
**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
January 10, 2017

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

SUMMARY

- An update on Destination Point Defiance Park.
- 2017 Work Plan was discussed.
- An update on the Capital Project Process.

CALL TO ORDER

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

MINUTES

The December 13, 2016 minutes were approved with a correction to the date of the next meeting which was schedule for Tuesday, January 10, 2017.

RECRUITMENT UPDATE

Brett Freshwaters mentioned a prospective new member may be joining the council in the near future. She is an accountant with RSM US LLP. Still looking for prospective high school or college students to join also.

DESTINATION POINT DEFIANCE UPDATE

Debbie Terwilleger gave an update on DPD. MPT has a Sequence Coordinating Group that meets every two weeks to discuss the construction projects around the park. Before construction started in the park we met with the contractors to setup a meeting where the contractors can discuss the projects and communicate staging plans for concrete, dirt, supply deliveries, etc. and this has worked out great. The Communication department is also sending out information to park patrons to keep them updated on the projects.

We are using the GC/CM (General Constructor/Construction Management) process for Waterfront Phase 1 and the new aquarium project in Point Defiance Zoo & Aquarium. This is an alternate delivery method that must be approved by the State. This method of bringing a general contractor in during the design phase of the project can help reduce cost, minimize change orders and manage risks. This alternate delivery method is being used on Metro Parks' three major projects.

CAPITAL PROJECTS UPDATE

Debbie Terwilleger provided an update on Metro Parks' Capital planning process and the major 2017-18 projects. The 6-year Capital Plan was adopted at the end of 2016. Our budget authority allows for 2 years of the Capital Plan.

The \$198 Million of approved Bond funds is broken up into three categories.

- \$65 Million for Point Defiance Zoo & Aquarium for the new aquarium and other projects.
- \$65 Million for Point Defiance Park which includes the Waterfront Phase 1 and other projects around the park.

- \$68 Million for Community and Neighborhood Parks to use on a wide variety of park and building improvements throughout the district.

There are three major projects that are coming out of these funds: Waterfront Phase 1, the New Aquarium Project and the Eastside Community Center Project. These are very large projects with a lot of outside funding to leverage our bond funds.

Metro Parks' uses several criteria to help identify which projects should be started in the current biennium and what is the priority for Metro Parks. Some of the criteria are Public Safety, the Mission Led Comprehensive Program Plan, Community Priority, Geographic Equity and Partnership Opportunity/Leverage funding. Under the Public Safety criteria Metro Parks would make ADA (Americans with Disabilities Act) improvements in parks and buildings. One of the projects underway that fit into this criteria is the bridge replacement project at Wright Park. It was deemed unsafe and had to be closed as a safety measure. It is now being replaced.

The Mission Led Comprehensive Plan has also helped the Capital Projects as the plan helps to identify areas with gaps. For example, trails and natural areas were identified as a high priority in the plan.

Community Priority is another factor as Metro Parks has a unique opportunities to partner with other agencies and the community on projects. Metro Parks will be working the Lincoln Park area that has been identified as a community priority with the City of Tacoma. Another example is the Environmental Learning Center at Point Defiance Zoo & Aquarium where we have partnered with Tacoma Public Schools.

Geographical Equity also plays a role as Metro Parks wants to have a value everywhere in the community.

Under the 2017 -18 Master Plan and Feasibility Projects some of the key planning efforts are at a higher level of planning. Some of the focus will be on Metro Parks' infrastructure and develop a funding plan.

Metro Parks will also work more on infrastructure to ensure long term viability and community enjoyment of the assets. The Community and Neighborhood parks category includes funds for Small Capital Projects throughout the District that is related to infrastructure and the Environmental Green Space Initiative. Within the next few months we will work on the project scopes that will tie into the funding.

The City of Tacoma is focusing a lot of their efforts on Ruston Way. With the master planning of Ruston Way, there are a number of opportunities with this project and also some constraints with infrastructure such as a failing seawall. Some of our best parks are along Ruston Way. Metro Parks is studying the opportunities to really improve Ruston Way and will be working with the City on this project.

Metro Parks is also looking at other leveraging opportunities with Pierce County and the City of Tacoma to ensure we are involved in community projects. The City of Tacoma is embarking on a "Safe Routes to Schools" Project and this is a shared planning opportunity and we want to make sure the planning isn't just for schools but also for safe routes to parks.

Currently Metro Parks is updating the Master Plans for Titlow Park and Swan Creek/Eastside. For Titlow Park one of the items is to look at the use of the Hidden Beach area by the public. Use of the railroad trestle bridge structure leading to the former TOA landing and related building will also be analyzed.

The Master Plan for Swan Creek was approved a few years ago. As community use of the park increases and new amenities are added, the Master Plan will need to be updated. There are over 300 acres of park and the natural canyon in an urban environment makes this a unique asset. Metro Parks has also applied for grant funding and hasn't been successful. We are now trying to fine tune our definition of what type of park this should be.

Metro Parks continues to work on the 1% Arts Master Plan Program district-wide. There is a lot of interest to do art in parks.

For Athletic Field Development, Metro Parks does not want to duplicate work with other agencies. It is looking at joint efforts with the Tacoma Public Schools and other facility providers to figure out what is the best way to spend the Bond funds to improve fields.

There is funding in the Bond for land acquisition. On occasion we have had the community contact us about purchasing land they are selling. Metro Parks is developing a land acquisition plan that includes targeting areas to fill service gaps.

The current two year Capital Plan is three time larger than any of our previous plan at about \$155 Million. One of the challenges is developing a staffing plan. There is an impact across the District. When the Bond was initially passed the Planning Department hired Contract Coordinators as the workload and paperwork for these projects are huge. The processes are very complex especially anytime there is federal funding. Metro Parks hired a Communications Manager whose major focus is on construction projects and ensuring the community is updated on the projects.

2017 WORK PLAN

Council would like to see an update on the Meadow Park Business Model/Capital Improvements with a site meeting in April.

Request for a meeting to be held at the Point Defiance Pagoda with an in depth update on Destination Point Defiance (will occur in February).

Request for a meeting to be held in July at the Point Defiance Zoo & Aquarium with a presentation from Sarah Hamel and a representative from Turner Construction Company on the New Aquarium Project.

FINANCIAL REPORT

The November Financials were reviewed. Brett reported Metro Parks may be up to \$2 Million ahead of budget at the end of the year, but probably less. There were still some last minute spending by the departments, but we will have a good positive variance.

Northwest Trek had a great year. The Point Defiance Zoo & Aquarium attendance was down, but Zoolights attendance was great.

The Point Defiance Marina Complex is set to end the year right on budget. They are slightly under on revenue due to a short fishing season.

Meadow Park Golf Course is set to be on budget at the year.

NEXT MEETING

The next meeting is scheduled for Tuesday, February 14, 2017, held at the Point Defiance Pagoda located at 5400 N. Pearl Street, Tacoma.

ADJOURNED

The meeting ended at 9:00 a.m.

Approved:

Aaron Blaisdell, Chair

Submitted by: Julie Wilfong