



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
November 13, 2023**

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

REMOTE: Aaron Pointer

IN THE CHAIR: Andrea Smith

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

**STUDY SESSION** ADA TRANSITION PLAN

Marty Stump opened the session by noting the ADA transition plan is a work in progress being managed by the District's Planning and Asset Management Team. Erich Sachs was then introduced to update the Board on the status of the plan. Mr. Sachs commented on the timeline noting several milestones that have occurred this year including ADA assessment, a past Board study session, and a public survey. Mr. Sachs then commented that through the assessment there have been about 3400 barriers identified with an estimated cost of \$10M. Mr. Sachs led a brief conversation with Board members regarding the prioritization and strategies for barrier removal. Criteria for prioritization levels was then shared by Mr. Sachs. The Board was then informed about the costs by barrier type.

Staff commented that many of the barriers can be addressed during capital improvement projects while other items can be addressed with maintenance & operations funds. Staff shared a phased approach by park that is being recommended in order to address the barriers.

**REGULAR MEETING**

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

Commissioner Ayala was named as acting clerk as Commissioner Pointer attend the meeting remotely.

**SPECIAL PRESENTATIONS**

**NATIVE AMERICAN HERITAGE MONTH PROCLAMATION**

Following introduction from Debbie Russell, President Smith read a proclamation into the record recognizing November 2023 as Native American Heritage Month, honoring the vibrant, living culture and valuable contributions of Native American people within our community and committing to our continued partnership for a sustainable, equitable future.

**PRESIDENTS REPORT**

President Smith commented positively on the Peck Field Public meeting.  
President Smith commented that the Tacoma Parks Foundation will be interviewing this Wednesday for its new executive director.

**STANDING COMMITTEE AND COUNCIL REPORTS**

Nature & Environment Advisory Council

Commissioner Ayala commented that at its monthly meeting the council received information from staff on the work being done on District branding.

Joint Municipal Action Committee

President Smith commented that JMAC is being held this Friday.

Arts & Heritage Advisory Council

Commissioner Liang commented that the council will be meeting later this week.

Zoo Liaison Committee

Commissioner Reid commented that the Committee received an attendance and budget update. Commissioner Reid stated they also received a presentation on the pump replacement project at NW Trek, noting the savings as the project was done by staff. The committee also learned about the TPS school field trip partnership, an addition to the Trek bison herd, and a large donation made to NW Trek.

**EXECUTIVE DIRECTOR’S REPORT**

Executive Director, Shon Sylvia commented on the following:

- Zoo/Trek Authority Meeting this Wednesday, November 15th at 5:00pm
- Free Friendsgiving at Eastside Community Center Thursday, November 16<sup>th</sup> from 5:30-7:30 pm
- Alan Varsik and Hollie Rogge introduced new ZEED and Parks & Recreation employees

**COMMUNITY COMMENTS**

Curt Mehlhaff commented on his concerns about remote Board attendance at the October 13, 2023 Regular Board meeting.

**MINUTES OF THE NOVEMBER 13, 2023 REGULAR BOARD MEETING**

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

**CONSENT AGENDA**

**RESOLUTION NO. C88-23:** APPROVAL OF WARRANTS CLAIM FUND FOR OCTOBER 2023

**RESOLUTION NO. C89-23:** APPROVAL OF QUARTERLY FINANCIAL REPORTS FOR PERIOD JANUARY 1, 2023, THROUGH SEPTEMBER 30, 2023

**RESOLUTION NO. C90-23:** APPOINTING ZEPHYRA BURT AND MATTHEW KERNS TO THE NATURE & ENVIRONMENT ADVISORY COUNCIL

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

**PURCHASING RESOLUTIONS**

**RESOLUTION NO. P91-23:** AUTHORIZING THE PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. SERVICEMASTER FOR REMEDIATION & CLEAN UP SERVICES CHANGE ORDER IN THE AMOUNT \$52,694.45 (INCLUDING WSST)
2. SKYHAWKS SPORTS ACADEMY FOR BEYOND THE BELL PROGRAMS IN THE AMOUNT OF \$193,000 (INCLUDING WSST)
3. HOME DEPOT FOR GROUND & OPERATING TOOLS & SUPPLIES CHANGE ORDER NOT TO EXCEED \$20,000 (INCLUDING WSST)

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

Hollie Rogge commented that additional funding is needed to address the emergency work that needed to be done resulting from burst pipes at the Boathouse. Ms. Rogge commented that the total for this ServiceMaster contract is now \$108,723.49. Staff commented that most of the \$25,000 deductible has been met. Washington Cities Insurance Authority (WCIA) has reviewed the ServiceMaster charges and most of these charges will be reimbursed from insurance.

Ms. Rogge commented that in August of 2023 the need for sports programs in Beyond the Bell was so extensive, that Metro Parks could not cover all the schools and programs alone. Metro Parks put out a Request For Proposal (RFP) to highlight the need of programming partners for the Beyond the Bell program, to meet service and program goals. Ms. Rogge stated that Skyhawks was the only organization to submit a proposal. The contract will be for \$193,000.

Ms. Rogge commented that a change order is needed to purchase materials at Home Depot. Materials include paint supplies, tools, flooring, cleaning products, lumber, electrical and mechanical supplies and more. The change order is for \$20,000 bringing the total PO to \$70,000.

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

**PUBLIC WORKS PURCHASING RESOLUTIONS** None

**SINGLE READING RESOLUTIONS**

**SECOND READINGS RESOLUTIONS** None

**FIRST READING RESOLUTIONS**

**RESOLUTION NO. RR92-23: AUTHORIZING 2023 GENERAL TAX LEVY OF REGULAR PROPERTY TAX FOR COLLECTION IN 2024**

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

Tania Wink commented that a public hearing was held on October 13, 2023 to address the General and Excess Property Tax collection in 2024. Ms. Wink commented that Metro Parks Tacoma levies its property tax on an annual basis even though it has adopted a biennial budget. Ms. Wink stated that Pierce County has estimated the assessed value of the District, excluding annexation, at \$43,485,346,245. The County’s preliminary figures estimate the 2024 amount of the District’s levy under the statutory rate limitation to be \$32,614,009.68 which is a decrease of 1.2% from 2023.

Being no additional comments, the resolution was moved to second reading on November 27, 2023.

**RESOLUTION NO. RR93-23: AUTHORIZING EXCESS TAX LEVY FOR UNLIMITED TAX GENERAL OBLIGATION (UTGO) BOND REDEMPTION**

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

Ms. Wink reviewed a graph that showed the levy of tax on property in 2023 for collection in 2024 for principal and interest payments associated with the referenced bonds at \$.4658. Ms. Winke commented that the amounts for the 2023 Bonds are preliminary and subject to change since the bonds have not yet been sold. The final levy rate will be determined by the Pierce County Assessor-Treasurer’s office once the final property values have been established for Metro Parks Tacoma by the end of the year.

Being no additional comments, the resolution was moved to second reading on November 27, 2023.

**RESOLUTION NO. RR94-23: A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE METROPOLITAN PARK DISTRICT OF TACOMA, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE ISSUANCE AND SALE OF ONE OR MORE SERIES OF UNLIMITED TAX GENERAL OBLIGATION BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED**

\$42,000,000 TO CONSTRUCT, EQUIP, RENOVATE, ACQUIRE, AND MAKE CAPITAL IMPROVEMENTS TO THE FACILITIES OF THE DISTRICT, TO REFUND CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS OF THE DISTRICT, TO CAPITALIZE INTEREST, AND TO PAY COSTS OF ISSUANCE OF THE BONDS; PROVIDING FOR THE ANNUAL LEVY OF TAXES TO PAY THE BONDS; AND DELEGATING THE AUTHORITY TO DETERMINE THE FINAL TERMS OF THE BONDS UNDER THE TERMS AND CONDITIONS SET FORTH HEREIN.

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

Bond counsel and District’s financial advisors gave details related to the resolution. The Board was informed that this resolution authorizes the fourth and final sale of bonds associated with the successful passage of the \$198 million bond in 2014. Staff stated that the funds from the new bond issuance are required to continue executing and funding the capital projects as approved in the capital improvement program. Staff also noted that in addition to authorizing the new bond issuance, the resolution delegates authority to the Delegated Representatives to undertake the transactions. The District’s financial team stated that since market conditions for bond interest rates fluctuate and may increase, the most favorable market conditions may occur on a day other than a regularly scheduled Board meeting. Therefore, it is important for the Delegated Representatives to have the discretion to take advantage of the most favorable market conditions. The Board was informed that the delegation authority establishes certain parameters that must be met for the issues, including maximum issue amounts and interest costs. The authority expires December 31, 2024.

Being no additional comments, the resolution was moved to second reading on November 27, 2023.

**NEW BUSINESS** None

**UNFINISHED BUSINESS** None

**BOARD COMMENTS**

Commissioner Pointer commented that he is pleased to see how the plans for Peck Sports Fields are coming along.

**ADJOURN**

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

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary