



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
November 13, 2018**

PRESENT: Andrea Smith, President  
Aaron Pointer, Clerk  
Tim Reid  
Erik Hanberg  
Jessie Baines

IN THE CHAIR: Andrea Smith

PLACE: 4702 South 19<sup>th</sup> Street

FLAG SALUTE: Commissioner Pointer

**REGULAR MEETING**

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

**PUBLIC HEARING**  
**2019-2020 Biennial Budget**

Shon Sylvia began the hearing by giving a park system over view noting 2,700 acres of parks and open space serving 213,000 Tacoma residents. Key challenges and opportunities for the district were highlighted by Mr. Sylvia including key policy drivers, revenue to expense gap, and re-defining the current system. He noted that over the budget will include:

- 337 full-time (FT positions) District-wide, a net 13 additional staff proposed
- Expenditures of \$124,638,361
- Revenues of \$123,813,427 + \$2,735,443 Fund Balance Carry-over
- Continue to Maintain Fund Balance at 7%
- Capital Program of \$54,631,616

Mr. Sylvia stated the foundation for budget development was based on the following:

- The Six-Year Strategic Master Plan
- Advance the 3 Pillars of Sustainability
- Incorporate priorities within the Mission Led Comprehensive Program Plan
- Measure progress and success in order to ensure accreditation of standards of excellence with: AZA (Association of Zoos & Aquariums) & CAPRA (Commission for Accreditation of Park and Recreation Agencies)

Mr. Sylvia illuminated some district challenges & opportunities that will be highlighted throughout tonight’s presentation:

Key Policy Drivers

- Youth Focus—ensure serving children remains a priority for service delivery; partner and leverage with other youth providers to avoid duplication
- “Balance of Free to Fee”; continue to grow scholarship funds based on the increasing reliance on fee waivers to ensure access to parks, facilities, programs and services

Revenue to Expense Gap

- Use of Fund Balance Carry-over to fund one-time projects
- Workforce/ employee costs increases
- Building on success of Resource Development and identify innovative and new revenue streams to support our changing community and park system

“Re-defining” the system

- Use of a Diversity, Equity & Inclusion lens as we look for gaps during our LOS study
- Impact on budget and level of service bringing on-line new assets
- Opportunity to evaluate structure & organizational development

Mr. Vidallon then reviewed a number of slides detailing the property and sales tax history of the District. District wide operating budget highlights were then presented noting the 17-18 forecast in comparison to the 19-20 biennium. Drivers and assumptions were also presented including a total revenue projected increase of 13%, total project expense increase of 12.2 %, and a projected general fund balance of 7%. Proposed breakdown of general fund and enterprise fund expenditures and revenues were then reviewed. Mr. Vidallon also reviewed the Full Time personnel summary noting a net budget change of 4% district wide compared to last biennium.

Debbie Terwilleger commented on the capital bond fund allocations categories noting major changes between categories will be acknowledged through board budget and CIP action. Staff then reviewed a 6-year capital program funding breakdown for 2019-2024.

Ms. Terwilleger commented on the 2019 – 2024 capital program (\$14,602,519) highlights as follows:

- Growing number of unfunded projects
- Strategic use of bond dollars for matching grants & new funding
- Program reflects Bond Shift Assumptions
- Three major projects made whole
- Neighborhood Parks/Small Caps Sub Category remains unchanged
- Growing emphasis on infrastructure upgrades
- Playgrounds/parking lots/hard surface courts/ADA compliance
- Waterfront park—FWDA, Pt Defiance Marina etc.
- Historical/cultural improvements
- Fort Nisqually/Point Defiance Historic Lodge/Shelters

Ms. Terwilleger further commented that the 19-20 capital program includes the following:

- 2019 – 2020 proposed: \$54,631,616
- Reflects the completion of the “mega” projects
- Completion of 60 existing projects in process (Owen Beach, Loop Trail)
- 55 new projects emphasizing community/neighborhood parks
- Better integration of lifecycle analysis to inform capital improvements
- New participatory budgeting outreach strategies for equity
- Community Impact projects, Titlow, Lincoln Park
- Collaboration with Puyallup Tribe of Indians

Within the department of Planning, operational Highlights were noted as:

- Expand outreach to underserved populations
- Geographic equity
- Level of Service Analysis for land & amenities
- Update the District-wide Sustainability Plan
- Data-driven decision making—sea level rise; tree canopy; storm water
- Collaborate with partners for community benefit
- Incorporate JMAC and LOS studies to address gaps
- Develop next steps/strategies for Ruston Way
- Shared condition assessment with COT for co-managed parks
- Planning for the next phase at Point Defiance
- Waterfront, Triangle & Camp Six

Marina Becker presented the highlights to Parks and Recreation as follows:

- Emphasis on Safety
- Focus on Youth
- Advance conservation engagement & environmentally responsible practices
- Implement strategies to support people experiencing homelessness
- Provide new assets, recreational opportunities & community spaces
- Modify level of service in park and facilities operations for efficiencies and fiscal sustainability
- Work with alternative providers and partners to redefine service delivery
- Enhance volunteer recruitment and retention to engage community
- Implement new staffing strategies to ensure sustainable workforce
- Adjust fees & charges and explore alternative approach to service

Alan Varsik provided the following as operational highlights within ZEED:

- Ensure high quality animal care
- Advance District-wide conservation engagement efforts
- Enhance storytelling capacity internally and externally
- Develop and open a new bald eagle exhibit
- Identify and implement the next role for the former North Pacific Aquarium and the next steps for the Arctic Tundra exhibit
- Implement transition of a new tram experience for Northwest Trek
- Explore increased efficiencies and advancing the District's mission

Pete Mayer remarked on the following operational highlights for Business and Innovation Department:

- Plan for necessary investments in District-wide technology
- Advance the District's diversity, equity and inclusion values
- Leverage the District's human capital through strategic investments
- Prepare, plan and respond to emergencies to minimize service disruptions
- Identify sustainable revenue strategies and develop a feasibility and implementation plan
- Optimize the District's foundations
- Negotiate a new labor agreement
- Leverage and monetize the District's asset portfolio through improved brand identity
- Re-align park properties, programs and services with the City and school district

- Reimagine how Tacoma’s public spaces can be better leveraged to maximize shared value
- Deploy best practices in procurement and general purchasing that exceed customer expectations
- Pursue strategies to improve health outcomes, increase resiliency and provide greater social connections
- Recruit a diverse workforce that matches the community we serve

Shon Sylvia commented on the operational highlights for the department of Governance & Direction as follows:

- Develop a comprehensive diversity, equity and inclusion approach
- Engage community partners in evaluating the feasibility of the Heidelberg Sports Village concept
- Conduct a District-wide Level of Service Study (LOS) to inform future facility and program planning
- Develop and implement a comprehensive legislative advocacy program
- Facilitate community-wide visioning across multiple sectors to reimagine Ruston Way
- Pursue opportunities to develop a joint maintenance facility with Tacoma Public Schools
- Champion District-wide conservation engagement initiatives

Being no public comments the public hearing was closed by President Smith.

**SPECIAL PRESENTATIONS**   None

**PRESIDENTS REPORT**

President Smith commented on the good turnout of citizens at the Envision our Waterfront charrette. President Smith also commented that she and several Board members recently met with members from the Museum Accreditation Board regarding Fort Nisqually’s recent application for accreditation.

**STANDING COMMITTEE AND COUNCIL REPORTS**

Business & Responsive Agency Committee

Commissioner Baines commented that the committee received a capital projects overview at their last meeting.

Joint Municipal Action Committee

Commissioner Reid commented that JMAC meeting included legislative updates from each agency.

Commissioner Reid also commented that he attended the Fort Nisqually accreditation meeting and suggested an additional curator position at the Fort.

**EXECUTIVE DIRECTOR’S REPORT**

Executive Director, Shon Sylvia commented on the following:

- Joint Board meeting with the Zoo Trek Authority and the Park Board is November 14<sup>th</sup>.
- Zoo Lights November 24<sup>th</sup> – January 6<sup>th</sup> .
- Staff was thanked for their work on this year budget.

**CITIZEN COMMENTS**

Harriet Williams requested additional information on the library vending machines being put in at People’s Center.

**MINUTES OF THE OCTOBER 22, 2018 REGULAR BOARD MEETING**

Correction made to the Flag Salute. Commissioner Hanberg moved to adopt as amended; seconded by Commissioner Pointer and passed on a vote of 5-0

**CONSENT AGENDA**

**RESOLUTION NO. C86-18: APPROVAL OF WARRANTS CLAIM FUND FOR OCTOBER 2018**

Commissioner Hanberg moved adoption of the consent agenda as presented; seconded by Commissioner Pointer.

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

**PURCHASING RESOLUTIONS**

**RESOLUTION NO. P87-18: AUTHORIZING PURCHASE OF GOOD AND SERVICES FOR METRO PARKS TACOMA**

1. STATE OF WASHINGTON AUDITOR’S OFFICE FOR 2017 FINANCIAL AUDIT SERVICES IN AN AMOUNT NOT TO EXCEED \$65,000
2. DURHAM SCHOOL SERVICES FOR SHUTTLE BUS SERVICES IN THE AMOUNT OF \$90,000

Commissioner Hanberg moved adoption of the consent agenda as presented; seconded by Commissioner Pointer.

Erwin Vidallon commented that the additional funding for the auditor was due the single federal audit for New Market Tax Credits.

Alan Varsik indicated that additional bus shuttles are needed for increases admission and Zoolights.

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

**PUBLIC WORKS PURCHASING RESOLUTIONS None**

**SINGLE READING RESOLUTIONS None**

**SECOND READINGS RESOLUTIONS None**

**FIRST READING RESOLUTIONS**

**RESOLUTION NO. RR88-18: AUTHORIZING 2018 GENERAL TAX LEVY OF REGULAR PROPERTY TAX FOR COLLECTION IN 2019**

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

Erwin Vidallon stated the Public Hearing regarding this issue as held on October 22<sup>nd</sup>.

Mr. Vidallon reviewed several graphs noting the percentage of property tax distribution in the county. He stated collections for 2019 equate to about a \$36.79 increase to average homeowners. Commissioner Hanberg requested additional information on the percentage increase maximum.

Mr. Vidallon stated that this year a resolution to show substantial need is not required as in year's past.

Being no additional comments the resolution was moved to second reading on November 26<sup>th</sup>.

**RESOLUTION NO. RR89-18: AUTHORIZING EXCESS TAX LEVY  
FOR UNLIMITED TAX GENERAL OBLIGATION (UTGO) BOND REDEMPTION**

Commissioner Hanberg moved adoption of the resolution; seconded by Commissioner Pointer. Being no additional comments the resolution was moved to second reading on November 26<sup>th</sup>.

**UNFINISHED BUSINESS** None

**NEW BUSINESS**

**BOARD COMMENTS:**

Commissioner Hanberg commented that he has in interest in further exploring the Gas Station Park issue that was brought up during the Joint Park Board/ City Council meeting.

Joe Brady stated that that is being looked at in the broader context of the 10-minute level of service study that is being finished up.

Commissioner Baines commented that he is interested in additional discussion about the transfer of City ownership of parks to MPT. Pete Mayer indicated that the timing for that to happen is ideal as the Interlocal guiding principles are currently be addressed.

**ADJOURN:**

Being no further business, the meeting was adjourned at 8:40 p.m.

**APPROVED:**

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary