



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

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

**REMOTE:** Rosie Ayala

**IN THE CHAIR:** Andrea Smith

**PLACE:** District Headquarters  
4702 S 19<sup>th</sup> St.

**STUDY SESSION** CAPITAL PROGRAM UPDATE

Marty Stump began the presentation by highlighting the Board priorities and capital program priority divers that determine the CIP. He then noted that the 23/24 CIP spending plan is approximately \$50M. Mr. Stump commented that there currently 42 live projects under way in either design/planning or construction.

Mr. Stump then briefly reviewed the projects competed in 2023 as:

- Gas Station Park
- Meadow Park Hole 13 Bridge
- PDZA Polar Bear Exhibit Minor Improvements
- PDZA Baja Bay Exhibit Repairs
- Portland Avenue Park – Master Plan

Mr. Stump showed several photos of Gas Station Park and remarked that the grand opening celebration is planned for August 13<sup>th</sup>.

Projects in construction were then highlighted including:

- Melanie's Park
- PDZA South Pacific Aquarium Renovation
- PDZA Polar Bear Exhibit Improvements Phase 2
- Community School Yards
- Jennie Reed Elementary
- Stafford Elementary
- Rocky Shores Filtration Infrastructure
- NW Trek New Well at Conservation Center
- Stewart Heights Aquatics Facility Renovation

Several Photos highlighting Melanie’s Park and the Point Defiance Park Loop Trail Phase 1 were shown.

Mr. Stump then reviewed the projects in design including :

- TPS Community School Yards
- Mann, Whitman and Larchmont
- Titlow Park North Hidden Beach Bridge
- Titlow Park Lagoon Restoration & RR Trestle
- Fort Nisqually Clerks House and Building Renovation
- NWT Animal Operations Facility
- Pt. Defiance Park Loop Trail Phase 2
- Jefferson Park Fieldhouse – Fire Remediation

The Board was shown several renderings related to the design work for Titlow Park including North hidden beach and Titlow Lagoon restoration.

The Board was then informed about projects in the planning phase including:

- Dash Point Pier and Park Renovation
- Pt. Defiance Park – 5 Mile Drive Outer Loop
- Peck Community Sports Park
- Point Defiance Utilities (Water/Elec.) Assessment
- Ferry Park Play Equipment Replacement

Mr. Stump noted that Peck Field is in the planning phase and staff is working closely with community to develop guiding principles and design options.

Projects being done in partnership were then reviewed including the Swan Creek Restoration and First Creek Park and Trail improvements.

Staff then commented on confirmed project funding awards for 2023 including:

- Stewart Heights Park – Skate Park Phase II, -\$195k - Washington State RCO – YAF Program
- Portland Avenue Park – Sprayground \$500k - Washington State Commerce Funds
- First Creek Park and Trail Improvements - \$500k - Washington State RCO - Local Program with Trust for Public Land

Other projects in the planning stages were noted by staff as:

- Parks and Recreation System Comprehensive Plan
- ADA Transition Plan
- MPT Climate Action Plan
- Enterprise Asset Management System
- MPT Future Bond Planning

### **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.

**SPECIAL PRESENTATIONS****RECOGNITION OF EMPLOYEE RETIREMENTS**

Zoo Employee Paul Sackmann was honored by the Board & staff after 28 years of employment at Point Defiance Zoo. Dave Hortsman was also honored by the staff and Board after a career of 45 years with the parks department.

**PRESIDENT’S REPORT**

President Smith reported that the Board is postponing their August 4<sup>th</sup> retreat, new date to be announced.

**STANDING COMMITTEE AND COUNCIL REPORTS****Arts & Heritage Advisory Council**

Commissioner Liang commented that council held their last meeting at the Conservatory. He commented that meeting agenda items included discussion around public art projects.

**Business & Responsive Agency Advisory Council**

Commissioner Reid commented that this council met last Thursday at Meadow Park Golf Course. Meeting agenda items included learning about possible funding models for future improvements at Meadow Park. The council’s next meeting is scheduled for 17<sup>th</sup>, planned agenda items will include policy review.

**Join Municipal Action Committee**

Commissioner Smith noted that JMAC met on July 14<sup>th</sup>. Agenda items included updates on behavioral health outreach and alternative response initiatives being introduced by JMAC agencies including MPT’s Park Ranger & Guide Program. Commissioner Smith requested staff share dashboard data on the program at a future meeting. Commissioner Ayala commented that all agencies are doing good work but there is a need for agency coordination to provide alignment and simplification for the community to access these resources.

**EXECUTIVE DIRECTOR’S REPORT**

Acting Executive Director, Alan Varsik commented on the following:

- Point Defiance Park 8:30 p.m. entry closure time has been extended through the summer. Park hours at Point Defiance Park will return to normal beginning August 26 with closure occurring at a half hour after sunset. The need for any special events, rentals and permitted activities will be addressed on a case-by-case basis.  
Staff have determined the earlier closure time has had a positive impact on the feeling of safety at Point Defiance Park. Evening security patrols from Pacific Northwest Finest will continue, and temporary security cameras have been placed at the entrance of Point Defiance Park to help aid police investigations, should needs arise.
- Northwest Trek celebrated the 40th anniversary of Slugfest over the weekend. Attendance was high.

- Meadow Park hosted the 92nd Tacoma City Amateur Golf Tournament this past weekend. This event was established in 1931 by the Tacoma Golf Association, which now calls Meadow Park home.
- Mosaic, A celebration of multicultural history, traditions, art & food is being held this coming weekend in Wright Park. The free community event highlighting traditional dance, music, art and food marks its 35th year. Event runs Saturday and Sunday from noon-7pm.
- National Night out will be held at Peoples Center on August 1st 3-8pm. Admission is free. There will be indoor and outdoor family activities, 3-on-3 basketball tournament, Museum of Glass Mobile Hot Shop, vendors, community partner booths.
- This Wednesday’s CIC meeting is canceled.
- Debbie Russell made the following staff introductions: Dee Bennett, Jay Kim, Carole Wagner.

### **COMMUNITY COMMENTS**

Austin Goble submitted a written comment related to the Peck Field redesign process and progress. His comments encouraged the Board to relook at parking, bike & pedestrian safety and contract transparency.

Curt Mehlhaff commented that the July 10<sup>th</sup> minutes need to be updated to reflect Commissioner Ayala’s absence from the meeting. Mr. Mehlhaff also commented that he was recently at Point Defiance and was grateful for staff who turned around a wrong-way driver. He also encouraged the District to consider ADA updates to the parking lot above the picnic near the aquarium.

### **MINUTES OF THE JULY 10, 2023 REGULAR BOARD MEETING**

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

**CONSENT AGENDA** None

### **PURCHASING RESOLUTIONS**

#### **RESOLUTION NO. P60-23: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA**

1. WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES CARS FOR ISUZU CAB-CHASSIS NOT TO EXCEED \$70,000.00 (WSST INCLUDED)
2. WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES CARS FOR 2 FORD F150 2WD EXTENDED CAB PICKUPS NOT TO EXCEED \$80,000.00 (WSST INCLUDED)
3. WESTERN EQUIPMENT WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES #05218 FOR 2 TURF MOWERS Z MASTER 6000 ZERO TURN NOT TO EXCEED \$40,00.00 (WSST INCLUDED)

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

Mark Knowlden stated all three of these items follow the District fleet and equipment replacement plan.

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 UPDATE

Debbie Russell reminded that Board of the comprehensive policy review scheduled for 2023-24. Board members were also reminded of the process including staff team reviews and updating, equity note analysis, and invitation to advisory councils to participate in the review.

Ms. Russell noted the following policy review status for Q2:

Q2 2023 Reviewed, No Changes:

200.011 Smoking Policy

Q2: NEW Policies:

NEW Concussion Policy

NEW WA Paid Family Leave

Q2 2023 Review Extended into Q3 2023:

100.003 Purchasing Policy

Q2 2023 Proposed Policy Changes:

000.001 Policy and Procedures of the Board of Park Commissioners

000.004 Naming Parks, Recreation, Areas, Facility and Grounds

100.002 Travel and Expense Reimbursement

200.002 Authorizing the Use of a Small Works Roster Process

200.004 Records Management Policy

500.001 Authority of the Board and Executive Director

511.007 Promotions

512.002 Probationary Period

513.001 Benefit Eligibility

513.004 Part-Time Benefits Eligible Classification

505.001 Job Classification and Compensations

515.002 Pay Increases

Ms. Russell stated that a Committee of the Whole Meeting is being scheduled for August 21<sup>st</sup> to discuss these policies.

Commissioner Liang suggested that due to the volume of policies to be reviewed Board members may want to divide them up amongst all members for in-depth review to occur.

**UNFINISHED BUSINESS** None

**BOARD COMMENTS**

**ADJOURN**

Being no further business, the meeting was adjourned at 6:52p.m.

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary