

## TUKWILA METROPOLITAN PARK DISTRICT

June 18, 2012 – 8:00 p.m.  
Council Chambers – Tukwila City Hall

### BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES

#### CALL TO ORDER

Board President Seal called the Special Meeting of the Tukwila Metropolitan Park District (MPD) to order at 8:03 p.m.

#### TUKWILA METROPOLITAN PARK DISTRICT COMMISSIONERS

Present were Joe Duffie, Allan Ekberg, Verna Seal, Kathy Hougardy, De'Sean Quinn, Kate Kruller.

**MOVED BY HOUGARDY, SECONDED BY KRULLER TO EXCUSE BOARD MEMBER ROBERTSON FROM THE MEETING. MOTION CARRIED 6-0.**

#### TUKWILA METROPOLITAN PARK DISTRICT REPRESENTATIVES

Lisa M. Marshall, MPD Attorney; Peggy McCarthy, Treasurer.

#### CITY OF TUKWILA OFFICIALS

Jim Haggerton, Mayor; David Cline, City Administrator; Rick Still, Parks and Recreation Director; Amy Kindell, Aquatics Program Specialist; Christy O'Flaherty, City Clerk.

#### CITIZEN COMMENTS

There were no citizen comments.

#### CONSENT AGENDA

- a. Approval of minutes: 5/14/12
- b. Approval of vouchers: #360559, 360578, 360607, 360609 in the amount of \$13,334.23; #360628, 360700 in the amount of \$398.15; #120500 and #360757 in the amount of \$10,008.05

**MOVED BY QUINN, SECONDED BY HOUGARDY TO APPROVE THE CONSENT AGENDA AS SUBMITTED. MOTION CARRIED 6-0.**

Board Member Duffie had concern about the bills attached to the voucher sheet, as there were numbers crossed out. Board President Seal relayed that she would work with staff on this issue.

#### BUSINESS ITEMS

- a. **A resolution changing the day/time for Metropolitan Park District (MPD) Board meetings.**

At the May 14, 2012 MPD Board Meeting, the Board made the decision to change the day of the meetings to the third Monday of the month. A resolution is required to make this change. Additionally, it has been determined that the meetings will begin at 8:00 p.m.

**MOVED BY HOUGARDY, SECONDED BY QUINN THAT THE PROPOSED RESOLUTION BE READ BY TITLE ONLY. MOTION CARRIED 6-0.**

Christy O'Flaherty, City Clerk, read the proposed resolution by title only.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT AMENDING RESOLUTION NO. 1 §12 (PART) TO CHANGE THE MEETING DAY OF THE BOARD OF COMMISSIONERS.

**MOVED BY HOUGARDY, SECONDED BY DUFFIE THAT THE PROPOSED RESOLUTION BE ADOPTED AS READ. MOTION CARRIED 6-0, TO ADOPT RESOLUTION NUMBER 12.**

Ellen Gengler, 13727 Macadam Road South, expressed concern regarding the meeting time change to 8:00 p.m. From her standpoint, this will limit residents from attending, and she has heard from multiple people that this later time is problematic. She wondered about having the meeting on a different day of the week such as Tuesday.

**b. Financing options for capital projects.**

Peggy McCarthy, Treasurer, explained that the financing options remain basically the same since the discussion at the last meeting, with the exception of the local financing program. The equipment improvements planned for the pool qualify for a 15-year payback period. The viable financing options for the pool are issuing bonds, the local program, tax exempt lease purchase, and Department of Commerce grant program. Additionally, should issuance of bonds be determined to be the optimal financing vehicle, the MPD could take advantage of the City's bond rating by obtaining a pledge from the City to pay the bond debt service if the MPD has insufficient funds to do so.

Vanessa Zaputil, Tukwila Pool Advisory Committee (TPAC) member, relayed that in talking with Ms. McCarthy, she learned that the cut-off date for this round of financing is June 20, 2012. We will have to wait for the next round which will be December. She stated that the 15-year financing option is attractive. They are unclear as to whether the loan payment for equipment would include engineering, design, and labor associated with the equipment.

Board President Seal announced that the recommendations from TPAC are included in the packet materials.

**c. Solar thermal energy presentation and discussion.**

Board President Seal explained that TPAC has recommended against moving forward with the solar thermal energy option.

Rick Still, Parks and Recreation Director, clarified that there are multiple heating methods, and the payback time range for solar thermal energy was approximately 28 years to 99 years. This did not meet the 15-year payback criteria for the project. The return was not there on the investment.

Vanessa Zaputil, TPAC member, concurred that solar thermal energy is not a priority at this time.

**d. Approve the Capital Projects List as outlined in the Informational Memorandum dated June 13, 2012 in the packet. (page 45)**

Mr. Still explained that the Capital Projects List needs to be prioritized and approved so the project can move forward, and it is an essential part of the grant application. The Capital Projects List has been examined and ordered using many different priority rankings over the last year. The latest ordering of the list was based upon continued building operations and the budget prices associated with each item, with the line of affordability being tentatively drawn after item 13. The TPAC recommendations were factored in when prioritizing the items. The pool cover is item 14, and that is important to many people. If the grant is received and/or there are cost savings from the first 13 items, then it would be possible to move further down the list. Once the list has been finalized and submitted with the grant application, the project scope cannot be reduced. This is a commitment that all the items on the project scope will be completed.

**MOVED BY EKBERG, SECONDED BY HOUGARDY TO APPROVE THE CAPITAL PROJECTS LIST AS OUTLINED IN THE INFORMATIONAL MEMORANDUM DATED JUNE 13, 2012 IN THE PACKET.\***

Vanessa Zaputil, TPAC member, provided a summary of discussions TPAC has had over the last few months regarding the capital improvements project list. She stated the committee agrees with this recommendation. They also recommend that the modified project scope be approved, when indicated, to accommodate the greatest number of items. The \$1.25 million should be spent on items 1-16, as modified, based on the list put forward by staff. The rationale for this was based on items needed to keep the doors open; energy savings potential; and a combination of non-emergent repairs and personal comfort. Ms. Zaputil relayed that there are some math errors in the document that should also be corrected.

Board Member Ekberg asked Ms. Zaputil if there should be any changes to the document, and she responded in the negative, relaying that the priority list is correct.

**\*BOARD MEMBER EKBERG AMENDED THE MAIN MOTION TO ADD "TO INCLUDE CORRECTION OF MATH ERRORS," SECONDED BY HOUGARDY.\*\***

**\*\*MOTION CARRIED 6-0 TO APPROVE THE CAPITAL PROJECTS LIST AS OUTLINED IN THE INFORMATIONAL MEMORANDUM DATED JUNE 13, 2012 IN THE PACKET (PAGE 45) TO INCLUDE CORRECTION OF MATH ERRORS.**

**e. Authorize the Board President to sign the funding authorization form and the energy services authorization amendment #1 with the State of Washington Department of Energy Services to implement the capital projects (CIP) list in the amount of \$78,438.00.**

Mr. Still stated that to continue moving forward, a contract amendment needs to be signed with the State of Washington Department of Energy Services for design services on the first 13 items on the CIP list. This is a one-time only financial commitment of \$78,438.00, which is a portion of McKinstry's budgeted scope of work on the CIP list. The Department of Energy Services contracts with McKinstry, who will continue their services with the MPD and begin the construction phase of the Energy Savings Performance Contracting process. This will also assist in maintaining the original timeline for an early November closure for construction, and is a key ingredient to have in place as the MPD applies for the grant application.

**MOVED BY HOUGARDY, SECONDED BY QUINN TO AUTHORIZE THE BOARD PRESIDENT TO SIGN THE FUNDING AUTHORIZATION FORM AND THE ENERGY SERVICES AUTHORIZATION AMENDMENT #1 WITH THE STATE OF WASHINGTON DEPARTMENT OF ENERGY SERVICES TO IMPLEMENT THE CAPITAL PROJECTS LIST IN THE AMOUNT OF \$78,438.00.\***

Vanessa Zaputil, TPAC member, conveyed that the \$78,438.00 is not in addition to the \$1,250,000. Additionally, the timeline shows a June 25, 2012 kick-off meeting with stakeholders, and she inquired if the TPAC members will be invited.

**\*MOTION CARRIED 6-0.**

**f. Authorize the submittal of a grant application to the Department of Commerce 2012 Energy Efficiency Grants for Higher Education and Local Governments and committing the Metropolitan Park District to \$1,250,000 in matching funds.**

This is a commitment of approximately \$1,250,000, for a grant matching ratio of 3 to 1. At that ratio, the grant funding would be approximately \$416,666.

**MOVED BY QUINN, SECONDED BY KRULLER TO AUTHORIZE THE SUBMITTAL OF A GRANT APPLICATION TO THE DEPARTMENT OF COMMERCE 2012 ENERGY EFFICIENCY GRANTS FOR HIGHER EDUCATION AND LOCAL GOVERNMENTS AND COMMITTING THE METROPOLITAN PARK DISTRICT TO \$1,250,000 IN MATCHING FUNDS. MOTION CARRIED 6-0.**

**g. Approval of the revised 2012 draft long-term agenda.**

The capital projects discussion and potential grant have extended the workload out by a couple of months, creating the need to revise the 2012 draft long-term agenda for the MPD.

**MOVED BY QUINN, SECONDED BY HOUGARDY TO APPROVE THE REVISED 2012 DRAFT LONG-TERM AGENDA. MOTION CARRIED 6-0.**

**REPORTS**


- a. Commissioners
- b. Staff:
  - Capital Improvement Program (CIP) Status
  - Operational Issues
  - Short-term agenda review
- c. Tukwila Pool Advisory Committee:
  - Agendas and Minutes
  - Chairperson Report

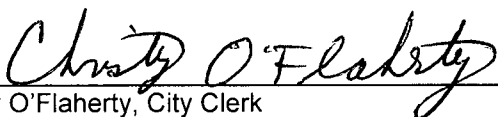
Vanessa Zaputil, TPAC member, emphasized that TPAC has worked tirelessly in support of the pool. She expressed appreciation to the Board members and staff from Parks and Recreation for their work on MPD issues. The TPAC is proud and excited to be a part of this important community project.

- e. Long-term agenda
- f. Next meeting is July 16, 2012

**ADJOURNMENT**

**8:38 p.m. MOVED BY KRULLER, SECONDED BY EKBERG THAT THE TUKWILA METROPOLITAN PARK DISTRICT MEETING BE ADJOURNED. MOTION CARRIED 6-0.**

  
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Verna Seal, President, Board of Commissioners

  
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Christy O'Flaherty, City Clerk