



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
January 14, 2019**

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

IN THE CHAIR: Andrea Smith

PLACE: 4702 South 19th Street

FLAG SALUTE: Commissioner Smith

MOMENT OF SILENCE: There was a brief moment of silence in honor of former Park Board Commissioner Dr. Richard Moe.

STUDY SESSION SWAN CREEK MASTER PLAN

Debbie Terwilleger began the presentation by noting this is an update to the plan adopted in 2011. She noted since that time lots has changed in the area. This plan update process is being used to see if elements of the 2011 plan still apply especially to the upland areas in the park. Ms. Terwilleger stated the plan was reviewed by the CIC on November 28, 2018. Project manager Kristi Evans commented that the plan is being funded by a land and water conservation grant and the 2014 bond funds.

Deb Guenther and Amy Lindermuth with Mithun were then introduced. Ms. Guenther gave a quick overview of the process including meetings with the steering committee, community outreach and engagement with the neighborhood that all began in April 2018. Mithun indicated that the goal of the update to the plan is to maintain the existing tree canopy and clearings, celebrate the site history and improve way-finding and neighborhood connections.

A site map of the uplands was then reviewed. Mithun shared that the upland areas being improved are categorized by size and represented by the terms *porches, yards and blocks* as a way of honoring the former uses of the park site. It was noted that a traffic garden, off-leash area, orchards, picnic shelters and outdoor classroom, improved way-finding and improved trail connections are the main features being introduced in this plan update.

Staff commented that construction is scheduled to begin phase 1 improvements in April 2020. Commissioner Hanberg commented that he wants to make sure tree loss is minimal. Mithun stated that the plan is reflective of programming that avoids tree loss. Commissioner Hanberg also noted some concern about the location of the traffic garden as it relates to parking. Staff and the consultant team stated that they have met on site with the steering committee to address that possible concern and the steering committee indicated they are satisfied with the location. Commissioner Pointer inquired as to plan implementation cost. Staff indicated \$12M (minus traffic garden).

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.

FINAL NOMINATIONS & VOTING FOR BOARD OFFICERS

Commissioner Pointer was nominated at the December 10th meeting for the position of Board President. Being no additional nominations the question was called and Commissioner Pointer was elected as Board President.

Commissioner Reid was nominated at the December 10th meeting for the position of Board Clerk. Being no additional nominations the question was called and Commissioner Reid was elected as Board Clerk.

SPECIAL PRESENTATIONS None**PRESIDENTS REPORT**

President Smith commented that she recently attend the Tacoma Public Schools celebration in honor of reaching 89% graduation rate.

STANDING COMMITTEE AND COUNCIL REPORTS**Business and Responsive Agency Advisory Council**

Commissioner Baines commented that at the last meeting the council discussed their 2019 work plan. The council will be focusing on DEI efforts, Swan Creek Master Plan, Meadow Park Golf Course and the four community centers.

Joint Municipal Action Committee

Commissioner Baines commented that the Committee met last Friday. Port Commissioner Claire Petrich was elected as chair. Further nominations for Vice Chair will be held at the February meeting. Representatives from Sound Transit attended the meeting updating the committee on the Lincoln extension and the Tacoma Dome extension.

Active Lifestyles & Community Wellness Advisory Council

Commissioner Reid commented that the council met on December 13th. Discussion focused around that 2019 work plan including continuation of a parks audit, Titlow Park Master Plan and review of new membership applications.

Nature & Environment Advisory Council

Commissioner Hanberg commented that the council discussed their 2019 work plan which will include a focus on natural areas, Titlow Park and climate change.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Staff continues clean up after wind storm damage from last weekend.
- The water main break at Point Defiance is being addressed and repairs are scheduled to be finished by the end of the month.
- City Council will be voting on the Marine Park/Jack Tanner Park name change at their council meeting on Tuesday, January 15th.

CITIZEN COMMENTS

Hannah Miner representing the Puyallup Watershed Initiative spoke in favor of the Swan Creek Master Plan.

MINUTES OF THE DECEMBER 10, 2018 REGULAR BOARD MEETING

Commissioner Hanberg moved to adopt the minutes as presented; seconded by Commissioner Pointer and passed on a vote of 5-0.

CONSENT AGENDA**RESOLUTION NO. C1-19: APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 2018**

Commissioner Hanberg moved to adopt the consent agenda as presented; seconded by Commissioner Pointer and passed on a vote of 5-0.

PURCHASING RESOLUTIONS**RESOLUTION NO.P2-19: AUTHORIZING PURCHASE OF GOOD AND SERVICES FOR METRO PARKS TACOMA**

1. TYLER TECHNOLOGIES, INC, MUNIS DIVISION FOR SOFTWARE MAINTENANCE, TECHNICAL SUPPORT, AND OTHER SERVICES AS REQUESTED FOR 2019-20 IN AN AMOUNT NOT TO EXCEED \$345,000
2. ACTIVE NET FOR RECREATION MANAGEMENT & POS SOFTWARE SERVICE FEES FOR 2019-20 IN AN AMOUNT NOT TO EXCEED \$160,000
3. PISCES SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$92,467.00
4. ATLANTIC PACIFIC SEAFOOD FOR VARIOUS SEAFOOD (ANIMAL FOOD) IN THE AMOUNT OF \$78,754.20
5. LAKES O' LAKES PURINA FOR ANIMAL FEED IN THE AMOUNT OF \$57,000
6. PIERCE COUNTY SECURITY FOR SECURITY SERVICES FOR PARKS AND FACILITIES FOR 2019-20 IN AN AMOUNT NOT TO EXCEED \$158,000

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

Erwin Vidallon commented that the Munis software is for the District's financial transaction processing including general ledger, budgeting, accounts payable, purchasing, accounts receivable, payroll and personnel management. He also commented that the District also plans to purchase two new modules; one to digitize financial records and one for automating and managing employee time entry and scheduling.

There was staff and board discussion about using 2014 bond funds (technology category) to purchase these two new modules. Commissioner Hanberg commented that he feels these do not fit appropriately in that category.

Mr. Vidallon commented that the Active Net item is for all recreation management and POS operations at the District. This expenditure also includes the purchase of two new modules to improve customer support and private lesson registrations.

Alan Varsik commented that Pisces Seafood, Atlantic Pacific Seafood, Lakes O'Lakes are animal food purchase for the Zoo and NW Trek.

Marina Becker commented that Pierce County Security has been working for the District since 2015. An RFP was issued in 2018 with only one bid proposal. This contract will be for 2019-20 with the option to renew for two 1-year contracts.

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

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW3-19 : POINT DEFIANCE OWEN BEACH IMPROVEMENTS
CONTRACT AMENDMENT #2 TO SITEWORKSHOP

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

This resolution was reviewed by the CIC on December 19th. Debbie Terwilleger stated amendment #2 will allow for design development plans, contract design documents, permitting services and contract administration for architectural works that was not in the original agreements for improvements at Owen Beach.

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

SINGLE READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS

RESOLUTION NO. RR4-19: ACCEPTING THE SWAN CREEK MASTER PLAN

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

Debbie Terwilleger commented that staff has made notes of the Boards questions and concerns during tonight's study session.

Commissioner Smith requested a full copy of the plan be forwarded to Board members.

Kristi Evans briefly addressed the elements that will be addressed and funded through grant funding.

Commissioner Hanberg requested that staff give some thought to future overnight camping amenities in this plan.

Staff shared that only phase 1 improvements identified in the plan are currently funded. Currently there is no funding for the additional phases

Board members requested time on the retreat agenda for additional discussion of this plan. Second reading is scheduled for January 28th.

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS:

Commissioner Reid thanked Commissioner Smith for her service as Park Board President for the last two years.

Commissioner Reid inquired about the restroom improvements at the Conservatory. Staff commented that completion is scheduled about three weeks out.

Commissioner Pointer commented that Board and staff will need to discuss the future parking options at Point Defiance now that Point Ruston is charging for parking.

ADJOURN:

Being no further business, the meeting was adjourned at 6:43p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary