

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

**January 23, 2023
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: 812 5318 5878
Participant ID: no ID needed just press #
Join Zoom Meeting
<https://us06web.zoom.us/j/81253185878>
MEETINGS ARE RECORDED
AND MAY BE HEARD UPON REQUEST

COMMISSIONERS

**ANDREA SMITH, PRESIDENT
AARON POINTER, CLERK
TIM REID
ROSIE AYALA
MICHAEL LIANG**

5:30 P.M. **STUDY SESSION** THE ZOO SOCIETY & NORTHWEST TREK
FOUNDATION REPORT OUTS

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

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS PARKS CHAMPION AWARDS
STAFF RETIREMENT RECOGNITION

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

"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 January 23, 2023 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 January 23, 2023. 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 JANUARY 9, 2023 REGULAR BOARD MEETING

CONSENT AGENDA

(11-16) **RESOLUTION NO. C7-23**: APPOINTING MEMBERS TO THE NATURE & ENVIRONMENT ADVISORY COUNCIL
(Contact: Mark Knowlden, Interim Director of Parks & Recreation)

(17-22) **RESOLUTION NO. C8-23**: APPOINTING MEMBERS TO THE BUSINESS AND RESPONSIVE AGENCY ADVISORY COUNCIL
(Contact: Debbie Russell, Director of Business Administration & Planning)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

- (23-28) **RESOLUTION NO. P9-23**: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA
1. ATLANTIC PACIFIC SEAFOOD FOR ANIMAL FOOD CHANGE ORDER IN THE AMOUNT OF \$2,099.20 (including WSST)
(Contact: Alan Varsik, Director of zoological & Environmental Education)
 2. WASHINGTON CITIES INSURANCE AUTHORITY FOR PROPERTY, LIABILITY AND AUTO INSURANCE IN THE AMOUNT \$1,141,946
(Debbie Russell, Director of Business Administration & Planning)
 3. BERRYDUNN, MCNEIL & PARKER LLC. FOR ORGANIZATIONAL DEVELOPMENT AND IMPLEMENTATION CONSULTING SERVICES IN THE AMOUNT OF \$75,000
(Contact: Shon Sylvia, Executive Director)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

- (29-32) **RESOLUTION NO. R10-23:** AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE THE 2023/24 OPERATING AGREEMENT WITH THE ZOO SOCIETY AND THE NORTHWEST TREK FOUNDATION
(Contact: Alan Varsik, Director of zoological & Environmental Education)

- (33-36) **RESOLUTION NO. R11-23:** ADOPTING NEW COLLECTIVE BARGAINING AGREEMENT WITH THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 302
(Contact: Debbie Russell, Director of Business Administration & Planning)

- (37-39) **RESOLUTION NO. R12-23:** AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE THE 2023 OPERATING AGREEMENT WITH THE TACOMA PARKS FOUNDATION
(Contact: Mark Knowlden, Interim Director for Parks & Recreation)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

January 25, 2023	Capital Improvement Committee	5:00 PM	District Headquarters
January 30, 2023	Committee of the Whole	5:30 PM	District Headquarters
February 3, 2023	Park Board Annual Retreat	8:30 AM	Point Defiance Zoo
February 13, 2023	Regular Park Board Meeting	6:00 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
JANUARY 9, 2023**

PRESENT: Andrea Smith, President
Aaron Pointer, Clerk
Tim Reid
Michael Liang

REMOTE: Rosie Ayala

IN THE CHAIR: Andrea Smith

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.

VOTING FOR 2023 BOARD OFFICERS

At the December 12, 2022 Regular Board Meeting Commissioner Smith was nominated for the position of Board President. Being no additional nominations, the question was called, and Commissioner Smith was elected as Board President.

At the December 12, 2022 Regular Board Meeting Commissioner Pointer was nominated for the position of Board Clerk. Being no additional nominations, the question was called, and Commissioner Pointer was elected as Board Clerk.

SPECIAL PRESENTATIONS WHOLE CHILD MONTH PROCLAMATION

Joe Brady and Marty Tuttle introduced members of the Beyond the Bell and Club Beyond Staff. Ms. Tuttle remarked about the positive impact Beyond the Bell and Club Beyond programs have children and their families in Tacoma as the programs support the Whole Child initiative.

Commissioner Ayala read a proclamation into the record celebrating January as Whole Child Month.

PRESIDENT'S REPORT

President Smith noted the recent passing of long-time community supporters Dan Voepel and Maureen Howard.

STANDING COMMITTEE AND COUNCIL REPORTS

Arts & Heritage Advisory Council

Commissioner Liang commented that at its December meeting the committee received a presentation on the ZEED Facility Plan. The committee also discussed recruitment and are planning to add 3 new members to the council.

Business & Responsive Agency Advisory Council

Commissioner Reid stated that the council met on December 13th. He noted that agenda items at that meeting included a District budget overview. Commissioner Reid stated the council is working on setting their work plan goals for 2023 and preparing for the Advisory Council Summit scheduled for February 21st.

2023 BOARD COMMITTEE ASSIGNMENTS

President Smith made the following committee appointments for 2023:

- Capital Improvement Committee –Commissioner Pointer, Commissioner Reid (Commissioner Smith- Alternate)
- Joint Municipal Action Committee – Commissioner Ayala, Commissioner Smith (Commissioner Reid Alternate)
- Zoo Liaison—Commissioner Reid, Commissioner Pointer (Commissioner Smith Alternate)
- MPT/TPS Coordinating Committee—Commissioner Reid, Commissioner Pointer (Commissioner Smith Alternate)
- MPT/COT Interlocal Policy Committee—Commissioner Pointer, Commissioner Smith (Commissioner Reid Alternate)
- Pierce County Baseball Committee- Commissioner Pointer
- Greater Metro Parks Foundation – Commissioner Smith
- Active Lifestyles and Community Wellness Advisory Council—Commissioner Pointer
- Nature and Environment Advisory Council—Commissioner Ayala
- Arts and Heritage Advisory Council—Commissioner Liang
- Business and Responsive Agency Advisory Council—Commissioner Reid

EXECUTIVE DIRECTOR’S REPORT

Executive Director, Shon Sylvia commented on the following:

- Joe Brady was introduced to report on the recent emergency declarations made by the Executive Director. Mr. Brady commented that on December 23, 2022, the Point Defiance Boathouse was flooded by the fire suppression pipes bursting from extremely cold weather. Flooding occurred on both levels of the newer boathouse. As such, floodwater remediation and the repair of the fire suppression system was declared an emergency. Mr. Brady commented that the contract for flood remediation was awarded to ServiceMaster Inc. in the amount of \$56,029.04 and the

repair of the fire suppression system was awarded to AAA Fire Protection Inc. in the amount of \$ 4,479.20. Currently for both services at the Marina for this incident the total expected costs will be \$60,508.24.

Mr. Brady continued by stating that on December 27, 2022, a significant portion of the Marina facility was flooded by a historic high tide (known as a king tide). Much of the older boathouse and the staff offices and storage rooms were flooded with seawater. Mr. Brady commented that upon inspection, it was apparent that flood and asbestos remediation would be required, and this incident was also declared an emergency. Using the same protocols as the fire suppression system incident, the Executive Director emailed the Board the declaration memo. Mr. Brady stated the contract for flood and asbestos remediation was awarded to ServiceMaster Inc. in the amount of \$ 76,604.20.

- The following new employees were introduced: Liz Heinze, Lance Kirkman, Allie Nelson, Erica Baker, Sophia Hoffacker, & Bonnie Wilson
- Zoolights reported 96,000 guests this season
- Vietnamese Lunar New Year Celebration being held on January 15th , 1-4pm at Eastside community Center and is free to the community
- Community is invited to join the MLK Day of Service at Point Defiance Park on January 16th, 9am-12noon

COMMUNITY COMMENTS None

MINUTES OF THE DECEMBER 12, 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. C1-23: APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 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. P2-23: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. CARTEGRAPH SYSTEMS FOR ENTERPRISE ASSET MANAGEMENT SOFTWARE PROCUREMENT, IMPLEMENTATION, AND SUPPORT SERVICES IN AN AMOUNT NOT TO EXCEED \$250,000.00

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that this purchase is for the District's Enterprise Asset Management System. She commented that the District received 5 responsive proposals. Staff noted that the vendor is from Iowa.

There was brief discussion amongst staff and Board Members about the amount of time it will take to upload assets & inventory into the system.

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

SINGLE READING RESOLUTIONS None

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW3-23: POINT DEFIANCE ZOO AND AQUARIUM- SOUTH PACIFIC AQUARIUM EXHIBIT IMPROVEMENTS – CONTRACT AMENDMENT TO SCHEMATA WORKSHOP

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that this resolution authorizes contract amendment number four to Schemata Workshop in the amount of \$97,715 for design and construction phase services of a second bid package which would include a new elevator, new flooring in the visitor area, exhibit improvements, a kitchen/food prep area remodel, lighting improvements, new carpet in the staff office area, digital signage, painting, and other minor improvements. Amendment four will bring the total contract amount with Schemata Workshop to \$820,335.

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

RESOLUTION NO. PW4-23: JOINT OPERATIONS CAMPUS – CONCEPTUAL PLANNING AND DESIGN PHASE CONTRACT AWARD TO BCRA

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that this resolution authorizes contract award for the Joint Operations Campus - Conceptual Planning & Design Phase to BCRA in the amount not to exceed \$89,995.00. Ms. Russell commented that Metro Parks and Tacoma Public Schools desire to co-locate a joint operations campus in central Tacoma, with specialty satellite facilities positioned throughout the city to better deliver maintenance, operation and food service to schools, fields, parks, and public facilities. Staff continued by stating that this central campus, while serving the business and program needs of MPT and TPS operations and maintenance teams, will provide the co-benefit of certificated apprenticeship program offerings to help high school students develop skills in the following potential trades:

- Automobile Technology & Fleet Management
- Carpentry & Building Trades
- Nutrition Services/Commissary & Culinary Arts
- Horticulture & Botany

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

RESOLUTION NO. PW5-23: POINT DEFIANCE ZOO & AQUARIUM-PACIFIC SEAS AQUARIUM BAJA BAY EXHIBIT IMPROVEMENTS BID#J2022-36 CONTRACT AWARD TO PEASE CONSTRUCTION INC.

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that this resolution authorizes the contract award to Pease Construction Inc. for PDZA PSA Baja Bay Exhibit Repairs in the amount not to exceed \$392,792.00, including Washington State Sales Tax. She noted that this resolution was reviewed by the Capital Improvement Committee at their meeting on Wednesday December 14, 2022, and forwarded on to the full Board with a recommendation for approval.

Staff commented that the Pacific Seas Aquarium requires maintenance work on the seals around the exhibit viewing glass, as well as repairs to the exhibit liner and coating, and concrete. Because the exhibit cannot be drained, all work must be performed with water in the exhibit by a qualified exhibit repair team working by SCUBA or surface air supply. Ms. Russell commented that additionally, this project will include the construction and installation underwater of a protective barrier that will prevent this type of damage from occurring in the future due to animals interacting with the seal material in unintended ways.

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

RESOLUTION NO. PW6-23: STEWART HEIGHTS POOL IMPROVEMENTS BOILER REPLACEMENT & SOLAR LOOP PROJECT J2022-29 CONTRACT AWARD TO APEX MECHANICAL, LLC

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that this resolution authorizes the contract award to Apex Mechanical, LLC for the construction of Stewart Heights Pool improvements, boiler replacement & solar loop in the amount not to exceed \$373,326.90 including Washington State Sales Tax. Ms. Russell indicated that this resolution was reviewed by the Capital Improvement Committee at a special session meeting on Tuesday, December 20, 2022, and forwarded on to the full Board with a recommendation for approval.

Staff commented that the scope of work will provide for the renovation of aquatics facilities at Stewart Heights Pool. Work is generally intended to upgrade failing or sub-performing operational infrastructure for public safety and operational efficiencies. Staff also commented that APEX has received positive references.

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 Liang thanked Joe Brady and staff for the emergency repair work at the Marina that took place over the holiday week.

Commissioner Pointer thanked staff for reaching out to he and his family.

ADJOURN

Being no further business, the meeting was adjourned at 6:47 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



MEMORANDUM

TO: Board of Park Commissioners
THROUGH: Rosie Ayala, Park Board Commissioner
FROM: Jennifer Crump, Nature & Environment Advisory Council Chair
SUBJECT: **Appointing New Member to the Nature & Environment Advisory Council**
DATE: January 12, 2023

EXECUTIVE SUMMARY: The applications for membership of the Nature & Environment Advisory Council were reviewed by the board liaison, staff and the council. It is the recommendation of the entire council that the Board of Park Commissioners appoint the candidates for three-year terms to conclude in 2026. A copy of the candidates’ applications are 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 District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implementation of the District’s participation policy and are aligned with best practices in the industry.

The Nature & Environment Advisory Council has reviewed the applications submitted by Sharon (Anne) Tsuneishi & Hunter Henderson and interviewed the candidates. We have determined that they:

1. Have knowledge, interest and skills related to the Advisory Council Charter.
2. Have interests related to the parks, programs, and facilities operated by Metro Parks Tacoma.
3. Would make good additions to the existing composition of the Council.
4. Are willing and able to commit to the Charter and goals of the Council.

After the appointments are made, the total number of the council will be ten members.

FISCAL IMPACT: None

ADDITIONAL INFORMATION: For additional information, contact Mark Knowlden, Interim Director, Department of Parks & Recreation at mark.knowlden@tacomaparks.com or 253.305.1067.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C7-23

**APPOINTING MEMBERS TO THE
NATURE & ENVIRONMENT ADVISORY COUNCIL**

WHEREAS, Metro Parks Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Metro Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, there are current vacancies on the advisory council; and

WHEREAS applications were reviewed by the chair of the council, staff and board liaison and the appointments are recommended by the entire membership in order to sustain functional councils; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following citizens to serve on the Nature & Environment Advisory Council.

Sharon (Anne) Tsuneishi, Term Expires on January 31, 2026
Hunter Henderson, term Expires on January 31, 2026

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a meeting held on _____, 2023.

ATTEST:

President

Secretary

Clerk

Sharon Tsuneishi

Dashboard



Contact Information

Name: Sharon Tsuneishi

Home: (

Email:

History

This Year 0.00 Hours

Lifetime 0.00 Hours

Last Login Friday, September 30, 2022

Contact Information

Name Sharon Tsuneishi

Username Annetsuneishi

Email Address

Secondary Email Address

Mobile Email

Home Phone

Phone Preference

Date of Birth Wednesday, October 12, 1960 (62 years old)

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
--------------	-------

About You

Pronouns Current: she/her/hers

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 Current: Nature & Environment

Why do you want to be part of this council? Current: I want to support environmental education and encourage schools to use their neighborhood parks for STEAM education.

Occupation (If retired, please indicate former occupation) Current: Elementary School Principal

Current Employer (or state Retired) Current: Tacoma Public Schools

Education (Name of high school; college/university; year graduated/degree) Current: UCLA, UPS, St. Martin

Custom Field	Value
Please describe your interests and qualifications as related to this position	Current: As a Principal, I encourage outdoor education and the use of our local parks. I am very aware of the disparities between different parts of our city and park accessibility and usage. As a resident, I frequent our neighborhood parks and events, and I want to do all that I can to address Climate Change.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	Current: I have helped schools connect with community partners (Metro Parks, Pierce Conservation District, Enviro Challengers, Pacific Education Institute, PDZA, Ikkatsu Project, and others.
References (Name/Address/Phone)	Current: Darren Campbell-
Resume (Please upload your resume if available)	Current: .
What unique qualities or point of view can you bring to the council?	Current: Environmental education and equity are my passions. I hope to bring those perspectives into discussions.

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

Reports

Summary

Lifetime Hours 0.00

2022 Hours 0.00

First volunteered in 2022

Miscellaneous

Database User ID	7947073
Last Login Date	Friday, September 30, 2022
Group	This profile represents an individual.
Status	Applicant (Last Changed 9/30/2022)
Date Joined	9/30/2022 (Less than 1 year)
Application Form	1
Log Hours Permission	Organization Default (Can log hours without approval)
Timeclock Permission	Organization Default (Cannot log hours)

Communications

Personal Message

There is no personal message.

Email History

Showing the 1 most recent of 1 email records.

Date	Subject	From
9/30/2022	Advisory Councils - Welcome Message	Better Impact System

Note Log

No note log history to show

Hunter Henderson

Dashboard



Contact Information
Name: Hunter Henderson
Home: (
Email:

History
This Year 0.00 Hours
Lifetime 0.00 Hours
Last Login Tuesday, October 18, 2022

Contact Information

Name Hunter Henderson
Username Hunterh1
Email Address
Secondary Email Address
Mobile Email
Home Phone
Phone Preference Not Specified
Linkedin Profile URL
Date of Birth
Region English (USA)
Address 2534 South Cushman Avenue
Tacoma WA 98405
USA



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
About You	
Pronouns	Current: He/him/his
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	Current: Nature & Environment
Why do you want to be part of this council?	Current: I love the nature and the environment. In our ever growing world our parks are one of the static green spaces. Parks serve not only to create memories for humans but as a refuge for species that are struggling to survive. I want to help protect and create that space.
Occupation (If retired, please indicate former occupation)	Current: Transportation Planner
Current Employer (or state Retired)	Current: Wsdot



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Tim Reid, Park Board Commissioner

FROM: Debbie Russell, Director of Business, Administration and Planning

SUBJECT: Appointing and Reappointing Members to the Business & Responsive Agency Advisory Council

DATE: January 17, 2023

EXECUTIVE SUMMARY: One application for membership and the reappointment of Akeem Davis to a one term were reviewed by the Business & Responsive Agency Advisory Council board liaison, staff, and the council. It is the recommendation of the entire council that the Board of Park Commissioners appoint one candidate and approve the reappointment of Akeem Davis to a second one-year term. 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 District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implementation of the District's participation policy and are aligned with best practices in the industry.

The Business & Responsive Agency Advisory Council has reviewed the application submitted by Brett Freshwaters and interviewed the candidate. It was determined that the candidate:

Brett Freshwaters has shown he:

1. Has knowledge, interest and skills related to the Advisory Council Charter.
2. Has interests related to the parks, programs, and facilities operated by Metro Parks Tacoma.
3. Would make a good addition to the existing composition of the Council.
4. Is willing and able to commit to the Charter and goals of the Council.

According to Resolution No. RR201-14, nomination of an advisory council member for a consecutive term may be made by a majority of the council's members without advertising the position and may be forwarded to the Board of Park Commissioners for appointment. Akeem Davis is a valued member of the Business & Responsive Agency Advisory Council and has expressed a desire to serve a second one-year term. The board and staff liaison to Business & Responsive Agency Advisory Council, as well as the entire council membership, support the reappointment.

After these appointments are made, the total number of the council will be seven members.

FISCAL IMPACT: None

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C8-22

**APPOINTING AND REAPPOINTING MEMBERS TO THE
BUSINESS & RESPONSIVE ADVISORY COUNCIL**

WHEREAS, Metro Parks Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Metro Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, there are current vacancies on the advisory council; and

WHEREAS the applications and reappointment were reviewed by the chair of the council, staff and board liaison and the appointments and reappointment were recommended by the entire membership in order to sustain functional councils; and

WHEREAS, the by-laws adopted through Resolution No. RR20-14 allow for the reappointment of members to a consecutive term upon a favorable vote by the current members; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint and reappoint the following citizens to serve on the Business & Responsive Agency Advisory Council.

Brett Freshwaters, Term Expires on January 23, 2026.

Akeem Davis, Second One-Year Term Expires on January 23, 2024.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a meeting held on _____, 2023.

ATTEST:

President

Secretary

Clerk

Brett Freshwaters

Dashboard

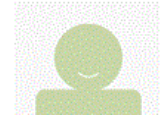


Contact Information
Name: Brett Freshwaters
Mobile:
Email:

History
This Year 0.00 Hours
Lifetime 0.00 Hours
Last Login Thursday, December 15, 2022

Contact Information

Name Brett Freshwaters
Username
Email Address
Cell Phone
Phone Preference
Date of Birth
Region
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
--------------	-------

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
---	---------------------------------

Additional Questions

I wish to serve on the following Advisory Council	Business & Responsive Agency
Why do you want to be part of this council?	I was the CFO at Metro Parks and the staff liaison for this committee for 10 years. I remain committed to helping improve the parks and recreation system in Tacoma. We have one of the best parks systems in the country, and I believe that I can use my expertise to help this committee provide input to the staff and Board to improve operations and ensure a sustainable system for future generations.
Occupation (If retired, please indicate former occupation)	CFO
Current Employer (or state Retired)	retired
Education (Name of high school; college/university; year graduated/degree)	MBA, BA, BS University of Oregon 1983, 1982
Please describe your interests and qualifications as related to this position	I enjoy Tacoma parks almost daily. I love outdoor recreation and want to help ensure that Tacoma keeps up the high standards that have been set by past Metro Parks staff and Board members. I am intimately familiar with the Metro Parks organization and work of this committee from my 10 years as CFO and staff liaison.
Please list any involvement in professional/community activities, including any current/past involvement with MPT	Tacoma Community College Accounting Advisory Committee, Palmer Scholars Mentoring Program, Tacoma Sunrise Rotary Club





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Alan Varsik, Director of Zoological & Environmental Education
Debbie Russell, Director of Business Administration & Planning

SUBJECT: Purchasing Resolution

DATE: January 17, 2023

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:

ITEM NO. 1

- **VENDOR** Atlantic Pacific Seafood
- **GOODS OR SERVICE** Animal Food
- **PRICE** \$2,099.20 Change Order (including WSST)
- **SOURCE OF FUNDING** Department Operating Funds
- **CONTACT** Alan Varsik, (253) 404-3634

BACKGROUND: Atlantic Pacific Seafood provides a high-quality seafood to meet the dietary needs of the animals in our care. Purchases from Atlantic Pacific Seafood to date total \$48,335.44 and with the addition of the two pacific walrus at Rocky Shores, it required additional purchases for the balance of the year bringing the total to \$50,434.64, 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 # 1010077 was approved on 2-08-22 in the amount of \$43,335.44. Change order #1 was in the amount of \$5000, this is Change order #2 in the amount of \$2,099.20. These expenses are budgeted in the PDZA Zoological department budgets.

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

ITEM NO. 2

- **VENDOR** Washington Cities Insurance Authority (WCIA)
- **GOODS OR SERVICE** Property, Liability and Auto Insurance
- **PRICE** \$1,141,946
- **SOURCE OF FUNDING** Department Operating Funds
- **CONTACT** Debbie Russell (253) 305-1086

BACKGROUND: Insurance coverage is essential to managing the risks to the District so that we can continue to provide accessible, safe and attractive parks and facilities and recreational experiences; and allows the District to create an innovative, efficient and effective organization.

Insurance is considered a sole source service by the State and is exempt from bid requirements per statute. Metro Parks has received coverage from WCIA since 12/28/2005. As a member owned pool, the coverage and services are provided by WCIA per the terms of an Interlocal Agreement. The District has the ability to opt out on an annual basis.

One significant advantage of being a WCIA member is the cost savings realized through eliminating broker's commissions, which the District previously paid approximately \$25,000 annually. WCIA determines its rate structure based upon claims experience from prior year, property valuation changes and the need to maintain adequate reserves and pay excess coverage premiums. Listed below are the last 5 years of premiums, including 2023.

2019	\$688,762
2020	\$827,607
2021	\$871,842
2022	\$802,586
2023	\$1,141,946

Annually, WCIA hires an independent actuary to determine the amount of money needed for the ensuing year's operational needs, which includes claim costs, insurance cost and other operational costs. As a result of the Actuary's recommended guidance, the WCIA full board approved to adopt an overall increase of 40% for 2023. Although there is an anticipated increase, individual member rates may vary based on claim losses from the previous year. For Metro Parks Tacoma, our Auto Physical Damage, Equipment Breakdown, Liability, and Property premiums have increased. Our liability premium increased about \$162,000 (69.7%) due to higher claims experience in 2022. Our overall total assessment increased by about \$339,000 (42.3%) compared to last year as noted above.

While a rate increase of this size will be a financial concern for many members, comparable rate increases provided to WCIA by outside insurance carriers has ranged from 60-80% over the last three years. WCIA continues to ensure that premiums to insurance pool members remain competitive and maintains the value as a participating member.

Additional property coverage benefits that we realize through WCIA includes lower cost facilities/assets such as picnic shelters and older restrooms, as well as our zoological animals; animals were not covered by the old insurance program. WCIA also provides coverage for crimes such as computer fraud, data breach, forgery and theft that were not provided by our old coverage.

WCIA provides free services such as training on many relevant topics, pre-defense legal reviews, a contracts and agreements database, and annual and/or on-demand risk audits. Several of the trainings are required annually in order to remain a member, which are typically attended by the primary and/or alternate delegates. The pre-defense counseling and legal assistance services are provided by WCIA to help members address potential personnel, land use and other legal issues, at no additional cost to members.

FISCAL IMPACT: Funds for insurance coverage are provided for in the 2023-2024 biennial budget under the various departments.

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

ITEM NO. 3

- **VENDOR** BerryDunn, McNeil & Parker LLC
- **GOODS OR SERVICE** Organizational Development and Implementation Consulting Services
- **PRICE** \$75,000
- **SOURCE OF FUNDING** Department of the Executive Director Operating Funds
- **CONTACT** Shon Sylvia (253) 305-1072

BACKGROUND: During the last biennium BerryDunn provided professional services to assist the District with organizational restructuring and COVID recovery. This phase 1 work completed by BerryDunn has supported the District as it moved to a matrix environment. Similar to a special district form of government, matrix organizations are able to innovate more quickly and respond to challenging problems with greater resiliency and more creativity, which results in a more dynamic organization that can better meet future challenges.

The pandemic has taught us to more rigorously seek to understand the needs of those we serve, and to examine and adjust our operations in response to what we learn. Every January the district will review the past year and refine and build on the organizational realignment to advance MPT further in the direction of a matrix organization.

The phase 2 scope of work will include work with the office of the Executive Director, Business Administration & Planning, and Parks & Recreation.

Within the Office of the Executive Director BerryDunn will review and recalibrate any work that may be better aligned within business units in the District. The scope will allow for an evaluation

of current business units and programs within the Office for the Executive Director and investigate opportunities how to address Administrative/Enterprise Systems Project Management and Legal Agreement Coordination, along with review and propose proper staffing patterns necessary and technology systems to deliver the identified responsibilities and duties.

Additionally, Business Administration & Planning reorganized internal support services last year and now desires to provide additional clarity of the lines of responsibilities between central administration and departmental business operations. This contract will help to facilitate work from each division to refine descriptions of each business unit and programs based on the findings, plus make recommendations of potential gaps in staffing. Areas of focus include Finance & Business Operations (Budget & Finance Management; Human Resources & Employee Relations; and Information Technology & Customer Relationship Management); MARCOM (Marketing & Digital Media; Communication & Public Engagement; and Corporate Relations & Revenue Development).

Lastly, the Parks & Recreation Department has begun to redefine programs and activities in some business units. Through this contract MPT would like a parks and recreation industry professional to discuss the department thoughts on staffing and level of service: Areas of Focus: Point Defiance Park & Regional Attractions (Regional Parks Maintenance & Operations; Regional Programs & Attractions; and Golf Course & Sports Complexes), Community Parks & Recreation Programs (Tacoma Whole Child & School-based Programs; Community Centers, Pools & Neighborhood Programs; and Community Parks & Facilities).

FISCAL IMPACT: BerryDunn is currently on the WA State Business Consulting Services Roster, Master Contract No. 01620 Funding for this purchase comes from the 2023 Office of the Executive Director Operating Budget.

ADDITIONAL INFORMATION: For additional information, please contact Shon Sylvia, Executive Director at (253) 305-1072 or shons@tacomaparks.com

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P9-23

**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. 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 _____, 2023.

ATTEST:

President

Secretary

Clerk

**Exhibit A
to
Purchasing Resolution No. P9-23**

ITEM NO. 1
ITEM NO. 1

- **VENDOR** Atlantic Pacific Seafood
- **GOODS OR SERVICE** Animal Food
- **PRICE** \$2,099.20 Change Order (including WSST)
- **SOURCE OF FUNDING** Department Operating Funds
- **CONTACT** Alan Varsik (253) 404-3634

ITEM NO. 2

- **VENDOR** Washington Cities Insurance Authority (WCIA)
- **GOODS OR SERVICE** Property, Liability and Auto Insurance
- **PRICE** \$1,141,946
- **SOURCE OF FUNDING** Department Operating Funds
- **CONTACT** Debbie Russell (253) 305-1086

ITEM NO. 3

- **VENDOR** BerryDunn, McNeil & Parker LLC
- **GOODS OR SERVICE** Organizational Development and Implementation Consulting Services
- **PRICE** \$75,000
- **SOURCE OF FUNDING** Office of the Executive Director Department Operating Funds
- **CONTACT** Shon Sylvia (253) 305-1072



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Alan Varsik, Director of Zoological & Environmental Education

SUBJECT: Authorizing the Executive Director to negotiate operating agreements with both the Zoo Society and the Northwest Trek Foundation

DATE: January 19, 2023

EXECUTIVE SUMMARY: Staff recommends the Board of Park Commissioners approve a resolution to allow the Executive Director to negotiate the operating agreements and associated exhibits, for the 2023-2024 biennium with both the Zoo Society and the Northwest Trek Foundation for the purpose of providing continued operational and capital support.

BACKGROUND: Metro Parks Tacoma is grateful for the independent 501(c)3 foundations, the Zoo Society, and the Northwest Trek Foundation, that have been strong partners in supporting our on-going efforts in conservation, education, and long-range strategic objectives within the Zoological and Environmental Education Department.

The Agreements focus on the following goals:

- Effective and efficient collaboration and communication including additional community insight and advice
- The responsibilities of Metro Parks Tacoma to the foundations including resources to support professional fund raising and operational staff support for both the Zoo Society and the Northwest Trek Foundation
- The responsibilities of the foundations to Point Defiance Zoo & Aquarium, and Northwest Trek Wildlife Park, including financial support of operational and capital needs.

As a result, MPT enjoys more capacity to awaken a connection to Wild Life to everyone in the Pacific Northwest. These relationships provide broader ability to enhance resources available, as well as, strengthen connections with the Tacoma community. The agreements are specific to, and align with, the 2023-2024 biennium. The agreements clarify the legal responsibilities, terms, individual roles, and processes of those involved.

FISCAL IMPACT: Collaborating with and supporting the foundations will have a positive fiscal impact on Metro Parks Tacoma through the solicitation of philanthropic dollars and services for the benefit of Metro Parks programs, capital projects and services. Exhibit agreements intend to provide further clarity on the financial expectations of all parties involved.

Both the Zoo Society and the Northwest Trek Foundation are committed to contribute Metro Parks a value equal to or greater than 2 times return on MPT payment each year.

- A. The Zoo Society agreement provides the following:
 - a. Annual support of Point Defiance Zoo & Aquarium initiatives for animal welfare, field conservation, community programs, staff development, capital equipment, and capital projects with the minimum amount of \$1,283,000.
 - b. Metro Parks will pay the Zoo Society \$600,000 for development services including major gifts, grants, capital projects and endowment.

- B. The Northwest Trek Foundation agreement provides the following:
 - a. Annual support of Northwest Trek Wildlife Park initiatives for conservation programs, community education, and capital project with a minimum amount of \$400,000
 - b. Metro Parks will pay the Northwest Trek Foundation \$200,000 for development services including major fits, grants, and capital projects.

It is recognized by all that these agreements are executed during highly unusual, dynamic, times that will likely necessitate adjustments during the time of this agreement. Exceptions will need approval from both MPT and Foundations Executive Directors.

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R10-23

**AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE THE 2023/24
OPERATING AGREEMENT WITH THE ZOO SOCIETY AND
THE NORTHWEST TREK FOUNDATION**

WHEREAS, the Zoo Society and the Northwest Trek Foundation are committed to providing on-going support of the capital, conservation and program needs of Point Defiance Zoo & Aquarium and Northwest Trek Wildlife Park; and

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma Metro Parks Tacoma appreciates the work of our two independent 501c3 foundations, the Zoo Society and the Northwest Trek Foundation; and

WHEREAS, the current agreements expired on December 31, 2022; and

WHEREAS, Metro Parks Tacoma wishes to continue to partner with the Zoo Society and the Northwest Trek Foundation; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to negotiate operating agreements for the period of January 1, 2023 through December 31, 2024.

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Metropolitan Park District of Tacoma held on _____, 2023.

President

ATTEST:

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration & Planning

SUBJECT: Adopting a New Collective Bargaining Agreement with IOUE, Local 302 & the Metropolitan Parks District of Tacoma

DATE: January 23, 2023

EXECUTIVE SUMMARY: This resolution provides for adoption of a new Collective Bargaining Agreement (CBA) between International Union of Operating Engineers, Local #302 General Bargaining Unit and the Metropolitan Park District of Tacoma. The new CBA covers a term of three (3) years beginning January 1, 2023, through December 31, 2025, and governs approximately 180 represented employees, or 48% of our career staff, across the District.

Metro Parks Tacoma and IUOE 302 have a collegial working relationship and will continue to meet on opportunities that arise throughout the CBA term. Those forums include both the Labor Management Committee meetings available every quarter and the Health and Welfare Benefits Committee. Both committees make recommendations regarding the CBA and its implementation across the District.

BACKGROUND: Our current labor agreement with the International Union of Operating Engineers, Local #302, expired on December 31, 2022.

Negotiations started in September 2022. The management team representatives were Trisha Yaden (Human Resources), Sarah Oliver (ZEED), Jenna Richardson (Human Resources), Hollie Rogge (Parks & Recreation), and lead negotiator Rod Younker. The union team was represented by Jim Gower of Local #302 and staff representatives Tony Miljour (Parks & Recreation), Don Brisbois (Parks & Recreation), Wendi Mellow (ZEED), Bryon Jones (ZEED), and Maureen O'Keefe (ZEED).

The teams met continuously for three months and both teams brought several proposals to the table. All proposals were either withdrawn or tentatively agreed to throughout the negotiations, and subsequently endorsed in total at the last collective bargaining meeting on January 4, 2023. The union membership ratified the new contract on January 12, 2023. The tentative agreement is subject to final Park Board approval.

Agreement Terms: The term of the new agreement will be three (3) years, to begin the first pay period following ratification by the union membership.

Wages: The General Cost of Living Adjustments (COLA) are:

- 2023: 7% (effective the first pay period following ratification by the union membership)
- 2024: 4% (effective January 1, 2024)
- 2025: 3% (effective January 1, 2025)

FISCAL IMPACT: A 1% increase in union wages (not including benefits) equates to approximately \$105,000. Additional costs items include a small increase to the uniform allowance, shift differential increases, a new premium for participation in the ZEED Firearms Team, and a new afterhours customer service program for specific classifications in Parks & Recreation. The 2023 cost of the settlement is included in the 2023/2024 Biennial Budget, while the future costs are included in the financial projections.

HEALTH INSURANCE: The employee and dependent health insurance contribution remains the same at ten percent (10%) through the end of the contract. The contract contains language that allows the wellness committee to propose benefit design changes if health and dental insurance plans and/or fee schedule adjustments are projected to increase more than seven percent (7%) in a plan year. Additionally, it is possible that a plan change will occur during the current contract cycle and all changes will be addressed through the wellness committee.

ADDITIONAL INFORMATION: Please contact Jenna Richardson, Human Resources & Risk Manager at (253) 404-3949 or jenna.richardson@tacomaparks.com you have any questions prior to the Board meeting or require additional information.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R12-22

**ADOPTING NEW COLLECTIVE BARGAINING AGREEMENT WITH THE
INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 302**

WHEREAS, the International Union of Operating Engineers, Local 302 and the Metropolitan Park District of Tacoma had entered into a Collective Bargaining Agreement covering General Bargaining Unit employees of the Park District for the period of January 1, 2020 - December 31, 2022; and

WHEREAS, the existing Collective Bargaining Agreement expired on December 31, 2022, while the parties were negotiating a successor agreement; and

WHEREAS, negotiations have been successfully concluded and the bargaining unit employees voted on January 12, 2023 to accept the proposed changes in the Collective Bargaining Agreement for a period from the date of Board ratification to December 31, 2025; now, therefore be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that they hereby adopt the Collective Bargaining Agreement covering General Bargaining Unit Employees.

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2023.

President

ATTEST:

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia Executive Director

FROM: Mark Knowlden, Interim Director of Parks & Recreation

SUBJECT: 2023 Operating Agreement with the Tacoma Parks Foundation

Date: January 17, 2023

EXECUTIVE SUMMARY: Staff recommends the Board of Park Commissioners approve a resolution to allow the Executive Director to enter into an Operating Agreement with the Tacoma Parks Foundation for the purposes of operational and capital support.

BACKGROUND: Metro Parks Tacoma is grateful for the independent 501(c)3 foundations that have and continue to support fundraising, advocacy, and education of our programs and places in the Parks and Recreation Department.

- Tacoma Parks Foundation
- Fort Nisqually Foundation
- W.W. Seymour Botanical Conservatory Foundation

One agreement with a parks and recreation focus is an efficient means of operating and provides enhanced support for all associated organizations. The essential components of the agreement include

Tacoma Parks Foundation will:

- a) Provide essential fundraising/development functions in support of the Parks and Recreation programs and places
- b) Provide essential fundraising/development functions on behalf of W.W. Seymour Botanical Conservatory Foundation.
- c) Provide essential fundraising/development functions on behalf of Fort Nisqually Foundation.

FISCAL IMPACT: Collaborating with and supporting the foundations will have a positive fiscal impact on Metro Parks Tacoma through the solicitation of philanthropic dollars and services for the benefit of Metro Parks programs, capital projects and services. Exhibit agreements intend to provide further clarity on the financial expectations of all parties involved.

- A. The Tacoma Parks Foundation agreement provides the following funding:
 - a. Metro Parks will pay TPF an annual allowance of \$444,874 in 2023 for development services including major gifts, grants, capital projects and endowment. In return, the Tacoma Parks Foundation will pay to Metro Parks a value equal to 1.5 times return on MPT payment each year.
 - b. In addition TPF will make the following distributions:
 - i. Eastside Community Center Lease & Operations: The distribution amount for the NMTC is expected to be \$236,000
 - ii. Eastside Community Center Programing Endowment: The estimated distribution from the endowment is between \$189,000 and \$211,000 in 2023

It is recognized by all that these agreements are executed during highly unusual, dynamic, times that will likely necessitate adjustments during the time of this agreement. Exceptions will need approval from both MPT and Foundations Executive Directors.

ADDITIONAL INFORMATION: For additional information, please contact Mark Knowlden, Interim Director of Parks and Recreation at 253-305-1024 or mark.knowlden@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R12-23

**AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE THE 2023
OPERATING AGREEMENT WITH THE TACOMA PARKS FOUNDATION**

WHEREAS, Metro Parks Tacoma continue to honor the uniqueness and independence of each of the foundations; and

WHEREAS, one agreement with the Tacoma Parks Foundation is an efficient means of operating and will provide enhanced support for Fort Nisqually and W.W. Seymour Botanical Conservatory Foundations; and

WHEREAS, the Tacoma Parks Foundation is committed to providing on-going support of the capital and program needs for Metro Parks Tacoma including Fort Nisqually and the W.W. Seymour Botanical Conservatory; and

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma has a formal operating agreement with the Tacoma Parks Foundation; and

WHEREAS, the current agreements expired December 31, 2022; and now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to negotiate operating agreements for the period of January 1, 2023 through December 31, 2023

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Metropolitan Park District of Tacoma held on _____2023.

President

ATTEST:

Secretary

Clerk