

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

JULY 8, 2019

6:00 P.M.

**METRO PARKS HEADQUARTERS
4702 S. 19TH ST. TACOMA WA 98405**

**MEETINGS ARE RECORDED AND MAY BE HEARD AT THE
PARK DISTRICT OFFICES UPON REQUEST**

COMMISSIONERS

AARON POINTER, PRESIDENT

TIM REID, CLERK

ANDREA SMITH

ERIK HANBERG

JESSIE BAINES, JR.

5:30 P.M. **STUDY SESSION** JMAC PUBLIC LAND STUDY & DATABASE

6:00 P.M. **CALL TO ORDER**

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

PARKS AND RECREATION MONTH PROCLAMATION

RECOGNITION OF SIGMA GAMMA RHO

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

REGULAR MEETING

CITIZEN COMMENTS

"Park District meeting sites are accessible to people who require
special accommodations, please contact 305-1091
48 hours prior to the meeting time."



MINUTES

(5-8) MINUTES OF THE JUNE 24, 2019 REGULAR BOARD MEETING

CONSENT AGENDA

(9-10) **RESOLUTION NO. C40-19:** APPROVAL OF WARRANTS CLAIM FUND FOR JUNE 2019

(Contact: Erwin Vidallon, Chief Financial Officer)

(11-14) **RESOLUTION NO. C41-19:** POINT DEFIANCE ZOO & AQUARIUM ASIA FOREST FINAL ACCEPTANCE TO PACIFIC EARTH WORKS, INC. CONTRACT 201903Z/ BID NO. J2018-24

(Contact: Debbie Terwilleger, Director of Planning & Development)

(15-17) **RESOLUTION NO. C42-19:** WATERFRONT PHASE 1 SR163 N 46TH ST. TO N 54TH ST. FINAL ACCEPTANCE OF SCI INFRASTRUCTURE, LLC CONTRACT #: 2017155J

(Contact: Debbie Terwilleger, Director of Planning & Development)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SINGLE READING RESOLUTIONS

(Requiring one reading for adoption)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

FIRST READINGS:

(Requiring two readings for adoption)

UNFINISHED BUSINESS

NEW BUSINESS PARK CODE REVISIONS

BOARD COMMENTS

EXECUTIVE SESSION PENDING LITIGATION
REAL ESTATE

ADJOURNMENT

UPCOMING BOARD MEETINGS

July 10, 2019	Capital Improvement Committee	5:00 PM	Park Headquarters
July 15, 2019	Committee of the Whole	5:30 PM	Park Headquarters
July 19, 2019	Annual Retreat	8:30 AM	NW Trek
July 22, 2019	Regular Park Board Meeting	6:00 PM	Park Headquarters
July 24, 2019	Capital Improvement Committee	5:00 PM	Park Headquarters

* Committee Meetings are subject to change - please check the Metro Parks Website, www.metroparkstacoma.org for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
June 24, 2019**

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

IN THE CHAIR: Aaron Pointer

PLACE: MPT Headquarters

FLAG SALUTE: Commissioner Smith

REGULAR MEETING

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

SPECIAL PRESENTATIONS DISTRICT WEBSITE PREVIEW

Hunter George reviewed and highlighted many of the new features of the District's new web site. Mr. George pointed out features like language translation, ActiveNet registration integration, and the ease of the mobile site. He noted that staff is still completing the project but a launch date is set for July 16th.

PRESIDENTS REPORT

President Pointer recognized STAR Center Staff for the recent preschool graduation ceremony.

STANDING COMMITTEE AND COUNCIL REPORTS

Joint Municipal Action Committee

Commissioners Reid and Smith reported that at the June 14th JMAC meeting the committee received a presentation from Forterra on the final mapping project. Commissioner Smith requested that the Park Board scheduled a study session so that the entire Board can see the presentation.

Arts & Heritage Advisory Committee

Commissioner Smith reported that at the last meeting the committee received a public art update including details on the East Side Community Center art and Dune Peninsula art. In addition the committee was informed about the design for the library kiosk being installed at the ESCC were discussed.

Active Living and Community Wellness Advisory Council

Commissioner Reid commented that the committee will attend the June 26th Swan Creek Master planning public meeting.

EXECUTIVE DIRECTOR’S REPORT

Executive Director, Shon Sylvia commented on the following:

- Hunter George was introduced to give details on the Dune Park opening planned for July 6th.
- The Spokane Hoopfest is the largest 3-on-3 outdoor basketball tournament on Earth with more than 6,000 teams participating. The Metro Parks Adaptive Recreation athletes will represent Tacoma at the tournament and compete to bring home the winning medal! Tournament is June 28-30th.
- Another successful Taste of Tacoma wrapped up this past weekend at Point Defiance Park, an estimated 220,000 people were in attendance throughout the three day festival. Load out wrapped up today and staff will work quickly to restore the park to pre-event conditions.

CITIZEN COMMENTS

Tresa Evans commented that she has personal safety concerns when she visits Rogers Park.

MINUTES OF THE JUNE 10, 2019 REGULAR BOARD MEETING

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

CONSENT AGENDA None

PURCHASING RESOLUTIONS None

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW39-19: POINT DEFIANCE WATERFRONT PHASE 1 MANAGEMENT SUPPORT SERVICES CONTRACT AMENDMENT NO. 7 FOR OAC SERVICES, INC.

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

Debbie Terwilleger commented that substantial completion of the project has been issued. She noted that this change order will allow for continuation of management services including legal through the end of the contract.

Being no additional comments the resolution passed on a vote of 5-0.

SINGLE READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Hanberg referred to an email the Board received from Johnson Candy Company regarding homelessness in People’s Park. Commissioners Pointer and Reid requested an update on what work is being done relative to the homelessness issues occurring in the parks so they communicate that out to citizens.

Commissioner Smith commented positively on the Metro Arts Jungle Book Production last weekend.

ADJOURN:

Being no further business, the meeting was adjourned at 6:40p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C40-19

APPROVAL OF WARRANTS CLAIM FUND FOR JUNE 2019

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2019-2020 Biennial Budget in Resolution No. RR92-18, dated December 10, 2018 to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2020; and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2019.

ATTEST:

President

Secretary

Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING JUNE 1, 2019 AND ENDING JUNE 30, 2019.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers <u>328106</u> to <u>328444</u>	AMOUNT:	<u>\$5,190,173.91</u>
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PAYROLL CLAIMS FUND:

Warrant Serial Numbers <u>050168</u> to <u>050532</u>	AMOUNT:	<u>\$131,194.38</u>
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(Most employees receive payment through direct deposit advices, which are paid to the bank through the Accounts Payable Claims Fund.)

TOTAL	<u>\$5,321,368.29</u>
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Finance and Accounting Auditing Officer
Metropolitan Park District of Tacoma

- Warrant summary reports are available with the board secretary.
- Detail reports and claim vouchers are available in the Finance and Administrative Services Office.



MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilleger, Director of Planning & Development

SUBJECT: **PDZA Asia Forest Sanctuary Improvements - Final Acceptance of Pacific Earth Works, Inc. contract 201903Z/Bid J2018-24**

DATE: July 3, 2019

EXECUTIVE SUMMARY: This resolution authorizes final acceptance of Pacific Earth Works, Inc. Contract #201903Z.

BACKGROUND: A Scope Definition for PDZA Asia Forest Sanctuary Improvements was approved by the Capital Projects Group on 4/14/2017 with an amendment on 6/16/17 with a total project budget of \$366,795.00 earmarked for the PDZA Asia Forest Sanctuary Improvements. The project consisted of various design, permitting, bidding, and construction activities in the Asia Forest Sanctuary.

Specific project elements focused on improving drainage and terrain within Exhibit's 2 & 3 of the Asia Forest Sanctuary. This has been a significant problem exacerbated by hoof stock in the winter months and water pooling in areas of the exhibit. PDZA initiated a drainage study with a qualified engineering firm in order to determine how to effectively address this concern through possible construction, husbandry, horticultural, or other methods. This project involved the removal of existing soils, installation of new drain lines crossing the exhibit, then installation of new soils, new pathways designed to allow drainage, and new shotcrete in areas that previously saw increased erosion.

Based upon these recommendations a competitive bid announcement was run in November 16, 2018. Five (5) bids were received, four (4) were considered responsive and the lowest responsive bidder was Pacific Earth Works, Inc. Staff recommended award of the contract to Pacific Earth Works, Inc.

The project was inspected by staff and completed as specified. The final contract amount was \$260,317.29.

FISCAL IMPACT: The funds for this project are from the 2014 UTGO Bond Funds, PDZA Misc. Capital Improvements.

Point Defiance Zoo & Aquarium Asia Forest Sanctuary Improvements:

2014 UTGO Bond, PDZA; Misc. Capital Improvements	\$370,500.00
1% for Art	-\$3,705.00
Total	\$ 366,795.00

Project Budget:

Planning & Design	\$39,458.06
Pacific Earth Works, Inc. (includes tax)	\$260,317.29
Misc. Construction Material	14,905.80
Owner Cost	\$2,630.99
Contingency	\$49,482.86
Total	\$ 366,795.00

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C41-19

**PDZA ASIA FOREST SANCTUARY IMPROVEMENTS
FINAL ACCEPTANCE OF PACIFIC EARTH WORKS, INC.,
CONTRACT 201903Z/ BID NO. J2018-24**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to make improvements to the Point Defiance Zoo and Aquarium Asia Forest Sanctuary Improvements; and

WHEREAS, funds for the project consist of Metro Parks Tacoma 2014 Bond; Point Defiance Zoo and Aquarium Miscellaneous Capital Improvements; and

WHEREAS, at the meeting on January 28, 2019 the Board of Park Commissioners approved the Board Resolution #PW12-19 Awarding the contract to Pacific Earth Works, Inc; and

WHEREAS, Pacific Earth Works, Inc. has completed the Asia Forest Sanctuary as specified and the work has been inspected and approved by staff; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to accept the PDZA Asia Forest Sanctuary Project by Pacific Earth Works, Inc. Contract# 201903Z.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2019.

ATTEST:

President

Secretary

Clerk





MEMORANDUM

TO: Board of Park Commissioners

THROUGH: Shon Sylvia, Executive Director *Shon Sylvia*

FROM: Debbie Terwilliger, Director of Planning & Development

SUBJECT: Waterfront Phase 1 Bid SR 163 N 46th St to N 54th St Final Acceptance to SCI Infrastructure LLC

DATE: July 2, 2019

EXECUTIVE SUMMARY: This resolution authorizes Final Acceptance of SCI Infrastructure, LLC Contract #: 2017155J.

BACKGROUND: A Scope Definition for the SR 163 N 46th St to N 54th project was approved by the Capital Projects Group on 6/16/17, with subsequent change orders on 5/15/18, 6/29/18 and 6/20/19, for a total project budget of \$3,600,000.00

The project involved site work and improvements to provide a paved Roundabout, ADA accessible sidewalk and bicycle lanes. Project Specifics include:

- Create a Roundabout for the five lanes intersecting, to increase safety, reduce traffic speeds and reduce collisions.
- Install four bicycle and pedestrian crossings.
- Install sidewalks and shared use paths.
- Install LED lighting, increasing safety and visibility for drivers and non-motorized users.

A competitive bid announcement was ran in October 2017. The bid opening was held on November 6, 2017 at 2:00 pm. Seven (7) bids were received with 5 considered responsive. The lowest responsive bidder was SCI Infrastructure, LLC.

The project was inspected by staff and was completed as specified. The final contract amount was \$ 2,818,450.65

FISCAL IMPACT: The funds for the Waterfront Phase 1 SR163 N 46th St to N 54th St (Roundabout) construction will be accounted for in the 2014 UTGO Capital Improvement Bond with funding from WSDOT Local Programs. For project implementation purposes the following is a breakdown of the funding sources and project budgets:

Project Funding:	
ASARCO Settlement, Preliminary Planning & Interim Construction	\$ 381,242
2005 UTGO Bond, Ruston Way	\$ 2,746,250
2005 UTGO Bond, Point Defiance	\$ 58,750
2005 UTGO Bond (Fund 323)	\$ 946,770
ASARCO Settlement, Park on the Peninsula	\$ 785,000
RCO WWRP 12-1549D, Point Defiance Missing Link	\$ 2,500,000
RCO LWCF 12-1553D, Point Defiance Missing Link	\$ 500,000
WA State DOE, 2013-2015 Capital Budget, IAA No. C1600009, Point Defiance Trail	\$ 5,000,000
RCO LWCF 12-1555D, The Peninsula at Point Defiance	\$ 500,000
2014 UTGO Bond, Regional Parks & Attractions, Regional Parks, Point Defiance Park	\$ 26,846,058
2014 UTGO Bond, Regional Parks & Attractions, Regional Parks, Point Defiance Park, Roundabout	\$ 1,800,000
2014 UTGO Bond, Regional Parks & Attractions, Waterfront Parks, Peninsula at Point Defiance	\$ 1,860,000
2014 UTGO Bond, Regional Parks & Attractions, Waterfront Parks	\$ 203,666
2014 UTGO Bond, Regional Parks & Attractions, Waterfront Parks, Ruston Way	\$ 996,334
U.S. EPA Cooperative Agreement V-01J12201-0, Superfund Remediation of the Peninsula	\$ 25,397,227
WSDOT, Agreement Number LA-8889, Point Defiance Roundabout and Bicycle Connection	\$ 2,500,000
City of Tacoma, Environmental Services, Stormwater	\$ 409,155
Tacoma Yacht Club	\$ 250,000
Total Project Funding:	\$ 73,680,453

Project Budget:	
Preliminary Planning & Construction	\$ 381,242
Planning & Design	\$ 7,412,806
Construction, Soil removal/Stockpiling w/Stormwater Facility (including tax)	\$ 3,000,000
Pre-Construction (including tax)	\$ 405,693
Construction, Early Work Package/Earthmoving (including tax) C/O 3&4	\$ 21,227,482
Construction, Trail, Bridge & Peninsula (including tax) C/O 5	\$ 26,935,000
Construction on Peninsula (including tax) C/O 6 to be reimbursed by EPA	\$ 221,581
Construction on Peninsula (including tax) C/O 7 to be reimbursed by EPA & TYC	\$ 312,811
Construction on Peninsula (including tax) C/O 8 to be reimbursed by EPA	\$ 1,358,196
Construction on Peninsula (including tax) C/O 9 to be reimbursed by EPA	\$ 462,484
Construction of Pearl St. Roundabout C/O 10, WSDOT to Reimb 2.5 Mill	\$ -
Construction on Peninsula (including tax) C/O 11 to be reimbursed by EPA	\$ 1,153,689
Construction on Peninsula (including tax) C/O 12 to be reimbursed by EPA & TYC	\$ 814,838
Construction on Peninsula (including tax) C/O 13 & 14 to be reimbursed by EPA & TYC	\$ 708,927
Owner Contingency Increase for construction on Trail, Bridge & Peninsula C/O 15	\$ 400,000
Construction on Peninsula (including tax) C/O 16 to be reimbursed by EPA	\$ 196,860
Construction on Peninsula (including tax) C/O 17 to be reimbursed by EPA & TYC	\$ 31,668
Construction on Peninsula (including tax) C/O 18 to be reimbursed by EPA	\$ 163,020
Construction on Peninsula (including tax) C/O 19 to be reimbursed by EPA	\$ 365,900
Construction on Peninsula (including tax) C/O 20 & 21 to be partially reimbursed by EPA	\$ 355,643
Construction on Peninsula (including tax) C/O 22 to be partially reimbursed by EPA	\$ 748,858
Construction on Peninsula (including tax) C/O 23 to be reimbursed by EPA	\$ 61,249
Construction on Peninsula (including tax) C/O 24	\$ 433,197
Construction on SR163 N 46th St to N 54th St. (Roundabout)	\$ 2,818,451
Future Construction	\$ 2,108,425
Other Costs	\$ 1,367,369
1% for the Art	\$ 235,067
Total Project Funding:	\$ 73,680,453

ADDITIONAL INFORMATION: For additional information, please contact Debbie Terwilleger, Director of Planning and Development at 253-305-1086.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C42 -19

**WATERFRONT PHASE 1 SR163 N 46TH ST TO N 54TH ST
FINAL ACCEPTANCE OF SCI INFRASTRUCTURE, LLC
CONTRACT #: 2017155J**

WHEREAS, the Board of Park Commissioners of the Metropolitan Park District of Tacoma desires to construct a roundabout; and

WHEREAS, at the meeting on November 27, 2017 the Board of Park Commissioners approved the Board Resolution #PW 100-17 awarding the contract to SCI Infrastructure LLC; and

WHEREAS, SCI Infrastructure, LLC has completed the improvements to SR 163 N 46th St to N 54th St as specified and the work has been inspected and approved by staff; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to accept the SR 163 N 46th St to N 54th St Project by SCI Infrastructure, LLC Contract#: 2017155J;

The forgoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____ 2019.

President

ATTEST:

Secretary

Clerk