

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

February 26, 2024

6:00 P.M.

Metro Parks Headquarters

4702 S 19th St.

Tacoma, WA 98405

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 837 3516 7558

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://metroparkstacoma-org.zoom.us/j/83735167558>

MEETINGS ARE RECORDED
AND MAY BE HEARD UPON REQUEST

COMMISSIONERS

ANDREA SMITH, PRESIDENT

TIM REID, CLERK

AARON POINTER

ROSIE AYALA

MATTHEW MAUER

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

LAND ACKNOWLEDGEMENT

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

ZOO SOCIETY ANNUAL REPORT OUT

NORTHWEST TREK FOUNDATION ANNUAL REPORT OUT

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 February 26, 2024 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 February 26, 2024. Verbal comments will also be allowed during the meeting both in-person and remotely. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or *9 on your phone. All speakers will have up to three minutes to speak.

MINUTES

(5-8) MINUTES OF THE FEBRUARY 12, 2024 REGULAR BOARD MEETING

CONSENT AGENDA

(9-10) **RESOLUTION NO. C12-24:** ACCEPTING AND APPROPRIATING \$250,000 FROM THE NORTHWEST TREK FOUNDATION FOR THE ANIMAL OPERATIONS AREA IMPROVEMENTS PROJECT
(Contact: Debbie Russell, Director of Business, Administration & Planning)

(11-12) **RESOLUTION NO. C13-24:** ACCEPTING AND APPROPRIATING \$77,000 FROM THE NORTHWEST TREK FOUNDATION FOR THE NORTHWEST TREK PORCUPINE HABITAT PROJECT
(Contact: Debbie Russell, Director of Business, Administration & Planning)

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)

FIRST READINGS:

(Requiring two readings for adoption)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

February 28, 2024	Capital Improvement Committee	5:00 PM	District Headquarters
March 11, 2024	Regular Park Board Meeting	6:00 PM	District Headquarters
March 13, 2024	Capital Improvement Committee	5:00 PM	District Headquarters
March 18, 2024	Committee of the Whole	5:30 PM	District Headquarters
March 25, 2024	Regular Park Board Meeting	6:00 PM	District Headquarters
March 27, 2024	Capital Improvement Committee	5:00 PM	District Headquarters

*Remote Option meeting details can be found on the Metro Parks Website www.metroparkstacoma.org

*Committee Meetings are subject to change - please check the Metro Parks Website, www.metroparkstacoma.org for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
FEBRUARY 12, 2024**

PRESENT: Andrea Smith, President
Tim Reid, Clerk
Rosie Ayala
Aaron Pointer
Matthew Mauer

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 at 6:00 p.m. Commissioner Smith read a land acknowledgement.

SPECIAL PRESENTATIONS BLACK HISTORY MONTH PROCLAMATION

Antonio McLemore introduced the proclamation and noted the annual Black History Month celebration held at People's Center. People's Center staff members Kennette Rivers and Robert Doss were honored for their leadership and work with black youth at the center. Commissioner Pointer read the proclamation.

PRESIDENTS REPORT

President Smith commented that she attended the Zoo & Aquarium Volunteer Dinner held on February 7th. She noted that in the past year volunteer hours have increased 30%.

STANDING COMMITTEE AND COUNCIL REPORTS

Active Lifestyle & Community Wellness Advisory Council

Commissioner Pointer commented that at the last council meeting the council reviewed information on Parks RX and other legislative requests at the state level.

Joint Municipal Action Committee

Commissioner Ayala commented that the February meeting centered on the current legislative session. The next meeting's agenda will include a presentation related to the work of the Birth to 25 Advisory Board.

EXECUTIVE DIRECTOR’S REPORT

Executive Director, Shon Sylvia commented on the following:

- Hunter George was introduced and gave a legislative update noting that Parks Rx – bill died in committee; Property tax cap – died in committee, 2 capital requests for People’s and South End feasibility studies: enjoying strong support within our delegation; hearing that the Senate capital budget may be released this Thursday
- Mr. Sylvia commented on park safety & security, noting the incident at Point Defiance over the weekend. He commented that staff is working with TPD leadership & the City Manager, camera installation at the exit and entrance of the park, an increased presence by TPD at the Park. More discussion on the topic is scheduled for the Board retreat on February 23,2024.

COMMUNITY COMMENTS

Tianna Kelly made comments related to her concerns about closure of the old boat house and the relocation of tenants.

Curt Mehlhaff commented about the safety and security concerns at Point Defiance Park.

MINUTES OF THE JANUARY 22, 2024 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. C7-24: APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 22, 2024

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. P8-24: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. LAMAR ADVERTISING FOR BILLBOARD ADVERTISING IN THE AMOUNT OF \$136,000
2. SEATTLE’S FINEST SECURITY & TRAFFIC CONTROL FOR SECURITY SERVICES IN THE AMOUNT OF \$535,000

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

Alan Varsik commented that item #1 is the annual billboard contract for NW Trek and Point Defiance Zoo & Aquarium.

Joe Brady commented that item #2 is for additional security services for District Parks and facilities including Point Defiance Zoo & Aquarium, There was brief discussion amongst the Board and staff related to the guard shifts and emphasis patrols.

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

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW9-24: CONTRACT ACCEPTANCE FOR ARCHEOLOGICAL SERVICES MASTER AGREEMENT TO ENVIRONMENTAL SCIENCE ASSOCIATES, INC. (ESA)

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

Debbie Russell commented that this item was reviewed at the CIC on January 24th. Ms. Russell stated this contract will allow the District to have an agreement for archaeological services for multiple capital projects funded by the 2014 Bond. The contract is not to exceed \$300,000 through 2026.

There was a brief discussion regarding how the staff works with this firm on cultural discoveries.

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

SINGLE READING RESOLUTIONS

RESOLUTION NO. R10-24: APPROVING THE PURCHASE AND SALE AGREEMENT FOR THE PROBST PROPERTY, ACCEPTING & APPROPRIATING A PIERCE COUNTY CONSERVATION FUTURES GRANT, AND PROVIDING FOR THE REIMBURSEMENT OF CERTAIN ACQUISITION COSTS FROM THE 2014 BOND ISSUE

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

Debbie Russell commented that this item was discussed at the last CIC meeting. Staff requested that the Board of Park Commissioners approve the Purchase and Sale Agreement for the Probst Property, Accept & Appropriate a Pierce County Conservation Futures Grant for \$850,000, and authorize Metro Parks to expend funds for the acquisition of the property to be reimbursed through the issuance of bonds pursuant to the 2014 voter approved bond issue.

Ms. Russell also noted that the Probst family has indicated they plan to donate 5% of the sale proceeds back to Metro Parks Tacoma.

Commissioners noted their support for the opportunity to acquire open space.

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

RESOLUTION NO. R11-24: BUILDING LEASE BETWEEN THE BOY SCOUTS OF AMERICA PACIFIC HARBORS COUNCIL AND METROPOLITAN PARK DISTRICT OF TACOMA

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

Debbie Russell commented that this lease is for office space to accommodate growing staff that support Club B and the Beyond the Bell programs. This lease is for 10 years.

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

NEW BUSINESS None

UNFINISHED BUSINESS None

BOARD COMMENTS

Commissioner Ayala commented on the successful Black History Month Celebration held at Peoples Center.

President Smith commented that the APCC-South Park Community Center underwent demo. last week.

ADJOURN

Being no further business, the meeting was adjourned at 7:02pm.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

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

SUBJECT: **Accepting and Appropriating Funds from the Northwest Trek Foundation to support design and construction of the Animal Operations Area Improvements Project at Northwest Trek Wildlife Park.**

DATE: February 21, 2024

EXECUTIVE SUMMARY: This resolution accepts and appropriates \$250,000 at this time to be applied to the construction of improvements within the Animal Operations Area Improvements project at Northwest Trek.

Funds will be applied for use within the Animal Operations Area Improvements project which includes a new commissary, haybarn, and potable water well to service this facility.

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on February 14, 2024, and accepted for forwarding on to the full Board with a recommendation for approval.

BACKGROUND: The Northwest Trek Wildlife Park is currently out to bid for a project which includes:

- A new well with increased capacity to service the Animal Operations area of the park
- Demolition of the original 40- to 50-year-old haybarn and off exhibit holding area
- Construction of a new commissary and haybarn in that location

This project is the first step in updating facilities scheduled to be replaced in the completed 2023 Capital Facilities Plan. That plan shows the existing food prep building located in the Wetlands Exhibit Area being demolished along with exhibits as they're replaced.

FISCAL IMPACT: The total estimated costs for planning, design, and construction of the Animal Operations Area Improvements at Northwest Trek Wildlife Park is scheduled to be \$2,578,639.00. The Northwest Trek Foundation will provide Metro Parks Tacoma Two Hundred and Fifty Thousand dollars (\$250,000.00) at this time. This resolution accepts and appropriates the funding. Additional funding for this project will come from ZEEd operating funds.

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C12-24

**ACCEPTING AND APPROPRIATING \$250,000 FROM
THE NORTHWEST TREK FOUNDATION FOR THE
ANIMAL OPERATIONS AREA IMPROVEMENTS PROJECT**

WHEREAS, Metro Parks Tacoma (MPT) manages over 2,700 acres of land and operates numerous parks, attractions, and recreation programs on behalf of the community; and

WHEREAS, Northwest Trek offers opportunities to connect people with nature and inspire visitors throughout the region; and

WHEREAS, Northwest Trek Wildlife Park will be able to continue providing high quality care for the animals in its collection through the completion of this project; and

WHEREAS, the Northwest Trek Foundation continues to show its support for Northwest Trek's mission and vision; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Board of Park Commissioners accept and appropriate \$250,000 from the Northwest Trek Foundation to build improvements to the Animal Operations Area; and be it

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2024.

ATTEST:

President

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

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

SUBJECT: **Accepting and Appropriating Funds from the Northwest Trek Foundation to support design of a new Porcupine Habitat at Northwest Trek Wildlife Park**

DATE: February 21, 2024

EXECUTIVE SUMMARY: This resolution accepts and appropriates \$77,000 at this time to be applied to the design of a new Porcupine Habitat at Northwest Trek.

Funds will be applied for use within the NW Trek Porcupine Habitat project which includes:

- A new exhibit
- Off-exhibit animal care space
- Visitor amenities

CAPITAL IMPROVEMENT COMMITTEE RECOMMENDATION: This resolution was reviewed by the Capital Improvement Committee at their meeting on February 14, 2024, and accepted for forwarding on to the full Board with a recommendation for approval.

BACKGROUND: The Northwest Trek Wildlife Park will begin design of a new Porcupine Habitat which will replace the existing one in the Wetlands exhibits, which are scheduled for replacement and demolition.

This project is the first new animal habitat to be constructed in the new 2023 NWT Capital Facilities Plan. That plan shows the Wetlands Exhibit Area being demolished and the existing 50-year-old exhibits replaced with more modern facilities.

FISCAL IMPACT: The total estimated cost for planning, design, and construction of the new Porcupine Habitat at Northwest Trek Wildlife Park is approximately \$400,000. The Northwest Trek Foundation will provide Metro Parks Tacoma Seventy-Seven Thousand dollars (\$77,000.00) at this time to be applied towards design, permitting, and construction. This resolution accepts and appropriates this funding. It is the intent of the NW Trek Foundation to continue to raise funds for the construction phase of this project.

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

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C13-24

ACCEPTING AND APPROPRIATING \$77,000 FROM THE NORTHWEST TREK FOUNDATION FOR THE NORTHWEST TREK PORCUPINE HABITAT PROJECT

WHEREAS, Metro Parks Tacoma (MPT) manages over 2,700 acres of land and operates numerous parks, attractions, and recreation programs on behalf of the community; and

WHEREAS, Northwest Trek offers opportunities to connect people with nature and inspire visitors throughout the region; and

WHEREAS, Northwest Trek Wildlife Park will be able to continue providing high quality care for the animals in its collection through the completion of this project; and

WHEREAS, the Northwest Trek Foundation continues to show its support for Northwest Trek's mission and vision; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the Board of Park Commissioners accept and appropriate \$77,000 from the Northwest Trek Foundation to build a new Porcupine Habitat.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2024.

ATTEST:

President

Secretary

Clerk