

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

**October 24, 2022
6:00 P.M.
Metro Parks Headquarters
4702 S 19th St.
Tacoma, WA 98405**

Or
Join Remotely
Via Telephone: 1-253-215-8782
Enter Meeting ID: 859 0830 7728
Participant ID: no ID needed just press #
Join Zoom Meeting
<https://us06web.zoom.us/j/85908307728>
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

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 4 p.m. on October 24, 2022 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 4 p.m. on October 24, 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 OCTOBER 10, 2022 REGULAR BOARD MEETING

CONSENT AGENDA

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

- (11-14) **RESOLUTION NO. P89-22: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA**
1. CENTRAL NEBRASKA PACKING FOR ANIMAL FOOD CHANGE ORDER NO. 1 IN THE AMOUNT OF \$26,738.89
(Contact: Alan Varsik, Director of Zoological & Environmental Education)

 2. NORTHWEST PUMP FOR FYBROC RECIRCULATING PUMPS IN THE AMOUNT OF \$152,098.19
(Contact: Alan Varsik, Director of Zoological & Environmental Education)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS DISTRICT POLICY UPDATE

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

October 26, 2022	Capital Improvement Committee	5:00 PM	Park Headquarters
November 7, 2022	Committee of the whole	5:30 PM	Park Headquarters
November 9, 2022	Joint Meeting with Zoo/ Trek Authority	5:00 PM	Remote Meeting
November 14, 2022	Public Hearing	5:00 PM	Park Headquarters
November 14, 2022	Regular Park Board Meeting	6:00 PM	Park Headquarters
November 16, 2022	Committee of the Whole	5:30 PM	Park Headquarters
November 21, 2022	Committee of the Whole	5:30 PM	Park Headquarters
November 28, 2022	Regular Park Board Meeting	6:00 PM	Park Headquarters
November 30, 2022	Capital Improvement Committee	5:00 PM	Park Headquarters

*Remote Option 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
OCTOBER 10, 2022**

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

REMOTE: Michael Liang

IN THE CHAIR: Andrea Smith

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

STUDY SESSION

MEADOW PARK GOLF COURSE- STRATEGIC PLAN UPDATE AND SUMMER 2022 REVIEW

Joe Brady and Chris Goodman were introduced. A short video showing highlights of the golf course was shown. Chris Goodman then reviewed a table that presented the revenue success the golf course has seen since 2017. Mr. Goodman then noted that in 2022 the Championship 18 will have 50,000 plus rounds played. He further noted that there has been steady growth on the Williams 9, noting a projected 31,000 plus rounds. Staff also commented on the success of the driving range since improvements were made, as it is projected that over 12 million balls will be hit at the range in 2022. Board members were then made aware that although the pro shop finds it difficult to compete with large box stores they have sold over 9,000 units in 2022.

Mr. Goodman then commented on the growth of the golf programming at Meadow Park especially in youth golf opportunities. He stated the partnership with the First Tee of South Puget Sound has been very successful introducing the game to kids in Tacoma.

Mr. Goodman briefly touched upon cart rentals at the course as being up 25% in July-September. Staff noted 80 new carts were ordered in 2021 with 30 being received and an additional 50 new electric carts scheduled for delivery in November.

Joe Brady commented that staff has selected a multi-disciplinary team to conceptually explore a comprehensive update to Meadow Park that enhances its strengths as an affordable, playable and community orientated golf complex. The team, along with community and staff input will develop 3 scenarios:

- Renovate – Lightest touch. Maximize effectiveness of existing facility layout
- Remodel – Targeted reconstruction of existing facility layout
- Reimagine – Design a bold new suite of facilities

Mr. Brady commented that the timeline for this exploration work is Q1 of 2023.

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. President Smith read a land acknowledgement.

SPECIAL PRESENTATIONS**SOUND TRANSIT FUTURE IMPROVEMENTS**

Alisa O’Hanlon Regala introduced Zac Eskenazi representing Sound Transit. Mr. Eskenazi commented that Sound Transit has been working on plans for improvements to the South Tacoma Station. He noted that goal of the improvements is to make it easier to walk, roll, bike or bus to the South Tacoma Station. Mr. Eskenazi commented that last year draft ideas were shared with the community and now early design proposals are being shared.

Mr. Eskenazi reviewed several maps to share the examples of improvements that are being considered in the station vicinity include:

- Complete sidewalks and curb ramps; add wayfinding, lighting
- Upgrade bus stops
- Path north of SERA
- 58th and 60th: improve crossings, sidewalks
- Adams Street: sidewalks, bike facilities
- 58th St near Edison: sidewalks, curb ramps
- Bicycle lanes and boulevards: Fife St, Washington, Puget Sound Ave
- SERA Campus shared parking

Transit staff further commented that the proposed plans include upgrading existing SERA Campus parking at S. Adams and S. 60th Street to provide approximately 200 parking stalls for riders during set times. Mr. Eskenazi commented that this would require a shared parking agreement with Metro Parks Tacoma. Board members were informed that that this is a Priority 2 project and due to potentially high cost, this improvement would mean multiple walking and cycling improvements likely could not be funded at this time.

A project timeline was than shared with the Board, noting that planning will occur through 2023, with design through 2025 and construction through 2030.

INDIGENOUS PEOPLED DAY PROCLAMATION

A proclamation recognizing October 10, 2002 as Indigenous People’s Day, honoring the presence and land stewardship of all Indigenous tribes and committing to continued partnership with them in caring for lands and restoring equity in the communities was read into the record by President Smith.

Tribal Council Member Annette Bryan accepted the proclamation and thanked the Park Board.

PRESIDENT’S REPORT None**STANDING COMMITTEE AND COUNCIL REPORTS**

Commissioner Liang commented positively on the People’s Center Co-Create to Recreate event and the Kaleidoscope Art event he recently attended.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Shon Sylvia commented on the following:

- Staff is recommending that the Board consider amending tonight’s Agenda by removing R87-22
- October 12 , 2022 CIC meeting is canceled
- A Committee of the Whole meeting is scheduled for October 17, 2022
- W. W. Seymour Conservatory project was selected to receive an AIA award at the 2022 Civic Design Awards. This AIA Citation Award Recognizes Excellence in Architectural Design and Planning. This awards program acknowledges the particular challenges of project execution and design in the public sector

COMMUNITY COMMENTS

Josh Dye commented that he would like to see the District address the lack of dog parks in the central area of Tacoma. Mr. Dye encouraged the Board to consider adding a dog park at Franklin Park.

Melissa Marlott addressed the Board requesting they consider a dog park at Franklin Park. Ms. Marlott spoke of the community that has formed as users in this area have been meeting at Franklin Elementary with their pets throughout the COVID pandemic.

Allison Cook requested that the Board consider adding a dog park area at Franklin Park. Ms. Cook spoke about the community of dog owners that has formed since the pandemic as they have been meeting up at Franklin Elementary.

Todd Sharon noted that came to the meeting to address R87-22. He inquired since it has been removed from the agenda when the Board would be addressing this item. President Smith noted that a future date to hear R87-22 has not been determined. Mr. Sharon noted he has questions and would like to get in contact with MPT staff about the resolution.

Sabrina Smith encouraged the Board to consider adding a dog park to Franklin Park. Ms. Smith noted that a dog park in that neighborhood would benefit both dogs and dog owners.

Johnathan Wier commented that he has been mentoring and working with youth in the local skateboard community in Tacoma for several years. He commented that Tacoma lacks a quality facility for skateboarding and requested the Board consider a covered skateboard park.

Terrance Johnson spoke about how his life was positively impacted after moving Tacoma and engaging in the skateboard community. Mr. Johnson requested that the Board consider a future improved skateboard park.

Bryan Krasovetz commented that he has been skateboarding for 20 years. He encouraged the board to find a park to accommodate a covered skateboard facility. He noted that skateboard opportunities can also be built as transitional items in future construction in multi-use projects.

Executive Director Shon Sylvia thanked the community members who commented and noted that these items will be taken into consideration as the capital improvement plan continues to be developed.

MINUTES OF THE SEPTEMBER 26, 2022 REGULAR BOARD MEETING

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

CONSENT AGENDA**RESOLUTION NO. C83-22: APPROVAL OF WARRANTS CLAIM FUND FOR SEPTEMBER 2022**

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

PURCHASING RESOLUTIONS**RESOLUTION NO. P84-22: AUTHORIZING PURCHASE OF GOODS & SERVICES FOR METRO PARKS TACOMA**

1. DELL MARKETING LP. FOR LAPTOP AND DESKTOP COMPUTERS CHANGE ORDER IN THE AMOUNT OF \$30,000

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

Joe Brady commented that this resolution is to approve a change order for new laptops and desktop computers.

Commissioner Ayala inquired about the old laptops and computers. IT staff noted that the District uses a service to wipe computers clean before they are surplus or disposed.

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

PUBLIC WORKS PURCHASING RESOLUTIONS**RESOLUTION NO. PW85-22: MASTER AGREEMENT FOR PROJECT MANAGEMENT SERVICES, CONTRACT EXTENSION TO PARAMETRIX**

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

Debbie Russell commented that this resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday September 28, 2022, and forwarded on to the full Board with a recommendation for approval.

Debbie Russell indicated that through a competitive process, Parametrix was awarded an initial master agreement contract for project management services through an administrative contract award not to exceed \$100,000. Staff noted that Parametrix is successfully managing multiple projects for MPT under this initial contract award. This contract extension will provide funding for additional project assignments through December 2024.

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

RESOLUTION NO. PW86-22: MASTER AGREEMENT FOR PROJECT MANAGEMENT SERVICES, CONTRACT EXTENSION TO WENAHA

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

Debbie Russell commented that this resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday September 28, 2022, and forwarded on to the full Board with a recommendation for approval.

Debbie Russell commented that in order to provide additional project management support for various MPT projects RFP J2019-13 was issued in July of 2019 to contract with one or more qualified firms through a master agreement for on-call project management services. Ms. Russell noted that through a competitive process Wenaha was awarded an initial master agreement contract for project management services through an administrative contract award not to exceed \$100,000. Staff commented that Wenaha has successfully managed multiple projects for MPT under this initial contract award. This contract extension will provide funding for additional project assignments.

Commissioner Liang commented that he is pleased to see the District contracting with an MWBE firm but noted because of current policy language this contract will not be calculated into the MWBE policy goal.

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

SINGLE READING RESOLUTIONS

RESOLUTION NO. R87-22: DE-ACCESSIONING AND SURPLUSING ITEMS FROM THE FORT NISQUALLY COLLECTION

President Smith amended the agenda by removing this resolution from the agenda noting it may be brought back at a future meeting.

RESOLUTION NO. R88-22: EXTENSION OF THE MISSION-LED COMPREHENSIVE PROGRAM PLAN

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

Debbie Russell commented that in order to maintain accreditation, MPT must have a current comprehensive park and recreation system master plan. Ms. Russell indicated that because the MLCPP expires in 2022, and an updated system master plan will not be completed until 2023, guidance from CAPRA on maintaining accreditation recommends that MPT extend the term of the MLCPP as the agency's continuing foundational document to guide the parks and recreation system until update of the system master plan is complete.

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

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Ayala commented that she was pleased to see so many community members commenting at the meeting.

ADJOURN

Being no further business, the meeting was adjourned at 7:05 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



MEMORANDUM

TO: Board of Park Commissioners
THROUGH: Shon Sylvia, Executive Director
FROM: Alan Varsik, Director of Zoological & Environmental Education
SUBJECT: Purchasing Resolution
DATE: October 17, 2022

EXECUTIVE SUMMARY: The attached Purchasing Resolution seeks Board approval to enable 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 proposed for purchase and/or acquisition:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price</u>
1.	Central Nebraska Packing	Animal Food	Change order for \$26,738.89
2.	Northwest Pump	Fybroc Recirculating Pumps	\$152,098.19

ITEM NO. 1

- **VENDOR** Central Nebraska Packing
- **GOODS OR SERVICE** Animal Food
- **PRICE** Change order for \$26,738.89 (including WSST)
- **SOURCE OF FUNDING** PDZA Operating Funds
- **CONTACT** Alan Varsik, (253) 404-3634

ITEM DESCRIPTION: Central Nebraska Packing provides a high-quality red meat to meet the dietary needs of the animals in our care.

Due to higher pricing and delivery charges the cumulative purchases from Central Nebraska Packing to date total \$45,261.11 and staff anticipates that we will require additional purchases for the balance of the year bringing the total to \$72,000.00, which is over the threshold requiring Park Board approval.

FISCAL IMPACT: This vendor was selected for their dependability and the quality of the product. PO # 2200334 was approved on February 15, 2022 in the amount of \$45,261.11. This resolution is Change Order #1 for \$26,738.89.

These expenses are budgeted in the PDZA operating budgets.

ADDITIONAL INFORMATION: For additional information, contact Alan Varsik Director of Zoological & Environmental Education Department at alan.varsik@pdza.org or 253-404-3634.

ITEM NO. 2

- **VENDOR** Northwest Pump
- **GOODS OR SERVICE** Fybroc Recirculating Pumps
- **PRICE** \$152,098.19 (including WSST)
- **SOURCE OF FUNDING** PDZA Operating Funds
- **CONTACT** Alan Varsik, (253) 404-3634

ITEM DESCRIPTION: This purchase of 3 Fybroc Recirculating Pumps for the South Pacific Aquarium replace the original pumps that are 30 years old. Replacement parts are no longer available. The Fybroc pumps will reduce energy usage through increased motor efficiency. This vendor was selected through Request for Bid (RFB) Z2022-34.

FISCAL IMPACT: These expenses are budgeted in the PDZA operating budgets.

ADDITIONAL INFORMATION: For additional information, contact Alan Varsik Director of Zoological & Environmental Education Department at alan.varsik@pdza.org or 253-404-3634.

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P89-22

**AUTHORIZING PURCHASE 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. RR22-15, 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. P89-22

ITEM NO. 1

- **VENDOR** Central Nebraska Packing
- **GOODS OR SERVICE** Animal Food
- **PRICE** Change order for \$26,738.89 (including WSST)
- **SOURCE OF FUNDING** PDZA Operating Funds
- **CONTACT** Alan Varsik, (253) 404-3634

ITEM NO. 2

- **VENDOR** Northwest Pump
- **GOODS OR SERVICE** Fybroc Recirculating Pumps
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