

**METROPOLITAN PARK DISTRICT
OF TACOMA**



AGENDA

January 13, 2025

5:30 P.M.

Join Remotely

Via Telephone: 1-253-215-8782

Enter Meeting ID: 874 8311 6630

Participant ID: no ID needed just press #

Join Zoom Meeting

<https://metroparkstacoma-org.zoom.us/j/87483116630>

MEETINGS ARE RECORDED
AND MAY BE HEARD UPON REQUEST

COMMISSIONERS

ANDREA SMITH, PRESIDENT

MATTHEW MAUER

ALISA LEE

5:30 P.M. **STUDY SESSION** WHOLE CHILD UPDATE

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

COMMISSIONER SWEARING-IN CEREMONY

LAND ACKNOWLEDGEMENT

ROLL CALL

FLAG SALUTE

SPECIAL PRESENTATIONS

WHOLE CHILD MONTH PROCLAMATION

PARKS CHAMPION AWARD

MLK DAY OF SERVICE PROCLAMATION

PRESIDENT'S REPORT

FINAL NOMINATIONS & VOTING FOR BOARD OFFICERS FOR 2025

STANDING COMMITTEE & COMMISSION REPORTS

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



EXECUTIVE DIRECTOR’S REPORT

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 January 13, 2025 by e-mailing them to 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 January 13, 2025. 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

(5-12) MINUTES OF THE DECEMBER 9, 2024 REGULAR BOARD MEETING

(13-16) MINUTES OF THE DECEMBER 20, 2024 SPECIAL MEETING

CONSENT AGENDA

(17-18) **RESOLUTION NO. C1-25:** APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 2024
(Contact: Tania Wink, Chief Financial and Administrative Officer)

REGULAR AGENDA

PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

(19-24) **RESOLUTION NO. P2-25:** AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA
1. WASHINGTON CITIES INSURANCE AUTHORITY (WCIA) FOR PROPERTY, LIABILITY AND AUTO INSURANCE IN THE AMOUNT OF \$1,703,216
(Debbie Russell, Director of Business Administration & Planning)

PUBLIC WORKS PURCHASING RESOLUTIONS

(Requiring one reading for adoption)

SINGLE READING RESOLUTION

(Requiring one reading for adoption)

(25-27) **RESOLUTION NO. R3-25:** RENAMING OF PECK FIELD TO PECK COMMUNITY SPORTS PARK
(Debbie Russell, Director of Business Administration & Planning)

FIRST READINGS:

(Requiring two readings for adoption)

SECOND READING RESOLUTIONS

(Requiring two readings for adoption)

UNFINISHED BUSINESS DISTRICT BRAND UPDATE

NEW BUSINESS

EXECUTIVE SESSION

EVALUATE THE QUALIFICATIONS OF APPLICANTS FOR POTENTIAL APPOINTMENT TO ELECTIVE OFFICE

MOTION TO DISCUSS AND NAME CANDIDATES FOR CONSIDERATION FOR FILLING BOARD VACANCY

BOARD COMMENTS

ADJOURNMENT

UPCOMING BOARD MEETINGS

January 15, 2025	Capital Improvement Committee	5:00 PM	District Headquarters
January 20, 2025	Committee of the Whole	Canceled-	MLK Holiday
January 27, 2025	Regular Park Board Meeting	6:00 PM	District Headquarters
January 29, 2025	Capital Improvement Committee	5:00 PM	District Headquarters

*Remote Option meeting details can be found on the Metro Parks Website www.metroparkstacoma.org

*Committee Meetings are subject to change - please check the Metro Parks Website, www.metroparkstacoma.org for the most up to date meeting schedules.





**MINUTES OF INTERVIEWS AND
THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
DECEMBER 9, 2024**

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

IN THE CHAIR: Andrea Smith

PLACE: Park District Headquarters, 4702 S 19th Street Tacoma, WA 98405

The interview session for filing of a Park Board vacancy of the Metropolitan Park District Board of Park Commissioners was called to order by President Smith at 2:00 p.m.

The following Commissioner were present for the public interviews: President Smith, Commissioner Ayala & Commissioner Mauer.

CANDIDATE INTERVIEWS

The following candidates were publicly interviewed for the vacant Park Board seat:

Mary Louise Curry
Christopher Davis
Alisa Lee
Tiffany Mendoza

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.

Commissioner Ayala was appointed as acting clerk.

EXECUTIVE SESSION

President Smith recessed the Board into executive session for 17 minutes to evaluate the qualifications of candidates for appointment to elective position in accordance with RCW 42.30.110(1)(h).

SPECIAL PRESENTATIONS None

PRESIDENTS REPORT

President Smith opened the meeting by emphasizing that tonight is particularly special as it marked Commissioner Pointer's final meeting with the Park Board, with his retirement taking

effect tomorrow. She acknowledged Commissioner Pointer's accomplishments dedication to teamwork, equity, and service, inspired by his experiences in sports, shaped his life of service. President Smith praised Commissioner Pointer for mentoring countless individuals and positively impacting the community, noting that, despite his humility and discomfort with such attention, his legacy is worth celebrating.

President Smith then recounted Commissioner Pointer's extraordinary life, from his athletic career, which included playing basketball with future NBA Hall of Famer Bill Russell, to breaking barriers as the first Black referee in PAC-10 football and an NFL head linesman. She also mentioned Commissioner Pointer's record-setting achievements in professional baseball, including hitting over .400, and his overcoming of racial challenges in the Jim Crow South. President Smith highlighted Commissioner Pointer's 24 years of service on the Park Board and his numerous accolades.

Commissioners Mauer and Aayla followed by acknowledging Commissioner Pointers service to the youth in the community.

To honor Commissioner Pointer's legacy, President Smith introduced a motion to name the new baseball field at Peck Athletic Complex "Aaron Pointer Field – Home of the Stadium Tigers," ensuring his influence will continue to inspire future generations; seconded and passed unanimously.

Commissioner Pointer thanked the Board for their kind words and the honor of the field naming.

Director Elizabeth Bonbright representing the Tacoma School Board was then introduced. Director Bonbright honored Commissioner Pointer with at Whole Child Champion Award and thanked him for his service on behalf of Tacoma Public Schools.

Shon Sylvia thanked and recognized Commissioner Pointer for his dedicated commitment to community and youth in Tacoma.

NOMINATION OF BOARD OFFICERS

Commissioner Mauer nominated Commissioner Smith for the position of Board President; seconded by Commissioner Ayala.

Commissioner Smith nominated Commissioner Mauer for the position of Board Clerk; seconded by Commissioner Ayala.

Voting for Board Officers is schedule for the January 13, 2025 Regular Board Meeting.

STANDING COMMITTEE AND COUNCIL REPORTS

Joint Municipal Action Committee

Commissioner Ayala commented that at the last meeting the committee recapped their 2024 work and discussed strategic plans for next year.

EXECUTIVE DIRECTOR'S REPORT None

COMMUNITY COMMENTS

Thresa Evans commented that she listened to the Park Board Interviews. She also noted a typo in resolution C78-24 and is supportive of the appointments being made to the Arts & Heritage Advisory Council

Curt Mehlhaff expressed concern over the City Plans to close its senior centers. He urged the Boar to support programming for the seniors.

MINUTES OF THE NOVEMBER 25, 2024 REGULAR BOARD MEETING

MINUTES OF THE DECEMBER 2, 2024 PUBLIC HEARING

Commissioner Mauer moved to adopt the minutes as presented; seconded by Commissioner Pointer and passed on a vote of 4-0.

CONSENT AGENDA

RESOLUTION NO. C74-24: APPROVAL OF WARRANTS CLAIM FUND FOR NOVEMBER 2024

RESOLUTION NO. C75-24: REVISING DECEMBER 2024 MEETING SCHEDULE FOR THE BOARD OF PARK COMMISSIONERS

RESOLUTION NO. C76-24: APPROVAL OF QUARTERLY FINANCIAL REPORTS FOR PERIOD JANUARY 1, 2024, THROUGH SEPTEMBER 30, 2024

Commissioner Ayala moved to adopt the consent agenda as presented; seconded by Commissioner Mauer and passed on a vote of 4-0.

PURCHASING RESOLUTIONS

RESOLUTION NO. C78-24: AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. TURF STAR WESTERN/WESTERN EQUIPMENT FOR EQUIPMENT AND GROUND SUPPLIES IN THE AMOUNT OF \$678,071.43 (INCLUDING WSST)
2. PHOENIX PROTECTIVE SERVICES FOR PROFESSIONAL SECURITY SERVICES TO SUPPORT THE DAILY OPERATIONS OF THE PARKS AND RECREATION DEPARTMENT, INCLUDING BUT NOT LIMITED TO DAILY PATROL, GATE AND RESTROOM CLOSURE, AND GARNERING VOLUNTARY COMPLIANCE WITH PARK CODE IN THE AMOUNT OF \$550,00.00

Commissioner Ayala moved adoption of the resolution; seconded by Commissioner Pointer.

Hollie Rogge provided commented that the Turf Star item was initially submitted by the Parks & Recreation Department on August 28, 2023. The resolution authorized the order and payment of

heavy equipment for Meadow Park Golf Course over three years. While the resolution was approved and the equipment ordered, Ms. Rogge noted that the delivery schedule has since changed. Hollie Rogge explained that to align payments with actual delivery times, the Board needs to amend the delivery schedule and authorize payments for 2024 and 2025. Ms. Rogge emphasized that the total purchase order amount remains unchanged.

Hollie Rogge provided an update on the continuation of professional security services for Metro Parks Tacoma, noting that the current vendor contract, in place since 2020, is set to expire on December 31, 2024. Hollie Rogge explained that a replacement agreement has been finalized to ensure uninterrupted services starting January 1, 2025. Ms. Rogge stated that the new contract follows a robust RFP process, which identified the vendor as the best fit for the Parks and Recreation unit's needs.

Hollie Rogge outlined that the vendor would provide daily park closure and security patrol services for regional and community neighborhood parks. Responsibilities include daily patrols, gate and restroom closures, incident response, and fostering voluntary compliance with park code. Staff also commented that the contract also includes provisions for supplemental security guard/officer services to address emergencies or changes in operational security needs, with pricing reflecting average use over the past two years.

Hollie Rogge provided an overview of the proposed security services contract with Phoenix Protective Services, anticipated to begin on January 1, 2025, pending board approval. Hollie expressed gratitude to the current provider, Pacific Northwest Finest, for their commendable service during a challenging post-pandemic transition period. However, Phoenix Protective Services was selected through a competitive RFP process for their ability to offer enhanced services moving forward.

Ms. Rogge further clarified for the Board that the proposed contract includes a two-year initial term with two optional one-year extensions. She stated that the Board would authorize a maximum expenditure of \$550,000 annually, with pricing based on fixed hourly rates. This cap provides flexibility to address varying security needs, including daily patrols, park closures, incident response, and supplemental services for events or problem areas.

Daniel Mero, who led the RFP process, clarified that the estimated cost reflects a 5% increase from the previous contract and aligns with budget planning for 2025–2026. He explained that Phoenix was selected for their competitive pricing and additional benefits, including a 24/7 dispatch line and improved reporting and analytics.

Questions arose from Commissioner Mauer about the process of approving contracts with a maximum expenditure rather than a fixed amount. It was explained that for service contracts with variable scopes, such as security hours required, a maximum price approval is standard. The \$550,000 cap was based on historical service usage with a buffer for potential increases in demand.

Commissioner Mauer request that staff get back to him on the amount spent with Pacific Northwest Finest in 2024.

Being no additional comments the question was called and the resolution passed on a vote of 4-0.

PUBLIC WORKS PURCHASING RESOLUTIONS None**SINGLE READING RESOLUTIONS****RESOLUTION NO. R79-24: ADOPTING THE 2025 STATE & FEDERAL LEGISLATIVE AGENDAS FOR THE METROPOLITAN PARK DISTRICT OF TACOMA**

Commissioner Ayala moved adoption of the resolution; seconded by Commissioner Mauer.

Hunter George, Government Relations Officer, introduced himself and presented the 2025 State and Federal legislative agendas for the commissioners' consideration.

Hunter George outlined that the state legislative agenda is particularly robust this year, developed with input from staff, contract lobbyists, and various partners, including the Joint Municipal Action Committee, WRPA, the King County Play Equity Coalition, and the Trust for Public Land. He emphasized the dynamic nature of the legislative process and committed to providing updates throughout the session.

Hunter George presented the capital requests for the legislative agenda, noting their ambitious scope and emphasizing the importance of managing expectations. He explained that typically, four out of the five projects may move forward, with the fifth project potentially securing federal funding. The following was summarized by Hunter George:

1. 27th Legislative District Projects
 - Titlow Park Pedestrian Bridge Replacement: Replacing the old wooden bridge leading to Hidden Beach.
 - Peck Community Sports Park: Completing the second field, restroom, and concessions building.
 - Titlow Park Rail Trestle and Lagoon Restoration: This project has federal funding potential, with several grant opportunities being pursued, including a NOAA coastal restoration grant with an April deadline. Representative Fey strongly supports this project and has visited the site.
2. 29th Legislative District Project
 - Portland Avenue Park Spray Park: A request for \$750,000 to complete construction. Representative Mena has committed to sponsoring this in the House, and Senator Conway is expected to support it enthusiastically. This project has strong potential for success.
3. 2nd Legislative District Project
 - Beaver Habitat Design at Trek: A \$300,000 request to begin design work. This is a carryover from last session, with strong support from Representative Barkus, who visited the site and was impressed by its conservation efforts.

Mr. George concluded the capital requests overview by reiterating the collaborative efforts behind these projects and the optimism for state and federal support.

Hunter George provided an update on several policy initiatives under discussion:

1. Local Government Operations
 - Pugenetty Park: support for the Washington State Historical Society’s request to take control of Pugenetty Park, a move that is strongly supported by the city of Tacoma and Metro Parks.
 - Property Tax Cap and Simple Majority for Construction Bonds: increased attention on these issues this year, which could provide local governments with more management flexibility.
 - Filling Commission Vacancies: concerns about a recent law extending the time required to fill vacancies. The team is exploring potential amendments to streamline the process.
2. Youth Access and Community Support
 - Special Olympics Partnership: efforts to collaborate with the school district to secure funding for the Special Olympics, expanding youth access to sports.
 - State Commission on Youth Access to Physical Activity: support for the creation of a state task force to study ways the state can enhance youth access to physical activities, with a focus on gathering data for future policy actions.
 - Streamlining Childcare Licensing: After a year-long work group with the Department of Children, Youth, and Family Services, progress in reducing administrative burdens for childcare licensing, though further work is needed to address access expansion.
3. Environmental Protection
 - Bull Kelp Marine Forest Designation: a proposal to designate bull kelp as the official State Marine Forest, an initiative that aims to raise awareness about its importance in the ecosystem, with support from schools and local organizations.
 - Net-Zero Goals: Hunter mentioned that a Climate Action Plan will soon be presented, which will emphasize the need for state support to meet net-zero goals.
4. Community Partnerships
 - Tacoma Schools and Port of Tacoma: ongoing efforts to secure funding for the completion of the Skill Center at the Port of Tacoma, aimed at enhancing workforce development in the region.

Hunter George then outlined several key policy priorities including:

1. Local Procurement Flexibility: desire to streamline laws and regulations that create barriers for local procurement, aiming to retain public dollars within the local community while maintaining accountability.
2. Public Health and Safety: City of Tacoma's urgent request for continued funding to maintain emergency shelter beds, stressing the importance of supporting the city's efforts to prevent the closure of these vital shelters.
3. Industry Alignment: success of the community schoolyard project, noting that the Trust for Public Land and the King County Play Equity Coalition are advocating for a statewide expansion, seeking \$10 million in funding.

4. State Grant Programs: ongoing efforts to secure \$150 million for the Wildlife and Recreation Program, acknowledging that \$120 million would still be considered a success given the state's financial concern.
5. Federal Policy: concerns regarding potential cuts in federal funding, especially for preservation efforts, and emphasized the need to monitor and defend critical policies such as the Endangered Species Act and Marine Mammal Protection Act.
6. Advisory Councils' Role: Advisory Councils, which are eager to assist with policy initiatives, and noted that they will be kept updated and asked to help sign on to bills when necessary.

Staff and Board members then briefly discussed upcoming opportunities for meeting with legislators being planned through WRPA and WWRC in February.

Being no additional comments that question was called and the resolution passed on a vote of 4-0.

RESOLUTION NO. R80-24: ACCEPTING AND APPROPRIATING A CASH DONATION FOR THE COSTS OF ACQUISITION OF THE PROBST PROPERTY AT SWAN CREEK PARK

Commissioner Ayala moved adoption of the resolution; seconded by Commissioner Pointer.

Debbie Russell reported that the Board is accepting and appropriating a cash donation from Mr. Clifford Probst and his family, which was previously committed in a resolution from February. She noted that as part of the resolution authorizing the purchase of 8.6 acres at Swan Creek Park, the Probst family pledged 5% of the appraised value of the property as a cash donation to the Park District. The donation will be allocated to the District's capital budget and will reimburse a portion of the acquisition cost, which was funded by the 2014 bond.

Debbie Russell also shared updates on the property's future. She stated that the Park District plans to improve and restore the site, which is high-value northwest evergreen forest land, by removing structures, conducting environmental remediation, and beginning work with consultants. She noted that Mr. Probst, a lover of parks, declined to attend the meeting but is likely enjoying a game of pickleball at the Eastside Community Center. His generous donation reflects his appreciation for the Park District.

Board members acknowledged and thanked the Probst family.

Being no additional comments that question was called and the resolution passed on a vote of 4-0.

FIRST READING RESOLUTIONS

RESOLUTION NO. RR81-24: AMENDMENT TO THE 23-24 DISTRICT BUDGET

Commissioner Ayala moved adoption of the resolution; seconded by Commissioner Mauer.

Libbi Lovshin discussed a proposed amendment to the 2023-24 biennial operating budget, specifically related to the Boathouse Marina. She explained that due to unexpected costs from a king tide and a freezing of the fire suppression system, the Marina incurred approximately \$170,000 in unplanned expenses in 2023. This resolution seeks approval for both a revenue

appropriation and an expenditure authority transfer from the general fund to the boathouse enterprise fund. The total interfund transfer would be approximately \$571,000 for revenue and \$540,000 for expenditures, bringing the budget into balance. Ms. Lovshin also clarified that while the \$170,000 was caused by the king tide and fire suppression issue, there were additional unanticipated costs during the biennium that contributed to the need for this budget amendment.

Commissioner Mauer requested additional information about the costs not related to the King Tide damage and repairs

President Smith then moved to suspend the rules to allow for the second reading and voting on the resolution to take place during the meeting; seconded and passed unanimously.

Being no additional comments the question was called and the resolution passed on a vote of 4-0.

SECOND READINGS RESOLUTIONS

RESOLUTION NO. RR73-24: ADOPTING THE 2025-2026 BIENNIAL BUDGET

President Smith noted that following two public hearings the resolution was moved and seconded at the November 25th regular board meeting.

Being no additional comments the question was called and the resolution passed on a vote of 4-0.

NEW BUSINESS None

UNFINISHED BUSINESS None

BOARD COMMENTS

Commissioner Ayala thanked Commissioner Pointer for all his years of service.

Commissioner Pointer commented on how much he enjoyed the work of being a Park Board commissioner.

ADJOURN

Being no further business, the meeting was adjourned at 7:22 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



**MINUTES OF SPECIAL MEETING
BOARD OF PARK COMMISSIONERS
December 20, 2024**

PRESENT: Andrea Smith, President
Matthew Mauer
Rosie Ayala, Acting Clerk

IN THE CHAIR: Andrea Smith

PLACE: Park District Headquarters, 4702 S 19th Street Tacoma, WA 98405

The special meeting of the Metropolitan Park District Board of Park Commissioners was called to order at 12:00 p.m.

A moment of silence was held in honor of Park Board Commissioner Tim Reid who passed away on December 12, 2024.

President Smith read a land acknowledgement.

Commissioner Ayala was appointed as acting Clerk.

MINUTES

MINUTES OF THE DECEMBER 5, 2024 SPECIAL BOARD MEETING

Commissioner Ayala moved to adopt the minutes as presented; seconded by Commissioner Mauer and passed unanimously.

PARK BOARD VACANCIES

President Smith commented that following resignations of commissioners Pointer and Ayala a call for applicants in accordance with RCW 42.12.080 began on November 19th. At a public meeting on December 5th the Board nominated 4 nominees from the pool of applicants and the list was publicly noticed for 15 days. President Smith continued by stating that public interviews with 4 nominees were held on December 9th.

EXECUTIVE SESSION

In accordance with RCW 42.30.110 the Board recessed into executive session to discuss the qualifications of the candidates for 20 minutes.

**MOTION TO NOMINATE AND DISCUSS CANDIDATE FOR APPOINTMENT TO
PARK BOARD POSITION #1**

President Smith moved to nominate Alisa Lee to fill vacant position #1; seconded by Commissioner Mauer.

President Smith began by highlighting the qualities of the nominee, noting Alisa Lee stood out in her application due to her deep appreciation for Metro Parks and her commitment to parks as essential spaces for social well-being. The Board noted the nominee's recent participation in the Active Lifestyles and Community Wellness Advisory Council demonstrated her dedication to staying informed about Metro Parks initiatives.

Commissioner Mauer echoed these sentiments and acknowledged the difficulty of the selection process, reflecting on his own experiences as a prior applicant. Commissioner Mauer emphasized the impressive qualifications of all candidates and expressed excitement about Alisa Lee's dedication and thoughtful contributions over the past year. Commissioner Mauer commented that he looks forward to her joining the Board and encouraged other applicants to remain engaged for future vacancies.

Commissioner Ayala noted appreciation for the advisory councils that participated in the interview process, providing invaluable community voices and perspectives that complemented the Board's evaluation of the candidates. Commissioner Ayala expressed gratitude for the candidates' enthusiasm and dedication to Metro Parks. It was noted that additional opportunities to serve, either through future vacancies or advisory roles, would arise within the next few months.

Being no additional comments the question was called to appoint Alisa Lee to fill the vacancy of Board position #1 and passed on a vote of 3-0.

The Board also paused to honor Commissioner Tim Reid, who passed away last week. A moment of silence was observed in recognition of his remarkable contributions. Commissioner Reid's tenure as a Park Commissioner spanned an impressive 28 years, beginning in 1996, making him the longest-serving Commissioner in the District's history.

Board members and Executive Director Shon Sylvia shared heartfelt stories about Commissioner Tim Reid's dedication and the profound impact he had on the Park District and the community. They celebrated his leadership, his hands-on approach to community engagement, and his enduring passion for parks and recreation. Specific anecdotes included his proactive involvement during the COVID-19 pandemic, his advocacy for building community partnerships, and his commitment to ensuring the park system met the evolving needs of citizens.

Doug Andreassen, Chair of the Business and Response Advisory Council, added to these reflections by expressing appreciation for Commissioner Reid's thoughtful contributions to discussions and his engaging demeanor during meetings.

In light of these discussions, the Board addressed the challenges posed by two additional vacancies. One vacancy resulted from Commissioner Reid's passing, while another stems from an upcoming transition as Commissioner Ayala moves to County Council. President Smith commented that per state law, these vacancies must be filled within 90 days. She continued by stating to facilitate this process, the Board has reopened the online application portal, which will remain available until both positions are filled. President Smith outlined key dates for the application and selection process, stating that applications will be reviewed in January, finalists

will be selected, and interviews will take place in February and March. Applicants who have already submitted their materials will remain under consideration and are not required to reapply.

President Smith continued by noting that a detailed schedule, including deadlines and interview timelines, will be published on the Board’s website and updated as needed.

Board members reiterated their commitment to maintaining strong leadership and continuing the legacy of excellence established by Commissioner Tim Reid. His contributions will remain a guiding force as the Board moves forward in selecting new commissioners to uphold the mission of the Park District.

Board members and Executive Director Shon Sylvia then recognized and thanked Commissioner Rosie Ayala for the time she spent serving on the Board, and wished her well in her new role as a member of Pierce County Council.

ADJOURN

Being no further business, the meeting was adjourned at 12:40 p.m.

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary



METRO **PARKS**
T A C O M A

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. C1-25

APPROVAL OF WARRANTS CLAIM FUND FOR DECEMBER 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 _____, 2025.

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 DECEMBER 1, 2024, AND ENDING DECEMBER 31, 2024.

WARRANTS CLAIM FUND

ACCOUNTS PAYABLE CLAIMS FUND:

Warrant Serial Numbers 345166 to 345409 \$5,133,299.10

PAYROLL CLAIMS FUND:

EFT Warrants \$2,685,378.73
Warrants Serial Numbers 59712 to 59825 \$62,798.67

TOTAL \$7,881,476.50

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: January 6, 2025

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:

<u>Item Number</u>	<u>Proposed Vendor</u>	<u>Proposed Purchase</u>	<u>Price (With Sales Tax)</u>
1.	Washington Cities Insurance Authority (WCIA)	Property, Liability and Auto Insurance	\$1,703,216 Total

ITEM NO. 1

- **VENDOR** Washington Cities Insurance Authority (WCIA)
- **GOODS OR SERVICE** Property, Liability and Auto Insurance
- **PRICE** \$1,703,216 Total
- **SOURCE OF FUNDING** Operating Funds (General Fund)
- **CONTACT** Tania Wink at (253) 305-1081 or tania.wink@tacomaparks.com

BACKGROUND: Insurance coverage is essential to managing the risks to the District so that we can continue to provide accessible, safe and attractive parks and facilities and recreational experiences; and allows the District to create an innovative, efficient and effective organization.

Insurance is considered a sole source service by the State and is exempt from bid requirements per statute. Metro Parks is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter

39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. WCIA has a total of 165 municipal entities across the state.

Metro Parks has been a member of the WCIA insurance pool since December 2005. As a member owned pool, the coverage and services are provided by WCIA per the terms of an Interlocal Agreement. The District has the ability to opt out on an annual basis.

One significant advantage of being a WCIA member is the cost savings realized through eliminating broker's commissions, which the District previously paid approximately \$25,000 annually. WCIA determines its rate structure based upon claims experience from prior year, property valuation changes and the need to maintain adequate reserves and pay excess coverage premiums. Listed below are the last 5 years of premiums, including 2025.

2021	\$871,842
2022	\$802,586
2023	\$1,141,946
2024	\$1,546,121
2025	\$1,703,216

In 2025, the District will experience an increase of over 10% when compared to 2024. WCIA announced a base rate increase of 5% for 2025 as approved by the WCIA Executive Committee. The main factors considered for the overall assessment are: auto physical damage, equipment breakdown, crime/fidelity, liability, property, and worker hours.

Over the last year, the District added new autos, including trams, to the property schedule, increasing its total insured value by nearly \$3.4 million (about 15% of the overall assessment for auto). Equipment breakdown and liability costs saw a slight increase due to rising reinsurance costs, while crime/fidelity costs remained unchanged.

In 2024, WCIA facilitated a property appraisal, which occurs every five (5) years for covered entities. The appraiser raised the value of District property, and the District did not contest this appraisal. Ensuring our property is assessed accurately is important, as it will affect the payout in case of a claim. The appraisal resulted in a 14% increase in the overall assessment for property.

Additionally, with the return of staff and programs from COVID closures, the District has seen an increase in worker hours to accommodate new programs. WCIA looks back two (2) years for rating purposes, and worker hours increased by 13% in 2023 compared to 2022. In 2024, the District performed favorably compared the actuary's assessment. However, as the number of autos, properties, and worker hours continues to grow, it will have an overall impact on our future our assessments.

2025 Assessment Comparison to 2024 by Coverage/Program

Coverage/Program	2022	2023	% Change	2024	2025	% Change	Increase (Decrease)
Auto Physical Damage	15,257	20,192	32.3%	31,395	36,156	15.2%	4,761
Equipment Breakdown	24,626	29,725	20.7%	31,418	32,597	3.8%	1,179
Crime/Fidelity	304	299	-1.6%	306	306	0.0%	-
Liability	231,957	393,649	69.7%	549,847	566,770	3.1%	16,923
Property	530,442	698,081	31.6%	933,155	1,067,387	14.4%	134,232
Total Assessment	802,586	1,141,946	42.3%	1,546,121	1,703,216	10.2%	157,095

FISCAL IMPACT: Funds for insurance coverage are provided for in the 2025-2026 biennial budget allocated within the Business Administration and Planning department. The original budget appropriated \$1,662,080 in 2025 and \$1,786,736 in 2026. The District plans to propose a budget amendment later this spring that will include an increased premium amount for 2025. The District recognizes the rising costs and remains committed to carefully assessing these costs and evaluating against current market trends to ensure the best value. The existing member agreement with WCIA is ongoing, and the District retains the option to withdraw from the pool at the end of any fiscal year, provided that written notice of intent to exit the pool is submitted to WCIA at least twelve months in advance.

ADDITIONAL INFORMATION: For additional information, contact Tania Wink, Chief Financial & Administrative at (253) 305-1081 or tania.wink@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

PURCHASING RESOLUTION NO. P2-25

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

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

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. RR34-05 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 _____, 2025.

ATTEST:

President

Secretary

Clerk

Exhibit A
to
Purchasing Resolution No. P2-25

ITEM NO. 1

- **VENDOR** Washington Cities Insurance Authority (WCIA)
- **GOODS OR SERVICE** Property, Liability and Auto Insurance
- **PRICE** \$1,703,216
- **SOURCE OF FUNDING** Operating Funds (General & Enterprise Fund)
- **CONTACT** Tania Wink at (253) 305-1081 or tania.wink@tacomaparks.com





MEMORANDUM

TO: Board of Park Commissioners

FROM: Debbie Russell, Director of Business, Administration and Planning

SUBJECT: Renaming Peck Field to Peck Community Sports Park

DATE: January 6, 2025

EXECUTIVE SUMMARY: In recognition of the updated priorities for park spaces as expressed in the 2024 System & Strategic Plan for the Metropolitan Park District of Tacoma and the 2023 Peck Master Plan, the name of Peck Field is recommended to be changed to Peck Community Sports Park to more accurately reflect the breadth of activities and amenities to be included in the upgraded park site.

BACKGROUND: Tacoma's first baseball stadium, Tacoma Athletic Field, was located on this site and was completed in 1907, with a 7,500-person capacity. Updated in 1913, this stadium offered a location for players to show off their skills. By 1946 a new athletic field had been built on Lawrence Avenue, and the old Tacoma Athletic Field became an auto racetrack. Four years later, the Tacoma-Pierce County Softball Association and property owner Roger Peck redeveloped the short-lived racetrack into a playfield again. Metro Parks was operating the field starting with the 1954 season in collaboration with the Tacoma Pierce County Softball Association. The Park Board meeting minutes in January 1954 record that the Park Commissioners decided to name it Peck Field in honor of Mr. and Mrs. Peck, who made the field possible by providing the land and financially supporting the improvements.¹

Roger Peck (1896 -1977) served as athletic director at the College of Puget Sound, played on and managed several semi-professional baseball teams, was owner and president of the Tacoma Tigers, and also owned Meadow Park Golf Course for a time. He was an accomplished golfer in addition to being a successful businessman and won several titles. He was also an owner of the Consumers Central Heating Company, with a steam plant on the site now known as Melanie's Park, and bought the Ruston Way restaurant Top of the Ocean where the Tacoma Athletic Club met regularly before the restaurant burned down. His wife, Gertrude Peck (1897 – 1980), was very active with the Junior League of Tacoma and spearheaded many charitable projects to give back to the community in ways that went beyond just athletics.

In 2023, inspired by community input, Metro Parks Tacoma developed a new master plan for the aging 9-acre park in Central Tacoma. The new Peck Master Plan includes a Tacoma Public School District-leased field for Stadium High School's baseball team, which was identified as a need during a 2016 study that inventoried and assessed the capabilities of fields and complexes

¹ The property was officially transferred to Park District ownership in 1956.

in the city. The all-season field is designed for multisport use, supporting soccer and lacrosse. The fenced field will be managed and programmed for community use when games or practices are not scheduled.

The new design emphasizes making the park more accessible and balancing the needs of the neighborhood with the sports community. Perimeter fencing that for decades made the park inaccessible for more than half the year will be removed, allowing people to take advantage of the fields, green space and new amenities. In addition to two lighted multisport fields, the plan includes several requested features like a walking trail, playground, garden, open lawn and a new building that will double as a concession stand and place to check out sports equipment. The plan calls for multiple basketball courts and a sports court, as well as a wave wheels track to provide young riders with an opportunity to develop cycling skills.

On the west side of State Street, an area of rain gardens already created by neighbors will remain. There will also be a garden building, orchard, native plant garden and community green bordering a new multi-function parking area.

In recognition of the new design direction adopted in the Master Plan, staff recommends changing the park's name to Peck Community Sports Park. In addition to more accurately reflecting the amenities of the updated park, it also meets the priorities and guidelines set forth in the System & Strategic Plan for the district overall, adopted in September 2024. The timing of this overall park naming aligns well with the formal dedication and naming of the new baseball field constructed at Peck Community Sports Park by TPS as Aaron Pointer Field, Home of the Stadium Tigers.

FISCAL IMPACT: The signage at the park will be replaced in accordance with the brand update and new signage guidelines being developed in 2025. Communications staff will facilitate updates to Metro Parks' website and official inventory listing.

ADDITIONAL INFORMATION: For additional information, please contact Debbie Russell, Director of Business, Administration, and Planning; debbie.russell@tacomaparks.com.

METROPOLITAN PARK DISTRICT OF TACOMA

RESOLUTION NO. R3-25

RENAMING OF PECK FIELD TO PECK COMMUNITY SPORTS PARK

WHEREAS, Metro Parks Tacoma along with partners including Tacoma Public Schools seeks to increase opportunities for youth activity and sports recreation in pursuit of closing the gap identified in a recent Aspen Institute study by providing inviting park spaces; and

WHEREAS, parks play a vital role in providing space for outdoor recreation, and an inviting park name can inspire neighborhood residents to feel ownership and connection to spaces; and

WHEREAS, Policy No. 000.004, Naming Metro Parks Tacoma’s Assets, governs the naming and renaming of parks, recreation areas, facilities and features; and

WHEREAS, the Board of Park Commissioners desires to acknowledge the historic legacy of athletics in Tacoma and recognize the original donation of Roger and Gertrude Peck, whose contributions to the Tacoma community in the form of Peck Field and charitable works continue to have a lasting impact on local residents, including youth; and

WHEREAS, Metro Parks Tacoma recently adopted a System and Strategic Plan that includes the ongoing goal to “ensure that all residents inside the District reside within a 10-minute walk of a park or other facility with amenities that at a minimum meet the neighborhood park criteria”; and

WHEREAS, in 2023 Metro Parks Tacoma adopted a new Master Plan for Peck Field, based on input from the community that includes playfields, green space, a playground, sport courts, and other amenities, and the District used the term “community sports park” during the outreach and planning stages; now therefore, be it

RESOLVED that the Board of Park Commissioners of the Metropolitan Park District of Tacoma approves the official renaming of Peck Field to Peck Community Sports Park.

The foregoing resolution was adopted by the Board of Commissioners of the Metropolitan Park District of Tacoma at a regular meeting held on _____, 2025.

ATTEST:

President

Secretary

Clerk