beach, a beloved section of 75-acre Titlow Park. This overall project includes bridge replacement, utility infrastructure, and trailhead improvements for enhanced pedestrian access.

The funding provided by the WA State Commerce Funds provides for design services only. MPT has only partial funding for future project development and will be seeking additional outside funding once design, engineering and permitting have been completed.

This bridge project is an important component of a multi-year interagency plan for the restoration of the park, open space, forest, wetland, and shoreline habitat. These improvements are widely supported by the community and such partner agencies as the South Puget Sound Salmon Enhancement Group and the City of Tacoma, and they are informed by a park master plan developed in 2010 and updated in 2020. The community’s vision for the Hidden Beach area emphasizes restoring this public shoreline area to a natural condition. With the removal of the derelict Tacoma Outboard Association (TOA) building and restroom structures, new space has been opened for recreational use by park visitors.

Over the course of developing the 2020 master plan update, an engineering study determined that the existing timber bridge providing access to this area is structurally unsound and needs full replacement. Vehicles are currently prohibited from using the bridge.

**FINANCIAL IMPACT:** The project funding includes:

**Funding:**

2014 UTGO Bond (Waterfront Parks)	\$ 1,476,746
State Commerce	\$ 339,500
<b>Total</b>	<b>\$ 1,816,246</b>

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Russell, Director of Business Administration and Planning, [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com) or 253-305-1086.



**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R63-22**

**ACCEPTING AND APPROPRIATING WASHINGTON STATE COMMERCE FUNDS  
FOR TITLOW PARK BRIDGE REPLACEMENT AND AUTHORIZING THE  
EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to Titlow Park; and

WHEREAS, state grant assistance is requested by our organization to aid in financing the cost of the Project referenced above; and

WHEREAS, included in this project is the completion of schematic design and permitting for bridge replacement, utility infrastructure, and trailhead improvements for enhanced pedestrian access; and

WHEREAS, the 2022 State Capital Budget includes an appropriation of \$339,500 (\$350,000 less State Administrative Fees) for the Titlow Park Bridge Replacement; Now, therefore, be it

RESOLVED, that the Board of Park Commissioners accept and appropriate \$339,500 from the Washington State Department of Commerce for the Titlow Park Bridge Replacement; and be it

FURTHER RESOLVED, that the Executive Director is authorized to execute a contract for the \$339,500 contribution to the Titlow Park Bridge Replacement with the Washington State Department of Commerce.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk





**MEMORANDUM**

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

SUBJECT: **Accepting and Appropriating Washington State Commerce Funds for Swan Creek Bridge Project and Authorizing the Executive Director to enter into an Agreement**

DATE: August 3, 2022

**EXECUTIVE SUMMARY:** This resolution accepts and appropriates a \$388,000 grant (\$400,000 less State Administrative Fees) from the Washington State Department of Commerce for Swan Creek Bridge Replacement and authorizes the Executive Director to enter into a contract agreement for the awarded grant.

**CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION:** This resolution was reviewed by the Capital Improvement Committee at their meeting on July 27, 2022 with a recommendation to forward the action on to the full Board for approval.

**BACKGROUND:** Metro Parks, with the assistance of Legislative Sponsor Jake Fey, submitted a January 2022 Legislative Session Member Requested Capital Community Project Information Form. In March 2022, the 2023 State Capital Budget appropriated \$400,000 for the “Swan Creek Bridge Project” complete schematic design and permitting for a bike and pedestrian bridge at Swan Creek Park, a 383-acre natural area in Tacoma’s historically under-served Eastside neighborhood. The Park District recently completed a number of significant improvements to the Lister Upland area of the park, including the construction of a dog park, picnic pavilions, restrooms, and trails.

The funding provided by the WA State Commerce Funds provides for design services only. MPT will be seeking additional outside funding once design, engineering and permitting have been completed.

Despite its location in an urban setting, Swan Creek Park has historically suffered from its functional remoteness due to lack of connectivity. A master plan update in 2019 identified a need for greater connectivity to Salishan Hope VI, a large affordable housing community constructed under the direction of the Tacoma Housing Authority. A wooded ravine carved by the path of First Creek presents a major obstacle to Swan Creek Park, and pedestrians currently rely on a

narrow trail that goes down the steep slope of one side of the ravine and back up the other side in order to reach the park.

This bike and pedestrian bridge will improve safety and provide ADA accessibility to the Lister Upland trails and amenities in Swan Creek Park. It will also enhance the safety of students who travel on foot or bike from the Salishan neighborhood to Lister Elementary and First Creek Middle schools.

Approximately 87% of Lister Elementary’s students qualify for free or reduced-price lunches; that figure is 82% at First Creek Middle School. In addition, residents of this part of Tacoma have felt under-resourced and neglected. This bridge will provide a significant enhancement to public access, and it will connect to the Pipeline Trail, a regional shared-use trail with reach from downtown Tacoma to the city limits and beyond. This bridge is a key component to achieve the vision of an active, safe, and sustainable park, and it will play an important role in improving health outcomes by encouraging people to walk or bike to the park.

**FINANCIAL IMPACT:** The project funding includes:

**Funding:**

State Commerce	\$ 388,000
<b>Total</b>	<b>\$ 388,000</b>

**ADDITIONAL INFORMATION:** For additional information, please contact Debbie Russell, Director of Business Administration and Planning, [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com) or 253-305-1086.

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R64-22**

**ACCEPTING AND APPROPRIATING WASHINGTON STATE COMMERCE FUNDS  
FOR SWAN CREEK BRIDGE PROJECT AND AUTHORIZING THE EXECUTIVE  
DIRECTOR TO ENTER INTO AN AGREEMENT**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to Swan Creek Park; and

WHEREAS, state grant assistance is requested by our organization to aid in financing the cost of the Project referenced above; and

WHEREAS, Swan Creek Bridge will accommodate bicycle and pedestrian traffic; and

WHEREAS, the 2022 State Capital Budget includes an appropriation of \$388,000 (\$400,000 less State Administrative Fees) for the Swan Creek Bridge Project; Now, therefore, be it

RESOLVED, that the Board of Park Commissioners accept and appropriate \$388,000 from the Washington State Department of Commerce for the Swan Creek Bridge Project; and be it

FURTHER RESOLVED, that the Executive Director is authorized to execute a contract for the \$388,000 contribution to the Swan Creek Bridge Project with the Washington State Department Commerce.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2022.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk