



**MINUTES OF COMMITTEE OF THE WHOLE
BOARD OF PARK COMMISSIONERS
AUGUST 19, 2024**

PRESENT: Andrea Smith
Aaron Pointer
Matthew Mauer
REMOTE: Rosie Ayala
EXCUSED: Tim Reid

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters 4702 S. 19th St.

The meeting was called to order by President Smith at 5:30pm.

APPROVAL OF THE MINUTES

July 29, 2024 COW Minutes.

It was moved and seconded that the minutes be approved as presented; seconded and passed unanimously.

MPT/TPS INTERLOCAL MASTER AGREEMENT

Hunter George informed the Board that the Metro Parks and Tacoma Public Schools (TPS) first signed a master ILA in 2001, and a new version followed in 2013. He followed by noting that last year, that 10-year Agreement was rolled over for one year to allow more time for discussion. Board members were informed that the Agreement expires August 31, 2024. Mr. George commented that the Tacoma School Board is scheduled to vote on the updated Agreement on August 22.

Mr. George then reviewed the changes to be made with the update agreement. Mr. George commented that Master Agreement sets the structure for the inter-agency partnership and sets overarching goals including:

- Encourage joint use of facilities, grounds and staff for recreation and educational programming.
- Expand joint and cooperative capital ventures.
- Maximize use of public facilities and properties for community benefit.

Mr. George noted that this agreement does not get into details of any particular program or project, rather, specific program and facility agreements fall under this umbrella agreement as needed.

Mr. George highlighted that overall, both parties agreed that the 2013 Agreement functions well, and the Parties agreed to reorganize the text within the ILA to group similar items into four main categories. Mr. George then shared a breakdown of the new version as follows:

1. Governance

- a. Sets a 10-year term through 2034.
- b. Further defines Intergovernmental Coordinating Committee (ICC) structure and responsibilities (meets quarterly at minimum, and more if desired, and updates each board annually).
- c. Updates guidance of costs/fees/revenues to emphasize the importance of factoring in the value of long-term Whole Child impacts when considering short-term costs.
- d. Preserves flexibility for charging fees – wholly or discounted – when revenue generation is an important factor (i.e., golf course and zoo).
- e. Authorizes the Executive Director and Superintendent to create sub-agreements, processes, and procedures to implement policies of this master Agreement.

2. Programming and Capital Development

- a. Maintains collaborative work in programming.
- b. Incorporates the 2019 agreement for Metro Parks staff to provide “instructional services” via various programs.
- c. Maintains collaborative work in capital development.
- d. New language directs each party to seek consent before construction work is done on the other’s sites and to honor each other’s planning/construction/outreach processes.

3. Access and Use

- a. Emphasizes the goal of boosting youth activity levels by striving to create a joint office to manage facility and field reservations.
- b. Defines authorities for granting permission for MPT and TPS to use each other’s facilities and properties within protocols.
- c. Updates custodial language to say TPS and MPT “may” provide custodial services outside of usual hours as appropriate under collective bargaining agreements.
- d. The current ILA says each organization is “entitled” to use each other’s property. TPS’ legal counsel shifted that to “may” be entitled to use each other’s property.
- e. Maintain safety, security, and maintenance of each other’s facilities.
- f. Equipment storage: New language states the preferred option is the owner of the equipment is responsible for storing it, but individual storage agreements are allowed and the party that loses or damages the other’s equipment agrees to restitution or repair.

4. General terms and Conditions

Indemnification, insurance, and other legal boilerplate.

Commissioners and staff engaged in brief discussion about how MOUs and other operating agreements fitting under the ILA will be handled.

2024 Q1 & Q2 FINANCIAL REPORTS

CFAO, Tania Wink was introduced. Ms. Wink distributed quarterly financial reports and began by reporting on the General Fund Revenue & Expenditures. She reported Q1 revenues totaling \$5.96M and expenditures totaling \$12.1 M. Within the areas of the Enterprise Funds Ms. Wink noted the following for Q1: ZEED revenues totaled \$5.3 M and expenditures totaled \$7.6M. The Board was then informed of enterprises fund revenues and expenditures for Q1 as being: Pt. Defiance Marina revenue \$213,000 and expenditures \$428,000; Meadow Park Golf Course revenue \$746,000 and expenditures \$870,000;

Ms. Wink then reported on the General Fund Revenue & Expenditures for Q2 as revenues totaling \$21.3M and expenditures totaling \$12.14M. Within the areas of the Enterprise Funds Ms. Wink noted the following for Q2: ZEED revenues totaled \$7.1 M and expenditures totaled \$8.6. The Board was then informed of enterprises fund revenues and expenditures for Q2 as being: Pt. Defiance Marina revenue \$453,000 and expenditures \$400,000; Meadow Park Golf Course revenue \$1.5M and expenditures \$837,000.

Each Department Director was then introduced to report on Q1 & Q2 workplan highlights.

Within the Department of the Office of the Executive Director, Shon Sylvia and Hunter George highlighted the following:

- Meeting with art and cultural leaders and organizations to explore how we might best support their cultural engagement needs, giving us an opportunity to consider an expansion of Mosaic from a two-day festival to a yearlong calendar of cultural celebrations that represents the racial and ethnic diversity that is Tacoma.
- Collaborating with the Long Range and Strategic Planning unit of BAP's Planning Division to update the Cultural and Historic Resources Management Plan. This work intersects well with the asset mapping work that needs to be done in support of Mosaic's expansion.
- HR and the Office of Equity have been actively collaborating on designing an integrated equity training program that will be provided to all staff with separate tracks designed to support staff according to their role. Prioritizing agency-wide training ensures that we are all meeting the same learning objectives and working collaboratively to meet MPT's racial equity goals. Getting everyone in the organization trained and ensuring consistent and ongoing access to training for new hires will allow us to establish and maintain a shared knowledge base from which to build our ongoing equity work.
- Currently collaborating with ZEED staff to pilot a team workshop centered on privilege and cultural curiosity.

- Negotiated an updated master Interlocal Agreement with TPS to update and succeed the agreement in place since 2013. The new agreement, which goes before both Boards this month, aims to strengthen the governance protocols and maintain an emphasis on joint programming and facility planning.
- Participated in the planning and distribution of youth development grants by Pierce County (PSTAA program), which resulted in an award for the Summer Late Nights program.
- Applied for a \$1.9 million federal grant that would enable MPT to complete design and permitting of the railroad trestle bridge and expansion of the lagoon at Titlow Park. The application was supported by the City, two Tribes, U.S. Rep. Derek Kilmer, and the South Puget Sound Salmon Enhancement Group. Grant awards will be announced at the end of the year.

Debbie Russell and Tania Wink commented on BAP Department work plan highlights as follows:

- Completion of 2021 (12/1/23) and 2022 Financial Audits
- Attained Moody's and S&P Global Credit Ratings
- Sale of \$39M of remaining 2014 UTGO Authorized Capital Bonds
- Met all 154 Standards for CAPRA Reaccreditation
- Adoption of the 2024 MPT System & Strategic Plan
- Negotiation and Execution of the APCC Ground Lease, Demolition Agreement and Construction Agreements for the new APCC Cultural Center
- Outreach & In-Reach Initiatives supporting:
 - Agency Planning Initiatives
 - System & Strategic Plan
 - Climate Action Plan
 - ADA Transition Plan
- Strategic interagency alignments
 - COT: Participatory Budget
 - TPS: Peck Athletic Complex
- 2025-2026 Budget Development including continued engagement with community
- GIS System Integration as the Basis for Long-Range, Systems and Operational Planning
- Enterprise Asset Management System
- Developing the Climate Action Plan

Mark Knowlden commented on the Parks & Recreation Department work plan highlights as follows:

- Participatory Budget process was completed empowering the community to choose how to spend \$10,000 on a project at each of the four community centers. Each selected project was vetted and approved by their community.

- Staff is also using the hundreds of other ideas and feedback at all four centers and are making changes due to the feedback received. Additionally, this feedback is being incorporated into the 2025-2026 budget planning.
- Boathouse Waterline preventative repair work was completed.
- Safety and security inspections were conducted districtwide, including:
 - Fire Hydrant preventative maintenance and inspections
 - Fire alarm panels and audible alarm testing preventative maintenance, inspections, and repair
 - Fire suppression systems preventative maintenance and inspections
 - Security alarm testing and preventative maintenance and inspections district-wide
- Kandle and Stewart Heights Pools annual preventative maintenance, repair and start up were completed for Summer Season
- Continued to be a major partner with Jobs 253

Mr. Knowlden made note of the following emergent issues:

- Norpoint Pool is undergoing repairs to the boilers and planned maintenance to the grout in the aquatic area.

Alan Varsik commented on ZEED Department work plan highlights as follows:

- Hire Conservation Manager
- Implement Care & Protection Plan
- Capital Hill Ocean Week/Aquarium Conservation Partnership
- Nisqually Tribe Internship
- Continuing to watch finances in both capital and operations areas of the department

BUDGET STATUS & BOARD PRIORITIES

Board and staff discussed guiding principles and policy direction for 2025-26 Budget as well as the Board's areas of emphasis and advocacy of the coming biennium.

The Board reviewed the 23/24 guiding principles and proposed those continue to be carried forward in 25/ 26 as follows:

- Access & Inclusion
Improve access and proximity to parks and programs for all who live in Tacoma, with attention to engaging diverse income levels and race/ethnicities through our parks, facilities, services, infrastructure, and programs; attention shall be given to traditionally underserved populations with a focus on children.

- **Conservation, Preservation & Sustainability**
Protect the District’s environment and built assets. Advance the District’s Three Pillars of Sustainability, climate change resilience and livability, while balancing both current and future community needs
- **Engagement**
Collaborate with community to achieve equity and inclusion in our parks, programs, facilities and develop faith, trust and relevance by aligning resources with community needs. Continuously engage community to effectively respond to feedback and build trust in our decision-making.
- **Health, Wellness & Safety**
Improve health outcomes and reduce health inequities for all who live in Tacoma; create safe spaces and programs that build a healthy and productive community.
- **Partnerships**
Concentrate on economic sustainability by working collaboratively with other public agencies to avoid waste, duplication and inefficiencies; in partnership with community, work together to responsibly leverage and stretch public funds.

Board and staff discussion ensued about including an additional area of emphasis, Safety & Security: MPT must comprehensively address the safety of our customers and employees, as well as ensure the security of our spaces, facilities, and systems. As MPT approaches budget development for 2025-2026, funded initiatives should more comprehensively address the complexity of safety/security issues across the following functional safety themes.

OTHER

ADJOURNMENT

Being no further business, Commissioner Smith adjourned the meeting at 7:37p.m.

APPROVED:

President

Clerk

Submitted by:
Jennifer Bowman, Secretary