

**Capital Improvement Committee Meeting (CIC)
Agenda & Meeting Materials
April 24, 2024 - 5:00 PM**

Metro Parks Headquarters
4702 S 19th St.
Tacoma, WA 98405



This Capital Improvement Committee Meeting (CIC) will be held at Metro Parks Headquarters, 4702 S 19th St., Tacoma, WA 98405. You can also join the meeting remotely by following the instructions below: (either by online link or by phone)

Topic: Metro Parks Tacoma Capital Improvement Committee (CIC)

Time: April 24, 2024 5:00 PM Pacific Time (US and Canada)

Join Zoom Meeting Online by clicking the link below:

<https://zoom.us/j/95041531173?pwd=ZUsvRmRLOUpNTWdZdGFxM085Zz09>

Or Dial:	(253) 215-8782
Enter Meeting ID:	950 4153 1173
Password:	039699
Participant ID:	No ID needed, just press #

Order of Presentation: In general, each agenda item will include a short staff presentation, followed by board discussion. Public Comment is not taken at this committee meeting.



**BOARD OF PARK COMMISSIONERS
CAPITAL IMPROVEMENT COMMITTEE
AGENDA**

**Wednesday, April 24, 2024
5:00 PM**

MINUTES FROM MARCH 27, 2024

PROJECT STATUS REPORT

DISCUSSION ITEMS

- N/A

ACTION ITEMS

- Granting Maintenance Covenant and Easement Access From MPT to COT for Storm Sewer Improvements in Melanie Jan LaPlant Dressel Park
- 2024 Washington State Historical Society Heritage Capital Grant
Fort Nisqually Living History Museum, Pre-Application Authorization
- Verlo Park, Purchase of 2 NHL goals and fencing system per the Kraken/One Roof system

FUTURE AGENDA TOPICS

ADJOURNMENT



BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE

**March 27, 2024
5:00 PM
MINUTES**

Attendees: Commissioner Pointer, Commissioner Reid

Staff Support: **Marty Stump**, Chief Planning Officer - Planning and Development; **Kristi Evans**, Capital Program Manager, Community and Neighborhood Parks; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the March 13, 2024, meeting were approved as written.

Discussion Item

N/A

Action Items

MPT/TPS Interlocal Cooperation Agreement for the Peck Community Sports Park multi-use Baseball Field Project

- Marty reported an adjusted resolution is being presented tonight that rounds the project's funding dollars.
- This resolution authorizes Metro Parks to enter into an agreement (ILA) with the Tacoma School District (TSD) for the joint development and operation of a new multi-use baseball field project at Peck Community Sports Park. Additionally, it authorizes a contribution from Metro Parks of \$460,000 to help offset any incidental project costs. This project is currently estimated at approximately \$5M funded primarily by TSD.
- Marty explained the ILA spells out the project's conditions. TSD is managing the design, permitting and construction phases of the project in partnership with Metro Parks. Currently it's in permitting with the project's Phase 1 construction slated for this summer. Once completed MPT will manage, operate, and maintain the multi-use baseball field. Marty added that the City of Tacoma's (COT) street improvements around Peck Park will also support this project and an RCO grant ask is out for a second field.
- Commissioner Pointer if the fields will be turfed. Staff reported yes. He also brought up parking concerns around the park. Marty reported COT's planned street improvements and the ability to instigate parking restrictions should help alleviate this problem.
- Commissioner Reid wanted to make sure the funds for this project won't take away from any other neighborhood bond projects. Marty stated these funds were already included in the CIP budget specifically for Peck and won't draw from any other neighborhood project.
- Commissioner Reid asked if our attorney has reviewed the ILA. Staff reported yes, added he will do a final review before it goes out for signatures.

- Commissioner Reid asked if the \$5M is for the ballfield only. Staff reported yes, it's the umbrella school district costs for developing the ball field at Peck and includes the field, backstop, dug outs, 2 batting cages and future lighting (poles and conduits). Staff noted a possible RCO grant could cover the future lighting costs. Commissioner Pointer stated that lighting is crucial for this project and is happy to see if moving forward.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

Additional Items

- Marty reported that Metro Park's CAPRA accreditation happened this week. Commissioner Reid asked if it went well. Staff reported yes, noting they are expecting a passing grade. It was added that Commissioner Smith sat in for the entire meeting.

Meeting Adjourned



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration and Planning

SUBJECT: Granting Maintenance Covenant and Easement Access From MPT to COT for Storm Sewer Improvements in Melanie Jan LaPlant Dressel Park

DATE: April 24, 2024

EXECUTIVE SUMMARY: Approval of a resolution is requested granting an maintenance covenant and access easement to City of Tacoma from Metro Parks Tacoma in Melanie Dressel Park and authorizing the Executive Director to negotiate and sign said easement.

BACKGROUND: The City of Tacoma has approved the Permit for the new development or of Melanie Dressel Park, including the Stormwater System. The Stormwater System is designed in accordance with City's stormwater regulations. Any damages caused by the failure of the Stormwater System shall be the sole responsibility of the Grantor or Grantor's successors-in-interest. This is an agreement to maintain and repair the storm sewer system.

FISCAL IMPACT: There is no dollar value attached to the granting of this covenant and easement.

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. R

**GRANTING MAINTENANCE COVENANT AND EASEMENT ACCESS FROM
MPT TO COT FOR STORM SEWER IMPROVEMENTS IN MELANIE JAN
LAPLANT DRESSEL PARK**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to construct improvements to Melanie Dressel Park; and

WHEREAS, in order to complete said improvements City of Tacoma requires an maintenance covenant and access easement to City of Tacoma of the storm sewer system.; and

WHEREAS; the proposed easement permits the Metro Parks to install, construct, operate, inspect, maintain, remove, repair and replace the storm sewer improvements; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to approve the maintenance covenant and access easement to City of Tacoma as described in the covenant and easement that the Executive Director be authorized to negotiate and sign said easement on behalf of the Board.

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.

President

ATTEST:

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director

FROM: Debbie Russell, Director of Business Administration & Planning

SUBJECT: 2024 Washington State Historical Society Heritage Capital Grant Application Authorizing Resolution- Fort Nisqually Phase II Building Improvements

DATE: May 13, 2024

EXECUTIVE SUMMARY: The Washington State Historical Society (WSHS) has announced that they are accepting Heritage Capital Project (HCP) grant applications now for the 2024 grant cycle, legislative funding biennium 2025-2027. Staff has prepared an application for Fort Nisqually Phase II Building Improvements that is consistent with the criteria as established by the WSHS and supports the District’s Capital Improvement Program (CIP). As part of the application process WSHS requires that the submitting agency pass an Authorizing Resolution as a commitment to the funding request.

BACKGROUND: The HCP program was created in 1995 by an act of the Washington State Legislature establishing HCP as a program of the Washington State Historical Society. It provides a path to capital funds for projects that increase public access to history through historic preservation and history interpretation. WSHS requires that local agencies approve a resolution authorizing application for funding assistance. The resolution needs to be approved, and meeting minutes submitted to WSHS by June 7, 2024, along with all other final application materials.

Timeline:

- March 29, 2024 Application Stage 1 Deadline
- April-May, 2024 Application Eligibility Review
- June 7, 2024 Application Stage 2 Deadline
- June-July 2024 Application Review
- September 5, 2024 Public Ranking Meeting
- September 2024 Ranked List Submitted to state capital budget
- January-June 2025 Legislature determines state capital budget
- July 1, 2025 Grant contracting begins
- June 30, 2027 Grant project completed

Staff developed an internal review process to look at a wide range of project alternatives. Review criteria included consistency with the District's Capital Improvement Program; availability of local match; schedule; project merits, weighed against grant program criteria; and past application experience. Based upon this Staff is proposing to submit one (1) application as follows:

Fort Nisqually Phase II Building Improvements:

Total Project Cost \$ 1,056,560 Grant Request \$348,700 Matching Funds \$ 707,860

Description:

This project addresses two Fort Nisqually buildings that were erected in the 1930s: the Kitchen and Sale Shop. Improvements to these structures, including replacement of deteriorated materials, are a top priority identified in the Fort Nisqually Building Assessment (2018). Additionally, these repairs are called for in the Fort Nisqually Living History Museum 2036 Capital Development and Program Plan. The condition assessment identified these structures listed above as in need of improvements to address: life safety and structural improvements, greater ADA access, systems, and seismic upgrades.

FISCAL IMPACT: The Washington State Historical Society, Heritage Capital Project Grant Program operates on a 66.67% matching funds basis. Project selection was based on the availability of providing the required financial match through budgeted funds, currently identified in the CIP; partnership participation; and/or underway private fund raising initiatives. Metro Parks will be required to certify that matching funds are available to support selected projects prior to submission to the legislature for final approval.

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell, Director of Planning & Development, at (253) 305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO.

**AUTHORIZING RESOLUTION FOR 2024 WASHINGTON STATE HISTORICAL SOCIETY HERITAGE CAPITAL GRANT
FORT NISQUALLY LIVING HISTORY MUSEUM**

WHEREAS, Metro Parks’ Strategic Plan identifies as a major goal to be responsible stewards of its historic and cultural assets; and

WHEREAS, Metro Parks has identified in its Capital Improvement Plan the preservation of significant structures of Fort Nisqually Living History Museum; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that has applied for or intends to apply for funding assistance managed by the Washington State Historical Society for the above listed Project.

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

President

ATTEST:

Secretary

Clerk



MEMORANDUM

TO: Board of Park Commissioners
THROUGH: Shon Sylvia, Executive Director
FROM: Debbie Russell, Director of Business, Administration & Planning
SUBJECT: **Purchasing Resolution**
DATE: April 24, 2024

EXECUTIVE SUMMARY: This 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:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price (With Sales Tax)</u>
1.	Highwire, Inc.	2 NHL goals and fencing system	\$66,074.11

ITEM NO. 1

- **VENDOR** Highwire/OMNIA
- **GOODS OR SERVICE** 2 NHL goals and fencing system
- **PRICE** \$66,074.11, including sales tax
- **SOURCE OF FUNDING** One Roof Donation
- **CONTACT** Debbie Russell (253) 305-1086

BACKGROUND: This project is to restore and renovate the existing basketball court at Verlo Playfield into a multiple sport court which will expand the usability of the existing court. The improved Multipurpose Court will consist of features to play basketball, floor ball (street hockey) and futsal. The Seattle Kraken, NHL, One Roof, Virginia Mason Franciscan Health and

MPT agree that creating an outdoor floor ball and multipurpose court will provide access and opportunities to the sport of hockey and value to the citizens of Tacoma.

This court will be part of a community legacy in recognition of the 2024 NHL Winter Classic®, the Seattle Kraken and the National Hockey League (NHL) and Virginia Mason will contribute full funding to Metro Parks Tacoma to build a new, fully inclusive, and accessible floor ball and multipurpose court for the Eastside neighborhood of Tacoma.

The Multipurpose Court project consists of planning, design, and construction of a Multipurpose Court area within Verlo Playfield. This joint project would provide Tacoma youth with access and opportunity to experience the game and will help to ensure boys and girls for years to come have a safe space to learn and play the game, while also benefitting from an active and healthier lifestyle. This area will include signage, consistent with MPT policies and practices and subject to The Seattle Kraken and NHL's approval, recognizing The Seattle Kraken, Virginia Mason Franciscan Health, and NHL's financial contribution. The project will also include artwork created by local artists and will be featured on the backboard of the multisport stanchions as well as anywhere else deemed appropriate.

This resolution is for the purchase only of the project's 2 NHL goals and fencing system per the Kraken/One Roof system. Highwire has supplied many items for various parks such as Owen Beach, Garfield Park and McKinley Park.

A construction bid for installation of this system and court resurfacing will be issued at a later date with an estimated cost range of \$100,000-\$200,000.

FISCAL IMPACT: The funds for this purchase are from a One Roof/Kraken donation that has already been accepted by the Park Board. This purchase price is \$66,074.11, including sales tax.

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

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P-24

**AUTHORIZING PURCHASE OF
GOODS AND SERVICES**

WHEREAS, through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, the Board of Park Commissioners authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, the Board of Park Commissioners established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR34-05 Adopting Revised Purchasing Policy; 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 _____, 2024.

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P-24

ITEM NO. 1

- **VENDOR** Highwire/OMNIA
- **GOODS OR SERVICE** 2 NHL goals and fencing system
- **PRICE** \$66,074.11, including sales tax
- **SOURCE OF FUNDING** One Roof Donation
- **CONTACT** Debbie Russell (253) 305-1086
Debbie.russell@tacomaparks.com.