



**MINUTES OF COMMITTEE OF THE WHOLE
BOARD OF PARK COMMISSIONERS
NOVEMBER 13, 2024**

PRESENT: Matthew Mauer
Rosie Ayala

REMOTE: Aaron Pointer

EXCUSED: Tim Reid
Andrea Smith

IN THE CHAIR: Matthew Mauer

PLACE: MPT Headquarters 4702 S. 19th St.

The meeting was called to order by Commissioner Mauer at 5:30pm
Commissioner Ayala was appointed acting clerk.

APPROVAL OF THE MINUTES

November 4, 2024 COW Minutes

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

2025-2026 BUSINESS ADMINISTRATION & PLANNING BUDGET DRIVERS

Debbie Russell began the meeting by reviewing the agenda and introducing the Business Administration & Planning (BAP) staff that were present. She then presented an organizational chart of the BAP department.

Tania Wink reviewed the proposed 2025-2026 District Operating Budget, highlighting a General Fund total of just over \$128 million. She presented tables comparing General Fund revenues and expenditures since 2021. Notably, the BAP budget shows a 20% revenue increase, and a 39% expenditure increase compared to 2023-24, with a proposed total of \$29 million for 2025-26. Additionally, Tania Wink discussed BAP's revenue sources, which include property taxes, fees, reimbursements, transfers from enterprise funds, and foundation funding. Commissioner Mauer requested data on revenue amounts from past biennia in these areas.

Tania Wink reviewed the impact of expenditures on the budget, including salaries and benefits, cost-of-living adjustments (COLA), performance-based merit increases, medical & dental premium increases, and higher insurance and claims costs. She also explained the reasons behind the District's Fund Balance in 2023, attributing the variance to late invoicing, and noted that the projected 2024 balance is expected to align closely with the budget.

Tania Wink then provided details on specific areas of the BAP Operating Budget, mentioning significant shifts in positions and organizational changes made during 2023-2024.

Debbie Russell then reminded the Board of the four "Ps" (People, Places, Program Pathways) in the District strategic plan and how BAP is implementing those in its department workplan.

Debbie Russell then reviewed the BAP Department priorities as follows:

- Continuation of Existing Projects in Progress
- Replace Aging Infrastructure with Equity in Mind
- Safety & Accessibility Enhancements
- Support for Strategic Plan and Climate Action Plan Priorities
- 1% for Art Program - \$260,000 over 3 years
- Transition to Bond Program of the Future

BAP Managers and Chiefs then explained work plan initiatives that are supporting the four "Ps".

Work plan initiatives supporting the area of People were reviewed as follows:

- MARCOM as highlighted by Sandra Eliason
 - Provide ongoing community engagement to create community connections.
 - Nurture relationships to understand context and deliver culturally appropriate services.
- Finance & Business Operations: as highlighted by Tania Wink & Jenna Richardson
 - Align procurement processes to implement policy, support staff, and provide equitable access to community vendors; Tania noted the need for consistency in procurement work as contract numbers increased.
 - Roll out Cultural Values Initiative to staff, creating cohesive expectations and commitments to support staff in their work with community. This initiative will affect all areas of MPT employment culture.
- Planning & Asset Management as highlighted by Marty Stump
 - Create a Cultural/Historic Resource Management Plan driven by community to ensure integration of cultural/historic values in current programming and future planning of MPT parks & facilities. There was conversation about work with local Tribes.
 - Identify and integrate public safety and security enhancements into the planning and operations of parks and facilities.

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Commissioner Mauer requested more line-item examples to show how the District will achieve its goals. Shon Sylvia agreed to provide these at the first Budget reading. Commissioner Ayala added that this would improve community transparency, and Tania Wink noted that the Open Book will go live for public access.

Workplan Initiatives within the area of Program were then reviewed as follows:

- MARCOM as highlighted by Sandra Eliason
 - Work with public sector funding providers and our private sector partners across both program and capital areas to develop and implement sustainable funding strategies.
 - Work through strategic partnerships (Equity Action Collaborative) to ensure consistent outreach and engagement practices.
- Finance & Business Operations as highlighted by Jenna Richardson
 - Continue to provide IT systems that reflect district-wide governance, and department and community priorities.
 - Update IT systems and infrastructure to enhance security and provide sufficiency for ongoing MPT services.
 - Create performance-based metrics to evaluate and report out on MPT progress to ensure that MPT is meeting community priorities.
 - Develop and implement a District-wide risk management philosophy.
- Planning & Asset Management as highlighted by Marty Stump
 - Operationalize the Parks & Recreation Systems & Strategic Plan.
 - Integrate capital and asset management planning with public and private partners.

Work plan initiatives in the area for Place the following areas were reviewed

- MARCOM
 - Launch the District-wide brand update to reflect MPT's updated identity and implement through a multi-level approach including new signage guidelines.
 - Estimated under \$1M over 2 years for signage system and in support of the brand campaign.
- Planning & Asset Management
 - Deliver the 2 year Capital Improvement Program, while working to refine capital priorities to inform the next capital bond measure.
 - Coordinate with partner agencies to ensure collaborative management of shared public properties and spaces.

Work plan initiatives In the area for Pathways the following areas were reviewed by Marty Stump as follows:

- Planning & Asset Management:
 - Participate in collaborative Active Transportation Planning with our agency partners to create a comprehensive approach incorporating green infrastructure. Marty Stump spoke to work being done in partnership with UWT data collection and analysis.
 - Integrate natural resources, green infrastructure, and climate action priorities into system-wide parks and facility planning.

Board members were reminded of the CIP information that was shared with the Board a few weeks ago.

Marty Stump then highlighted the 2-year CIP primary drivers as follows:

- Continuation of Existing Projects in Progress
- Replace Aging Infrastructure with Equity in Mind
- Safety & Accessibility Enhancements
- Support for Strategic Plan and Climate Action Plan Priorities
- 1% for Art Program - \$260,000 over 3 years
- Transition to Bond Program of the Future

The Spending Summary Plan for the 2-year CIP was then reviewed by Mr. Stump noting the major categories broken down by year in the biennium.

Marty Stump continued by highlighting the 6-year CIP primary drivers as follows:

- Complete 2014 UTGO Bond Spending
- Emphasis Upon Aging Infrastructure through Enterprise Asset Management System
- Support Efforts to Achieve MPT Climate Action Plan Goals
- Feature Projects that Fulfil Strategic Initiatives, ie. Corridors & Connections, Community Sports Parks, Aging Populations, etc
- Continue in Multi-Agency Project Partnerships with an Emphasis Upon Operational Efficiencies
- Anticipate Transfer of City of Tacoma Park Assets
- Maintain Flexibility to Respond to Emergent Needs
- Prepare and Pass Next Capital Bond Program

Commissioner Mauer asked about the impact of City charter amendments on current city-owned park lands as it related to possible future land transfers, including requirements for mapping, inventory, condition assessments, and operational planning. Hunter George noted that staff is

exploring opportunities related to property transfers and Shon Sylvia emphasized the need for sustainable revenue to accompany any land transfers. Brief discussion followed on the challenges posed by City budget cuts.

Next COW November 18th for the Purpose of Parks & Recreation and ZEED Budgets.

OTHER

ADJOURNMENT

Being no further business, Commissioner Mauer adjourned the meeting at 7:07 p.m.

APPROVED:

President

Clerk

Submitted by:

Jennifer Bowman, Secretary