



NORMANDY PARK METROPOLITAN PARK DISTRICT

MEETING AGENDA TUESDAY, DECEMBER 12, 2023

AT CITY HALL - 801 SW 174TH ST  
CITY COUNCIL CHAMBERS

Page

**I. CALL TO ORDER & FLAG SALUTE 6:45 p.m.**

**II. ROLL CALL**

**III. APPROVAL OF THE AGENDA**

**IV. PRESENTATION**

**V. PUBLIC COMMENT - Please limit comment to 3 minutes**

**VI. CONSENT AGENDA**

"I move to approve the December 12th Consent Agenda as presented."

3 - 7 a. Meeting Minutes dated: August 8, 2023 and November 14, 2023

**VII. CONTINUED BUSINESS**

**VIII. NEW BUSINESS**

- a. Appointment of 2024-2025 President & Clerk of the Board - Amy Arrington,  
Executive Director  
Requested action: Nominate and vote.

**IX. PUBLIC COMMENT - Please limit comment to 3 minutes**

**X. INFORMATION ITEMS**

**XI. ADJOURN**

Normandy Park Metropolitan Park District  
Regular Meeting  
August 8, 2023

**CALL TO ORDER & FLAG SALUTE**

President Susan West called the meeting to order at 6:46 p.m. followed by the Pledge of Allegiance.

**ROLL CALL**

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

Staff: Executive Director Amy Arrington, Treasurer Diane Marcotte, Public Works Director Ken Courter, Parks and Recreation Manager Aimee Lloyd, Police Chief Dan Yourkoski, City Attorney Sara Springer and City Clerk Brooks Wall.

**APPROVAL OF THE AGENDA**

**Motion** by Commissioner Zimmerman to approve the agenda as presented, second by Commissioner Hohimer. The motion carried 7 – 0.

**PUBLIC COMMENT – No comments**

**CONSENT AGENDA**

- a. Approval of the meeting minutes dated November 8, 2022, December 13, 2022, April 11, 2023, and May 9, 2023.

**Motion** by Commissioner Hohimer to approve the agenda as presented, second by Clerk of the Board McEvoy. The motion carried 7 – 0.

**NEW BUSINESS**

- a. City of Normandy Park 2023 Quarter #2 Billing – Staff reviewed the current summary expenditures report detailing the cost of services provided by the City of Normandy Park.

**Motion** by Commissioner Hohimer to approve the attached Quarter billing from the City of Normandy Park for \$114,057.30 for payment, second by Commissioner Clerk of the Board McEvoy. A error was discovered in the billing amount and Commissioner Hohimer requested her motion be amended and restated her motion to include the correct amount of \$120,583.94. The motion carried 7 – 0.

**ADJOURN at 6:55 pm**

**Motion** by Commissioner Hohimer to adjourn the meeting at 6:55 pm, second by Commissioner Zimmerman. The motion carried 7– 0.

Normandy Park Metropolitan Park District  
Regular Meeting  
August 8, 2023

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Susan West, President

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Shawn McEvoy, Clerk of the Board

City of Normandy Metro Parks District  
Regular Meeting - City Council Chambers  
November 14, 2023

**I CALL TO ORDER & FLAG SALUTE 6:15 p.m.**

Clerk of the Board McEvoy called the meeting to order at 6:24pm followed by the Pledge of Allegiance.

**II ROLL CALL**

Present: Clerk of the Board Shawn McEvoy, Commissioners: Sheri Healey, Eric Zimmerman, Mike Bishoff and Sue-Ann Hohimer

Absent: Commissioners: President Susan West and Jack Lamanna

A motion to excuse Commissioner Lamanna and President West was made by Commissioner Zimmerman, Motion was seconded by Commissioner Healey. Motion passed 5-0.

**III APPROVAL OF THE AGENDA**

A motion to approve the agenda as presented was made by Commissioner Hohimer. Motion was seconded by Commissioner Healey. Motion passed 5-0.

**IV PUBLIC COMMENT - Please limit comment to 3 minutes**

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.

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.

No public comment was received.

**V PUBLIC HEARING - Comments will be taken both in-person and remotely. Please follow the same instructions provided for PUBLIC COMMENTS (see above)**

2024 Property Tax Levy and Revenue Sources Public Hearing - Requested Actions: Open the hearing, hear comments from the public, and close the hearing.

Public Hearing – open to hear from the public.

Opened Public Hearing at 6:34pm

Closed public hearing at 6:40pm

City of Normandy Metro Parks District  
Regular Meeting - City Council Chambers  
November 14, 2023

Public Hearing - Budget Amendment for the 2023-2024 Biennial Budget  
Public Hearing – open to hear from the public.  
Opened Public Hearing at 6:44pm  
Commissioners discussed longevity of the turf and the cost concerns for that  
budget amendment.  
Closed public hearing at 6:55pm

## **VI NEW BUSINESS**

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.

**Motion** Motion to approve the amended 2023-2024 Biennial Budget  
Resolution N. 23-01 was made by Commissioner Healey. Second by  
Commissioner Hohimer The motion carried 5-0

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.

**Motion** A motion to pass the 2024 Property Tax Levy and Resolution No. 23-  
02 was made by Commissioner Hohimer. Seconded by Commissioner Healey.  
The motion carried 5-0

Quarterly Billing from the City of Normandy Park - 3rd Quarter 2023 - Kari  
Kurtz, Finance Director

**Motion** A motion to approve the billing from the City of Normandy Park in the  
amount of \$197,681.81 for payment was made by Commissioner Hohimer.  
second by Commissioner Healey. The motion carried 5-0

## **VII CONSENT AGENDA**

Meeting Minutes approval - April 11, 2023 & May 9, 2023

**Motion** A motion to approve the consent agenda which included minutes from  
April 11, 2023, and May 9, 2023, was made by Commissioner Zimmerman.  
second by Commissioner Hohimer The motion carried 5-0

## **VIII ADJOURN**

A motion to adjourn was made by Commissioner Hohimer. Second by  
Commissioner Zimmerman. The motion carried 5-0

City of Normandy Metro Parks District  
Regular Meeting - City Council Chambers  
November 14, 2023  
Meeting Minutes approved \_\_\_\_\_