



# Meeting Agenda

## Metropolitan Park District Board

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8068

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**Tuesday, June 16, 2020**

**5:00 PM**

**Online and via Phone**

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**Register to attend:**

[https://us02web.zoom.us/webinar/register/WN\\_7wZRSQPRW-SAKJLNN67uQ](https://us02web.zoom.us/webinar/register/WN_7wZRSQPRW-SAKJLNN67uQ)

**1. ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENT**

*(Estimated Time: 0 - 10 minutes). During this portion of the meeting, citizens may address the Board regarding only items related to the Olympia Metropolitan Park District, including items on the Agenda. Individual comment is limited to 3 minutes.*

**REMOTE MEETING PUBLIC COMMENT INSTRUCTIONS:**

*During this time, the Olympia Metropolitan Park District Board will hold business meetings remotely using Zoom. Live public comments will be taken during the meeting but advance registration is required. The link to register is at the top of the agenda.*

*After you complete the registration form, you will receive a link by email to log onto or call into Zoom for use at the meeting day and time. If you plan on calling into the meeting, you will need to provide your phone number at registration so you can be recognized during the meeting.*

*Once connected to the meeting you will be auto-muted. At the start of the public comment period, the President will call participants by name to speak in the order they signed up. When it is your turn to speak, your microphone will be unmuted, once three minutes concludes your microphone will be muted again.*

**4. BOARD BUSINESS**

- 4.A**     [20-0475](#)     Approval of November 12, 2019 Olympia Metropolitan Park District Board Meeting Minutes

**Attachments:**     [Minutes](#)

- 4.B**     [20-0303](#)     Election of Olympia Metropolitan Park District Officers

- 4.C**     [20-0304](#)     Approval of 2020 Olympia Metropolitan Park District Advisory Committee Work Plan

**Attachments:**     [Meeting Schedule](#)

- 4.D**     [20-0305](#)     Approval of a resolution revising the Olympia Metropolitan Park District meeting schedule

**Attachments:**     [Resolution](#)

**6. ADJOURNMENT**

*The Olympia Metropolitan Park District (OMPD) is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the OMPD Board meeting, call 360.753-8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.*



City Hall  
601 4th Avenue E.  
Olympia, WA 98501  
360-753-8244

# **Metropolitan Park District Board**

## **Approval of November 12, 2019 Olympia Metropolitan Park District Board Meeting Minutes**

**Agenda Date:** 6/16/2020  
**Agenda Item Number:** 4.A  
**File Number:**20-0475

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**Type:** minutes   **Version:** 1   **Status:** OMPD Agenda Ready

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### **Title**

Approval of November 12, 2019 Olympia Metropolitan Park District Board Meeting Minutes

# City of Olympia

*City Hall  
601 4th Avenue E  
Olympia, WA 98501*



## Meeting Minutes - Draft

**Tuesday, November 12, 2019**

**6:15 PM**

**Council Chambers**

**Metropolitan Park District Board**

**1. ROLL CALL**

**Present:** 5 - President Jim Cooper, Vice President Lisa Parshley, Boardmember Jessica Bateman, Boardmember Clark Gilman, and Boardmember Cheryl Selby

**Excused:** 2 - Boardmember Nathaniel Jones, and Boardmember Renata Rollins

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. PUBLIC COMMENT - None****4. BOARD BUSINESS****4.A** Approval of November 4, 2019 Metropolitan Park District Board Meeting Minutes

**Attachments:** [Minutes](#)

The minutes were approved.

**4.B** Approval of a Resolution Adopting the 2020 Olympia Metropolitan Park District (OMPD) Budget

**Attachments:** [Resolution](#)  
[2020 Budget](#)

Parks, Arts & Recreation Director Paul Simmons provided highlights of the 2020 budget. Boardmembers asked clarifying questions.

**Boardmember Gilman moved, seconded by Vice President Parshley, to approve the 2020 OMPD budget resolution for \$4,263,470, authorize the Board President to sign the resolution, and urge that the \$74,000 be prioritized to Percival Landing. The motion carried by the following vote:**

**Aye:** 5 - President Cooper, Vice President Parshley, Boardmember Bateman, Boardmember Gilman and Boardmember Selby

**Excused:** 2 - Boardmember Jones and Boardmember Rollins

**4.C** Approval of a Resolution Setting the 2020 Olympia Metropolitan Park District (OMPD) Ad Valorem Tax

**Attachments:** [Resolution](#)

Fiscal Services Director Nanci Lien provided background regarding the 2020 ad valorem tax.

**Vice President Parshley moved, seconded by Boardmember Selby, to approve the resolution setting the OMPD Ad Valorem tax and authorize the Boardmembers to sign the resolution. The motion carried by the following vote:**

**Aye:** 5 - President Cooper, Vice President Parshley, Boardmember Bateman, Boardmember Gilman and Boardmember Selby

**Excused:** 2 - Boardmember Jones and Boardmember Rollins

**4.D** Approval of a Resolution Setting the 2020 Olympia Metropolitan Park District (OMPD) Board Meeting Schedule

**Attachments:** [Resolution](#)

Director Simmons reviewed the 2020 meeting schedule.

**President Parshley moved, seconded by Boardmember Selby, to approve the resolution setting the 2020 OMPD Board meeting schedule. The motion carried by the following vote:**

**Aye:** 5 - President Cooper, Vice President Parshley, Boardmember Bateman, Boardmember Gilman and Boardmember Selby

**Excused:** 2 - Boardmember Jones and Boardmember Rollins

**4.E** Approval of a Resolution Authorizing an Interlocal Agreement Between the Olympia Metropolitan Parks District, the City of Olympia, and the Port of Olympia

**Attachments:** [Resolution](#)

[Interlocal Agreement](#)

Economic Development Director Mike Reid provided background regarding applying for and receiving a grant for Brownfield assessment work. He discussed how funds can be used and future steps that will occur in 2020.

**Boardmember Bateman moved, seconded by Boardmember Selby, to approve the resolution authorizing an Interlocal Agreement between the Olympia Metropolitan Park District Board, the City of Olympia, and the Port of Olympia. The motion carried by the following vote:**

**Aye:** 5 - President Cooper, Vice President Parshley, Boardmember Bateman, Boardmember Gilman and Boardmember Selby

**Excused:** 2 - Boardmember Jones and Boardmember Rollins

**5. ADJOURNMENT**

The meeting adjourned at 6:34 p.m.



## Metropolitan Park District Board

### Election of Olympia Metropolitan Park District Officers

**Agenda Date:** 6/16/2020  
**Agenda Item Number:** 4.B  
**File Number:**20-0303

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**Type:** decision   **Version:** 1   **Status:** OMPD Agenda Ready

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#### **Title**

Election of Olympia Metropolitan Park District Officers

#### **Recommended Action:**

#### **Staff Recommendation:**

Move to elect the Olympia Metropolitan Park District (OMPD) Board President and Vice-President.

#### **Report**

#### **Issue:**

Whether to elect an OMPD Board President and Vice-President.

#### **Staff Contact:**

Jonathon Turlove, Director of Park Planning and Maintenance, 360.753.8068

#### **Presenter(s):**

Jonathon Turlove, Director of Park Planning and Maintenance, 360.753.8068

#### **Background and Analysis:**

Article III, Section 3.3 (Board Officers) of the OMPD Charter states that the OMPD Board shall have three officers: the President, the Vice-President (also the Clerk) and the Treasurer. The OMPD Charter states: "The President and Vice-President shall be elected annually by the Board from among its members."

#### **Neighborhood/Community Interests (if known):**

The YES Olympia Parks coalition was heavily involved in the formation of the Olympia Metropolitan Park District and some of their members continue to take a strong interest in the activities of the OMPD Advisory Committee and Board.

#### **Options:**

Move to elect OMPD board president and vice-president.



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**Type:** decision   **Version:** 1   **Status:** OMPD Agenda Ready

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**Financial Impact:**

N/A



## Metropolitan Park District Board

### Approval of 2020 Olympia Metropolitan Park District Advisory Committee Work Plan

**Agenda Date:** 6/16/2020  
**Agenda Item Number:** 4.C  
**File Number:** 20-0304

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**Type:** decision   **Version:** 1   **Status:** OMPD Agenda Ready

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#### **Title**

Approval of 2020 Olympia Metropolitan Park District Advisory Committee Work Plan

#### **Recommended Action:**

Move to approve the proposed 2020 Olympia Metropolitan Park District (OMPD) Advisory Committee Work Plan

#### **Report**

##### **Issue:**

Whether to approve the proposed 2020 OMPD Advisory Committee Work Plan

#### **Staff Contact:**

Jonathon Turlove, Director of Park Planning and Maintenance, 360.753.8068

#### **Presenter(s):**

Jonathon Turlove, Director of Park Planning and Maintenance, 360.753.8068

#### **Background and Analysis:**

In an effort to more closely align the OMPD budget calendar with the City's budget calendar and streamline the overall process, the proposed work plans for the OMPD Boards and Advisory Committees have several proposed changes:

- What had been the second and third Advisory Committee meetings are proposed to be combined into one meeting on October 14 - at this meeting the committee will finalize their report and get a budget preview for the upcoming year.
- There is now a touch point where staff will reach out to park advocates during the week that the proposed OMPD budget is released.
- The September Board meeting in which the Board had received a preliminary budget preview is eliminated. Instead the Board is presented the preliminary budget on October 20, the same night as Council receives the preliminary Operating Budget.

**Neighborhood/Community Interests (if known):**

The YES Olympia Parks coalition was heavily involved in the formation of the Olympia Metropolitan Park District and some of their members continue to take a strong interest in the activities of the OMPD Advisory Committee and Board.

**Options:**

Move to approve the proposed 2020 OMPD Advisory Committee Work Plan as presented

Approve the proposed 2020 OMPD Advisory Committee Work Plan with changes

**Financial Impact:**

None anticipated

**Attachments:**

Work Plan

# **2020 OMPD Board and Advisory Committee Work Plans**

Updated June 3, 2020

## **BOARD: June 16, 2020, 5:00 PM, Zoom on-line meeting**

- Annual elections for president and vice-president
- Approve 2020 Advisory Committee Work Plan
- Approve Resolution setting 2020 meeting schedule (including first meeting of 2021)
- Appoint New Citizen Advisory Committee Members (if necessary)

## **ADVISORY COMMITTEE: July 8, 2020, 6:00 PM, Olympia City Hall Room 207**

- Welcome new advisory committee members
- Election of officers
- Prepare draft annual report to OMPD Board & City Council on compliance of 2019 funding levels.
- View open public meeting video

## **ADVISORY COMMITTEE: October 14, 2020, 6:00 PM, Olympia City Hall Room 207**

- Budget 101 – Overview of department's revenue sources and budget
- Review public feedback and finalize report
- 2021 Preliminary Budget Preview - Draft letter to be presented at October 20th OMPD Board meeting regarding OPARD's proposed operating and capital budgets' compliance with the Interlocal Agreement

## **Week of October 14, 2020 – Review proposed budget with park advocates**

## **BOARD: October 20, 2020, 6:15 PM, Olympia City Council Chambers**

- Presentation of annual report by Advisory Committee
- Report from Advisory Committee on 2021 preliminary budget
- Public Hearing on 2021 preliminary budget resolution
- Public Hearing on 2021 Ad Valorem Tax resolution

## **October 20, 2020 – Presentation of 2021 Preliminary Operating Budget to City Council**

## **BOARD: November 10, 2020, 6:15 PM, Olympia City Council Chambers**

- Approval of Resolution Setting the 2021 Ad Valorem Tax
- Approval of Resolution adopting the 2021 budget

## **November 30, 2020 – County deadline to receive 2021 Ad Valorem Tax resolution and budget**



## Metropolitan Park District Board

### Approval of a resolution revising the Olympia Metropolitan Park District meeting schedule

**Agenda Date:** 6/16/2020  
**Agenda Item Number:** 4.D  
**File Number:** 20-0305

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**Type:** resolution   **Version:** 1   **Status:** OMPD Agenda Ready

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#### **Title**

Approval of a resolution revising the Olympia Metropolitan Park District meeting schedule

#### **Recommended Action:**

Move to approve the resolution revising the Olympia Metropolitan Park District (OMPD) meeting schedule

#### **Report**

##### **Issue:**

Whether to approve the resolution revising the (OMPD) meeting schedule

#### **Staff Contact:**

Jonathon Turlove, Director of Parks Planning and Maintenance, 360.753.8068

#### **Presenter(s):**

Jonathon Turlove, Director of Parks Planning and Maintenance

#### **Background and Analysis:**

On November 12, 2019, the OMPD Board adopted a resolution that established the 2020 OMPD meeting schedule. To better align with City Council's 2020 calendar and the City's budget calendar, a revised meeting schedule has been established.

#### **Neighborhood/Community Interests (if known):**

The YES Olympia Parks coalition was heavily involved in the formation of the Olympia Metropolitan Park District and some of their members continue to take a strong interest in the activities of the OMPD Advisory Committee and Board.

#### **Options:**

1. Approve the resolution revising the OMPD meeting schedule.
2. Do not approve the resolution revising the OMPD meeting schedule. The current schedule will not align as well with City Council's 2020 calendar.

#### **Financial Impact:**

None anticipated

**Attachments:**

Resolution

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE OLYMPIA METROPOLITAN PARK DISTRICT REVISING  
ITS REGULAR MEETING SCHEDULE**

**WHEREAS**, on November 24, 2015, the Thurston County Auditor's office certified voter approval of the Olympia Metropolitan Park District (the "OMPD"), a district with the same boundaries as the City of Olympia, with Olympia City Councilmembers serving as the Board of the District (the "OMPD Board"); and

**WHEREAS**, on November 12, 2019, the OMPD Board passed Resolution No. MPD-25 adopting the 2020 meeting schedule for the OMPD; and

**WHEREAS**, the OMPD Charter and Bylaws provide that the annual OMPD meeting schedule may be amended in accordance with applicable law; and

**WHEREAS**, the Board wishes to align its meeting schedule with the meeting schedule of City Council;

**NOW, THEREFORE, THE OLYMPIA METROPOLITAN PARK DISTRICT DOES HEREBY RESOLVE  
AS FOLLOWS:**

1. Regular meetings of the OMPD Board shall be held in City Council chambers at 6:15 p.m. on the following dates during the year:
  - a. The same date in April as the third regular meeting of City Council.
  - b. The same date in October as the third regular meeting of City Council.
  - c. The same date in November as the second regular meeting of City Council.
2. The OMPD Board's regular schedule may be amended and special meetings may be set as provided by the OMPD Charter and Bylaws and in accordance with applicable law.

**PASSED BY THE OLYMPIA METROPOLITAN PARK DISTRICT** this 16th day of June 2020.

\_\_\_\_\_  
OMPD PRESIDENT

ATTEST:

\_\_\_\_\_  
OMPD VICE PRESIDENT

APPROVED AS TO FORM:

  
\_\_\_\_\_  
OMPD BOARD ATTORNEY