



## BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE

**August 29, 2018  
5:00 PM  
MINUTES**

**Attendees:** Commissioner Pointer, Commissioner Hanberg (filling in for Commissioner Baines)

**Staff Support:** Debbie Terwilleger, Director of Planning & Development; **Marty Stump**, Design and Construction Manager; **Jeremy Woolley**, Project Administrator; **Kristi Evans**, Project Administrator; **Erwin Vidallon**, Chief Financial Officer, **Pete Mayer**, Deputy Executive Director; **Mary Kay Henley** – Administrative Support (Planning)

**Acceptance of Minutes:** Minutes from the August 15, 2018 meeting were approved as written.

### **Project Status Report**

- Commissioner Pointer commented it is good to see projects nearing completion, especially Waterfront Phase 1, Eastside Community Center and the Pacific Seas Aquarium.

### **Discussion Items**

#### **Eastside Community Center – Contract Change Order No. 4**

- Jeremy explained this change order includes approximately 40 items, most small, unforeseen issues that arose during construction. There are a few larger items including: AV package for projector screens, speakers, displays throughout center, wetland mitigation and a work order for channelization islands on 56th Street and the entrance to First Creek Middle School.
- Commissioner Pointer asked why the AV package wasn't included in the original contract. Jeremy explained it was packaged as an alternative and bids came in higher than estimated, requiring us to re-bid the package.
- Jeremy concluded that we are coordinating with First Creek Middle School to upgrade the entry sign.

#### **Draft 2019/2020 CIP Presentation**

- Marty presented an overview of Metro Park's 2019-2024 Capital Improvement Plan (CIP). He explained the goals of the new CIP is to complete the "Big Three" projects, continuation of projects in progress and scope & launch new projects. He noted there will be an increase in the number of Community & Neighborhood Small Capital Projects and focus on data driven asset management and capital replacement/renovation.
- It was reported that decisions were driven by Metro Park's Pillars of Sustainability, Executive Director Guiding Principles, 2018 Strategic Plan and 2014 Bond Commitment. Marty emphasized we want to make sure we are fulfilling our commitments to the public for project delivery according to the approved bond program.

- Debbie presented the 1<sup>st</sup> draft CIP with initial priorities, adding it was developed in a new data base called PlanIt. She reported we sat down with Metro Park's management staff from different areas and asked them their needs and aspirations. We then developed consistent pricing metrics and reviewed totals, cash flow, timing and staffing capacity.
- Commissioner Pointer asked about the future of wading pools, mentioning the Portland Ave Community Center's. It was reported we will be conducting a "level of service study" to address this and other site needs.
- Commissioner Hanberg asked if unfunded projects will be listed. Erwin noted a new procedure that requires a project be fully funded before a notice to proceed can be issued.
- There was a discussion on incorporation of the "10 minute walk to a park" idea and our Strategic Plan. Debbie reported the structure of the CIP allows for flexibility, allowing it to be responsive to new needs. She added the Strategic Plan is the backstop for assigning projects.
- A new asset management system was also discussed, noting it will ultimately help direct future CIPs, providing data driven reports that show needs, i.e. wading pools and spray grounds.
- For the 19-20 Biennium CIP Marty report we will have approximately 50+ projects (40+ new) and a current total spending estimate of \$49M (2/3 bond funds & 1/3 other).
- To further refine the CIP, Debbie reported there will be additional internal conversations leading up to a COW presentation of the final CIP.

#### **Action Items**

#### **Point Defiance Waterfront Phase 1 – OAC Services Contract Amendment #5 & Site Workshop A&E Contract Amendment #7**

- These amendments extend both OAC and Site Workshop contracts through the completion of Waterfront Phase 1. It was noted the importance of OAC continued leadership with this GCCM contract.
- Commission Pointer asked the percentage completion of Waterfront Phase 1. Marty reported it is between 90 – 95 percent complete. Work remaining includes site amenities, parking lot, plaza paving, and landscaping. He added the last active area to be completed will be Lot A (building and parking lot) by the boat basin.
- There was a discussion around a phased completion of the project. Marty reported the Pedestrian Bridge is now complete, however completion of trail paving, remaining earthwork and landscaping will dictate if it can open early. Substantial completion is expected by February 2019. We are hoping the contractor will demobilized the triangle area in October so we can start working with the City of Tacoma to continue planning for temporary parking there.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

#### **Future items**

#### **Meeting Adjourned**