



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
September 28 2020**

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

IN THE CHAIR: Tim Reid

PLACE: Remote call in meeting

STUDY SESSION 2020 Budget Update

Erwin Vidallon opened the presentation by noting this review would provide the August year to date financial update, and would also provide a comparison and expenditure forecast to actuals to date due to the impacts of COVID. Tables highlighting the August revenue shortfalls as well as expenditure savings within all funds were reviewed. Total revenue shortfall was more than forecasted at \$703,470. However, actual expenditure savings was also more than forecasted at \$719,986. This resulted in a net revenue/expense of \$12,516. Mr. Vidallon then showed several graphs that detailed 2020 month-to-month movement in revenue. He pointed out projections for the remainder of 2020 as compared to the original budget as being significantly lower.

Staff commented that within the area of earned revenue MPT is about \$1.3 M short of forecast as programs are not fairing as well as the District had hoped. Mr. Vidallon did point out the continued strong showing from the golf course and boathouse marina. Commissioner Hanberg and staff engaged in conversation regarding the Board's role in the budget process during this time if actuals and projections are changing rapidly. Shon Sylvia commented that at this point changes being made are within the authority of the executive director.

Mr. Vidallon then reviewed a graph that gave details related to property tax revenue. He noted that collections in the spring did come in surprisingly just slightly lower than projected. He noted that October collections at this point are being projected close to budget. In the area of sales tax actuals are doing better than forecasted but staff continue to watch that carefully.

Through use of another graph Mr. Vidallon pointed out the actual budget expenditures through August 2020. He commented that actuals remain lower than forecasted.

Mr. Vidallon concluded the presentation making several comments regarding year-end projections. He stated that the District has now received \$500,000 CARES funding reimbursement from the Pierce County and has a commitment form the county for another \$700,000 to assist with unemployment costs. Revenue projection loss through the end of 2020 is \$4.6M with a projected reduction savings of \$4.8M. It was noted by staff that fund balance or reserves have not been used at this point. Board conversation ensued relative to end of year balance and how it relates to staffing.

Mr. Sylvia noted it will continue to take a lot of work in the last quarter to keep the budget balanced as their still remains many uncertainties related to both sales and property taxes.

REGULAR MEETING

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

SPECIAL PRESENTATIONS

Employee Retiree Recognition

Rich Johnson was honored by the Board and staff on the occasion of his retirement after 51 years with the Point Defiance Zoo and Aquarium.

PRESIDENTS REPORT

President Reid urged the community to continue wearing masks, practicing social distancing and recreating responsibility in parks.

STANDING COMMITTEE AND COUNCIL REPORTS None

EXECUTIVE DIRECTOR’S REPORT

Executive Director, Shon Sylvia commented on the following:

- Fort Nisqually Foundation will be hosting an online auction in October. Bid on items made by Fort volunteers, like blacksmith John Simpkins, and many others. The link for the online auction will be announced soon.
- Upcoming Planning Commission hearing next week on October 7th regarding the proposal to change the land use designation change for Heidelberg Sports Complex. This public hearing is the next step in the City’s docketing process, which occurs annually to allow the Planning Commission and City Council to consider changes to the Comprehensive Plan.

COMMUNITY COMMENTS

A written comment was submitted by the Hilltop Equity Access Committee regarding the District’s lack of response to a letter submitted to staff last month.

MINUTES OF THE SEPTEMBER 14, 2020 REGULAR BOARD MEETING

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

CONSENT AGENDA None

PURCHASING RESOLUTIONS None

PUBLIC WORKS PURCHASING RESOLUTIONS None

SINGLE READING RESOLUTIONS

RESOLUTION NO. R42-20: WSDOT INTERLOCAL COOPERATION AGREEMENT-TACOMA TO PUYALLUP REGIONAL TRAIL CONNECTION ROUTE ANALYSIS STUDY

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Hanberg. Marty Stump commented that this resolution authorizes the appropriation of up to \$20,000.00 from the 2014 UTGO Bond Funds Trails and Pedestrian System Partnerships for the Tacoma to Puyallup Regional Trail Connection Route Analysis led by WSDOT and in partnership with WSDOT, Metro Parks Tacoma, the Puyallup Tribe of Indians, the cities of Fife, Puyallup, and Tacoma, and Pierce County. This resolution would also authorize the Executive Director to enter into the necessary agreements with WSDOT.

Mr. Stump reported that the route analysis evaluated three options for the new trail including: Levee Road, River Road and SR 167. The group is recommending moving forward with the SR167 new alignment option.

Commissioner Hanberg commented that he is excited to see this trail move forward in the future.

Commissioner Smith asked for additional information regarding the funding contributions from the other partners.

Being no additional comments the question was called and the resolution passed on a vote of 5-0.

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS

RESOLUTION NO. RR43-20: SURPLUSING AND CONVEYING CERTAIN REAL PROPERTY AT TITLOW PARK TO THE CITY FOR THE CONSTRUCTION OF A PEDESTRIAN RAIL CROSSING

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Hanberg.

Marty Stump commented that this is a public safety improvement, City of Tacoma has designed and is prepared to construct certain pedestrian railroad crossing improvements and new ingress/egress into an abutting parking lot owned by Burlington Northern Railroad and adjacent to Titlow Park. Mr. Stump stated that in order to construct the pedestrian improvements, the City must acquire from Metro Parks a portion of Titlow Park located in the western corner of the Park consisting of 643 square feet. Mr. Stump noted that Metro Parks staff has collaborated with the City of Tacoma throughout the design of these improvements to ensure that maintenance and emergency access is maintained through the project area once the project has been completed, and that the improvements do not have an adverse impact upon public access and enjoyment to the waterfront area.

Staff also commented that Metro Parks would receive from the City of Tacoma the value of the pedestrian improvement Property as determined by an appraisal dated January 17, 2020 and performed by a Washington State certified appraiser, who determined the value to be \$22,900.00.

Being no additional comments the resolution was moved to second reading at the October 12th Board meeting.

RESOLUTION NO. RR44-20: ADOPTING DISTRICT FAMILIES FIRST CORONAVIRUS RESPONSE ACT POLICY

Commissioner Pointer moved adoption of the resolution; seconded by Commissioner Hanberg.

Hunter George commented that a draft of this policy was introduced to the Board during new business at the September 12th Board Meeting. Mr. George stated the policy would ensure the District is in alignment with Federal law.

Mr. George stated that the policy expands existing Family Medical Leave Act (FMLA) coverage to provide up to 12 weeks of partially-paid Public Health Emergency Leave (PHEL/FMLA) for eligible employees who are forced to miss work due to closure of their child’s school or the unavailability of the childcare provider for reasons related to COVID-19. Employees may elect to supplement the mandated partial benefit (paid by Metro Parks Tacoma) with their accrued leave to make them whole.

The policy also provides up to 10 days of Emergency Paid Sick Leave (EPSL) for reasons related to COVID-19, including if the employee is experiencing symptoms, to care for eligible individuals who is in isolation or quarantine, and to care for a child. EPSL is also paid by Metro Parks Tacoma.

Being no additional comments the resolution was moved to second reading at the October 12th Board meeting.

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Pointer acknowledged to recent passing and contributions of former Mayor Harold Moss.

ADJOURN:

Being no further business, the meeting was adjourned at 6:30 p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary