



NORMANDY PARK METROPOLITAN PARK DISTRICT
MEETING AGENDA TUESDAY, NOVEMBER 14, 2023
AT CITY HALL - 801 SW 174TH ST
CITY COUNCIL CHAMBERS
Join Zoom Meeting
<https://us06web.zoom.us/j/88591899429>
Meeting ID: 885 9189 9429

Page

- I. **CALL TO ORDER & FLAG SALUTE 6:15 p.m.**
- II. **ROLL CALL**
- III. **APPROVAL OF THE AGENDA**
- IV. **PUBLIC COMMENT - Please limit comment to 3 minutes**
 - a. Instructions for **In-Person** at the meeting: Please complete a public comment form and turn into the City Clerk before the start of the meeting.
 - b. Instructions for attending the meeting **Remotely (Zoom)**: If attending the meeting remotely, please use the "Raise Hand" feature during the public comment portion of the meeting. You will be called on when it is your turn to comment.
- V. **PUBLIC HEARING - Comments will be taken both in-person and remotely. Please follow the same instructions provided for PUBLIC COMMENTS (see above)**
 - a. 2024 Property Tax Levy and Revenue Sources Public Hearing - Requested Actions: Open the hearing, hear comments from the public, and close the

hearing.

- b. Public Hearing - Budget Amendment for the 2023-2024 Biennial Budget

VI. NEW BUSINESS

- 3 - 6 a. Amending the 2023-2024 Biennial Budget Resolution No. 23-01 - Passing of the resolution - Kari Kurtz, Finance Director
Requested Action: M/S to approve, discuss and vote.
- 7 - 9 b. Consideration of the 2024 Property Tax Levy and Resolution No. 23-02 - Passing of the resolution - Kari Kurtz, Finance Director
Requested Action: M/S to adopt, discuss and vote.
- 10 - 16 c. Quarterly Billing from the City of Normandy Park - 3rd Quarter 2023 - Kari Kurtz, Finance Director

VII. CONSENT AGENDA

- 17 - 20 a. Meeting Minutes approval - April 11, 2023 & May 9, 2023

VIII. ADJOURN

Normandy Park Metropolitan Park District

Meeting Date: November 14, 2023

Agenda Category: New Business

SUBJECT: Amending the 2023-2024 MPD Operating Budget Public Hearing & Budget Adoption

ATTACHMENT:

1. 2023 - 2024 MPD Operating Budget Detail
2. 2023 - 2024 MPD Operating Budget Resolution No. 23-01

PREPARED BY: Kari Kurtz, Treasurer
Diane Marcotte, Financial Consultant

RECOMMENDED BY: Amy Arrington, Executive Director

REVIEWED BY: Amy Arrington, Executive Director

STAFF EXPLANATION:

Attached is Amendment No. 1 amending the MPD Biennial Operating Budget for the years 2023 through 2024. While Chapter 35.61 RCW, Metropolitan Park Districts, does not address the issue of budgets for MPD's, the formal adoption of a budget is considered a fiscal management tool, provides for transparency, accountability, and is considered a best practice by the State Auditor's Office (SAO) and the Government Finance Officers Association (GFOA).

The most significant increase is replacing the turf at City Park. The City of Normandy Park has applied for a grant with the State of Washington. If the City is successful in being awarded the grant, the funds of \$98,000 will be offset by additional revenue.

The other increase is that City of Normandy Park staff are spending more time attributable to parks maintenance. As a result, there are increased costs associated with these services.

FISCAL IMPACT:

The proposed 2023 & 2024 MPD Operating appropriations for 2023 is \$651,546 and the amended 2024 is \$677,928.

COUNCIL OPTIONS:

1. Move to approve Amendment No. 1 for the 2023 - 2024 MPD Operating Budget as presented.
2. Move to approve Amendment No. 1 for the 2023 - 2024 MPD Operating Budget with specified changes.

RECOMMENDED MOTION:

1. "I move to adopt Resolution No 23-01 amending the 2023 - 2024 MPD Operating Budget as presented."

**Normandy Park Metropolitan Park District (MPD)
2023 - 2024 Amendment No. 1 Operating Budgets**

Resolution No. MPD 23-01

EXHIBIT A

November 14, 2023

	2022 Budget	2022 Actual	2023 Budget	2024 Budget	2024 Amendment
Beginning Fund Balance (Est 2024)	\$607,165	\$517,466	\$389,098	\$398,560	\$398,560
Revenues:					
Property Taxes	\$631,000	\$621,065	\$644,442	\$677,000	\$655,000
Facility/Park Shelter Rentals	\$5,000	\$4,860	\$5,000	\$5,000	\$5,000
Field Use Rentals	\$5,000	\$8,624	\$8,500	\$8,500	\$8,500
Pea Patch Rentals	\$1,066	\$1,066	\$1,066	\$1,066	\$1,066
Donations	\$3,000	\$3,000	\$0	\$0	\$0
Interest Earnings	\$350	\$3,805	\$2,000	\$1,000	\$12,000
Total Revenues	\$645,416	\$642,420	\$661,008	\$692,566	\$681,566
Expenditures:					
Parks & Rec Admin	\$122,900	\$120,291	\$227,298	\$136,402	\$147,102
Culture & Community Services	\$0	\$2,000	\$12,000	\$12,000	\$12,000
Parks Maintenance Admin	\$37,365	\$22,737	\$21,364	\$22,012	\$22,012
Parks Maintenance	\$395,000	\$515,208	\$298,277	\$304,683	\$325,183
Senior Services - City of Des Moines	\$33,000	\$28,545	\$43,847	\$48,231	\$48,231
Swimming Pool - City of Des Moines	\$25,000	\$50,000	\$25,000	\$25,000	\$25,000
Finance - Banking Fees	\$300	\$442	\$400	\$400	\$400
Finance - Audit Costs	\$3,000		\$23,360	\$0	\$0
Contribution Expenditures	\$3,000	\$63	\$0	\$0	\$0
Contribution Exp for Nist Park	\$31,503	\$31,503	\$0	\$0	\$0
Capital Expenditure-One Time Expenditure			\$0	\$0	\$98,000
Total Expenditures	\$651,068	\$770,788	\$651,546	\$548,728	\$677,928
Est Ending Fund Balance before Reserves	\$601,513	\$389,098	\$398,560	\$542,398	\$402,198
Less: Operating Reserves (60 days of Revs)	-\$70,000	-\$107,070	-\$110,168	-\$115,428	-\$112,988
Est Unassigned Ending Fund Balance	\$531,513	\$282,028	\$288,392	\$426,970	\$289,210

**NORMANDY PARK METROPOITAN PARK DISTRICT
RESOLUTION NO. MPD 23-001**

A RESOLUTION OF THE NORMANDY PARK METROPOLITAN PARK DISTRICT, WASHINGTON, AMENDING THE 2023 - 2024 OPERATING BUDGETS.

WHEREAS, the Board of the Normandy Park Metropolitan Park District (“Park District”) adopted Resolution 22-005 adopting the 2023–2024 Operating Budgets on December 13, 2022; and

WHEREAS, the Park District desires to amend the 2023-2024 to reflect changes to operations.

WHEREAS, the formal adoption of a budget is considered a fiscal management tool, provides for transparency, accountability, and is considered a best practice by the Government Finance Officers Association (GFOA) and the Washington State Auditors Office (SAO).

NOW, THEREFORE, THE BOARD OF METROPOLITAN PARK DISTRICT OF NORMANDY PARK, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

SECTION 1. BUDGET ADOPTION.

The adopted operating budgets for the years 2023 through 2024 are hereby amended in the following amounts:

Fund	Revised Actual Beginning Fund Balance	Revenues	Appropriations	Revised 2023 Ending Fund Balance
General Fund (001)	\$389,098	\$661,008	\$651,546	\$398,560

Fund	Revised 2024 Beginning Fund Balance	Revenues	Amendment No. 1	Appropriation	Amendment No. 1	Revised Ending Fund Balance
General Fund (001)	\$398,560	\$692,566	\$-11,000	\$548,728	\$129,200	\$402,198

PASSED BY THE NORMANDY PARK METROPOLITAN PARK DISTRICT BOARD THIS 14TH DAY OF NOVEMBER, 2023.

Susan West, President

Attest:

Clerk of the Board

Normandy Park Metropolitan Park District Meeting

Meeting Date: November 14, 2023

Agenda Category: New Business

SUBJECT: 2024 Property Tax Levy Resolution No. 23-02

ATTACHMENT: Resolution 23-02

PRESENTED BY: Kari Kurtz, Treasurer
Diane Marcotte, Financial Consultant

RECOMMENDED BY: Amy Arrington, Executive Director

REVIEWED BY: Executive Director, Legal

STAFF EXPLANATION:

Proposed Resolution No. 23-02 establishes the 2024 property tax levy in the amount of \$650,316. This levy amount represents an increase of \$6,439, which is a percentage increase of 1% from the prior year and excludes estimated re-levies for prior year refunds in the amount of \$2,500 along with additional revenues resulting from new construction, property improvements, and increases in state-assessed property. The MPD's preliminary levy assessment value is \$2,531,671,936 which equates to an estimated levy rate amount of 0.2569 per \$1,000 of assessed value.

Currently there is \$381,000 in bank capacity from prior years.

The deadline for submitting the 2024 property tax levy request to the King County Assessor's Office is Wednesday, November 30, 2023.

FISCAL IMPACT:

The estimated amount to be collected in 2024 is \$650,316, which excludes additional revenue resulting from new construction and improvements to property, increases in the value of state-assessed property, and re-levy refunds made for prior years currently estimated at \$2,500.

BOARD OPTIONS:

1. Move to adopt the proposed Property Tax Levy Resolution No. 23-02, as presented.
2. Refer to staff for further review.
3. Take no action.

RECOMMENDED MOTION:

"I move to adopt the Property Tax Levy Resolution No. 23-02 as presented."

NORMANDY PARK METROPOLITAN PARK DISTRICT

RESOLUTION NO. 23-002

A RESOLUTION OF THE NORMANDY PARK METROPOLITAN PARK DISTRICT ESTABLISHING THE AMOUNT OF PROPERTY TAXES TO BE LEVIED FOR THE YEAR 2024.

WHEREAS, the Commissioners of the Normandy Park Metropolitan Park District held a public hearing on November 14, 2023 and heard comments on the 2024 property tax levy; and

WHEREAS, the population of the Normandy Park Metropolitan Park District is less than 10,000.

WHEREAS, the Commissioners have met and considered its budget for the calendar year 2024; and

WHEREAS, the Commissioners have determined that it is in the City's best interest and necessary to increase the 2024 property tax revenue to meet its expenditures and obligations; and

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF METROPOLITAN PARK DISTRICT COMMISSIONERS OF NORMANDY PARK, WASHINGTON, AS FOLLOWS:

Section 1. An increase in the regular property tax levy to be collected in the 2023 tax year is hereby authorized in the amount of \$6,439, which is a percentage increase of 1% over the prior year, excluding refunds currently estimated at \$2,500. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property, as well as any increase in the value of state-assessed property, any additional amounts resulting from any annexations that have occurred, and refunds made. Including the increase set forth above.

ADOPTED by the Normandy Park Metropolitan Park District Board this 14h day of November, 2023.

Susan West, President

ATTEST:

Shawn McEvoy Clerk of the Board

APPROVED AS TO FORM:

Sara Springer, City Attorney

Ogden Murphy Wallace, P.L.L.C.

Vote	Bishoff	Healey	Lamanna	McEvoy	Zimmerman	Hohimer	West
Ayes:							
Nays:							
Abstentions:							
Absent:							

Normandy Park Metropolitan Park District

Meeting Date: 11/14/2023

Agenda Category: New Business

SUBJECT: 3rd Quarter 2023 Billing for services from the City of Normandy Park

ATTACHMENT:

3rs Quarter 2023 Voucher Approval for Invoice No. 4911

PREPARED BY: Kari Kurtz, Treasurer

RECOMMENDED BY: Amy Arrington, MPD Executive Director

REVIEWED BY: Amy Arrington, MPD Executive Director

STAFF EXPLANATION:

Attached is the 3rd Quarter summary expenditures report along with Invoice No. 4911 from the City of Normandy Park on behalf of the Parks District. It is attached for approval.

FISCAL IMPACT:

\$197,681.81 Cost of services provided by the City of Normandy Park.

BOARD OPTIONS:

1. Move to approve the attached billing from the City for payment.
2. Move to approve the attached billing from the City for payment with specified changes.
3. Take no action.

RECOMMENDED MOTION:

"I move to approve the attached billing from the City of Normandy Park in the amount of \$197,681.81 for payment."

INVOICE

City of Normandy Park
801 SW 174th St
Normandy Park, WA 98166

sbedingfield@normandyparkwa.gov
+1 (206) 248-7603



Metropolitan Park District

Bill to

Metropolitan Park District
801 SW 174th St.
Normandy Park, WA 98166-3679

Invoice details

Invoice no.: 4911
Terms: Due on receipt
Invoice date: 10/19/2023
Due date: 11/18/2023

#	Date	Product or service	SKU	Qty	Rate	Amount
1.	10/19/2023	Other Services 3rd Quarter 2023 Expenditures July - September 2023		1	\$197,681.81	\$197,681.81

Total **\$197,681.81**

Payments are to be paid directly to the City of Normandy Park

Normandy Park Metropolitan Park District

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3. Take no action.

RECOMMENDED MOTION:

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NORMANDY PARK METROPOLITAN PARK DISTRICT

Expenditure Summary

Fiscal: January

Account Number	Description	3rd Quarter	Y-T-D	2023 Budget	% of Total	1st-2nd Qtr 2023
001-000-574-571-23-41-90	Seniors - City of Des Moines	\$21,920.00	\$21,920.00	\$43,847.00	49.99%	\$0.00
	SENIOR SERVICES	\$21,920.00	\$21,920.00	\$43,847.00	49.99%	\$0.00
001-000-574-572-10-10-00	Salaries & Wages	\$19,005.03	\$55,724.70	\$80,957.00	68.83%	\$36,719.67
001-000-574-572-10-21-10	Employee Pensions	\$1,820.79	\$5,635.97	\$8,411.00	67.01%	\$3,815.18
001-000-574-572-10-21-30	Social Security/Medicare	\$1,433.57	\$4,242.49	\$6,193.00	68.50%	\$2,808.92
001-000-574-572-10-21-40	Worker's Compensation	\$51.93	\$157.25	\$229.00	68.67%	\$105.32
001-000-574-572-10-21-50	Unemployment	\$142.53	\$417.89	\$607.00	68.85%	\$275.36
001-000-574-572-10-21-60	Health Insurance	\$6,511.07	\$6,511.07	\$0.00		\$0.00
001-000-574-572-10-21-70	Dental Insurance	\$430.98	\$430.98	\$0.00		\$0.00
001-000-574-572-10-21-90	Disability Insurance	\$98.24	\$245.61	\$327.00	75.11%	\$147.37
001-000-574-572-10-21-95	HRA VEBA	\$667.50	\$3,604.49	\$5,874.00	61.36%	\$2,936.99
001-000-574-572-10-31-00	Office Supplies	\$20.76	\$337.60	\$250.00	135.04%	\$316.84
001-000-574-572-10-35-00	Minor Tools & Equipment	\$0.00	\$0.00	\$1,000.00	0.00%	\$0.00
001-000-574-572-10-41-00	Professional Services	\$1,499.95	\$6,308.88	\$13,000.00	48.53%	\$4,808.93
001-000-574-572-10-41-01	Advertising	\$0.00	\$444.49	\$4,850.00	9.16%	\$444.49
001-000-574-572-10-41-02	Professional Services - PRO Plan	\$21,581.88	\$23,096.13	\$100,000.00	23.10%	\$1,514.25
001-000-574-572-10-42-00	Telephone Communications	\$38.16	\$84.34	\$250.00	33.74%	\$46.18
001-000-574-572-10-42-10	Postage	\$0.60	\$0.60	\$100.00	0.60%	\$0.00
001-000-574-572-10-43-10	Subsistence	\$0.00	\$28.37	\$250.00	11.35%	\$28.37
001-000-574-572-10-43-20	Lodging	\$0.00	\$0.00	\$500.00	0.00%	\$0.00
001-000-574-572-10-43-30	Transportation	\$0.00	\$0.00	\$100.00	0.00%	\$0.00
001-000-574-572-10-49-00	Miscellaneous Services	\$27.75	\$107.58	\$1,000.00	10.76%	\$79.83
001-000-574-572-10-49-02	Software Subscriptions/Licensing	\$303.42	\$1,483.59	\$1,600.00	92.72%	\$1,180.17
001-000-574-572-10-49-10	Printing	\$0.00	\$0.00	\$500.00	0.00%	\$0.00
001-000-574-572-10-49-40	Training	\$0.00	\$0.00	\$1,000.00	0.00%	\$0.00
001-000-574-572-10-49-60	Dues & Memberships	\$0.00	\$0.00	\$300.00	0.00%	\$0.00
	PARK & RECERATION	\$53,634.16	\$108,862.03	\$227,298.00	47.89%	\$55,227.87
001-000-574-573-90-31-00	Supplies	\$0.00	\$942.86	\$0.00		\$942.86
001-000-574-573-90-41-01	Advertising	\$100.00	\$200.00	\$0.00		\$100.00
001-000-574-573-90-49-00	Miscellaneous Services	\$0.00	\$0.00	\$12,000.00	0.00%	\$0.00
001-000-574-573-90-49-10	Printing	\$0.00	\$290.65	\$0.00		\$290.65

	CULTURAL & COMMUNITY	\$100.00	\$1,433.51	\$12,000.00	11.95%	\$1,333.51
001-000-576-572-10-10-00	Salaries & Wages	\$3,458.74	\$10,113.59	\$14,051.00	71.98%	\$6,654.85
001-000-576-572-10-21-10	Employee Pensions	\$331.36	\$1,022.81	\$1,460.00	70.06%	\$691.45
001-000-576-572-10-21-30	Social Security/Medicare	\$262.63	\$767.79	\$1,075.00	71.42%	\$505.16
001-000-576-572-10-21-40	Worker's Compensation	\$30.31	\$90.37	\$136.00	66.45%	\$60.06
001-000-576-572-10-21-50	Unemployment Compensation	\$25.92	\$75.82	\$105.00	72.21%	\$49.90
001-000-576-572-10-21-60	Health Insurance	\$731.58	\$2,194.73	\$2,962.00	74.10%	\$1,463.15
001-000-576-572-10-21-70	Dental Insurance	\$48.42	\$145.27	\$198.00	73.37%	\$96.85
001-000-576-572-10-21-90	Disability Insurance	\$13.41	\$40.24	\$57.00	70.60%	\$26.83
001-000-576-572-10-21-95	HRA VEBA	\$30.00	\$90.00	\$120.00	75.00%	\$60.00
001-000-576-572-10-31-00	Operating Supplies	\$4.17	\$69.26	\$100.00	69.26%	\$65.09
001-000-576-572-10-41-00	Professional Services	\$0.00	\$1,600.00	\$500.00	320.00%	\$1,600.00
001-000-576-572-10-41-01	Advertising	\$0.00	\$0.00	\$100.00	0.00%	\$0.00
001-000-576-572-10-42-00	Telephone Communications	\$16.75	\$37.02	\$0.00		\$20.27
001-000-576-572-10-49-00	Miscellaneous Services	\$2.77	\$5.56	\$200.00	2.78%	\$2.79
001-000-576-572-10-49-02	Software Subscriptions & Licensing	\$0.00	\$0.00	\$100.00	0.00%	\$0.00
001-000-576-572-10-49-10	Printing	\$0.00	\$0.00	\$100.00	0.00%	\$0.00
001-000-576-572-10-49-60	Dues & Memberships	\$0.00	\$0.00	\$100.00	0.00%	\$0.00
	PARK MAINTENANCE ADM	\$4,956.06	\$16,252.46	\$21,364.00	76.07%	\$11,296.40
001-000-576-576-20-41-90	Intergov. Services - Des Moines Pool	\$25,000.00	\$25,000.00	\$25,000.00	100.00%	\$0.00
	DES MOINES POOL	\$25,000.00	\$25,000.00	\$25,000.00	100%	\$0.00
001-000-576-576-80-10-00	Salaries & Wages	\$30,412.96	\$83,301.45	\$78,233.00	106.48%	\$52,888.49
001-000-576-576-80-11-00	Temporary/Seasonal Wages	\$1,731.63	\$1,870.38	\$5,250.00	35.63%	\$138.75
001-000-576-576-80-12-00	Overtime Pay	\$86.71	\$159.44	\$1,000.00	15.94%	\$72.73
001-000-576-576-80-21-10	Employee Pensions	\$2,241.01	\$6,754.80	\$9,685.00	69.74%	\$4,513.79
001-000-576-576-80-21-30	Social Security/Medicare	\$2,442.03	\$6,486.04	\$7,532.00	86.11%	\$4,044.01
001-000-576-576-80-21-40	Worker's Compensation	\$776.78	\$2,027.35	\$2,114.00	95.90%	\$1,250.57
001-000-576-576-80-21-50	Unemployment Contributions	\$241.74	\$640.00	\$739.00	86.60%	\$398.26
001-000-576-576-80-21-60	Health Insurance	\$8,407.77	\$16,154.85	\$25,033.00	64.53%	\$7,747.08
001-000-576-576-80-21-70	Dental Insurance	\$587.81	\$1,187.72	\$1,680.00	70.70%	\$599.91
001-000-576-576-80-21-90	Disability Insurance	\$108.11	\$288.26	\$372.00	77.49%	\$180.15
001-000-576-576-80-21-95	HRA VEBA	\$1,163.54	\$4,611.38	\$1,970.00	234.08%	\$3,447.84
001-000-576-576-80-31-00	Operating Supplies	\$15,317.53	\$37,088.07	\$25,000.00	148.35%	\$21,774.90

001-000-576-576-80-31-03	Tree City Supplies	\$0.00	\$2,575.87	\$5,000.00	51.52%	\$2,575.87
001-000-576-576-80-32-00	Fuel Consumed	\$912.93	\$3,638.07	\$10,000.00	36.38%	\$2,725.14
001-000-576-576-80-35-00	Minor Equipment	\$1,119.35	\$1,119.35	\$3,000.00	37.31%	\$0.00
001-000-576-576-80-41-00	Consulting Contracts	\$1,121.63	\$19,487.09	\$15,000.00	129.91%	\$18,365.46
001-000-576-576-80-41-01	Advertising	\$88.26	\$733.34	\$500.00	146.67%	\$645.08
001-000-576-576-80-42-00	Telephone Communications	\$650.74	\$1,046.10	\$1,300.00	80.47%	\$395.36
001-000-576-576-80-43-30	Transportation Reimb	\$0.00	\$0.00	\$1,000.00	0.00%	\$0.00
001-000-576-576-80-44-00	Taxes & Op Assessments - B&O Taxes	\$36.54	\$163.05	\$120.00	135.88%	\$126.51
001-000-576-576-80-44-02	Assessments - KC Property Taxes	\$0.00	\$6,333.12	\$5,800.00	109.19%	\$6,333.12
001-000-576-576-80-45-00	Equipment/Building Rentals & Leases	\$2,654.19	\$6,600.44	\$6,356.00	103.85%	\$3,946.25
001-000-576-576-80-46-00	Property & Liability Insurance	\$0.00	\$7,810.08	\$9,593.00	81.41%	\$7,810.08
001-000-576-576-80-47-00	Utility Services	\$20,335.85	\$30,082.92	\$41,000.00	73.37%	\$9,747.07
001-000-576-576-80-48-00	External Maintenance & Repair	\$1,634.48	\$1,664.48	\$6,000.00	27.74%	\$30.00
001-000-576-576-80-48-01	Vehicle Maintenance & Repair	\$0.00	\$383.32	\$5,000.00	7.67%	\$383.32
001-000-576-576-80-49-00	Miscellaneous Services	\$0.00	\$1,140.99	\$3,000.00	38.03%	\$1,140.99
001-000-576-576-80-49-02	Software Subscriptions/Licensing	\$0.00	\$2,235.12	\$1,000.00	223.51%	\$2,235.12
001-000-576-576-80-49-10	Printing	\$0.00	\$0.00	\$1,000.00	0.00%	\$0.00
001-000-576-576-80-63-00	Capital Imp-Other	\$0.00	\$19,691.46	\$0.00		\$19,691.46
001-000-576-576-80-64-00	Machine & Equipment	\$0.00	\$9,237.38	\$9,237.00	100.00%	\$9,237.38
	PARK MAINTENANCE	\$92,071.59	\$274,511.92	\$282,514.00	97.17%	\$182,444.69
	TOTAL METROPOLITAN	\$197,681.81	\$447,979.92	\$612,023.00	\$3.83	\$250,302.47
	Bank Fees		\$96.99			\$96.99
	TOTAL AMOUNT DUE	\$197,681.81	\$448,076.91	\$612,023.00		\$250,399.46

I. CALL TO ORDER & FLAG SALUTE

President Susan West called the meeting to order at 6:32 p.m. followed by the Pledge of Allegiance.

ROLL CALL

Present: President Susan West, Clerk of the Board Shawn McEvoy
Commissioners: Sheri Healey, Jack Lamanna, Eric Zimmerman and Sue-Ann Hohimer

Absent: Commissioner Mike Bishoff

Motion by Commissioner Hohimer to excuse Commissioner Bishoff, second by Commissioner Healey.
Motion carries 6-0

Staff: Executive Director Amy Arrington, Treasurer Diane Marcotte, Parks and Recreation Manager Aimee Lloyd, Community Development Director Nicholas Matz, Police Chief Dan Yourkoski, City Attorney Emily Romanenko and City Clerk Brooks Wall.

APPROVAL OF THE AGENDA

Motion by Commissioner Hohimer to approve the agenda as presented, second by Commissioner Healey.
Motion carries 6-0.

PUBLIC COMMENT – No comments received.

NEW BUSINESS

a. Approval of the Interlocal Agreement between Normandy Park Metropolitan Parks District and the City of Normandy Park. With the approval of this ILA, the city invoices the MPD on a quarterly basis for parks operations. The main allocations are for staffing, support of the Des Moines Senior Program, and the Mt. Rainer Pool. Finance Director Marcotte reviewed the actual budget numbers from 2022 and moving forward to 2023.

Motion by Commissioner Hohimer to authorize City Manager Arrington to execute the Amendment ILA as presented, second by Commissioner Healey.
Motion carries 6-0.

b. 2022 Quarter 4 billing from the City of Normandy Park for approval. Finance Director Marcotte suggested moving forward with a new billing format for future billings.

Motion by Commissioner Hohimer to approve the attached billing from the City

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of Normandy park for \$159,566.67 for payment, second by Commissioner Healey. Motion carries 6-0.

ADJOURN

Motion by Commissioner Hohimer to adjourn, second by Commissioner Healey.

The meeting adjourned at 6:55 pm.

Metropolitan Parks District President Susan West

Brooks Wall, City Clerk

Normandy Park Metropolitan Park District
Regular Meeting
May 9, 2023

I. CALL TO ORDER & FLAG SALUTE

President Susan West called the meeting to order at 6:47 p.m. followed by the Pledge of Allegiance.

II. ROLL CALL

Present: President Susan West, Clerk of the Board Shawn McEvoy
Commissioners: Sheri Healey, Jack Lamanna, Eric Zimmerman and Sue-Ann Hohimer

Absent: Commissioner Mike Bishoff

Motion by Clerk of the Board McEvoy to excuse Commissioner Bishoff, second by Commissioner Hohimer.
Motion carries 6-0

Staff: Executive Director Amy Arrington, Treasurer Diane Marcotte, Parks and Recreation Manager Aimee Lloyd, Community Development Director Nicholas Matz, Police Chief Dan Yourkoski and City Clerk Brooks Wall.

III. APPROVAL OF THE AGENDA

Motion by Clerk of the Board McEvoy to approve the agenda as presented, second by Commissioner Healey.
Motion carries 6-0.

IV. PUBLIC COMMENT – No comments received.

V. NEW BUSINESS

- a. 1st Quarter 2023 billing from the City of Normandy Park for \$129,605.16 for approval. Finance Director Marcotte explained and asked for feedback regarding the new submittal documents detailing expenditures. Commissioners appreciated the clarity.

Motion by Clerk of the Board McEvoy to approve the attached billing from the City of Normandy Park in the amount of \$129,605.16 for payment, second by Commissioner Healey. Motion carries 6-0.

DISCUSSION ITEM:

Parks and Recreation Manager Aimee Lloyd informed the council of the need for replacing the turf at City Hall Park and rubber plates at Marvista Park in the near future. Executive Director Arrington stated this is the first step in process and that the city will be following up with possible grant opportunities for funding and pricing in the upcoming months.

Normandy Park Metropolitan Park District
Regular Meeting
May 9, 2023

VI. ADJOURN

Motion by Commissioner Zimmerman to adjourn, second by Clerk of the Board McEvoy.

Meeting adjourned at 6:59 pm.

Brooks Wall, City Clerk