

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

MAY 28, 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** TACOMA PUBLIC SCHOOLS COMMUNITY UPDATE

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

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS CAPRA ACCREDITATION UPDATE – JOE BRADY

PRESIDENT'S REPORT

STANDING COMMITTEE & COMMISSION REPORTS

EXECUTIVE DIRECTOR'S REPORT

REGULAR MEETING

CITIZEN COMMENTS

MINUTES

(3-6) MINUTES OF THE MAY 13, 2019 REGULAR BOARD MEETING



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

CONSENT AGENDA

- (7-8) **RESOLUTION NO. C35-19:** APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 2019
(Contact: Erwin Vidallon, Chief Financial Officer)

- (9-11) **RESOLUTION NO. C36-19:** APPOINTING MEMBER TO THE BUSINESS & RESPONSIVE AGENCY ADVISORY COUNCIL
(Contact: Erwin Vidallon, Chief Financial Officer)

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

BOARD COMMENTS

EXECUTIVE SESSION PENDING LITIGATION

ADJOURNMENT

UPCOMING BOARD MEETINGS

May 29, 2019	Capital Improvement Committee	5:00 PM	Park Headquarters
June 10, 2019	Regular Board Meeting	6:00 PM	Park Headquarters
June 12, 2019	Capital Improvement Committee	5:00 PM	Park Headquarters
June 17, 2019	Committee of the Whole	5:30 PM	Park Headquarters
June 24, 2019	Regular Park Board Meeting	6:00 PM	Eastside Community Center

* 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
MAY 13, 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 Hanberg

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 None

PRESIDENTS REPORT

President Pointer commented that he attended last week's Tacoma Athletic Commission meeting. At the meeting student athletes from local colleges and universities were honored. In addition the commission recognized Willie Stewart who was recently named the Tacoma Peace Laureate.

President Pointer also congratulated the City of Fircrest who recently passed a measure for funding for a new pool and recreation center.

STANDING COMMITTEE AND COUNCIL REPORTS

Joint Municipal Action Committee

Commissioner Smith commented that the JMAC quarterly meeting was held on May 10th. Agenda items included an update on school funding, announcement of a new Port of Tacoma CEO, successful State Capital requests by Metro Parks, and DOT homelessness clean up update.

Active Living and Community Wellness

Commissioner Reid commented that the recently visited Dune Park.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Staff is making final preparations to open the Point Defiance Visitors Center for the season. The Visitors Center will be open Fridays – Sundays, 10am-5pm, Memorial Day through Labor Weekend.

- Parks & Recreation and Planning staff will hold a Point Defiance Marina Customer Information Meeting Tuesday night (tomorrow) from 6pm-7:15pm at Point Defiance Pagoda. Various Marina user groups have been invited to attend the meeting which will focus on Marina services, fishing season, bond projects and Q&A with boat locker tenants.
- The 5th annual Cinderella Ball sponsored by the Tacoma Yacht Club and hosted by the Metro Parks Specialized Recreation program is Saturday May 18th at 1pm . All ages are welcome.
- Staff was informed last week by NRPA that Metro Parks Tacoma has been selected as a finalist for the 2019 National Gold Medal Awards for Excellence in Park and Recreation Management program. Announcements of the winners are made in September at the National Conference.

CITIZEN COMMENTS

Sandra Ford commented on her concerns regarding homelessness issues and illegal activity in and around Blueberry Park. She requested that the District work with the City and Police to take action. Ms. Ford invited the Board to attend the Safe Streets meeting in their neighborhood on the 21st.

Corina Going commented on the ongoing illegal activity around and in Blueberry Park. She urged the Board to work with Police and the City to help make things safer in the neighborhood.

MINUTES OF THE APRIL 22, 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

RESOLUTION NO. C34-19: REVISING MAY 2019 MEETING SCHEDULE FOR THE BOARD OF PARK COMMISSIONERS

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

PURCHASING RESOLUTIONS None

PUBLIC WORKS PURCHASING RESOLUTIONS None

SINGLE READING RESOLUTIONS None

SECOND READINGS RESOLUTIONS None

RESOLUTION NO. RR32-19: A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE METROPOLITAN PARK DISTRICT OF TACOMA, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE ISSUANCE AND SALE OF UNLIMITED TAX GENERAL OBLIGATION REFUNDING BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$30,000,000 TO REFUND CERTAIN OUTSTANDING

GENERAL OBLIGATION BONDS OF THE DISTRICT AND TO PAY CERTAIN COSTS OF ISSUANCE OF THE BONDS; PROVIDING FOR THE ANNUAL LEVY OF TAXES TO PAY THE BONDS; AND DELEGATING TO THE CHIEF FINANCIAL OFFICER OF THE DISTRICT THE AUTHORITY TO DETERMINE THE FINAL TERMS OF THE BONDS UNDER THE TERMS AND CONDITIONS SET FORTH HEREIN.

This resolution was moved and seconded on April 22nd.

Commissioner Reid asked if the recent market plunge will affect the rates. Bond staff indicated that there is an actual an inverse effect and will likely not affect the sale of the bonds.

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

FIRST READING RESOLUTIONS None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Smith commented positively on her recent visit to the new aquarium with her family.

EXECUTIVE SESSION

The Board recessed into executive session for one hour to discuss pending litigation.

ADJOURN:

Being no further business, the meeting was adjourned at 7:20 p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C35-19

APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 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 APRIL 1, 2019 AND ENDING APRIL 30, 2019.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers <u>327282</u> to <u>327665</u>	AMOUNT:	<u>\$5,119,201.62</u>
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PAYROLL CLAIMS FUND:

Warrant Serial Numbers <u>049520</u> to <u>049843</u>	AMOUNT:	<u>\$114,530.63</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>\$5,233,732.25</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: Jessie Baines, Jr., Park Board Commissioner
FROM: Donald Golden, BRAAC Advisory Council Chair
SUBJECT: **Appointing New Member to the Business & Responsive Agency Advisory Council**
DATE: May 16, 2019

EXECUTIVE SUMMARY: The application for membership of the Business & Responsive Agency Advisory Council have been reviewed by the board liaison, staff and the council. It is the recommendation of the entire council that the Board of Park Commissioners appoint the candidates for a three-year term to conclude in **2022**. A copy of the candidate's application is attached.

BACKGROUND: The Board of Park Commissioners adopted RR20-14 to redefine citizen advisory councils roles to be better align with the District's four mission-driven areas. The District maintains these Councils in order to have citizen engagement in Park District functions and to foster a broad range of citizen input and expertise in strategic decision-making and policy-development. Citizen advisory councils are important vehicles for the implantation of the Distirct's participation policy and are aligned with best practices in the industry.

The Business & Responsive Agency Advisory Council has reviewed the application submitted by **Tammy Pilon** and interviewed and candidate. We have determined that the candidates:

Tammy Pilon, has shown:

1. Has knowledge, interest and skills related to the Advisory Council Charter.
2. Has interest related to parks, programs, and facilities operated by Metro Parks Tacoma.
3. Would make a good addition to the existing composition of the Council.
4. Is willing and able to commit to the Charter, goals of the Council.

After this appointment is made, the total number of council will be eleven members.

FISCAL IMPACT: None.

ADDITIONAL INFORMATION: For additional information, contact Erwin Vidallon, Chief Financial Officer at (253) 305-1081.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C36-19

**APPOINTING MEMBER TO THE
BUSINESS & RESPONSIVE AGENCY ADVISORY COUNCIL**

WHEREAS, Metro Park Tacoma seeks to provide quality programs and services to all its customers and residents; and

WHEREAS, Metro Parks Tacoma wishes to utilize the input and expertise of a broad base of community members for guidance in the development of its programs and services; and

WHEREAS, the Board of Park Commissioners has established four Citizen Advisory Councils for the purpose of aiding the Board of Park Commissioners by assessing and recommending policy and program decisions that influence mission-led interest areas; and

WHEREAS, there are current vacancies on the advisory council;

WHEREAS, the application were reviewed by the chair of the council, staff and board liaison and the appointment is recommended by the entire membership in order to sustain functional councils; now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to appoint the following citizen to serve on the Business & Responsive Agency Advisory Council.

Tammy Pilon, Term Expires on May 31, 2022

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

ATTEST:

President

Secretary

Clerk

Tammy Pilon



Contact Information

Name: Tammy Pilon
Mobile: (206) 962-1399 @ Any
Home: (206) 962-1399 @
Email: tammpilon@gmail.com

History

This Year 0 00 Hours
Lifetime 0 00 Hours
Last Login Sunday, April 14, 2019

< Contact Information >

> General Availability

> Custom Fields

Custom Field	Value
Agreements and Acknowledgements	
I agree to the Volunteer Release and Waiver of Liability found in the information box to the right of this field.	Current: 1 Pending: 1 I agree
Additional Questions	
I wish to serve on the following Advisory Council	Business & Responsive Agency
Occupation (if retired, please indicate former occupation)	Analyst Investments
Current Employer (or state Retired)	Merrill Lynch
Education (Name of high school; college/university; year graduated/degree)	Everett Community college, High school diploma 2000. College for Financial Planning, Centennial, CO Chartered Retirement Planning Counselor Designation — 2018 Southern New Hampshire University, BA finance, anticipated graduation date 2021.
Please describe your interests and qualifications as related to this position	I believe Metro Parks is a very important part of our community. I'm very interested in learning more about the development and planning process as well as financial sustainability. Since I work in finance I feel I have some insight to give in that regard. I have a long history in business and would love to contribute anything I can to Metro Parks.
Please list any involvement in professional/community activities, including any current/past involvement with MPT programs	I've volunteered at Housing Hope since 2012. I believe strongly in supporting my community and helping people. Jen Drake 253-324-3605 923 S Cushman Ave Tacoma, WA 98405