



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
MARCH 27, 2023**

PRESENT: Andrea Smith, President
Aaron Pointer, Clerk
Tim Reid
Rosie Ayala
Michael Liang

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters, 4702 S. 19th St. Tacoma, WA

STUDY SESSION

2023 BOND SALE BRIEFING FROM BOND COUNSEL AND KEY BANC

Debbie Russell introduced Deanna Gregory, bond counsel for the District and Caitlin Caldwell, of Key Banc.

Ms. Gregory began the presentation by noting the District has issued \$158M of the 2014 \$198M bond program, noting that \$40M remain to be issued. M. Gregory then reminded the Board of the background and legal considerations of UTGO Bonds, including the fact that they must be used for capital projects; not the replacement of equipment, and paid for from excess property taxes.

Ms. Caldwell then spoke about the bond sale mile stones and schedule between March and June as follows:

- Pre-planning: issuer works with transaction team to determine preliminary bond sale goals, size, and structure
- Authorization: issuer receives voter and/or governing body approval for transaction
- Disclosure Preparation: issuer and transaction team finalize bond structure and develop required disclosure
- Rating agency review: issuer and transaction team make presentations to rating agencies (either in person or by phone) and receive ratings 2-4 weeks thereafter
- Marketing Period: issuer and underwriter may conduct additional sales calls with investors
- Bond Pricing: underwriter takes orders for the bonds and “underwrites” unsold balances; issuer and underwriter sign the bond purchase agreement (BPA)
- Closing: underwriter wires funds to issuer and the bonds begin to accrue interest

Ms. Caldwell then reviewed the financials of the project bonds structure for 2023 including sources & uses, and pro forma debt service. Ms. Caldwell then reviews a graph highlighting the historical and projected cost for the average homeowner, noting that the average cost for the 2014 measure is \$105.43 per year.

Brief discussion ensued about the current market conditions and municipal bonds.

Commissioner Liang inquired about how staff tracks and accounts for bond dollars in categories as represented to the public when then bond was passed. Debbie Russell commented that quarterly updates are given to the Board contain that information. Tania Wink commented that annual audits also help to track that information.

REGULAR MEETING

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order by President Smith at 6:00p.m. President Smith read a land acknowledgement.

SPECIAL PRESENTATIONS None

PRESIDENT’S REPORT

President Smith commented that she and other elected officials recently attend the neighborhood SUN Alliance Meeting, where youth gun violence and Stafford Elementary School were discussed.

STANDING COMMITTEE AND COUNCIL REPORTS

Arts & Heritage Advisory Council

Commissioner Liang commented that at the last council meeting new member interviews were held and there was discussion around an eastside oral history project.

Business & Responsive Agency Advisory Council Meeting

Commissioner Reid commented that this council met on March 14th; agenda items included: district asset management program, policy review process, and community partnership with Pierce Transit.

EXECUTIVE DIRECTOR’S REPORT

Executive Director, Shon Sylvia commented on the following:

- Staff will be distributing a policy review schedule to the Board
- The March 29th CIC meeting is canceled
- The City of Tacoma will hold a Conditional Use Permit hearing regarding Stanley Playfield on March 30th
- Staff is considering a Committee of the Whole meeting on April 3rd at 5:30pm
- Hunter George was introduced and updated the Board on items in the legislature as follows:
 - As of today there are no allocations for the District in the House budget
 - In the Senate budget Stewart Heights skate park: \$195k available via RCO through the fully funded Youth Athletic Facilities (YAF) account.
 - In the Senate Budget Dickman Mill pilings: \$3.5m to WA DNR to remove 1,200 contaminated pilings
 - Asia Pacific Cultural Center is on track for a \$1M allocation
 - Derelict Vessel Bill has passed the House with no known opposition

COMMUNITY COMMENTS

Curt Mehlhaff commented on the difficult time that members of the community are having paying bills as property tax measures are continuing to increase.

MINUTES OF THE MARCH 13, 2023 REGULAR BOARD MEETING

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

CONSENT AGENDA**RESOLUTION NO. C26-23: APPOINTING MEMBER TO THE BUSINESS & RESPONSIVE AGENCY ADVISORY COUNCIL**

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

PURCHASING RESOLUTIONS**RESOLUTION NO. P27-23: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA**

1. SITECRAFTING INC. FOR WEBSITE UPGRADES & IMPROVEMENTS, EMERGENCY REPAIRS, AND HOSTING, INCREASING THE CURRENT CONTRACT IN THE AMOUNT OF \$130,000
2. TITUS-WILL FOR FLEET VEHICLES IN THE AMOUNT OF \$150,000

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Ayala.

Debbie Russell commented that in regards to SiteCrafting, the contract language allowed for (2) additional two-year contract extensions, over a six-year period. She noted that due to the need for upgrades and improvements after the initial redesign and launch of the current website, staff is requesting that an additional \$130,000.00 be added to the current agreement for 2023-2024. Staff commented that this will be the final amendment of this contract and future work beyond 2024 for ongoing hosting and maintenance and changes will be re-bid through an RFP process.

Mark Knowlden commented that staff is requesting funding approval for the purchase of 2 15-passenger vans for the recreation program use. Mr. Knowlden noted that these vans have been difficult to procure due to the special tow packages needed. Commissioners requested information about the District's total fleet numbers.

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

PUBLIC WORKS PURCHASING RESOLUTIONS**RESOLUTION NO. PW28-23: POINT DEFIANCE MARINA FACILITY MAJOR RENOVATIONS RFQ #J2015-12 WSP CONTRACT AMENDMENT**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Ayala.

Debbie Russell summarized change orders (1-3) for this project up to this point.

Ms. Russell commented that design contract amendments 4-5 include construction of the building improvements encountered unforeseen building conditions including decomposition in existing building facades, concealed wood decay in main structural beams, compromised under-building utilities, and required modifications to the concrete decking based on the findings after demo of the existing concrete. Ms. Russell commented that to resolve these conditions required additional design work. Amendments 4 and 5 increase WSP's contract an additional \$96,809 for a new negotiated not to exceed amount of \$323,466.

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

SINGLE READING RESOLUTIONS**RESOLUTION NO. R24-23: DE-ACCESSIONING AND SURPLUSING ITEMS FROM THE FORT NISQUALLY COLLECTION**

President Smith commented that this resolution was moved and seconded at the March 13th Regular Board meeting but the vote was delayed due the fact that only 4 of 5 board members were present.

President Smith opened the floor to public comment.

Tod Sharon commented that he spoke with MPT staff members today about the items being de-accessed to try to get clarity on the process and policy for this action.

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

RESOLUTION NO. R29-23: PERFORMANCE REVIEW AND UPDATE TO EMPLOYMENT AGREEMENT FOR THE EXECUTIVE DIRECTOR

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Ayala.

Mark Roberts, general counsel for the District commented on the accomplishments of Mr. Sylvia in 2022.

All five commissioners commented on the accomplishments of Mr. Sylvia and endorsed the proposed increase to the contract.

Curt Mehlhaff commented that he supports the proposed increase and acknowledged the accomplishments of Mr. Sylvia.

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 None

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS

Commissioner Ayala commented positively on the work of the SUN Alliance.

ADJOURN

Being no further business, the meeting was adjourned at 6:48 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary