



**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
November 26, 2018**

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

IN THE CHAIR: Andrea Smith

PLACE: 4702 South 19th Street

FLAG SALUTE: Commissioner Hanberg

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 #2 2019-2020 Biennial Budget

Erwin Vidallon commented that this is the second public hearing on that 19-20 District Budget.

Shon Sylvia was introduced and outlined the key factors influencing 19/20 budget development including better aligning roles and services with the City of Tacoma, responding better to community needs such as population shifts, housing affordability, homelessness and levels of service. He noted that District will continue to think globally and act locally by ensuring the advancing the three pillars of sustainability. Changes in the system will include things such as adjustments in levels of service, taking care of new assets, improving back-end systems, and ensuring a diverse workforce. Mr. Sylvia also highlighted District challenges and opportunities including balancing free & fee as well as access & fee waivers. In addition, staff will address the revenue to expense gap with fund balance carry over, as well as continue to work on alternative revenue sources. Mr. Sylvia commented that on lining of new assets will require attention to maintenance and sustainability. The District will also continue to address diversity, equity and inclusion as it relates to gaps in level of service. In order the manage expenses staff will by looking at realigning of business units, exploring early retirement incentives, utilizing partnership agreements and contracting services. The District will continue its effort with the City of Tacoma to rework the Master Operating agreement.

Mr. Vidallon reviewed the budget at a glance noting total expenditures, revenues, fund balance and full time positions. He then reviewed a table with operating financials as compared to 2017-18. Mr. Vidallon noted the increase from 2018 to 2019 for earned revenue reflects a shift in revenue recognition from grants and donations for marketing rights/sponsorships as earned revenue. Within the area of earned revenue, general fund has a 23.9% increase in 2019 and a 4.9% increase in 2020. Enterprise funds reflect a 7.7% increase in 2019 and 5.7% increase in 2020. General fund balance is being budgeted at target of 7%. Staff commented that property and sales taxes have consistently represented approximately 48% of the agency's total revenue budget. Spikes in property values may begin leveling off within the next 4-6 years.

A history of current levy rates and levy amounts for Metro Parks was briefly reviewed. Staff indicated that regular tax levy for 2019 at \$16,190,724 is before any final state assessed value, but it includes an estimate for new construction value adjustments, which are calculated at the end of the calendar year.

An overall budget financial slide was then reviewed. The slide revealed a balanced budget for the general fund departments, while maintaining a 7% fund balance target. The enterprise funds are projected to be in good standing with a balanced budget at the end of the biennium with target reserves of 7% of the biennium expenditures for ZEED and the Boathouse Marina. However, Meadow Park will continue to have a projected negative ending balance due to an inter-fund loan from the general fund that was made in 2016. The loan is anticipated to be fully paid-off by December 2023. Mr. Vidallon reviewed a full time personnel summary noting 13 new full time positions due in large part to new assets being brought on line including the aquarium and Eastside Community Center.

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, workplan highlights were noted as:

- Plan for the next phases at Point Defiance Park
- Complete planning for future of Ruston Way, Titlow, & Swan Creek
- Use data-driven decision making to update Sustainability Plan (sea level rise, tree canopy, stormwater, etc)
- Incorporate JMAC and LOS studies to address gaps
- Expand community engagement for park projects to underserved populations
- Shared condition assessment for co-managed properties with City of Tacoma

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

- Advance conservation engagement & environmentally responsible practices
- Manage encampment impacts & develop strategies to support people experiencing homelessness
- Provide new & enhanced parks, facilities & trails managing level of service for efficiency & sustainability
- Provide inclusive & equitable programs & services to a diverse community with an emphasis on youth
- Focus on infrastructure & preventative maintenance
- Work with volunteers, partners, & alternative providers to redefine & expand service delivery & engage community

Alan Varsik provided the following as workplan highlights within ZEED:

- Ensure high quality animal care
- Advance District-wide conservation engagement goals
- Enhance storytelling capacity internally and externally
- Open the new bald eagle exhibit
- Identify and develop the new role for the North Pacific Aquarium and Arctic Tundra exhibits
- Implement a new tram experience at Northwest Trek

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

- Advance the District's diversity, equity and inclusion values through new policy, practices and learning
- Assess and update information technology systems
- Update and expand emergency preparedness plans
- Implement recommendations of the foundations optimization study
- Provide greater social connectivity among users and the District
- Leverage community partnerships to align park properties, programs and services with sister agencies

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 to inform future facility and program planning

- 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

In closing, Mr. Sylvia commented that that the key budget takeaways include:

- Tacoma already have one of the best park systems in America
- New assets are making it even bigger and better
- That creates additional maintenance and operations needs
- There are cost factors, such as aging workforce, rising minimum wage, increasing nondiscretionary costs, limits on tax revenues, etc.

Commissioner Hanberg thanked staff for the follow up provided to him related to tax collection. Commissioner Hanberg and staff engaged in brief dialogue about the self-insured budget line item.

Commissioner Reid commented that he was appreciative of the format of this year's budget presentations.

Brett Johnson, member of the Nature & Environment Advisory Council thanked the Board for including additional funding for volunteer coordination. He requested that the District continue to work with the Washington Conservation Corp. if the budget allows.

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

SPECIAL PRESENTATIONS None

PRESIDENTS REPORT

President Smith commented positively on the *Down Town on the Go* bus ride to Eastside Community Center with Executive Director Shon Sylvia. She also commented on the success of the Zoolights opening night.

STANDING COMMITTEE AND COUNCIL REPORTS

Zoo Liaison Committee

Commissioner Pointer commented that the committee met on November 19, 2018. Agenda items included the following: attendance increases, conservation, polar bear health, Trek trams, zoo society report out, Trek eagle exhibit and zoo society budget.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Shon Sylvia commented on the following:

- Specialized Recreation Annual Holiday Cruise at Foss Waterway Seaport this Saturday, December 1st
- Santa Visits the Conservatory - Saturday, December 1
- Victorian Holiday Festival at the Conservatory-Saturday, December 8
- Fort Nisqually Living History Museum Holiday event, Saturday, December 1
- Committee of the Whole added for December 3rd to discuss the Legislative Agenda

CITIZEN COMMENTS

Bill Vilonza requested additional signage and enhancements to portable restrooms at the dog park at Point Defiance.

MINUTES OF THE NOVEMBER 13, 2018 REGULAR BOARD MEETING

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

CONSENT AGENDA

RESOLUTION NO. C90-18: REVISING DECEMBER 2018 MEETING SCHEDULE FOR THE BOARD OF PARK COMMISSIONERS

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. P91-18: AUTHORIZING PURCHASE OF GOOD AND SERVICES FOR METRO PARKS TACOMA

1. KING FEED FOR ANIMAL FEED IN THE AMOUNT OF \$125,000

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

Alan Varsik commented that this resolution would allow additional animal food to be purchased & delivered. He furtherer noted that the District has purchased from the vendor in the past but with the addition of animals to ZEED facilities additional authorization is needed as the purchasing threshold has been reached.

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

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

Resolution was moved and seconded on November 13, 2018 Regular Board Meeting

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

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

Resolution was moved and seconded on November 13, 2018 Regular Board Meeting

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

FIRST READING RESOLUTIONS

RESOLUTION NO. RR92-18: ADOPTING THE 2019-2020 BIENNIAL BUDGET

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

Erwin Vidallon acknowledged staff for their work on the presented budget.

Being no additional comments the resolution was moved to second reading on December 10th.

UNFINISHED BUSINESS None

NEW BUSINESS None

BOARD COMMENTS:

ADJOURN:

Being no further business, the meeting was adjourned at 7:05 p.m.

APPROVED:

President

Clerk

Submitted by: Jennifer Bowman, Board Secretary