



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
FEBRUARY 12, 2018**

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

EXCUSED: Jessie Baines

IN THE CHAIR: Andrea Smith

PLACE: 4702 South 19th Street

FLAG SALUTE: Commissioner Pointer

STUDY SESSION South Sound Alliance

Pete Mayer stated that he is currently serving as a member of the South Sound Alliance. The South Sound region is currently a four county area with 82 cities and towns. Mr. Mayer gave a bit of context to the South Sound area relative to the current and projected population, economic growth and labor. Mr. Mayer stated that of more than 3,100 counties in the nation, no one saw a bigger increase in net migration than Pierce County. He noted that the south sound offers many things including diverse and thriving employment, live near where you work, housing affordability, access to transit, reduced commute times, affordable education options, quality of life, diverse cultures and greater equity, and health & wellness.

Mr. Mayer stated that the SSA is a collaborative that provides a non-partisan platform to discuss, build and implement actionable strategies to increase the competitiveness of the South Sound region. He noted the mission to be: “The South Sound Alliance (SSA) is a leadership council consisting of Pierce and South King County cities and towns together with public and private organizations that pursue data-driven collaborative strategies leading to healthier communities, an improved environment, and an innovative and thriving economy.” The alliance is supported by the University of Washington Tacoma Urban Studies Program.

The purpose of the alliance is to share and learn about current issues that are of common interest, learn about “Best Practices”, develop regional strategies to improve the well-being of current and future residents, build a support network for regional policies that elevate the entire South Sound, reduce competition, create regional alignments and increase on going collaboration. Mr. Mayer commented that the current governance model is voluntary, no by-laws or voting but is an environment to build coalitions around specific policy issues.

The SSA is now focusing on three main areas: healthier communities, improved environment, and an innovative & thriving economy. Staff noted that being involved with the SSA will help MPT understand implications of population shifts, increased densities & changes to school enrollment. Involvement will also align MPT level of service standards with community needs & regional growth targets, also advocate, and inform on Vision 2050 and Regional Conservation Plan.

Next steps for the alliance include continued work on tactics for the three goal areas. Staff plans to come back to the Board with periodic updates.

Commissioner Hanberg commented that this involvement will help with regional planning efforts.

Commissioner Pointer suggested involving JMAC when necessary.

REGULAR MEETING

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by Commissioner Smith at 6:00p.m.

Commissioner Hanberg moved to excuse Commissioner Baines, seconded by Commissioner Pointer and passed unanimously.

SPECIAL PRESENTATIONS - Greater Metro Parks Foundation

Martha Lantz, President of the Greater Metro Parks Foundation reported on annual highlights of the Board including their work on the Imagine Eastside Campaign, board recruitment with an emphasis on equity and partnership work. Ms. Lantz thanked Metro Parks Resource Development staff for their continued support. Board members Katie Johnston, Tod Treat and Julie Dugan were introduced. A check for \$91,956.94 was presented to the Board for multiple projects and programs.

President Smith thanked the Foundation for their continued work in supporting Metro Park Tacoma.

PRESIDENTS REPORT

President Smith commented favorably about the Environmental Learning Center Opening held two weekends ago. She also commented on the great attendance of the Point Defiance Open House held last weekend.

STANDING COMMITTEE AND COUNCIL REPORTS

Active Lifestyle & Community Wellness Advisory Council

Commissioner Reid commented that the committee met on January 25th. The committee discussed their upcoming parks audit. The group also received an update on the status of the condition of Wapato Lake noting it is in excellent condition.

Joint Municipal Action Committee

Commissioner Reid commented that the last meeting occurred on February 8th. Items discussed included a budget report out by agency CEOs. Commissioner Reid noted that the Puyallup Tribe also sent representation to the meeting.

Commissioner Reid commented additionally that he attended the Zoo's volunteer event. He stated that the Zoo's volunteers donated over 31,000 hours of time in the past year.

Nature & Environment Advisory Council

Commissioner Hanberg stated that at the last meeting the council heard a presentation related to the City's bio-diversity corridors.

EXECUTIVE DIRECTOR’S REPORT

Executive Director, Shon Sylvia commented on the following:

- Mr. Sylvia introduced Mary Anderson and Michele Cardinaux. Ms. Anderson and Ms. Cardinaux informed the Board about the *Agents of Discovery* interactive nature experience for families at the Tacoma Nature Center.
- The City of Tacoma’s recent survey results have been released indicating that 92% of all residents reported being somewhat or very satisfied with parks.

CITIZEN COMMENTS

Karen Herde commented that she is a member of the Metro Parks Swim Team Boosters. Ms. Herde spoke to the Board about the success of the Metro Swim Team and the neighborhood swim teams that were formed this past summer. She invited commissioners to come to a swim meet.

Ms. Edea commented that her son swims for the Metro Swim Team. She commented on his positive experience with swimming.

MINUTES OF THE JANUARY 22, 2017 REGULAR BOARD MEETING

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

CONSENT AGENDA

RESOLUTION NO. C13-18: APPROVAL OF WARRANTS CLAIM FUND FOR JANUARY 2018

RESOLUTION NO. C14-18: ACCEPTING \$91,956.94 IN CONTRIBUTIONS FROM THE GREATER METRO PARKS FOUNDATION FOR MULTIPLE METRO PARKS PROJECTS AND PROGRAMS

RESOLUTION NO. C15-18: ACCEPTING \$17,628.62 IN FUNDS FROM THE W.W. SEYMOUR CONSERVATORY FOUNDATION

Commissioner Hanberg moved to adopt the consent agenda as presented; seconded by Commissioner Pointer.

Being no additional comments the question was called and the consent agenda passed on a vote of 4-0 (Commissioner Baines being excused).

PURCHASING RESOLUTIONS None

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO PW16-18: POINT DEFIANCE ZOO & AQUARIUM PICNIC SHELTER CONTRACT AWARD W.S. CONTRACTORS, LLC. BID NO. J2017-28

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

Ms. Terwilleger commented that this item was discussed at the last CIC meeting. It was noted by staff that this structure will replace the temporary tented picnic shelter on zoo grounds.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Baines being excused).

RESOLUTION NO. PW17-18: SWAN CREEK MASTER PLAN UPDATE AND TRAIL NETWORK CONTRACT AWARD TO MITHUN

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

Ms. Terwilleger commented that this project will update the park master plan adopted by the Board in the summer of 2011. She noted the transformation and major increase in use at the park since that time. The scope of services will include providing public process, master plan update, schematic design, design development, permitting and construction documents.

Kristi Evans stated that plan update is scheduled to take about 3 months.

Commissioner suggested that staff consider discussing a possible DRA with the City.

Commissioner Pointer commented that he is pleased to see more improvements happening on the Eastside of Tacoma.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Baines being excused).

SINGLE READING RESOLUTIONS

RESOLUTION NO. R18-18: RENAMING MARINE PARK “JUDGE JACK TANNER PARK”

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

Debbie Terwilleger commented that at the Committee of the Whole on January 29th the Board discussed their desire to move forward with honoring local leaders of color. At the Board's request a resolution to rename Marine Park in honor of Federal Judge Jack Tanner was presented by staff.

Commissioner Pointer commented that Judge Tanner was born in Tacoma in 1919, attended Stadium High School and UW Seattle. He also commented that Judge Tanner worked as a longshoreman. Judge Tanner worked to support native tribal fishing rights in the region, supported women's & human rights, was a leader in the NAACP, and served as an advisor to President Kennedy.

President Smith read a statement of support for the resolution submitted by Commissioner Baines.

Commissioner Hanberg supported the resolution by commenting that Marine Park is a beautiful spot to honor Judge Tanner.

Commissioner Reid thanked Commissioner Pointer for bringing this issue forward and noted his support for the resolution.

Jim Walton spoke in favor of the resolution. He thanked the Board for their leadership in recognizing this blind spot in the community. Mr. Walton commented that it is most appropriate that this action is being taken by the Board during Black History Month.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Baines being excused).

SECOND READINGS RESOLUTIONS

RESOLUTION NO. R9-18: NAMING THE PENINSULA AND TRAIL AT POINT DEFIANCE: “DUNE PENINSULA AT POINT DEFIANCE PARK” AND “FRANK HERBERT TRAIL”

This resolution was moved and seconded at the January 8th regular Board Meeting.

Commissioner Hanberg commented that the story of Dune is emblematic in representing and inspiring the youth in the community.

Being no additional comments the question was called and the resolution passed on a vote of 4-0 (Commissioner Baines being excused).

FIRST READING RESOLUTIONS

RESOLUTION NO. RR19-18: ADOPTION OF REVISED AND REPEALED DISTRICT HUMAN RESOURCES POLICIES

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

Paul Weed indicated to the Board that a comprehensive process of reviewing the District’s Human Resources policies has resulted in a recommendation to update nine policies to provide clarity in direction and repeal of one policy. He further noted that the policies were first brought to the Board as a new business item and then further discussed at a Committee of the Whole meeting. Mr. Weed commented that the policy revisions are intended to provide clarity for facilitating day-to-day operations; ensure consistency and inclusion with existing policies, procedures, and agreements; and align policies with best practices as an employer of choice. Mr. Weed then reviewed the following recommendations:

- **515.003 MS Classification**
 - Policy name change.
 - Adds language that changes “MS-1 and MS-2” classification to “exempt”.

- Deletes additional administrative leave for employees hired prior to May 1, 1998.
- **515.002 Pay Increases**
 - Adds language to include financial resources as one of the factors in offering pay increases.
 - Adds discretionary pay adjustments outside of the merit system when considering such factors as internal/external alignment, retention, performance, experience, and special skills.
- **515.001 Job Classification and Compensation**
 - Clarifies the policy and total compensation philosophy with the goal of compensating employees at or near the market average.
 - Aligns “Organizational Impact Factors” with the language of the Total Compensation Program.
 - Uses “Organizational Impact Factors” to help determine job classification.
 - Adds language to include interim compensation levels.
- **511.007 Promotions**
 - Defines a promotion. Adds requirement for approval by the Executive Director prior to recruitment or placement in the new position. Requiring a National Background check for all new hires to be thorough and consistent.
 - Adds employee serving in an interim role as an additional criteria for a non-competitive appointment.
 - Allows up to 10% increase to current base salary or minimum of new position for interim assignments. Imposes a 120-day limit on interim appointments before recruitment or permanent appointment decision must be made.
 - Limits promotional increases to 10% or the minimum of the new job range, whichever is greater.
- **514.002 Vacation Use and Accrual**
 - Provides vacation accrual hard cap of two years for all employees.
 - Changes “MS-1” and “MS-2” classification terms to “Exempt” classification employees.
 - Aligns service-year accrual rate for all exempt staff. In an equitable exchange for slow accrual rate, Director’s vacation leave amount is adjusted by one additional day for each service year category.
 - Allows Executive Director to advance vacation (to align with recruitment policy).
- **514.003 Compensatory Time Use and Accrual**
 - Adjusts career non-exempt maximum accrual from 100 to 80 hour to align with current collective bargaining agreement.
 - Deletes mention of administrative leave for exempt employees. This benefit is addressed in the EXEMPT Policy.
- **512.001 Recruitment**
 - Eliminates requirement of at least three candidates for an internal only opening.
 - Eliminates two criteria that can be used for the Executive Director to authorize a non-competitive appointment for a position.
 - Adds wording to allow Executive Director to offer additional benefits, such as banked hours, at time of job offer.
- **513.004 Part-Time Benefits Eligible**
 - Changes how Paid Time Off is accrued and increase hours from 80 to 96.

- Allow Paid Time Off hours to roll over but sets limit.
- Provides a payout of Paid Time Off upon separation.
- **511.002 Responsibilities to Administer HR Policies**
 - Updates designated individual of Human Resources and Organizational Development to administer, interpret and enforce HR policies.
 - Adds additional language assuring HR policies don't conflict or replace provisions in the Collective Bargaining Agreement.
- **517.002 Position Review- recommended for repeal**
 - Eliminates policy to align with current compensation/classification structure and practice.

Commissioner Reid inquired about 514.003, and the alignment of represented and non-represented comp. time and accrual.

Being no additional comment the resolution moved to second reading on February 26th.

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS:

Commissioner Smith Commented that the Board retreat is being postponed until March.

Commissioner Pointer commented on the recent Auditors Exit Conference and thanked staff for the continued good work.

ADJOURN:

Being no further business, the meeting was adjourned at 7:10p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary