

**METROPOLITAN PARK DISTRICT  
OF TACOMA**



**REVISED AGENDA**

**October 14, 2024**

**6:00 P.M.**

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 834 2151 4455

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://metroparkstacoma-org.zoom.us/j/83421514455>

MEETINGS ARE RECORDED  
AND MAY BE HEARD UPON REQUEST

**COMMISSIONERS**

**ANDREA SMITH, PRESIDENT**

**TIM REID, CLERK**

**AARON POINTER**

**ROSIE AYALA**

**MATTHEW MAUER**

5:30 P.M. **STUDY SESSION** SPECIALIZED & ADAPTIVE RECREATION UPDATE

6:00 P.M. **CALL TO ORDER**

**LAND ACKNOWLEDGEMENT**

**ROLL CALL**

**FLAG SALUTE**

**SPECIAL PRESENTATIONS**

INDIGENOUS PEOPLES DAY PROCLAMATION

GREEN TACOMA DAY PROCLAMATION

**PRESIDENT'S REPORT**

**STANDING COMMITTEE & COMMISSION REPORTS**

**EXECUTIVE DIRECTOR'S REPORT**

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"Park District meeting sites are accessible to people who require special accommodations, please contact 305-1091 48 hours prior to the meeting time."



**REGULAR MEETING**

**COMMUNITY COMMENTS**

Community comment is encouraged to be submitted in advance of the meeting in written form. Please submit written comments to the Board by 4 p.m. on October 14, 2024 by e-mailing them to [jenniferb@tacomaparks.com](mailto:jenniferb@tacomaparks.com) Comments will be compiled and sent to Board members in advance of the meeting. Comments may also be left on voicemail at 253-305-1091 by 4 p.m. on October 14, 2024. Verbal comments will also be allowed during the meeting both in-person and remotely. To request to speak during community comments, please press the Raise Hand button near the bottom of your Zoom window or \*9 on your phone. All speakers will have up to three minutes to speak.

**MINUTES**

(5-8) MINUTES OF THE SEPTEMBER 23, 2024 REGULAR BOARD MEETING

**CONSENT AGENDA**

(9-10) **RESOLUTION NO. C61-24:** APPROVAL OF WARRANTS CLAIM FUND FOR SEPTEMBER 2024  
(Contact: Tania Wink, Chief Financial and Administrative Officer)

**REGULAR AGENDA**

**PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

(11-14) **RESOLUTION NO. P62-24:** AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA  
1. CDW GOVERNMENT FOR MICROSOFT OFFICE 365 SOFTWARE, TECHNICAL SUPPORT, OTHER SERVICES AS REQUESTED IN THE AMOUNT OF \$1,039,025.00 (INCLUDING WSST)  
(Contact: Debbie Russell, Director of Business Administration & Planning)

**PUBLIC WORKS PURCHASING RESOLUTIONS**

*(Requiring one reading for adoption)*

**SINGLE READING RESOLUTION**

*(Requiring one reading for adoption)*

(15-16) **RESOLUTION NO. R63-24:** EXPRESSING THE BOARD OF PARK COMMISSIONERS' OPPOSITION TO INITIATIVE 2117 AND INSTEAD MAINTAIN INVESTMENTS IN CLIMATE RESILIENCY  
(Contact: Hunter George, Policy & Government Relations Officer)

**FIRST READINGS:**

*(Requiring two readings for adoption)*

**SECOND READING RESOLUTIONS**

*(Requiring two readings for adoption)*

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**BOARD COMMENTS**

**ADJOURNMENT**

**UPCOMING BOARD MEETINGS**

October 16, 2024	Capital Improvement Committee	5:00 PM	District Headquarters
October 21, 2024	Committee of the Whole	5:30 PM	District Headquarters
October 28, 2024	Public Hearing	5:30 PM	STAR Center
October 28, 2024	Regular Park Board Meeting	6:00 PM	STAR Center
October 30, 2024	Capital Improvement Committee	5:00 PM	District Headquarters

\*Remote Option meeting details can be found on the Metro Parks Website [www.metroparkstacoma.org](http://www.metroparkstacoma.org)

\*Committee Meetings are subject to change - please check the Metro Parks Website, [www.metroparkstacoma.org](http://www.metroparkstacoma.org) for the most up to date meeting schedules.





**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
September 23, 2024**

PRESENT: Andrea Smith, President  
Matthew Mauer, Acting Clerk  
Rosie Ayala  
REMOTE: Aaron Pointer  
Tim Reid

IN THE CHAIR: Andrea Smith

PLACE: Peoples Community Center, 1602 Martin Luther King Jr. Way, Tacoma WA 98405

**REGULAR MEETING**

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

President Smith noted that Commissioners Reid and Pointer were attending remotely.

Commissioner Mauer was appointed as acting clerk.

**SPECIAL PRESENTATIONS**

**PROCLAMATION HONORING INNOVATIVE CHANGE MAKERS**

Following a brief introduction by Antonio McLemore, President Smith read a proclamation into the record honoring Brian Gatewood and the Innovative Change Makers Organization for their work with youth in the community.

Mr. Gatewood addressed the Board and thanked them for the honor and opportunity to work with MPT to serve the youth in Tacoma. A group photo was taken.

**PARKS CHAMPION AWARD**

Following a brief introduction by Hollie Rogge, Brith McGrath, MPT Advisory Council Chair recognized the Tacoma Public Schools Curriculum & Instruction Department for the partnership in developing the initiative for free field trips to MPT location which is serving approximately 16,000 students. Jennifer Crump representing TPS addressed the Board and thanked the District for the continued partnership.

Sean Arent was then recognized as a Parks Champion for his work as a volunteer park steward of Swan Creek Park. Ms. McGrath noted Sean's knowledge about native plants and their ecosystem as well as his relationships with community on the Eastside.

Board members thanked all individuals being honored.

PROPOSITION 1. CITY OF TACOMA PROPERTY TAX LEVY LID LIFT FOR FIRE FACILITIES, FLEET AND OPERATIONS FACTS AND INFORMATION

Hunter George introduced Interim Fire Chief Sionna Stallings-Alailima.

Chief Alailima provided information how the TFD is currently funded including property tax and with EMS being funding separately by a levy capped at \$.50/\$1000 of assessed property value. Chief Alailima continued by noting that this measure would support improvements to TFD facilities, fire apparatus, essential equipment, and new staffing to improve overall response capacity and firefighter safety.

The Chief commented that the levy would increase the regular City of Tacoma property tax levy by \$0.65/\$1,000. This would generate approximately \$30M per year that is dedicated to the Fire Department to cover both existing and new expenses.

The chief stated that if this levy is approved, the average Tacoma homeowner (with a house valued at \$450,000) will pay \$25 more per month. The election is on November 5, 2024.

There was a brief discussion amongst Board members to if the TFD if passed by voters would impact any of MPT property tax capacity. Staff noted there is capacity under State Law at this time and would not affect MPT's collection.

**PRESIDENTS REPORT**

President Smith commented that staff has taken the public comments made related to the increase in fees at the Boathouse under advisement. President Smith noted that rates have not been raised since 2010, and the initial increase will go forward as planned on October 1, 2024. She commented that future increases are still being discussed.

President Smith noted that she, Hunter George and Shon Sylvia recently met with the new City Councilmember Sandesh Sadalge.

**STANDING COMMITTEE AND COUNCIL REPORTS**

Arts & Heritage Advisory Council

Commissioner Ayala stated that the council last met at Fort Nisqually and discussed fall programming.

Joint Municipal Action Committee

Commissioner Ayala noted that at the last meeting there was presentation on the TFD levy and a presentation around climate justice.

Nature & Environment Advisory Council

Commissioner Mauer commented that the council is meeting tonight.

Business & Responsive Agency Advisory Council

Commissioner Reid commented that the council met on September 19<sup>th</sup>. Staff presented information on the comprehensive IT policy under development.

**EXECUTIVE DIRECTOR’S REPORT**

Mark Knowlden sitting in for the Executive Director commented on the following:

- Copies of the System and Strategic Plan were distributed.
- Marty Stump was introduced and announced that the contractor who won the bids for sports court improvements at Verlo and playground installation at Ferry withdrew from both projects. The Board was informed that since only one bid was received for each, both were reopened for bidding. Verlo was prioritized, receiving four bids after a one-week posting. Mr. Stump stated that the play equipment for Ferry has been delivered, and staff are working to expedite the contract process to complete the asphalt work before weather conditions become unfavorable. Mr. Stump also commented that he rebid for Ferry opens on October 2, and updates will follow as the projects progress through these challenges.
- Hannah Fields representing the Tacoma Parks Foundation was introduced. Ms. Fields informed the Board that the Foundation has submitted a grant application to the Boeing Employees Community Fund, seeking \$240,000 to upgrade the kitchen at People's Center. She also noted that the Foundation has received a \$25,000 private award that is going to be used to update the teen center at People's Center.
- CIC meeting scheduled for September 25<sup>th</sup> is canceled.
- There will be a COW on September 30<sup>th</sup> to discuss the District's Climate Action Plan.

**COMMUNITY COMMENTS** None

**MINUTES OF THE SEPTEMBER 9, 2024 REGULAR BOARD MEETING**

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

**CONSENT AGENDA** None

**PURCHASING RESOLUTIONS** None

**PUBLIC WORKS PURCHASING RESOLUTIONS** None

**SINGLE READING RESOLUTIONS**

**RESOLUTION NO. R60-24:** SUPPORTING CITY OF TACOMA PROPOSITION 1 PROPERTY TAX LEVY LID LIFT FOR FIRE FACILITIES, FLEET AND OPERATIONS

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

Hunter George reminded the Board of the facts and information presentation given earlier in the meeting. He stated that under state law government resources can not be used to advocate for or against ballot issues, however elected bodies are allowed to vote to take a position.

Board members expressed support for the levy.

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

Following the vote Commissioner Mauer motioned to directed staff to draft a similar a resolution in opposition of I-2217 for Board consideration at the next board meeting; seconded and passed unanimously.

**FIRST READING RESOLUTIONS** None

**SECOND READINGS RESOLUTIONS** None

**NEW BUSINESS** None

**UNFINISHED BUSINESS** None

**BOARD COMMENTS** None

**ADJOURN**

Being no further business, the meeting was adjourned at 7:03p.m.

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary



**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. C61-24**

**APPROVAL OF WARRANTS CLAIM FUND FOR SEPTEMBER 2024**

WHEREAS, the Board of Park Commissioners approved, appropriated and adopted the 2023-2024 Biennial Budget in Resolution No. RR 105-22, dated December 12, 2022, to meet public expenses, bond retirement, interest and operational expenses for the biennium ending December 31, 2024: and

WHEREAS, the Board of Park Commissioners has authorized the Executive Director to establish procedures to meet the fiscal year public debt, to maintain accountable records of all transactions, and to provide certification that labor and debt claims have been met; now, therefore, be it.

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma that the warrants issued to meet obligations in the Warrants Claim Fund and the Disbursements by Funds in the amounts and for the period indicated on Attachment "A" have been audited and certified by the auditing officer as required by RCW.42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, be approved for payment.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2024.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

BLANKET CERTIFICATION AND WARRANT APPROVAL FORM

AUDITOR'S CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Metropolitan Park District of Tacoma, and that I am authorized to authenticate and certify to said claim.

FOR THE PERIOD STARTING SEPTEMBER 1, 2024, AND ENDING SEPTEMBER 30, 2024.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers <u>344431</u> to <u>344649</u>	\$4,832,221.31
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PAYROLL CLAIMS FUND:

EFT Warrants	\$2,860,628.95	\$2,932,376.31
Warrants Serial Numbers <u>59380</u> to <u>59484</u>	\$71,747.36	

TOTAL	\$7,764,597.62
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Finance and Accounting Auditing Officer  
Metropolitan Park District of Tacoma

- Warrant summary reports can be available from finance.
- Detail reports and claim vouchers can be available in the Finance and Administrative Services Office.



**MEMORANDUM**

TO: Board of Park Commissioners  
THROUGH: Shon Sylvia, Executive Director  
FROM: Debbie Russell, Director of Business, Administration & Planning  
**SUBJECT: Purchasing Resolution**  
DATE: October 8, 2024

**EXECUTIVE SUMMARY:** The attached Purchasing Resolution seeks Board approval to enable the Executive Director to enter into the necessary agreements for the purchase and acquisition of the goods and services detailed in Exhibit A to the Resolution and in the supporting information below.

Purposed goods and services proposed for purchase and/or acquisition:

<b><u>Item Number</u></b>	<b><u>Proposed Vendor</u></b>	<b><u>Proposed Purchase</u></b>	<b><u>Price (With Sales Tax)</u></b>
1.	CDW-Government	Microsoft 365 Software, Technical Support, Other Services as Requested	\$1,039,025.00 (Including 10.3% WSST)

**ITEM NO. 1**

- **VENDOR** CDW-Government
- **GOODS OR SERVICE** Microsoft 365 Software, Technical Support, Other Services as Requested;
- **PRICE** \$1,039,025.00 (Including 10.3% WSST)
- **SOURCE OF FUNDING** Business Administration & Planning - Business Enterprise Systems Budget, subject to adoption of the 2025-2026 and 2027-2028 operating budgets.
- **CONTACT** Debbie Russell (253)305-1086 or [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com)

**BACKGROUND:** Staff requests that the Board of Park Commissioners authorize the purchase of software licensing, maintenance, and web hosting services from CDW-Government for Microsoft 365 software at a cost of \$1,039,025.00 total over three years (\$346,342.00 per year). The District uses Microsoft 365 Software as its standard Office Administration software tool/system, including all aspects of communications and work

management such as email, Teams, Word, Excel, PowerPoint, SharePoint, Project, etc. Our three-year software maintenance contract with Microsoft also provides ongoing software upgrades and required security and functional enhancement patches. It is important that we continue our licenses and maintenance contract to ensure essential tools and systems are provided to staff without interruption and restored in the event of a system failure. This purchase will be made through the Washington State Department of Enterprise Services NASPO ValuePoint Software Resellers buying program (Contract No. 14922).

**FISCAL IMPACT:** Funds for Microsoft software support and maintenance are included in the proposed 2025-2026 operating budget under Business Administration and Planning Business Enterprise Systems Budget. The third year of the contract expenses will also be included in the proposed 2027-2028 operating budget.

**ADDITIONAL INFORMATION:** For additional information, contact Debbie Russell at (253)305-1086 or [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com) .

**METROPOLITAN PARK DISTRICT OF TACOMA**

**PURCHASING RESOLUTION NO. P62-24**

**AUTHORIZING PURCHASE OF  
GOODS AND SERVICES FOR METRO PARKS TACOMA**

WHEREAS, through the adoption of Resolution No. R51-02, Adopting Board Policies and Procedures, the Board of Park Commissioners authorized the use of a Purchasing Resolution for consolidation of all purchases seeking approval by the Board of Park Commissioners; and

WHEREAS, the Board of Park Commissioners established policies governing the purchase of goods and services for Metro Parks Tacoma through the adoption of Resolution No. RR40-24 Adopting Revised Purchasing Policy; and

WHEREAS, Metro Parks staff recommends the Board of Park Commissioners authorize the purchase of goods and services detailed below; Now, therefore, be it

RESOLVED by the Board of Park Commissioners of the Metropolitan Park District of Tacoma to authorize the Executive Director to enter into the necessary agreements to purchase or acquire the following goods and services as detailed in Exhibit A to this resolution.

The foregoing resolution was adopted by the Board of Park Commissioners of the Metropolitan Park District of Tacoma at a meeting held on \_\_\_\_\_, 2024.

ATTEST:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

**Exhibit A**  
**to**  
**Purchasing Resolution No. P62-24**

**ITEM NO. 1**

- **VENDOR** CDW-Government
- **GOODS OR SERVICE** Microsoft 365 Software, Technical Support, Other Services as Requested
- **PRICE** \$1,039,025.00 (Including 10.3% WSST)
- **SOURCE OF FUNDING** Business Administration & Planning - Business Enterprise Systems Budget, subject to adoption of the 2025-2026 and 2027-2028 operating budgets
- **CONTACT** Debbie Russell (253)305-1086 or [debbie.russell@tacomaparks.com](mailto:debbie.russell@tacomaparks.com)



**MEMORANDUM**

TO: Board of Park Commissioners

FROM: Hunter T. George, Government Relations Officer

THROUGH: Shon Sylvia, Executive Director

**SUBJECT: Initiative 2117, repealing the Climate Commitment Act**

DATE: October 8, 2024

**EXECUTIVE SUMMARY:** The Park Board requested a resolution expressing its opposition to Initiative 2117, which would repeal the State’s cap-and-invest program to reduce greenhouse gas emissions. If approved by Washington voters on Nov. 5, the initiative would cut funding for projects in the areas of transportation, clean air, renewable energy, conservation, and emissions reduction.

**BACKGROUND:** In 2021, the Washington Legislature enacted the Climate Commitment Act (CCA), which directed the Department of Ecology to design and implement a cap-and-invest program to reduce statewide greenhouse gas emissions. The program works by setting an emissions limit, or cap, and then lowering the cap over time to help ensure Washington meets the greenhouse gas reduction commitments previously set elsewhere in state law. Under the Climate Commitment Act, large emitters of greenhouse gas pollution must either reduce their carbon emissions or pay for “allowances” to cover their emissions. Allowances are available through auctions administered by the Department of Ecology.

Proceeds from the allowance auctions are appropriated by the Legislature and must be invested in climate projects throughout the state, including projects to increase climate resiliency, fund alternative-transportation grant programs, and help Washington transition to a low-carbon economy. At least 35% of auction proceeds must be used for projects that provide a direct benefit to people in communities disproportionately impacted by environmental harms. Additionally, at least 10% of auction proceeds must be used for projects with Tribal support. In 2023, cap-and-invest auctions raised \$1.8 billion.

Local CCA investments include grants to help residents transition from natural gas- or oil-powered appliances to energy-efficient electric appliances, provide a \$200 credit for power customers, and enable all youth under 18 to ride transit services for free. Metro Parks is in the process of developing and adopting a Climate Action Plan with the main goal of net-zero emissions by the Park District, which expects to apply for CCA grants to fund this ongoing work.

**FISCAL IMPACT:** There is no fiscal impact to Metro Parks Tacoma with this resolution.

**ADDITIONAL INFORMATION:** For additional information please contact Government Relations Officer Hunter George at [hunterg@tacomaparks.com](mailto:hunterg@tacomaparks.com).

**METROPOLITAN PARK DISTRICT OF TACOMA**

**RESOLUTION NO. R63-24**

**EXPRESSING THE BOARD OF PARK COMMISSIONERS' OPPOSITION TO INITIATIVE 2117 AND INSTEAD MAINTAIN INVESTMENTS IN CLIMATE RESILIENCY**

WHEREAS, the Legislature adopted the Climate Commitment Act (CCA) in 2021 to implement a cap-and-invest program that decreases carbon emissions over time and requires companies to either reduce their emissions or purchase allowances based on their emission amounts; and

WHEREAS, funds raised through the CCA are allocated by the Washington Legislature to communities statewide for climate projects focused on improving clean transportation options, increasing climate resilience, and addressing issues of environmental justice and health equity; and

WHEREAS, the CCA auctions have enabled the Legislature to appropriate more than \$2 billion for climate projects around the state; and

WHEREAS, allocations benefitting the Tacoma community include programs to help low-income families convert from gas to electric appliances, improve air quality monitoring in overburdened neighborhoods, support the Port of Tacoma's efforts to electrify its fleet and install shore power for ships, offer electricity rebates to qualifying households, and enable youth under age 18 to ride transit services for free; and

WHEREAS, Metro Parks Tacoma is in the final stages of adopting a Climate Action Plan that sets aggressive goals for reducing greenhouse gas emissions, and the District will need grants to help accomplish those goals; now, therefore be it

RESOLVED that the Board of Park Commissioners of the Metropolitan Park District of Tacoma opposes Initiative 2117 because it will remove incentives for industries to reduce emissions and eliminate critical funding for public programs designed to protect communities; and the Board hereby encourages voters to reject this initiative.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on \_\_\_\_\_, 2024.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk