



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
August 28, 2023**

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

EXCUSED: Aaron Pointer

IN THE CHAIR: Andrea Smith

PLACE: District Headquarters
4702 S 19th St.

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.

It was moved and seconded to excuse Commissioner Pointer and passed unanimously. Commissioner Liang was named acting clerk.

SPECIAL PRESENTATIONS Tacoma Parks Foundation

Hannah Fields, Interim Director of the Tacoma Parks Foundation was welcomed by the Board. Hannah commented that tonight the Board will be considering a resolution to accept and appropriate the August funds distribution for youth development programs, recreation scholarships, and a transit van for outdoor adventures. She noted additional funds received by Metro Parks included \$1,164,000 from the WA State Department of commerce for the Eastside Community Center construction. Hannah Fields also informed the Board about the Foundation's role with the financial administration of the Beyond the Bell/Club B programs, and the Summer Teen Late Night Program. Ms. Fields also spoke about the community presence the Foundation had over the summer with local partners and businesses. Three new Foundation Board members were also introduced in the presentation.

Board members thanked the Foundation for their continued support and work on behalf of the District.

PRESIDENT'S REPORT

President Smith commented that a public meeting regarding the Fire Station 7 proposal is scheduled for August 31st at 6pm at the STAR Center.

STANDING COMMITTEE AND COUNCIL REPORTS**Nature & Environment Advisory Council**

Commissioner Ayala commented that at their last meeting, agenda items included Titlow Park development plans, and the idea of exploring a clam garden for the park.

Arts & Heritage Advisory Council

Commissioner Liang commented that the council met last week. Agenda items included the idea of rotating art at community centers, and a City in a Park Master Plan update.

Business & Responsive Agency Advisory Council

Commissioner Reid commented that this council met August 17th. Agenda items at the meeting included Human Resources Policy review, 2nd quarter financial review, and proposed improvements at Meadow Park Golf Course. Commissioner Reid noted that the council will be making nominations for the quarterly Parks Champion Award.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Alan Varsik introduced the following new employees: Katie Schachtsick, Bianca Martin & Megan Rusin.
- ZEED won a Public Relations Society of America award under the category of Public Relations at the 2023 Puget Sound Summit Awards, for their hard work and collaboration with the development and implementation of the Wildlife Trafficking display at SeaTac airport.
- The Park Board- Mid Year Retreat is scheduled for Thursday, September 7th beginning at 9am at Titlow Lodge.

COMMUNITY COMMENTS

Curt Mehlhaff commented on a recent article in the News Tribune about the Park Guide Program. He noted that he feels this program does not appropriately address safety funding as noted in the Levy Lid Lift.

MINUTES OF THE AUGUST 14, 2023 REGULAR BOARD MEETING

Commissioner Liang moved to adopt the minutes as presented; seconded by Commissioner Ayala and passed on a vote of 4-0 (Commissioner Pointer being excused).

CONSENT AGENDA**PURCHASING RESOLUTIONS**

RESOLUTION NO. P64-23: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. TURF STAR WESTERN/WESTERN EQUIPMENT FOR EQUIPMENT & GROUND SUPPLIES IN THE AMOUNT OF \$678,071.43 (INCLUDING WSST)
2. PUGET SOUND HARDWARE FOR BEST KEY SYSTEM IN THE AMOUNT OF \$80,225.28 (INCLUDING WSST)
3. QUESTICA ENTERPRISE BUDGET MANAGEMENT SYSTEM IN THE AMOUNT OF \$326,157.29 (INCLUDING WSST)

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

Mark Knowlden commented that item 1 is for Meadow Park Golf Course and follows the Meadow Park Golf Course equipment replacement schedule.

Alan Varsik commented that item 2 is for an updated key system for Northwest Trek.

Tania Wink commented that item 3 is for an online budgeting system software. She noted that several other municipalities in the state use this particular software.

Being no additional comments the question was called, and the resolution passed on a vote of 4-0 (Commissioner Pointer being excused).

PUBLIC WORKS PURCHASING RESOLUTIONS

RESOLUTION NO. PW65-23: POINT DEFIANCE PARK WATER UTILITY INVENTORY & ASSESSMENT- CONTRACT TO RH2 ENGINEERING, INC

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

Debbie Russell commented that this item was discussed at the August 16th CIC meeting with a recommendation for approval. Ms. Russell indicated that this went through an RFQ process, and a local firm was selected. Staff indicated that this contract will be for completing a water utility inventory for Point Defiance Park.

Being no additional comments the question was called, and the resolution passed on a vote of 4-0 (Commissioner Pointer being excused).

SINGLE READING RESOLUTIONS

RESOLUTION NO. R66-23: ACCEPTING & APPROPRIATING \$219,327.67 IN CONTRIBUTIONS FROM THE TACOMA PARKS FOUNDATION FOR MULTIPLE METRO PARKS PROJECTS AND PROGRAMS

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

Mark Knowlden commented that staff is thankful for the work of the Foundation and for the funds brought in by the Tacoma Parks Foundation for multiple programs and projects.

Board members thanked the Tacoma Parks Foundation for their continued support.

Being no additional comments the question was called, and the resolution passed on a vote of 4-0 (Commissioner Pointer being excused).

RESOLUTION NO. R67-23: AMENDING OPERATING AGREEMENT WITH THE TACOMA PARKS FOUNDATION

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

Mark Knowlden commented that this resolution would allow for a financial amendment of \$331,000 to the current Operating Agreement with the Tacoma Parks Foundation to help the District solicit additional program partners to meet community need for Beyond the Bell and Club B.

Being no additional comments the question was called, and the resolution passed on a vote of 4-0 (Commissioner Pointer being excused).

RESOLUTION NO. R68-23: ADOPTING A MEMORANDUM OF UNDERSTANDING FOR THE PHASE 1 MUNICIPAL STORMWATER PERMIT BY AND BETWEEN THE CITY OF TACOMA AND THE METROPOLITAN PARK DISTRICT OF TACOMA

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

Debbie Russell noted that this item was reviewed by the CIC on August 16th with a recommendation for approval. Ms. Russell commented that the permit is designed to protect and improve the water quality by requiring the City of Tacoma to implement a variety of stormwater management activities. Staff noted that MPT is a Secondary Permittee under the Permit with independent responsibility for discharges from small municipal separate storm sewers contained on its property.

Being no additional comments the question was called, and the resolution passed on a vote of 4-0 (Commissioner Pointer being excused).

SECOND READINGS RESOLUTIONS None

FIRST READING RESOLUTIONS

RESOLUTION NO. RR69-23: UPDATING POLICY 511.001- AUTHORITY OF THE BOARD AND EXECUTIVE DIRECTOR & UPDATING POLICY 000.004- NAMING METRO PARKS TACOMA'S ASSETS

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

Sandra Eliason noted that this resolution seeks to update two policies and their accompanying procedures. She commented on the policy review process. President Smith commented that both policies were discussed at the last COW meeting.

Policy 511.001, Authority of the Board and Executive Director is edited to change gender-specific language to gender neutral, and the procedures are clarified to reflect that the Board will name a designee when the Executive Director is unable to act.

Sandra Eliason commented that Policy 000.004, Naming Metro Parks Tacoma’s Assets, is updated to remove the barrier of the 51 percent cost threshold, add clarity about the types of assets that can be named, and better define the distinctions among naming for historic references, major gifts, and corporate partnerships.

Being no additional comments, the resolution was moved to second reading at the September 11th Board Meeting.

NEW BUSINESS None

UNFINISHED BUSINESS None

BOARD COMMENTS

President Smith commented on her recent visit to NW Trek to experience the new electric trams.

ADJOURN

Being no further business, the meeting was adjourned at 6:50p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary