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**BUSINESS & RESPONSIVE AGENCY ADVISORY COUNCIL  
MEETING MINUTES**

**MISSION STATEMENT**

This Council advises and makes recommendations to the programs and operations of  
Metro Parks Tacoma concerning financial management and business practices.

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Metro Parks Tacoma Headquarters Building  
4702 S 19<sup>th</sup> Street, Tacoma, WA 98405  
April 12, 2016

**Present:** Aaron Blaisdell, Peter Kram, Dan Powell, Addy Tseng  
**Absent:** Jen Drake; Su Dowie  
**Staff:** Brett Freshwaters, Julie Wilfong  
**Board Liaison:** Commissioner Baines  
**Guest:** Scott Bauer, Roxanne Miles

**SUMMARY**

- A recruitment update was given.
- A presentation of the Mission Led Comp Plan given by Roxanne Miles.

**CALL TO ORDER**

The meeting was called to order at 7:33 a.m.

**MINUTES**

The March 8, 2016 minutes were approved as written.

**RECRUITMENT UPDATE**

Aaron Blaisdell contacted other advisory council members whose terms have expired and some are interested in the BRAC Advisory Council.

**DESTINATION POINT DEFIANCE UPDATE**

Staff continue to work with the Architects. Phase II of the Point Defiance Waterfront Project will start this summer. We are close to finalizing the agreement with Environmental Protection Agency (EPA) for the Tacoma Yacht Club basin.

The new Park on the Peninsula artwork will become part of the landscape. The new park should be completed by 2017.

Metro Parks has approved the District Art Plan that stemmed from the District Art Policy, 1% of construction budget will go to art and included as part of the project for projects of \$5 Million or more. For projects less than \$5 Million, 1% of the each construction budget will go into a District art fund for art around parks. The Culture & Heritage Advisory Council have been involved in the development of the art process.

Metro Parks has started the traffic and circulation study for Point Defiance Park. The contract with AHBL, Inc. was approved by the Park Board on April 11, 2016.

A grant was received from the Recreation and Conservation Office for the revision of the Loop Trail for pedestrians and bicyclists. The work for this will happen within the next two years.

The new aquarium at Point Defiance Zoo & Aquarium is 70% design completed. There are some gaps in the project and Brett Freshwaters will be attending a meeting with the Zoo to work the budget and what the potential options will be.

The construction on the new Education Center at Point Defiance Zoo & Aquarium will start at the end of the Science & Math Institute (SAMI) school year.

Updates on all the projects happening at Point Defiance Park can be found on the [www.destinationpointdefiance.org](http://www.destinationpointdefiance.org) website. New signage will be posted around the park to inform visitors of the projects that are currently under construction. Communication outreach is being addressed by Metro Parks.

### **2016 WORK PLAN**

The 2016 Work Plan was finalized.

### **MISSION LED COMP PLAN**

Roxanne Miles, presented an update on the Mission Led Comp Plan (MLCP). A scientific survey was done that led to the programs needed in the four quadrants of Metro Parks. Based on the survey results, two questions were asked “Do you need this?” and “Do you need this for children in your home under 18 years of age?” The other question asked is “If you need that, how well is your need being met?” Metro Parks looked at whether the needs were being met by time, location, age and another factor. The needs and challenges were then broken in to priority categories within Active Living & Community Wellness, Nature & Environment and Culture & Heritage. Metro Parks then focused on the needs.

Metro Parks asked the citizens if they needed a specific service and this is based on services not necessarily provided by Metro Parks. The data provided are the raw findings that are being used for the “Problem Statements” and is being incorporated in to the planning process. The survey data charts show the population and how well their needs were being met. Some of the needs may not rise to the top based on the number of citizens with that need.

The satisfaction rate for Metro Parks is extremely high. Our user rate is currently at 96% compared to the national average of 70%. We have about 58% who register for our programs compared the national average of 38%, there is much higher use of our parks and programs and this is part of the value the citizens have put into Metro Parks Tacoma.

Each quadrant has different needs based on age, population and demographics. Metro Parks has to take this and make programs attractive and meet the needs requested.

The Mission Led Comp Plan will filter into the Six (6) Year Strategic Action Plan. There are gaps and Metro Parks has to figure out what the priority needs are for neighborhoods, community centers and programming. This has a lot to do with our Parks Master Plan and will help educate staff. This can influence our capital plan and two year capital budget as well as the operating budget. We have to look at priorities and what is the highest need and integrate it into our budget plan.

## **FINANCIAL REPORT**

The final 2015 financial report was reviewed. 2015 was a good year for both revenue and expenditures for all departments. There will be budget amendment that will go to the Park Board for approval. This is a biennium budget with changes made in the second year.

Meadow Park Golf Course did well in 2015. First time in five (5) years the facility ended on a positive. Point Defiance Marina Complex did well on revenue. Staff cleaned up accounts receivable for the Complex. Point Defiance Zoo and Northwest Trek both had a great year with record attendance.

## **NEXT MEETING**

The next meeting is scheduled for May 10, 2016 at Meadow Park Golf Course.

## **ADJOURNED**

The meeting ended at 9:03 a.m.

Approved:

Aaron Blaisdell, Chair

Submitted by: Julie Wilfong