



**MINUTES OF COMMITTEE OF THE WHOLE
BOARD OF PARK COMMISSIONERS
August 20, 2018**

PRESENT: Andrea Smith, President
Aaron Pointer, Clerk
Erik Hanberg,
Tim Reid

ABSENT: Jessie K. Baines, Jr.

PLACE: Metro Parks Tacoma Headquarters

The meeting was called to order by President Smith at 5:30pm.

APPROVAL OF MINUTES

July 16, 2018 Committee of The Whole

Commissioner Hanberg moved to adopt the minutes as presented; seconded by Commissioner Pointer. The minutes passed on a vote of 4-0 (Commissioner Baines being absent).

DISTRICT CAPITAL IMPROVEMENT PLAN

Shon Sylvia opened the meeting by commenting that tonight's discussion will focus around the District's capital improvement plan, specifically close out and change orders for the three major projects.

Debbie Terwilleger highlighted the goals for tonight's discussion including: overview of bond structure, GCCM project/closeouts and future board actions. Ms. Terwilleger reviewed the bond project structure- making note of the major categories, sub categories and location of the projects. The tracking documents that staff uses to track progress and funding for each project was shared with the Board. Mr. Sylvia commented that the District will follow through with commitments in categories as shared with the public back in 2014. He noted that there will need to be additional discussion about the magnitude of those projects. Commissioner Reid stated that if staff is considering a shift in any of the major bond project categories that public should be informed. Staff commented that borrowing between major categories is discouraged and changes in allocation between major categories and sub-categories will be acknowledged through Board budget/CIP action.

Debbie Terwilleger commented that three major projects: Aquarium, Eastside and Waterfront phase 1 are nearing completion. As a result there will be steps to allow for final close out. Final closeout of the Aquarium includes PCO/claims negotiations, final change orders to the contract, and final acceptance of the contract. The project funding plan was reviewed with note being made regarding the gap in Zoo Society donations. Staff commented that there are still outstanding pledges to the campaign that are still to be collected. In addition, staff reminded the Board of the shift that occurred with the scaling back of other zoo projects in order to complete

the aquarium. Ms. Terwilleger stated that there could be some additional change orders but the recommended changes, believed to be within the current budget, are still being negotiated.

Within the Eastside Community Center project it was highlighted that the grand opening is scheduled for October 20, 2018. The project funding plan was then reviewed. Board members were reminded of the shifts in the plan including the shortfall realized as a result of not selling the Portland Avenue Community Center & Park. Staff also remarked on the creative yet complicated funding sources used to fund the projects including New Market Tax credits. Commissioner Hanberg stated that at the time the scope of the project was developed there was pressure from the City to keep the project moving although there were still gaps in the funding plan. This resulted in the Board directing staff to keep the project moving along while funding was still being sorted out. Ms. Terwilleger commented that steps to closeout include closing out the he QUALICB, change order number 4, and the addition of funding for FFE for the center.

The current project status for Waterfront phase includes anticipated openings of Wilson Way in the winter of 18/19 and the opening of Dune Peninsula in spring of 2019. Ms. Terwilleger commented on the complexities of the project due in large part to partnership with the EPA. Multiple sub projects including capping, City of Tacoma storm water project, Dune Peninsula, Tacoma Yacht Club project, trail/bridge parking, and the roundabout construction were also highlighted as major contributors to the complexity of Water Front Phase 1. Within the area of project funding staff commented that of the 18 change orders issued thus far all but one were reimbursable by the EPA. Project management staff expects work to continue on the site until the end of the year. Steps to close out include changes in tactics regarding change orders for the purpose of cost control, and final PCO and claim negotiations. More discussion around contingency and negotiations will be occurring before project closeout.

Next steps include another update to the Board after substantial completion, followed by Board action to approve final acceptance of the contracts and projects.

Staff commented that a COW is planned for September 17th to bring forward a recommended future bond & project discussion. Additionally a second COW to discuss the CIP and the 2019/20 capital budget recommendation is scheduled for November 5th. Commissioner Hanberg commented that he is interested in hearing more about the plans for Camp 6 and the Baker Track during those discussions.

Shon Sylvia commented that evaluating the GCCM process used to implement these projects will need to occur.

ADJOURNMENT

Being no further business, President Smith adjourned the meeting at 6:45 p.m.

APPROVED:

President

Clerk

Submitted by:
Jennifer Bowman, Secretary