

METROPOLITAN PARK DISTRICT OF TACOMA



AGENDA

November 14, 2022
5:00 P.M.
Metro Parks Headquarters
4702 S 19th St.
Tacoma, WA 98405

Or

Join Remotely
Via Telephone: 1-253-215-8782
Enter Meeting ID: 873 5053 3409
Participant ID: no ID needed just press #

Join Zoom Meeting

<https://us06web.zoom.us/j/87350533409>

MEETINGS ARE RECORDED
AND MAY BE HEARD UPON REQUEST

COMMISSIONERS

ANDREA SMITH, PRESIDENT

AARON POINTER, CLERK

TIM REID

ROSIE AYALA

MICHAEL LIANG

5:00 P.M. PUBLIC HEARING

- GENERAL TAX LEVY OF REGULAR PROPERTY TAX FOR COLLECTION IN 2023
- EXCESS TAX LEVY FOR UNLIMITED TAX GENERAL OBLIGATION (UTGO) BOND REDEMPTION
- 2023/2024 DISTRICT BUDGET

COMMUNITY COMMENTS

Community comment is encouraged to be submitted in advance of the Public Hearing in written form. Please submit written comments to the Board by 3 p.m. on November 14, 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 3 p.m. on November 14, 2022. Verbal comments will also be allowed during the public hearing 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.

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



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

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 3 p.m. on November 14, 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 3 p.m. on November 14, 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

(5-8) MINUTES OF THE OCTOBER 24, 2022 REGULAR BOARD MEETING

CONSENT AGENDA

(9-10) **RESOLUTION NO. C90-22**: APPROVAL OF WARRANTS CLAIM FUND FOR OCTOBER 2022
(Contact: Debbie Russell, Director of Business Administration & Planning)

(11-14) **RESOLUTION NO. C91-22**: APPOINTING MEMBER TO THE ARTS & HERITAGE ADVISORY COUNCIL
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

(15-18) **RESOLUTION NO. P93-22**: AUTHORIZING PURCHASE OF GOODS & SERVICES FOR METRO PARKS TACOMA
1. UNITED SITE SERVICES OF NEVADA, INC. FOR PORTABLE TOILETS AND HAND WASHING STATIONS CHANGE ORDER IN THE AMOUNT OF \$15,000
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

- (19-24) **RESOLUTION NO. R94-22:** APPROVING AN INTERLOCAL AGREEMENT BETWEEN METRO PARKS TACOMA AND TACOMA SCHOOL DISTRICT NO. 10 FOR THE JENNIE REED ELEMENTARY COMMUNITY SCHOOLYARD PROJECT
(Contact: Debbie Russell, Director of Business Administration & Planning)

- (25-30) **RESOLUTION NO. R95-22:** APPROVING AN INTERLOCAL AGREEMENT BETWEEN METRO PARKS TACOMA AND TACOMA SCHOOL DISTRICT NO. 10 FOR THE HELEN B. STAFFORD ELEMENTARY COMMUNITY SCHOOLYARD PROJECT
(Contact: Debbie Russell, Director of Business Administration & Planning)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

- (31-34) **RESOLUTION NO. PW96-22:** MELANIE DRESSSEL PARK IMPROVEMENTS BID#: J2022-26 CONTRACT AWARD TO PEASE CONSTRUCTION INC.
(Contact: Debbie Russell, Director of Business Administration & Planning)

- (35-38) **RESOLUTION NO. PW97-22:** MEADOW PARK GOLF COURSE STRATEGIC DESIGN CONTRACT AWARD TO ICON GOLF STUDIO
(Contact: Debbie Russell, Director of Business Administration & Planning)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

- (39-42) **RESOLUTION NO. RR98-22:** AUTHORIZING GENERAL TAX LEVY OF REGULAR PROPERTY TAX FOR COLLECTION IN 2023
(Contact: Debbie Russell, Director of Business Administration & Planning)

- (43-46) **RESOLUTION NO. RR99-22:** AUTHORIZING EXCESS TAX LEVY FOR UNLIMITED TAX GENERAL OBLIGATION (UTGO) BOND REDEMPTION
(Contact: Debbie Russell, Director of Business Administration & Planning)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

November 16, 2022	Committee of the Whole	5:30 PM	District Headquarters
November 21, 2022	Committee of the Whole	5:30 PM	District Headquarters
November 28, 2022	Regular Park Board Meeting	6:00 PM	District Headquarters
November 30, 2022	Capital Improvement Committee	5:00 PM	District 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 24, 2022**

PRESENT: Andrea Smith, President
Tim Reid
Rosie Ayala
Michael Liang

IN THE CHAIR: Andrea Smith

EXCUSED: Aaron Pointer

PLACE: MPT Headquarters, 4702 S. 19th 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 6:00p.m. President Smith read a land acknowledgement.

SPECIAL PRESENTATIONS None

PRESIDENT'S REPORT

President Smith commented that she recently met with Senator Trudeau at the Tacoma Nature Center to discuss successful RCO grant projects. President Smith also noted last Thursday she met with Representative Kilmer and SAMI students at Owen Beach to discuss climate resiliency planning. President Smith noted that she also appeared on City Line last week to discuss the facts and information about the Levy Lid Lift.

STANDING COMMITTEE AND COUNCIL REPORTS

Joint Municipal Action Committee

Commissioner Ayala commented that the October 14th JMAC agenda items included a conversation about Tacoma Public School's anti-racist policy and a review of the County's Equity Index.

Arts & Heritage Advisory Council

Commissioner Liang commented that the committee held its October meeting at the Eastside Community Center and toured the music studio to learn more about the arts opportunities being offered in that space.

Business & Responsive Agency Advisory Council

Commissioner Reid commented that at this month's meeting the agenda included a legislative update and a presentation & discussion related to youth athletics.

Nature & Environment Advisory Council

Commissioner Ayala stated that council heard a staff presentation related to systems planning and plans for an upcoming community survey.

Commissioner Ayala made noted that she and other members of the Board attend the Advisory Council Budget Workshop held last week.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Shon Sylvia commented on the following:

- A Committee of the Whole meeting is scheduled for November 7, 2022
- The following new employees were introduced: Emma Hamilton, Jorge Villamil, and Travis Thompson

COMMUNITY COMMENTS

Abbie Shull submitted written comments encouraging the Park Board to consider establish a ne off-leash do area at Rosa Franklin Park.

Curt Mehlhaff commented that he is on the Vote No campaign for the Levy Lid Lift. He commented that the District has failed the 2018 audit with a major failure and 33 minor failures. Mr. Mehlhaff noted since he is writing the No statement for the voters pamphlet he needs to have reasonable awareness of the District’s finances and data. Mr. Mehlhaff asked that the District please get him additional information.

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 the existing skateboard facilities in Tacoma need major improvement. He requested that the Board consider sanction a DIY skate park similar to Seattle Parks so that skateboarders might construct their own skateboarding facility.

Johnathan Wier commented that Tacoma lacks a quality facility for skateboarding and requested the Board consider a covered skateboard park and improved skateboarding facilities. Mr. Wier spoke to the work of Gridline Skateboard Design & Construction Company noting that they are a local firm building excellent skateboard facilities all over the country. Mr. Wier also commented on the positive impacts and outcomes of the sport including stress relief.

MINUTES OF THE OCTOBER 10, 2022 REGULAR BOARD MEETING

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

CONSENT AGENDA None

PURCHASING RESOLUTIONS**RESOLUTION NO. P89-22: AUTHORIZING PURCHASE OF GOODS & SERVICES FOR METRO PARKS TACOMA**

1. CENTRAL NEBRASKA PACKING FOR ANIMAL FOOD CHANGE ORDER NO. 1 IN THE AMOUNT OF \$26,738.89
2. NORTHWEST PUMP FOR FYBROC RECIRCULATING PUMPS IN THE AMOUNT OF \$152,098.19

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

Sarah Oliver commented that Central Nebraska Packing is a change order to allow for additional funding for animal food purchases as the cost of products have increased.

Ms. Oliver then commented that the Northwest Pump purchase is to replace 30 year old failing pumps in the South Pacific Aquarium.

President Smith requested a bid-tab for this purchase.

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

PUBLIC WORKS PURCHASING RESOLUTIONS None**SINGLE READING RESOLUTIONS** None**SECOND READINGS RESOLUTIONS** None**FIRST READING RESOLUTIONS** None**UNFINISHED BUSINESS** None**NEW BUSINESS** DISTRICT POLICY UPDATE

Debbie Russell commented that staff has been working through two polices that will be brought to the Board for additional discussion at the November 7th COW meeting and will eventually be brought forward for formal consideration at a future Board Meeting

Ms. Russell noted that the section X of the Comprehensive Financial Management Policy (100.001) is being reviewed to add language related to the accounting, audit and financial reporting of the District.

Eric Sachs was then introduced to highlight a new policy under consideration related to Storm Water Management. Mr. Sachs briefly spoke about storm water permitting and the requirements the District should be adhering to in order to comply with Department of Ecology regulations.

Additional dialogue about these two polices will be schedule for the November 7th COW meeting.

Commissioner Liang and Commissioner Ayala commented they are interested in reviewing some other District polices. President Smith indicated they should work with Executive Director Sylvia to begin identifying & addressing those policies.

Ms. Russell briefly described the process that staff goes through for policy review in order to keep things current and meet CAPRA standards.

Commissioner Liang also requested that staff look into posting all District polices to the District website.

BOARD COMMENTS

Commissioner Liang thanked those community members that commented earlier in the meeting.

ADJOURN

Being no further business, the meeting was adjourned at 6:40 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C90-22

APPROVAL OF WARRANTS CLAIM FUND FOR OCTOBER 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 OCTOBER 1, 2022 AND ENDING OCTOBER 31, 2022.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers <u>338214</u> to <u>338490</u>	AMOUNT:	<u>\$6,992,595.06</u>
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PAYROLL CLAIMS FUND:

Warrant Serial Numbers <u>055892</u> to <u>056049</u>	AMOUNT:	<u>\$82,168.84</u>
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(Most employees receive payment through direct deposit advice, which are paid to the bank through the Accounts Payable Claims Fund.)

TOTAL	<u>\$7,074,763.90</u>
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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: Commissioner Liang

FROM: Andrea Michelbach, Advisory Council Chair

SUBJECT: Appointing New Member to the Arts & Heritage Advisory Council (AHAC)

DATE: November 7, 2022

EXECUTIVE SUMMARY: The members of the Arts & Heritage Advisory Council recommend that the Board of Park Commissioners approve this resolution to appoint William Johnston to a first term on the Arts & Heritage Advisory Council. A copy of the candidate’s application is attached.

BACKGROUND: The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils’ roles to be better align with the District’s four mission-driven areas. The Arts & Heritage Advisory Council consists of a maximum of thirteen members and assists in recommendations to the Board concerning Cultural Arts & Living History Programming, Heritage, inclusive of interpretive signage/content, and Public Art for the Metropolitan Park District of Tacoma. Recruitment occurs through direct contact, news releases and on Metro Parks Tacoma’s website and social media.

During his first term on the Council, new member William Johnston will demonstrate:

1. Knowledge, interest and skills related to the Advisory Council Charter.
2. Interest related to parks, programs, and facilities operated by Metro Parks Tacoma.
3. Will be a good addition to the existing composition of the Council.
4. Is willing and able to commit to the charter, schedule and goals of the Council.

This appointment will put the council at seven members. The board and staff liaisons to the Arts & Heritage Advisory Council, as well as the entire council membership, support his appointment.

FISCAL IMPACT: None

ADDITIONAL INFORMATION: For additional information, contact Mark Knowlden, Interim Director of Parks & Recreation at (253) 305-1067 or mark.knowlden@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C91-22

APPOINTING MEMBER TO THE ARTS & HERITAGE ADVISORY COUNCIL

WHEREAS, the Metropolitan Park District of Tacoma created the Arts & Heritage Advisory Council to assist in recommendations to the Board concerning Cultural Arts & Living History Programming, Heritage, inclusive of interpretive signage/content, and Public Art for the Metropolitan Park District of Tacoma; and

WHEREAS, William Johnston has applied to serve on the Council; and

WHEREAS, the board and staff liaison to the Arts & Heritage Advisory Council, as well as the entire council membership, support this appointment; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following community member to serve on the Arts and Heritage Advisory Council:

William Johnston, first term expires in November 2025.

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

William Johnston

Dashboard



Contact Information
Name: William Johnston

History
This Year 0.00 Hours
Lifetime 0.00 Hours
Last Login Saturday, August 13, 2022

Contact Information

Name William Johnston
Username
Email Address
Secondary Email Address
Mobile Email
Home Phone
Phone Preference Home Any Time
Date of Birth
Region English (USA)
Address



General Availability

	Mornings	Afternoons	Evenings	Nights
Monday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sunday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Custom Fields

Custom Field	Value
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Agreements and Acknowledgements

I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.
Current:
Pending: 1. I agree

I agree to the COVID-19 Safety Expectations found in the information box to the right of this field.
Current:
Pending: 1. I agree

Additional Questions

I wish to serve on the following Advisory Council
Arts & Heritage

Custom Field	Value
Why do you want to be part of this council?	I am a daily user of the pool and workout area at People's Center. I appreciate it very much. I have visted the park and zoo since I was a child - taken my children and grandchildren. Two of my grandson currently work Summer jobs for the Metro Parks. It is park of our family life and has been all my life. My family has been in Tacoma since the early 1900's. My grandfather moved from Snohomish in 1923 - lived at the Bershire Apts and moved my Mom and family to 2410 N. Union. My Dad's family has many ties to Tacoma and its history. Tacoma is by far the most interesting city in the state when it comes to its history. I was one of the original organizers of the North Slope Historic District. Our neighborhood has a amazing history. I live in a 120 yr old house built by a early businessperson in downtown Tacoma. My great uncle owned a deli in downtown. My Dad's ship (YMS426) was built in Tacoma and he sailed from the Thea Foss to Iwo Jima and on to Okinawa. The 426 was the first American ship into Tokyo Harbor (a minesweeper - built in Tacoma - a bit of history few people know about). My grandfather worked first at Wheeler-Osgood and than at the Dickman Mill. Took my grandsons often and explained family ties to the area. My grandsons are 5th generation St. Patrick's Parish members. Obviously I think you can see how and why I am interested in Tacoma History and help build programs and activities around it. Great city with great history and heritage!
Occupation (If retired, please indicate former occupation)	Own rentals - work the fair in Sept. - some freelance writing
Current Employer (or state Retired)	Retired
Education (Name of high school; college/university; year graduated/degree)	Everett High School - 1963 Western Washington University - BA 1971 - MA 1979 BA - Political Science/Journalism MA - Political Science - Political Theory - American Political Process
Please describe your interests and qualifications as related to this position	Love history and the stories of people and groups. I believe I have an academic background suited for this committee. I have the ability to communicate well. First place NPR Western States for Editorial Commentary by the Society of Professional Journalists. My own radio program on KPLU and KSER (Snohomish County) from 1986 to 2016. I was on policy staff for the Washington State Senate and a professional organizer so I think I know how to plan, organize and put programs into action.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	I was appointed by the Governor to the Skagit Valley College Board of Trustees before coming to Tacoma. Elected to the first North End Neighborhood Council Board. A "Senior Fellow" of the American Leadership Forum class VII. Past member of the Board of Directors North Slope Historic District. Taught Labor Classes at Bates and Whatcom CC. Done numerous workshops in my employment before retirement. Have served on the Board of the Tacoma Historical Society. I have volunteered at the state fair since the 1980's and now I am an usher every year in the grandstand (a wonderful people watching experience). Belong to Sons of Norway. I am a daily user of the People's Center and been involved in many programs with my own children and my grandchildren (swimming programs and education and many many visits since 1950's!) My grandson Carter is a SAMI graduate as well - wonderful school and amazing "campus"!!!!!! Since 1981 involved in many civic activities such as Safe Streets - setting up the Neighborhood Councils - and no doubt several I have forgotten over the years.
References (Name/Address/Phone)	Greg Mowat - Frank Erickson -
Resume (Please upload your resume if available)	
What unique qualities or point of view can you bring to the council?	I think my work background and civic activities bring with them a very wide point of view. I like to think of myself as a planner who has vision to see what any program will accomplish and for who. While working for the State Senate I wrote the "Timber Communities Economic Re-development Act". For State Senator (later Lt. Governor) Brad Owen. At the time it was the largest econ development bill in the state's history (almost \$90 million). It took 2 months to write and countless hours of research and negotiations with both political parties. The effects and benefits of the program lasted over 10 years. It was legislation planned with a vision and a way to make it work - I think it was an example of how I work and think. I think you will see from my "bio" I have a very unique work background and could contribute in a very positive way to the committee.

Qualifications

No qualifications specified.

Background Checks

There are no background checks to display.

General Interests

No general interests selected.

Committees

Not a member of any committees.

Classifications

None Specified



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Mark Knowlden, Interim Director of Parks and Recreation Department

SUBJECT: Purchasing Resolution

DATE: November 7, 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:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price</u>
1.	United Site Services of Nevada, INC.	Portable Toilets and Hand Washing Stations	\$15,000.00- change order

Item No. 1

VENDOR United Site Services of Nevada, INC.

GOODS OR SERVICES Portable Toilets and Hand Washing Stations

PRICE \$15,000.00 change order

SOURCE OF FUNDING 2022 Parks and Recreation Operating Budget

CONTACT Mark Knowlden- (253) 255-2487

BACKGROUND: United Site Services provides portable handwashing stations and portable rental toilets with ADA accommodations, along with standard units to various MPT locations. These services are provided year around at MPT parks, they support general operations, special events, rentals, and activities. United Site Services fully maintains the portable toilets making sure that they are delivered on time and in good condition, keeping them cleaned, inspected, restocked, and pumping the holding tanks as required. An RFP was issued in 2021, (RFP #DW2021-01) United Site Services was the only submittal and was awarded the contract beginning on January 1, 2022

Change Order #1 in the amount of \$15,000.00 is being requested. Per purchasing policy 100.003 “C.2.a” Board Approval is required when spending over \$50,000.00. The current change order that we are requesting will allow us to cover all the expected costs for 2022. This will bring the purchase order total to \$65,000.00 including Washington State Sales Tax.

FISCAL IMPACT: Funding for this purchase comes from the 2022 Parks and Recreation Operating Budget.

ADDITIONAL INFORMATION: For additional information, please contact Mark Knowlden, Interim Director of Parks & Recreation at (253) 255-2487 or mark.knowlden@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P93-22

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

WHEREAS, the Board of Park Commissioners have established polices governing the purchase of good and services for Metro Parks Tacoma through the adoption of Resolution No. RR21-15, Authorizing Amendment of Purchasing Policy for Metropolitan Parks 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 Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2022.

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P93-22

Item No. 1

VENDOR

United Site Services of Nevada, INC.

GOODS OR SERVICES

Portable Toilets and Hand Washing Stations

PRICE

\$15,000.00 - change order

SOURCE OF FUNDING

2022 Parks and Recreation Operating Budget

CONTACT

Mark Knowlden (253) 255-2487



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

SUBJECT: Approval of an Interlocal Agreement between Metro Parks Tacoma and Tacoma School District No. 10 for the Jennie Reed Elementary Community Schoolyard Project

DATE: November 9, 2022

EXECUTIVE SUMMARY: This resolution authorizes the Executive Director to complete any remaining negotiations and execute an interlocal agreement with Tacoma School District No. 10 (TSD) for the purpose of funding and constructing the Jennie Reed Elementary Community Schoolyard Project and to set forth the parties' respective rights and responsibilities in substantially the form attached as Exhibit "A".

BACKGROUND: This Interlocal Agreement provides for the funding and construction of the Jennie Reed Elementary Community Schoolyard Project pursuant to this Board's earlier adoption of Resolution R39-21 that set forth the terms of a three-way working agreement between the Trust for Public Land (TPL), TPS and MPT for the development of five (5) Community School Yards projects on Tacoma's East Side.

The overall vision for the Community School Yards Program was established within the Green Schoolyards for Tacoma Implementation Plan dated March 2020.

Helen B. Stafford Elementary and Jennie Reed Elementary School represent the first two projects to be constructed under this visionary program that is intended to increase public access to parks and open space in underserved areas of our community.

TPL is a national nonprofit organization that partners with community organizations and individuals for the purpose of planning and creating parks and open spaces that contribute to healthy, livable communities.

TPS is a Washington public school district that owns and operates thirty-five elementary schools, nine middle schools and eight high schools within the cities of Tacoma and Fircrest.

The Parties share the common goal of providing publicly accessible amenities for the Tacoma community in the most economical and efficient manner possible while realizing the various constraints and commitments to core responsibilities that each Party maintains.

The Parties have determined that the development of Community Schoolyards in Tacoma is the most efficient and economical method to improve performance in relation to the 10-minute level of service goal, while also benefitting school communities with coordinated curriculum involvement and improved schoolyard amenities.

This Interlocal Agreement for the funding, construction, operations and maintenance of the Jennie Reed Elementary Community Schoolyard Project sets forth the expectations regarding the respective rights, roles, and responsibilities of MPT and TSD for the funding, construction operations and maintenance of this project constructed pursuant to the Community Schoolyards for Tacoma pilot program.

FISCAL IMPACT: A project funding strategy has been developed whereby the three Parties contribute funding and in-kind services in an equitable and proportional manner. Each project site under the Community Schoolyards program will have a total project budget to meet the direct and indirect expenses of project delivery. As each site is unique, construction costs will vary between sites. MPT has committed a not-to-exceed amount of \$250,000 per each project site.

- a. TPL has received grants from Kaiser Permanente and other sources that can be applied toward the cost of the pilot Community Schoolyards. TPL will continue to seek additional public and private grants as well as individual gifts to provide support to the Tacoma Community Schoolyards Program.
- b. MPT has committed to provide funding from internal sources in the amount of \$250,000.00 per Community Schoolyards Project for the construction costs related to the delivery of up to five (5) Community Schoolyards Projects.
- c. TSD will dedicate a project manager to provide construction management services, and cover survey costs for pilot project sites.

The Funding Table below represents the estimation of probable construction costs, prepared by the project management team prior to bidding

**Community Schoolyards Tacoma
Reed Elementary - A&E and Construction Budget
10/27/2022**

		Responsible Party
PROFESSIONAL SERVICES		TPL TPL Tacoma Schools
Design, Engineering, & Const. Admin.	130,000	
Artist/ Art Engagement	15,000	
Construction Management	-	
TOTAL PROFESSIONAL SERVICES	\$ 145,000	
SOFT COSTS		Tacoma Schools TPL Tacoma Schools Tacoma Schools
Site Survey	-	
Special Studies - Geo Tech, Etc.	7,500	
Plan check and permits	5,000	
Utility	3,000	
Misc. Bid Ad, Signage,	2,000	
TOTAL OTHER EXPENSES	\$ 17,500	
CONSTRUCTION COST ESTIMATE		TPL TPL TPL - MPT - TPS
BASE BID	\$ 672,000	
ADD 1: Pre- K Play Area	\$ 89,000	
Owner Furnished - Playground Equipment	\$ 131,767	
Owner Furnished - Donor Rec., Loose Items, etc.	\$ 20,000	
Tax (10%)	\$ 91,277	
CONTINGENCY (12%)	\$ 109,532	
TOTAL CONSTRUCTION COST ESTIMATE	\$ 1,113,576	
TOTAL CONSTRUCTION BUDGET	\$ 1,115,000	
CONSTRUCTION BUDGET DELTA	\$ 1,424	
CONSTRUCTION FUNDING SOURCE AND PARTY		
Metro Parks Tacoma - Capital Funds	\$ 250,000	
Tacoma Public Schools		
The Trust for Public Land - Private Funding	\$ 565,000	
The Trust for Public Land - State Funding	\$ 300,000	
TOTAL CONSTRUCTION FUNDING	\$ 1,115,000	

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell, Business Administration and Planning Director at Debbie.russell@tacomaparks.com or 253-305-1086.

Exhibit A
Conceptual Site Plan Rendering Of The Project



METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R94-22

APPROVING AN INTERLOCAL AGREEMENT BETWEEN METRO PARKS TACOMA AND TACOMA SCHOOL DISTRICT No. 10 FOR THE JENNIE REED ELEMENTARY COMMUNITY SCHOOLYARD PROJECT

WHEREAS, Metro Parks Tacoma (MPT) and Tacoma School District No. 10 (TSD) (collectively the “Parties”) share the common goal to provide publicly accessible open space and recreation amenities to enhance the health and well-being of the Tacoma community; and

WHEREAS, The Parties have determined that the development of Community Schoolyards in Tacoma is a highly efficient and economical method to improve performance in relation to the 10-minute-walk level of service goal; and

WHEREAS, MPT is a metropolitan park district operating under authority of Chapter 35.61 RCW and is a public agency authorized to enter into interlocal agreements with other public agencies pursuant to the Interlocal Cooperation Act, Ch. 39.34 RCW; and

WHEREAS, TSD is a public school district operating under the laws of the state of Washington as a school district and is a public agency authorized to enter into interlocal agreements with other public agencies pursuant to the Interlocal Cooperation Act, Ch. 39.34 RCW; and

WHEREAS, the Parties entered into Interlocal Agreement TSD-14-110 regarding the Joint Use and Development of Facilities and Open Spaces, which encourages the expansion of joint and cooperative capital ventures and efficient management of the use of the Parties’ properties and facilities for the benefit of Tacoma’s citizens; and

WHEREAS, the Parties authorized additional agreements to be created to effectuate the policies of TSD-14-110 and further granted to TSD’s Superintendent and MPT’s Executive Director the authority to create and implement such processes and procedures; and

WHEREAS, an MOU executed by TSD, MPT and the Trust for Public Land (TPL) detailing the general terms of the agreements is one such document detailing the processes for developing these projects phases; and

WHEREAS, the City of Tacoma has been identified as the Washington city with the most city residents who have more than a 10-minute walk to a park and to improve park access the Parties entered into Memorandum of Understanding TSD 21 092 with TPL, TSD and MPT to collaborate on projects that will increase access to park space in Tacoma; and

WHEREAS, TSD intends to construct a Community Schoolyards Project on property owned by TSD that is commonly known as Jennie Reed Elementary School, located at 1802 S 36th St, Tacoma, WA 98418 (the “Project Site”). The Project will serve the needs of both the students and the general public by providing improved school play equipment and multi-generational park amenities; and

WHEREAS, TSD is contributing the use of the Project Site and will perform the permitting, contract administration and construction management necessary for the construction and completion of the Project; and

WHEREAS, MPT is contributing Two Hundred and Fifty Thousand Dollars (\$250,000.00) to be used solely for the cost to construct the Project; and

WHEREAS, TPL is performing the project design and contributing funds for the construction of the Project; and

WHEREAS, MPT and TSD desire to enter into this Interlocal Agreement for the purposes of setting forth their respective rights and responsibilities; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma as follows:

1. The Executive Director is authorized to complete any remaining negotiations and execute an Interlocal Agreement with Tacoma School District No. 10 for the funding and construction of the Jennie Reed Elementary Community Schoolyard Project in substantially the form attached as Exhibit A.
2. Up to Two Hundred and Fifty Thousand Dollars (\$250,000.00) from the 2014 UTGO Bond Funds – Neighborhood and Community Parks is hereby appropriated to be used for reimbursement of TPS’ construction expenditures related to the Project.

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: Approval of an Interlocal Agreement between Metro Parks Tacoma and Tacoma School District No. 10 for the Helen B. Stafford Elementary Community Schoolyard Project

DATE: November 9, 2022

EXECUTIVE SUMMARY: This resolution authorizes the Executive Director to complete any remaining negotiations and execute an interlocal agreement with Tacoma School District No. 10 (TSD) for the purpose of funding and constructing the Helen B. Stafford Elementary Community Schoolyard Project and to set forth the parties' respective rights and responsibilities in substantially the form attached as Exhibit "A".

BACKGROUND: This Interlocal Agreement provides for the funding and construction of the Helen B. Stafford Elementary Community Schoolyard Project pursuant to this Board's earlier adoption of Resolution R39-21 that set forth the terms of a three-way working agreement between the Trust for Public Land (TPL), TPS and MPT for the development of five (5) Community School Yards projects on Tacoma's East Side.

The overall vision for the Community School Yards Program was established within the Green Schoolyards for Tacoma Implementation Plan dated March 2020.

Helen B. Stafford Elementary and Jennie Reed Elementary School represent the first two projects to be constructed under this visionary program that is intended to increase public access to parks and open space in underserved areas of our community.

TPL is a national nonprofit organization that partners with community organizations and individuals for the purpose of planning and creating parks and open spaces that contribute to healthy, livable communities.

TPS is a Washington public school district that owns and operates thirty-five elementary schools, nine middle schools and eight high schools within the cities of Tacoma and Fircrest.

The Parties share the common goal of providing publicly accessible amenities for the Tacoma community in the most economical and efficient manner possible while realizing the various constraints and commitments to core responsibilities that each Party maintains.

The Parties have determined that the development of Community Schoolyards in Tacoma is the most efficient and economical method to improve performance in relation to the 10-minute level of service goal, while also benefitting school communities with coordinated curriculum involvement and improved schoolyard amenities.

This Interlocal Agreement for the funding, construction, operations and maintenance of the Helen B. Stafford Elementary Community Schoolyard Project sets forth the expectations regarding the respective rights, roles, and responsibilities of MPT and TSD for the funding, construction, operations and maintenance of this project constructed pursuant to the Community Schoolyards for Tacoma pilot program.

FISCAL IMPACT: A project funding strategy has been developed whereby the three Parties contribute funding and in-kind services in an equitable and proportional manner. Each project site under the Community Schoolyards program will have a total project budget to meet the direct and indirect expenses of project delivery. As each site is unique, construction costs will vary between sites. MPT has committed a not-to-exceed amount of \$250,000 per each project site.

- a. TPL has received grants from Kaiser Permanente and other sources that can be applied toward the cost of the pilot Community Schoolyards. TPL will continue to seek additional public and private grants as well as individual gifts to provide support to the Tacoma Community Schoolyards Program.
- b. MPT has committed to provide funding from internal sources in the amount of \$250,000.00 per Community Schoolyards Project for the construction costs related to the delivery of up to five (5) Community Schoolyards Projects.
- c. TSD will dedicate a project manager to provide construction management services, and cover survey costs for pilot project sites.

The Funding Table below represents the estimation of probable construction costs, prepared by the project management team prior to bidding:

**Community Schoolyards Tacoma
Stafford Elementary - A&E and Construction Budget
10/27/2022**

		<u>Responsible Party</u>
PROFESSIONAL SERVICES		
Design, Engineering, & Const. Admin.	130,000	
Artist/ Art Engagement	15,000	
Construction Management	-	
TOTAL PROFESSIONAL SERVICES	\$ 145,000	TPL TPL Tacoma Schools
SOFT COSTS		
Site Survey	-	
Special Studies - Geo Tech, Etc.	7,500	
Plan check and permits	5,000	
Utility	3,000	
Misc. Bid Ad, Signage,	2,000	
TOTAL OTHER EXPENSES	\$ 17,500	Tacoma Schools TPL Tacoma Schools NA? Tacoma Schools
CONSTRUCTION COST ESTIMATE		
BASE BID	\$ 385,075	
ADD 1: Pre- K Play Area	\$ 102,480	
ADD 2: South Trails	\$ 69,766	
ADD 3: Lawn Field - 41k SF	\$ 105,615	
ADD 4: Play Turf - Flush to pavement	\$ 64,021	
Owner Furnished - Playground Equipment	\$ 249,607	
Owner Furnished - Donor Rec., Loose Items, etc.	\$ 20,000	
Tax (10%)	\$ 99,656	
CONTINGENCY (12%)	\$ 119,588	
TOTAL CONSTRUCTION COST ESTIMATE	\$ 1,215,808	TPL TPL
TOTAL CONSTRUCTION BUDGET	\$ 1,225,000	
CONSTRUCTION BUDGET DELTA	\$ 9,192	TPL - MPT - TPS
CONSTRUCTION FUNDING SOURCE AND PARTY		
Metro Parks Tacoma - Capital Funds	\$ 250,000	
Tacoma Public Schools		
State OSPI Grant - Allocated to Tacoma Public Schools	\$ 200,000	
The Trust for Public Land - Private Funding	\$ 475,000	
The Trust for Public Land - State Funding	\$ 300,000	
TOTAL CONSTRUCTION FUNDING	\$ 1,225,000	

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell, Business Administration and Planning Director at Debbie.russell@tacomaparks.com or 253-305-1086.

Exhibit A
Conceptual Site Plan Rendering Of The Project



METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R95-22

APPROVING AN INTERLOCAL AGREEMENT BETWEEN METRO PARKS TACOMA AND TACOMA SCHOOL DISTRICT No. 10 FOR THE HELEN B. STAFFORD ELEMENTARY COMMUNITY SCHOOLYARD PROJECT

WHEREAS, Metro Parks Tacoma (MPT) and Tacoma School District No. 10 (TSD) (collectively the “Parties”) share the common goal to provide publicly accessible open space and recreation amenities to enhance the health and well-being of the Tacoma community; and

WHEREAS, The Parties have determined that the development of Community Schoolyards in Tacoma is a highly efficient and economical method to improve performance in relation to the 10-minute-walk level of service goal; and

WHEREAS, MPT is a metropolitan park district operating under authority of Chapter 35.61 RCW and is a public agency authorized to enter into interlocal agreements with other public agencies pursuant to the Interlocal Cooperation Act, Ch. 39.34 RCW; and

WHEREAS, TSD is a public school district operating under the laws of the state of Washington as a school district and is a public agency authorized to enter into interlocal agreements with other public agencies pursuant to the Interlocal Cooperation Act, Ch. 39.34 RCW; and

WHEREAS, the Parties entered into Interlocal Agreement TSD-14-110 regarding the Joint Use and Development of Facilities and Open Spaces, which encourages the expansion of joint and cooperative capital ventures and efficient management of the use of the Parties’ properties and facilities for the benefit of Tacoma’s citizens; and

WHEREAS, the Parties authorized additional agreements to be created to effectuate the policies of TSD-14-110 and further granted to TSD’s Superintendent and MPT’s Executive Director the authority to create and implement such processes and procedures; and

WHEREAS, an MOU executed by TSD, MPT and the Trust for Public Land (TPL) detailing the general terms of the agreements is one such document detailing the processes for developing these projects phases; and

WHEREAS, the City of Tacoma has been identified as the Washington city with the most city residents who have more than a 10-minute walk to a park and to improve park access the Parties entered into Memorandum of Understanding TSD 21 092 with TPL, TSD and MPT to collaborate on projects that will increase access to park space in Tacoma; and

WHEREAS, TSD intends to construct a Community Schoolyards Project on property owned by TSD that is commonly known as Helen B. Stafford Elementary School, located at 1615 South 92nd St., Tacoma, WA 98444 (the “Project Site”). The Project will serve the needs of both the students and the general public by providing improved school play equipment and multi-generational park amenities; and

WHEREAS, TSD is contributing the use of the Project Site and will perform the permitting, contract administration and construction management necessary for the construction and completion of the Project; and

WHEREAS, MPT is contributing Two Hundred and Fifty Thousand Dollars (\$250,000.00) to be used solely for the cost to construct the Project; and

WHEREAS, TPL is performing the project design and contributing funds for the construction of the Project; and

WHEREAS, MPT and TSD desire to enter into this Interlocal Agreement for the purposes of setting forth their respective rights and responsibilities; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma as follows:

1. The Executive Director is authorized to complete any remaining negotiations and execute an Interlocal Agreement with Tacoma School District No. 10 for the funding and construction of the Helen B. Stafford Elementary Community Schoolyard Project in substantially the form attached as Exhibit A.
2. Up to Two Hundred and Fifty Thousand Dollars (\$250,000.00) from the 2014 UTGO Bond Funds – Neighborhood and Community Parks is hereby appropriated to be used for reimbursement of TPS’ construction expenditures related to the Project.

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: Contract Award to Pease Construction Inc. for Melanie Dressel Park Improvements J2022-26

DATE: November 9, 2022

EXECUTIVE SUMMARY: This resolution authorizes the contract award to Pease Construction Inc. for the construction of Melanie Dressel Park Improvements in the amount not to exceed **\$3,706,080.00** including Washington State Sales Tax.

BACKGROUND: The bid opening was held on October 4, 2022. Six (6) bids were received and five (5) were considered responsive.

Please refer to the attached bid tabulation for the list of contractors and base bid plus three (3) alternates amounts. Pease Construction Inc. submitted low Base Bid in the amount of \$2,553,000.00 (not including WSST). Reference checks by staff have confirmed that Pease Construction Inc. is a responsible contractor and performs quality work. Pease Construction recently completed the Seymour Conservatory work and is currently working with PDZA on the renovation of the South Pacific Aquarium.

Staff is recommending award of the Base Bid \$2,553,000.00 and all three (3) alternates; Alt # 1 (\$708,000.00) a restroom and reservable community space, Alt #2 (\$51,000.00) turf play surfacing in lieu of play chips at the base of the play tower and Alt #3 (\$48,000.00) a log jam play structure, for a total amount of \$3,360,000.00, not including Washington State Sales Tax.

Melanie Jan LaPlant Dressel Park is 3/4 acres of undeveloped property along Foss Waterway previously owned by the City of Tacoma under the management of the Foss Waterway Development Authority (FWDA.) The vision of this park design was started in 2016 and, with that design the FWDA successfully completed a fund raising campaign. In 2021 the park land was transferred to MPT and is now ready for park construction.

The Foss Waterway, a former U.S. EPA Superfund site, has undergone redevelopment since the early 2000's. This project advances a critical need within the redeveloping waterfront by transforming former industrial land to healthy, active open space and acknowledgement of traditional tribal lands.

Park construction has awaited the completion of the COT Jefferson & Hood Street Storm Water Interceptor project that traverses the property. The stormwater pipe and outfall will be maintained by the City of Tacoma within a utility easement on and beneath the property.

This site will provide park and recreational opportunities in the downtown core, offering active and passive recreation for residents and visitors, while also providing opportunities for education and celebration of the community’s heritage.

Below is the overall project scope:

- Play tower and bridge
- Log Jam play structure
- Hillside slide
- Comfort station/Pavilion
- Foss Esplanade and lighting
- Plaza space
- Picnic tables and benches
- New park ID sign
- Interpretive signage
- ADA parking stall
- Irrigation
- Landscaping
- Art

The ‘Other Costs’ budget line accounts for project expenses such as printing, bidding, advertising, equipment, commissioning, inspections, & permits.

The construction of this phase of work is anticipated to take 365 calendar days to complete after issuance of a Notice to Proceed. Kristi Evans will be the capital program manager overseeing this project.

FISCAL IMPACT: The funds for this project are from 2014 UTGO Bond Funds, City of Tacoma, Pierce County, Washington State Commerce, Foss Waterway Development Authority, Grants and Private Donations.

Funding:

2014 UTGO Bond (Waterway)	\$381,905
2014 UTGO Bond (Melanies)	\$465,000
2014 UTGO-System Efficiencies	\$1,357,947
City of Tacoma	\$750,000
Pierce County	\$ 50,000
Foss Waterway Development	\$ 29,315
State Commerce Grant	\$490,000
Grants and Donations (GTCF)	\$ 1,203,185
<u>Grants and Donations (GMPF)</u>	<u>\$ 12,500</u>
TOTAL	\$4,739,852

Budget:

Planning and Design	\$544,598
Construction (includes tax)	\$3,706,080
Art	\$ 33,600
Other Project Costs	\$116,000
<u>Contingency</u>	<u>\$339,574</u>
TOTAL	\$4,739,852

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW96-22

**MELANIE DRESSEL PARK IMPROVEMENTS BID#: J2022-26
CONTRACT AWARD TO PEASE CONSTRUCTION INC.**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to construct a new park on the Foss Waterway named Melanie Jan LaPlant Dressel Park; and;

WHEREAS, funds for the project consist of 2014 UTGO Bond Funds, City of Tacoma Funds, Pierce County Funds , Washington State Commerce Grant, and Donations; and

WHEREAS; Six (6) bids (Bid#: J2022-26) were received with five (5) being considered responsive; and

WHEREAS, the low Base Bid less Bid Alternates #1, 2 and 3 was submitted by Pease Construction Inc., in the amount of \$3,706,080.00 (including WSST), reviewed by contract compliance and is considered a responsive bid; and

WHEREAS, Metro Parks staff has checked the references of Pease Construction Inc. and find them to be responsible; therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award and execute the contract with Pease Construction Inc., in the amount of \$3,706,080.00 (including WSST.)

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





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

SUBJECT: Meadow Park Golf Course Strategic Design RFQ #J2022-23 Contract Award to iCon Golf Studio

DATE: November 9, 2022

EXECUTIVE SUMMARY: This resolution authorizes contract award for the Meadow Park Golf Course Strategic Design contract to iCon Golf Studio in the amount of \$82,000.00.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday October 26, 2022, and forwarded on to the full Board with a recommendation for approval.

BACKGROUND: Meadow Park Golf Course (MPGC) is owned and operated by Metro Parks Tacoma. The golf course was opened in 1915 and was designed by John Ball. The facility is a near complete community orientated golf complex and features a 6,000-yard, 18-hole course, a 1,700-yard 9-hole course, a 36-stall driving range with Toptracer technology, a large practice area and a family friendly bar and grill restaurant and concession service. The First Tee Chapter of the South Puget Sound is based out of this facility, which helps Metro Parks Tacoma achieve its mission to serve as Tacoma’s place to learn and play the game of golf. Both the First Tee and Metro Parks Tacoma run daily group programming year-round. In addition, Metro Parks Tacoma maintains 6 contracted golf instructors. The facility is heavily used and enjoys a strong presence in the local golf market. The District is seeking a comprehensive update for the next 100 years of operation.

The golf complex is located in South Tacoma, one of the City’s most diverse and economically challenged neighborhoods. After a fire in 1960, Metro Parks Tacoma purchased the golf course. There have been several modest updates to the facility, most notably a 1991 master remodel plan by golf architect, John Steidel. The aging infrastructure of the golf complex needs to be addressed so that MPT can continue to promote golf to a more diverse array of stakeholders.

Metro Parks Tacoma sought to contract with a multi-disciplinary team led by a golf architect to conceptually explore a complete Meadow Park facility update to enhance the existing strengths of the facility as an affordable, playable and community orientated golf complex for all ages and abilities. With the assistance of a project steering committee, the team will develop a Strategic Design that will include a minimum of three scenarios as follows:

- **Renovate** – Renew golf course and facilities to meet current and future demand by enhancement. Minimize reconstruction and maximize effectiveness of existing facility. Limited changes to facility layout.
- **Remodel** – Reconstruction of golf course and facilities to meet current and future demands. Targeted reconstruction to maximize effectiveness of existing facility layout to improve overall facility.
- **Reimagine** – Design a new golf facility on the existing facility footprint to meet current and future demand. Reimagine a classic community golf course facility for the next 100 years of operation.

The Strategic Design deliverables will include concept plans describing the proposed improvements in each concept, concept statements describing the intent and vision of each concept, preliminary estimates for probable construction costs, and commentary on revenue and expense estimates for each concept.

Responses to the RFQ were received on August 12th, 2022 at 1:00 pm. Nine (9) Statements of Qualifications were received with five (5) firms considered for interview. The nine firms included; Craig Halton Design, John Steidel, Phelps Golf Design, Weddermann Architecture, Emergency 9 Golf, Richardson | Danner, Miller Design, Jay Blasi Design, and iCon Golf Studio. A review panel selected iCon Golf Studio as the most qualified to perform this work.

The effort is expected to be completed by January 31, 2023. Roger Stanton will be Capital Program Manager for this project.

FISCAL IMPACT: The funds for the Meadow Park Golf Course Strategic Design contract are derived from MPGC Operating funds. The following is a breakdown of the funding sources and project budgets.

Funding:	
<u>MPGC Operating Budget</u>	<u>\$82,000</u>
Total	\$82,000
 Budget:	
<u>MPGC Operating Budget</u>	<u>\$82,000</u>
Total	\$82,000

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. PW97-22

**MEADOW PARK GOLF COURSE STRATEGIC DESIGN CONTRACT AWARD
TO ICON GOLF STUDIO**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to create a strategic design for Meadow Park Golf course for future development; and

WHEREAS, staff has developed a planning framework to include a Site Analysis, Concept Development, and Final Concepts and Concept Statements; and

WHEREAS, iCon Golf Studio was selected as the most qualified of the Nine (9) submittals (RFQ # J2022-23) received for the Strategic Design, with all nine (9) submittals being considered responsive, and five (5) firms selected for interview; and

WHEREAS, funds for the project are provided from Meadow Park Golf Course Operating Fund; now, Therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to award the Strategic Design contract to iCon Golf Studio in the amount of \$82,000.00 (not including Washington State Sales Tax).

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





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Tania Wink, Chief Financial and Administrative Officer

SUBJECT: **Authorizing 2022 General Tax Levy of Regular Property Tax for Collection in 2023**

DATE: November 10, 2022

EXECUTIVE SUMMARY: This resolution establishes the 2023 levy of regular property tax for Metro Parks that will be collected during 2023.

BACKGROUND: Metro Parks Tacoma (MPT) has regular property tax levy authority that totals \$0.75 per \$1,000 of assessed value.

MPT's levy rate history over the last ten years shows a period of decreasing levy rates as a result of the imposition of a one percent growth in property tax revenue along with significant growth in assessed property values, followed by the recession and declining property values and the approval of a levy lid lift on April 27, 2010, to restore our levy to the maximum allowable amount of \$0.75 per \$1,000 of assessed value.

In November 2007, the State Legislature approved new legislation that imposed a one percent annual property tax growth limitation, following voter approval of I-747 in 2001. The legislation limits annual property tax revenue growth to 1%, plus new construction. The impact is that, regardless of assessed valuation growth, revenues cannot grow more than the limit.

The passage of a levy lid lift in 2010 and the subsequent decline in assessed valuations in 2012 and 2013 resulted in Metro Parks' property tax revenue decreasing significantly during this time period. Assessed valuations have continued to increase since 2014.

On November 8, 2022, voters approved a levy lid lift to restore MPT's levy to the maximum allowable amount of \$0.75 per \$1,000 of assessed value. Metro Parks has now surpassed the previous highest levy in 2022 to \$33,289,211.39 in 2023.

The chart below provides a history of our assessed value and levy rates.

Collection Year	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Assess Value	19,407,365,221	21,207,605,958	23,662,776,999	27,079,667,861
Percent Change	6%	9%	12%	14%
Levy Rate	0.7500	0.7073	0.6533	0.5892
Tax Collection	14,555,523.92	15,000,139.69	15,458,892.21	15,955,340.30

Collection Year	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Assess Value	30,330,574,762	33,024,517,373	37,804,920,641	44,385,615,187
Percent Change	12%	9%	14%	117%
Levy Rate	0.5525	0.5107	0.4558	0.7500
Tax Collection	16,757,642.56	16,865,621.02	17,231,948.03	33,289,211.39

FISCAL IMPACT: Metro Parks Tacoma levies its property tax on an annual basis even though it has adopted a biennial budget. The preliminary levy amount is **\$33,289,211.39** which is an increase of 117 percent over 2022.

ADDITIONAL INFORMATION: If you have any questions before the Board meeting, please contact Tania Wink at 253-305-1081 or tania.wink@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. RR98-22

**AUTHORIZING 2023 GENERAL TAX LEVY
OF REGULAR PROPERTY TAX FOR COLLECTION IN 2023**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma has met and considered its budget for the 2023-2024 biennium; and

WHEREAS, the District's actual levy from the previous year was \$17,231,948; and

WHEREAS, the population of this district is more than 10,000; and now, therefore be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year.

The dollar amount of the levy shall be \$33,289,211. This is an increase of \$16,057,263 from the previous year, or 117 %. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed property, or any annexations that have occurred and refunds made.

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





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Tania Wink, Chief Financial and Administrative Officer

SUBJECT: **Authorizing Excess Tax Levy for Unlimited Tax General Obligation (UTGO) Bond Redemption**

DATE: November 10, 2022

EXECUTIVE SUMMARY: The resolution provides for excess property taxes to be levied for debt service payments on voter-approved unlimited tax general obligation (UTGO) bonds issued for the 2012, 2015 and 2019 refunding bond issues, and for the 2014 series bond issues (2014 A and B, 2016, 2018). Similar to our regular property taxes, the Board must authorize the tax levy in 2022 for collection in 2023.

Unlike regular property taxes where the Board certifies the amount of increase in revenue (up to the statutory maximum of one percent), with excess levies the Board specifies the exact dollar amount to be collected based on district's debt service payment schedule and the Pierce County Assessor-Treasurer's Office calculates the appropriate levy rate to collect the tax. Adoption of this resolution is required by state law to enact the Metro Parks Tacoma excess property tax levy.

BACKGROUND: On June 13, 2012, \$9,995,000 of refunding bonds were issued to refund a portion of bonds issued for PDZA projects in 2003 and the 2005 bonds. The remaining 2003 and 2005 bonds were paid off in December 2013 and 2015, respectively.

Following voter approval in April 2014 of a \$198,000,000 bond issue, \$33,400,000 in UTGO and \$18,040,000 in refunding (2006 issue) bonds were issued following Board approval on October 13, 2014. The remaining 2006 bonds were paid off in December 2016. In 2015, \$14,280,000 in refunding (2005 issue) bonds were issued following Board approval on July 13, 2015. Following Board approval on October 24, 2016, the district issued \$70,000,000 of UTGO bonds and \$6,290,000 of refunding (2008 issue) bonds. On April 9, 2018, the district issued \$40,020,000 of UTGO. Most recently, on April 22, 2019, the Board approved the refunding of the \$25,000,000 Build America Bonds originally issued in 2010, which generated an estimated savings of \$2 million in debt payments over the remaining life of the bond.

FISCAL IMPACT: We know from our current debt service payment schedule established at the time of the bond sales the exact principal and interest due each year. Included in the levy is a

small reserve in each fund to accommodate non-payment or late-payment of taxes by property owners. Subsequent collection of delinquent taxes provides additional cash on hand which reduces the ensuing year's levy. All taxes collected remain within the bond redemption fund until we are able to make principal and interest payments. In the final years of the debt service associated with each individual issue, we may reduce the levy by any excess cash available in the fund.

The Park Board is authorizing the levy of tax on property in 2022 for collection in 2023 for the following principal and interest payments associated with the referenced bonds:

Issue	Principal & Interest Due in 2023	Total Tax Collection Required in 2024	Assessed Value for Excess Levy for Bonds	Estimated Levy Rate for Bond Debt Service
2012 Refunding UTGO	\$ 1,238,100	\$ 1,507,300	\$ 44,385,615,187	0.0340
2014 UTGO A	\$ 447,325	\$ 1,181,700	\$ 44,385,615,187	0.0266
2014 UTGO B	\$ 2,860,500	\$ 3,359,000	\$ 44,385,615,187	0.0757
2015 Refunding UTGO	\$ 2,011,500	\$ 2,410,000	\$ 44,385,615,187	0.0543
2016 UTGO	\$ 4,002,150	\$ 4,690,000	\$ 44,385,615,187	0.1057
2018 UTGO	\$ 3,058,600	\$ 3,583,000	\$ 44,385,615,187	0.0807
2019 Refunding UTGO	\$ 914,800	\$ 940,000	\$ 44,385,615,187	0.0212
Total	\$ 14,532,975	\$ 17,671,000		0.3981

The final levy rate will be determined by the Pierce County Assessor-Treasurer's office once the final property values have been established for Metro Parks Tacoma by the end of the year.

ADDITIONAL INFORMATION: For additional information, please contact Chief Financial & Administrative Officer & Tania Wink at 253-305-1081 or tania.wink@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. RR 99-22

**AUTHORIZING EXCESS TAX LEVY
FOR UNLIMITED TAX GENERAL OBLIGATION (UTGO) BOND REDEMPTION**

WHEREAS, the Board of Park Commissioners authorized the issuance of \$9,995,000 of refunding bonds to advance refund portions of a 2003 UTGO bond issue for the Point Defiance Zoo and Aquarium and the 2005 voter approved UTGO bond issues on May 14, 2012; and

WHEREAS, an unlimited tax, general obligation (UTGO) bond issue of \$198,000,000 for the stated purpose of making general improvements to parks and recreation facilities was authorized by voters at the general election held on April 22, 2014; and

WHEREAS, the Board of Park Commissioners authorized the issuance of \$33,400,000 in UTGO bonds on October 13, 2014, and \$18,040,000 to refund UTGO bonds originally issued in 2006; and

WHEREAS, the Board of Park Commissioners authorized the issuance of \$14,280,000 in UTGO bonds on July 13, 2015 to advance refund portions of the UTGO bonds originally issued in 2005; and

WHEREAS, the Board of Park Commissioners authorized the issuance of up to \$80,000,000 in UTGO bonds on October 24, 2016 for new projects and to advance refund portions of the UTGO bonds originally issued in 2008; and

WHEREAS, the Board of Park Commissioners authorized the issuance of up to \$50,000,000 in UTGO bonds on April 9, 2018 for carry-over and new projects; and

WHEREAS, the Board of Park Commissioners authorized the issuance of \$22,970,000 in refunding the Build America Bonds originally issued in 2010 on June 26, 2019; and

WHEREAS, "unlimited annual property taxes and other available monies" were authorized as a means of paying both principal and interest on said bond issues; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the amount to be levied for payment of UTGO bond principal and interest due from the 2022 excess property tax levy for collection in 2023 is as follows, based on property values provided by the Pierce County Assessor-Treasurer:

2012 UTGO Refunding	\$1,238,100
2014 UTGO A	\$447,328
2014 UTGO B	\$2,860,500
2015 UTGO Refunding	\$2,011,500
2016 UTGO	\$4,002,150
2018 UTGO	\$3,058,600
2019 UTGO Refunding	\$914,800
TOTAL	\$14,532,975

BE IT FURTHER RESOLVED that this resolution be certified to the proper officials of Pierce County for collection in the same manner as other general taxes.

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