
**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.

Metro Parks Tacoma Headquarters Building
4702 S 19th Street, Tacoma, WA 98405
December 13, 2016

Present: Jeff Albers, Su Dowie, Don Golden, Peter Kram, Dan Powell,
Absent: Aaron Blaisdell, Johnny Mojica
Staff: Brett Freshwaters, Julie Wilfong
Board Liaison: Commissioner Baines
Guest:

SUMMARY

- An update on Destination Point Defiance Park.
- 2017 Work Plan was discussed.

CALL TO ORDER

The meeting was called to order at 7:35 a.m.

MINUTES

The November, 2016 minutes were approved as written.

RECRUITMENT UPDATE

Brett Freshwaters mentioned Scott Bauer a previous member was interested in returning to the council in 2017. The recruitment of University of Puget Sound (UPS) business students becoming members of the council was discussed including the possible recruitment of high school students interested in business. Brett will talk to Carol Mitchell for a contact with the high school.

DESTINATION POINT DEFIANCE UPDATE

Brett reported there has been progress with the projects but with winter approaching work has slowed down. The concrete footings for the new pedestrian bridge was poured.

The second Parking and Traffic Circulation Public Workshop meeting held on December 1st was well attended. There were a number of Town of Ruston residents who voiced their concerns about the current look of the project but overall, there was good public participation. A preferred solution for parking in the park is a parking garage in the Point Defiance Zoo & Aquarium lot. There is no funding for a parking garage at this time.

A question was asked if there were many change orders issued for the projects at Point Defiance. Brett responded there is a contingency built into the projects. This contingency is to be used for any “unforeseen” conditions such as the water issue in the Waterfront Phase I project. There have been minimal change orders issued for the projects.

Su Dowie wanted to know about the impact of projects on staff and the number and level of projects. Brett suggested for the 2017 Work Plan the council should request a presentation from Debbie Terwilleger on the planning process for projects as Metro Parks is taking on a record number of projects and Bond dollars.

Peter Kram ask if there was a limit on the Bond capacity, in which Brett responded, yes, but Metro Parks is not close to it. Metro Parks can be approved for capacity in the hundred million dollar range but we are limited to what is approved by the public.

2017 WORK PLAN

Jeff Albers would like to include the Downtown Multi Family Homes Project (Stadium and Proctor areas) and the impact it would have on parks in these areas to the Work Plan. This would tie in with the Development Impact Fee which is on Brett's Work Plan to have a discussion with the City of Tacoma. This presentation will be scheduled for June.

Dan Powell would like to see a presentation on youth activities which would tie in with partnerships like the Boys & Girls Club, the YMCA and the Tacoma Public Schools. How are we utilizing our resources for programming activities for kids who need it? What are we doing with scholarships to provide broader access for kids? What are the programs, how many participants and how many facilities are used? This presentation will be scheduled for March.

Su Dowie would like to see a quarterly presentation of the expenditures on Capital Projects at a high level. What is the percentage of completion on each project and what is the percentage of expenses? In addition, she would like to see a high level report on Maintenance expenses and earned revenue that shows if we are on budget or not. Presentations can be done in April, July and October (for Capital Projects).

Don Golden is concerned with Meadow Park Golf Course. He would like to see a presentation on the Meadow Park Golf Course Longevity Plan for the next 5 to 10 years. The golf course is an asset to our parks and would like to focus efforts there. This presentation will be scheduled for April with a field trip to the facility.

The State of Washington has collected \$400 Million tax revenue from the marijuana industry. This tax goes into the General Fund and the 502 Program. A percentage of the money is marked for Education. So far there has not been an education component established. The Health Department is working on this component. Don would like Metro Parks to be involved and request funding for parks and recreation education programs. One of the programs that could benefit would be the Late Night Program with a drug education component. This presentation will be scheduled for May.

Julie Wilfong would like to see a presentation from Northwest Trek on the Business Plan, what is the future plan for the park. This presentation will be scheduled for September with a special meeting during the day at Northwest Trek.

Commissioner Baines would like to see a presentation on the Impact Fees and how it effects Parks.

Brett Freshwaters would like to have the council look at the fiscal financial sustainability. We need to develop a long term forecast for the new assets coming on line. How do we pay for it? The 2017 and 2018 budget is good but we will need to figure out how do we keep paying for that? This presentation will be scheduled for December.

FINANCIAL REPORT

No update on financials.

NEXT MEETING

The next meeting is scheduled for Tuesday, January 10, 2017, held at Metro Parks Tacoma Headquarters building located at 4702 S. 19th Street.

ADJOURNED

The meeting ended at 9:00 a.m.

Approved:

Aaron Blaisdell, Chair

Submitted by: Julie Wilfong