



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
APRIL 24, 2023**

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

IN THE CHAIR: Andrea Smith

PLACE: Eastside Community Center, 1721 E. 56<sup>th</sup> St., Tacoma, WA

**STUDY SESSION** Quarterly Financial Report

Tania Wink began the presentation by noting that this presentation includes preliminary financials as staff is finishing up closing out Q1 of 2023. Ms. Wink then reviewed several financial tables by fund that compared 2023 budget to actuals for expenditures and revenues. Ms. Wink also reviewed the sales tax revenue for both the general fund and ZEED. Sales tax graphs comparing 2022 to 2023 budget to actuals were reviewed. Staff also highlighted property tax revenue noting the lag in the first quarter as collections are made in April. Ms. Wink informed the Board that they will now be asked to consider a consent resolution each quarter to approve the District's quarterly financial reports.

**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**

**Quarterly Capital Project Update**

Marty Stump began the presentation by commenting on the priorities that influence the capital program as articulated in the 23/24 Capital and Operating budget. Mr. Stump followed by noting the capital improvement program capital drivers including Park Board / Executive Priorities, 2014 Bond Program, Continuation of Projects in Progress, Critical Needs (Safety / Aging Infrastructure), Partnership Projects, Planning Projects (Future Infrastructure), Capital Facilities Plans, and Neighborhood & Community Parks in Priority Areas.

Mr. Stump then reviewed the projects completed during Q3 2022 through Q1 2023 to include: NW Trek Tour Station, PD Marina Renovations – Buildings, Point Defiance Sanitary Sewer Lift Station, Tacoma Nature Center Renovations & ADA, Portland Avenue Park Wading Pool Demo, and the SERA Playground Surface Replacement. Photos of several of the projects were shown.

The Board was then informed about the Q1 2023 Projects in construction to include: Melanie's Park, Gas Station Park, Meadow Park Hole 13 Bridge, Point Defiance Park Loop Trail, Point Defiance Zoo & Aquarium South Pacific Aquarium Renovation, Point Defiance Zoo & Aquarium Polar Bear Exhibit Minor Improvements, Point Defiance Zoo & Aquarium Baja Bay Exhibit Repairs, Community School Yards - Jennie Reed and Stafford Elementary, Stewart Heights Park Aquatics Facility Renovations. Photos of many of the projects were shown.

Mr. Stump then commented on the Q1 2023 projects in design to include: Tacoma Public Schools Community School Yards including Mann, Whitman and Larchmont, Titlow Park North Hidden Beach Bridge, Titlow Park Lagoon Restoration & RR Trestle, Fort Nisqually Clerks House and Building Renovations, NWT Animal Operations Facility, Pt. Defiance Park Loop Trail Phase 2, Jefferson Park Fieldhouse Fire Remediation. Mr. Stump then reviewed Q1 2023 Projects in the planning phase including: Portland Avenue Playfield Master Planning, Dash Point Pier and Park Renovation, Pt. Defiance Park – Five Mile Drive Outer Loop, and Stanley Playfield/Peck.

The Board was also informed that several planning efforts are underway in 2023 including the following: MPT Future Bond Planning, Point Defiance Zoo & Aquarium Capital Facilities Plan, Joint Operations Facility Plan with Tacoma Public Schools and City of Tacoma, Parks and Recreation System Comprehensive Plan, ADA Transition Plan, MPT Climate Action Plan, and the Enterprise Asset Management System. Mr. Stump also made note of work related to public art projects that are being planned for Browns Point, the aquarium, Eastside Community Center, Melanie's Park and Zina Linnik Playground.

Staff then commented on the various funding awards from the State for projects including Swan Creek Bridge, Dash Point Pier renovation – engineering, and Titlow Park North Beach Bridge. Staff concluded the presentation by commenting on the recent project awards for Owen Beach renovation from WRPA and WASLA.

Commissioner Liang inquired about the future of Five Mile Drive closure. Staff indicated that they are continuing to work on considerations of re-design.

Commissioner Ayala asked about the hole 13 project at Meadow Park Golf Course. Mr. Stump commented that it is near completion.

Commissioner Reid inquired about the herring pen at the Marina. Staff noted that project has failed and they will be looking at alternative solutions.

#### Corporate Relations Update

Sandra Eliason introduced Diane Brady and Elisabeth Albers. Ms. Brady and Ms. Albers informed the Board about the 8 community and mission corporate partnerships as well as the 39 event and program partners. They commented that the value of these is now at \$816,000. The Board was then informed about the how staff has been able to increase the dollar value over the past year to build on these partnerships. Brief discussion ensued about how District corporate partners are in alignment with District programming and the community the District serves.

Several examples of these were mentioned including partnerships with Virginia Mason/Seattle Kraken, Mary Bridge Children’s hospital, and Coordinated Care.

### **PRESIDENT’S REPORT**

President Smith introduced County Councilman Marty Campbell who welcomed Metro Parks to the eastside and commented on the various successful partnerships between the County and Metro Parks Tacoma.

President Smith commented that the MPT/COT Parks Policy Committee met on April 13<sup>th</sup>. Agenda items included property transfers and shared services.

### **STANDING COMMITTEE AND COUNCIL REPORTS**

#### **Joint Municipal**

Commissioner Ayala commented that the committee met on April 14<sup>th</sup>. Agenda items included youth safety discussions and Tacoma Equity Index.

#### **Business & Responsive Agency Advisory Council**

Commissioner Reid commented that at their last meeting the council discussed new member applications, plans for Meadow Park Golf Course, and future zoo exhibit plans.

#### **Arts & Heritage Advisory Council**

Commissioner Liang commented at their last meeting the council discussed the District’s DEI Policy and the land acknowledgment.

### **EXECUTIVE DIRECTOR’S REPORT**

Executive Director, Shon Sylvia commented on the following:

- On Thursday, April 27th at STAR Center at 6pm neighbors are invited to hear about proposed conceptual designs that could shape the future of Meadow Park.
- Staff continue to update the Point Defiance Forest Management and Wildfire Response Plan. This plan is a comprehensive plan that includes all of the facilities at Point Defiance Park, including Fort Nisqually and the zoo. There will be a series of inter-agency trainings with the Tacoma Fire Department in May. Moving forward, this plan will be extended to cover all MPT assets that face the risk of wildfires- Swan Creek and NW Trek are prime examples.
- Debbie Russell introduced new employees Stacia Glenn & Joua Vang
- Hunter George was introduced and gave a legislative update, he distributed a one pager of highlights.

### **COMMUNITY COMMENTS**

Curt Mehlhaff commented that he was glad to see the Board pivot on the Stanley Park improvements as encouraged by the community. He also commented that the Board should not be selling additional bonds at this time as it places a burden on the tax payers.

Tim Strege commented in opposition of the Pioneer Humans Service contract resolution. He also commented current RFP for the Zoo and NW Trek is not meeting MWBE goals of the District.

### **MINUTES OF THE APRIL 10, 2023 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. C34-23**: APPOINTING TWO NEW MEMBERS TO THE BUSINESS & RESPONSIVE AGENCY ADVISORY COUNCIL

**RESOLUTION NO. C35-23**: POINT DEFIANCE MARINA COMPLEX BOATHOUSE BUILDINGS UTILITY AND FACILITY REPAIRS PROJECT BID NO. J2022-02 FINAL ACCEPTANCE TO WESTMARK CONSTRUCTION, INC.

**RESOLUTION NO. C36-23**: APPROVAL OF QUARTERLY FINANCIAL REPORTS FOR PERIOD JANUARY 1, 2023, THROUGH MARCH 31, 2023

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

New council members in the audience were recognized and thanked.

### **PURCHASING RESOLUTIONS**

**RESOLUTION NO. P37-23**: AUTHORIZING PURCHASE OF GOODS & SERVICES FOR METRO PARKS TACOMA

1. PIONEER HUMAN SERVICE FOR MEALS FOR WHOLE CHILD PROGRAM AND VARIOUS CAMPS IN THE AMOUNT OF \$121,323.00 INCLUDING WSST

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

Mark Knowlden comment that this RFP was open for 4 weeks with only one respondent. Mr. Knowlden informed the Board about the strict guidelines for food preparation for children through the meals program as the District receives reimbursement from OSPI.

Commissioner Liang suggested the Board may want to consider changes in District policy that work to extend MWBE contracting goals beyond capital contracts.

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

**PUBLIC WORKS PURCHASING RESOLUTIONS** None

**SINGLE READING RESOLUTIONS** None**SECOND READINGS RESOLUTIONS** None**FIRST READING RESOLUTIONS** None**NEW BUSINESS** District Policy Review

## Social Media Policy

Debbie Russell commented that this recommended new policy is an industry best practice developed & recommended by the Marcom District Team and required by CAPRA. She commented that the policy supports goals of sharing info, building trust, encouraging communication, & inspiring action and defines rules of engagement for employees, volunteers, vendors and the public on MPT's social media accounts. Staff commented an equity note was completed by an ad hoc committee that included an Advisory Council volunteer. It was also noted that policy has been reviewed and endorsed by human resources and Summit Law.

## Fort Nisqually Collections Policy 200.005

Mark Knowlden commented that consistent with the needs of many of the District's policies, pulling out the procedural items from the body of the policy is being recommended; noting that in this case, these procedures will be placed into the Fort Nisqually Collections Plan and Procedures Manual. He further commented that staff is proposing adding a sentence clarifying potential donations must be approved for drop-off by the curator in advance.

In addition, staff commented that there is recommended clarification that Living History collection items are a different classification than Permanent collection items and are therefore not accessioned as artifacts, and clarifying language around deaccession review requirements. Staff commented that these recommended changes have been reviewed by Arts & Heritage Advisory Council and have gone through an equity review. A red line version of this policy was distributed to the Board.

Staff recommended a Committee of the Whole Meeting on May 15<sup>th</sup> for additional discussion on these two policies.

**UNFINISHED BUSINESS** None**BOARD COMMENTS****ADJOURN**

Being no further business, the meeting was adjourned at 7:50p.m.

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary