

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

July 10, 2023

6:00 P.M.

District Headquarters

4702 S 19th St.

Tacoma, WA 98405

Or

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 890 2250 3952

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://metroparkstacoma-org.zoom.us/j/89022503952>

**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** ADAPTIVE & SPECIALIZED RECREATION UPDATE
ADA TRANSITION PLAN UPDATE

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

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

PARKS & RECREATION MONTH
PROCLAMATION

RECOGNITION OF EMPLOYEE RETIREMENT

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 July 10, 2023 by e-mailing them to 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 July 10, 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

(3-6) MINUTES OF THE JUNE 26, 2023 REGULAR BOARD MEETING

CONSENT AGENDA

(7-8) **RESOLUTION NO. C59-23**: APPROVAL OF WARRANTS CLAIM FUND FOR JUNE 2023
(Contact: Tania Wink, Chief Financial & Administrative Officer)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SINGLE READING RESOLUTION

(Requiring one reading for adoption)

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

| | | | |
|---------------|-------------------------------|---------|-----------------------|
| July 12, 2023 | Capital Improvement Committee | 5:00 PM | District Headquarters |
| July 17, 2023 | Committee of the Whole | 5:00 PM | District Headquarters |
| July 24, 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
June 26, 2023**

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

EXCUSED: Rosie Ayala

IN THE CHAIR: Andrea Smith

PLACE: District Headquarters
4702 S 19th St.

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. Commissioner Pointer read a land acknowledgement.

It was moved and seconded to excuse Commissioner Ayala; seconded and passed unanimously.

SPECIAL PRESENTATIONS

PROCLAMATION SUPPORTING THE PREVENTION OF GUN VIOLENCE

Commissioner Smith read a proclamation into the record to support community collaborations to prevent gun violence and provide safe places for youth.

PROCLAMATION IN CELEBRATION OF LGBTQ+ PRIDE MONTH

Commissioner Liang read a proclamation into the record recognizing and honoring the month of July 2023 as LGBTQ+ Pride Month in Tacoma.

EMPLOYEE RETIREMENT RECOGNITION

The Park Board and Metro Park Staff acknowledged and thanked Mary Anderson and Greg Smith on the occasion of their retirements from the Park District.

PRESIDENT'S REPORT

President Smith reported that the Summer Late Night Program begins tonight. She noted that she along with a group of local electeds doorbelled in the city over the weekend to promote the program to families.

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

Commissioner Reid commented that at their last meeting the council met at Meadow Park Golf Course and received information about the golf course design study that was completed. The council will meet again at the golf course on July 20th at 7:30 AM.

Arts And Heritage Advisory Council

Commissioner Liang indicated the council met last week. Agenda items included the golf course design study, and the District's land acknowledgement process. The council is planning a site visit to the Zoo.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Last week Point Defiance Zoo & Aquarium had 5 inspectors from the Association of Zoos & Aquariums (AZA) visit the site for their accreditation inspection. The inspection went extremely well, with a long list of significant achievements. In September, directors will meet with the AZA Commission to get the full report and find out if the zoo receives accreditation for the next 5 years.
- June 28, 2023 Capital Improvement Committee (CIC) meeting is canceled.
- Alan Varsik introduced the following new employees:
Megan Paider, Leilani Beaupre, Katie DeLorenzo, Kristyn Plancarte, Alma Perez, Callie Jordheim, Annelise Rue-Johns, Adam Schare, Skylar King, Danny Cassaro

COMMUNITY COMMENTS

Curt Mehlhaff commented about his concerns about the City of Tacoma's Home in Tacoma Program.

Joe Beck commented concerns that he and residents at Point Ruston have related to amplified sound and safety issues at the water walk.

Lindsey Snow requested the Board consider transforming Delong Park to an off-leash dog park.

MINUTES OF THE JUNE 12, 2023 REGULAR BOARD MEETING

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

CONSENT AGENDA

RESOLUTION NO. C55-23: ACCEPTING \$1,164,000 IN CONTRIBUTIONS FROM THE TACOMA PARKS FOUNDATION (FORMERLY KNOWN AS THE GREATER METRO PARKS FOUNDATION) FOR THE EASTSIDE COMMUNITY CENTER

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

Commissioners thanked the Foundation for their support and contributions.

PURCHASING RESOLUTIONS

RESOLUTION NO. P56-23: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. ROGER CLEVELAND GOLF CO. INC FOR RESALE MERCHANDISE AT MEADOW PARK GOLF COURSE IN THE AMOUNT OF \$50,000
2. CAIRNS MARINE FOR ACQUISITION AND SHIPMENT OF TROPICAL MARINE FISH AND INVERTEBRATES FOR THE SOUTH PACIFIC AQUARIUM IN AMOUNT NOT TO EXCEED \$350,000

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

Mark Knowlden commented that a purchase order in the amount of \$50,000 was established for the year 2023. He further noted that amount is now virtually exhausted due to unforeseen increased prices, and a \$30,000 invoice for range balls that was backordered in 2022, but delivered/paid in 2023. The additional amount of \$50,000 is required for purchases over the remainder of 2023. This will increase the total 2023 purchase amount to \$100,000 for this vendor.

Alan Varsik commented that item #2 is for approval of the purchase and shipment of live tropical marine fish and invertebrates for the reopening of the South Pacific Aquarium. He further commented that Cairns Marine, located in Australia, is the only vendor with the capacity and expertise to deliver over 90 percent of the species listed within the South Pacific Aquarium exhibit plan. The Board was informed that Cairns Marine is a well-respected company that practices sustainable and ethical methodology in their animal collecting and handling efforts.

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

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW57-23: FORT NISQUALLY PHASE II A&E CONTRACT AWARD TO SHKS ARCHITECTS

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

Debbie Russell commented that this resolution authorizes an A&E Contract with SHKS Architects to provide Design Development plans through Construction Administration for the Phase II building improvements at Point Defiance Park's Fort Nisqually Living History Museum in the amount of \$291,000. She noted that Phase II of the facility improvements implement the

design and construction of phase II based on the findings of the FCAR. Buildings to be improved via Phase II are:

- Demolition of existing and design and construction of a new Clerk’s House
- Improvements to Sales Shop
- Improvements to Kitchen building

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

SINGLE READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS None

NEW BUSINESS None

UNFINISHED BUSINESS None

BOARD COMMENTS

Commissioner Liang inquired about the community engagement regarding the safety fence that will be put in at Stanley Playfield.

Commissioner Smith commented that there is a Co-create to Recreate event at Peoples Center on Wednesday evening.

ADJOURN

Being no further business, the meeting was adjourned at 7:13p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C59-23

APPROVAL OF WARRANTS CLAIM FUND FOR JUNE 2023

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2023-2024 Biennial Budget in Resolution No. RR 105-22, dated December 12, 2022, to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2024: 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 _____, 2023.

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 JUNE 1, 2023 AND ENDING JUNE 30, 2023.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

| | | |
|---|---------|-----------------------|
| Warrant Serial Numbers <u>340315</u> to <u>340689</u> | AMOUNT: | <u>\$8,083,507.66</u> |
|---|---------|-----------------------|

PAYROLL CLAIMS FUND:

| | | |
|---|---------|---------------------|
| Warrant Serial Numbers <u>057092</u> to <u>057279</u> | AMOUNT: | <u>\$144,713.49</u> |
|---|---------|---------------------|

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

| | |
|-------|-----------------------|
| TOTAL | <u>\$8,228,221.15</u> |
|-------|-----------------------|

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.