



BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE

May 10, 2023
5:00 PM
MINUTES

Attendees: Commissioner Pointer, Commissioner Reid

Staff Support: **Marty Stump**, Deputy Director - Planning and Development; **Kristi Evans**, Capital Program Manager, Community and Neighborhood Parks; **Erich Sachs**, Asset Management and Sustainability Manager; **Mary Kay Henley**, Planning Administration

Acceptance of Minutes: Minutes from the April 26, 2023, meeting were approved as written.

Discussion Item

N/A

Action Items

Portland Avenue Park Master Plan -Final Acceptance

- This resolution authorizes the acceptance of the Portland Avenue Park Master Plan. Kristi presented the Commissioners with an overview of the master plan, noting that there will be a more in-depth presentation at the next Board meeting that includes probable costs.
- Kristi explained the planning process included a steering committee, input from public meetings & surveys and meetings with local governmental and community agencies. She added that the master plan does not address future building usage for the former Portland Avenue Community Center.
- Kristi encouraged questions or comments from the Commissioners since this is a pre-final 2-read resolution. It was noted it has already been vetted through the Executive Cabinet.
- The proposed plan shows additional park entry points and new trees for additional shade. The parking lot will be enlarged, and the rugby field will remain the same size.
 - Commissioner Pointer asked if there will be seating around the rugby field. Kristi reported yes, there will be bleachers on either side and possible lighting in the future.
- Restrooms will be moved to the middle of the park to make access easier, and a new grant-funded spray ground will be added. And as suggested by the Puyallup Tribe of Indians, a circular area will be designated a gathering place and include a playground with shade structures. Metro Parks will also use this area for programming.
- A skate park is also included in the plan as requested by the community. The existing tennis courts will be moved out of their current, location low in the park, and depending on trends, these courts might be repurposed for another activity (pickle ball, field, etc.). New walking trails will allow dogs on a leash. It was also mentioned possibly connecting with any future First Creek trails currently being planned by City of Tacoma Environmental Services,

ultimately connecting to Swan Creek Park. Kristi noted interpretive signage is planned, and existing wetlands will be protected.

- Commissioner Pointer asked about any future building improvements. Marty pointed out with the building's current leased occupant (Asian Pacific Cultural Center), it allows us time to decide how to reactivate the building, either renovation or replacement. Commissioner Pointer asked if these improvements could compete with Eastside Community Center (ECC). It was pointed out that the building could offer different offerings than ECC, noting there has been talk of a cultural center, and/or a City of Tacoma library.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

Revised EAM Software Purchasing Resolution – Cartegraph Systems

- Erich reported an earlier resolution authorizing the purchase and implementation of new EAM software for \$250,000 was only for the first year of service. Staff determined that bundling three years with implementation was a much better option. This revised resolution includes two additional years (approx. \$70,000 yr.) for a total not to exceed \$375,000. Benefits of this revision, Metro Park's will be able to capitalize the initial three-year term instead of just one year. This new system will also allow us to field validate data that hasn't been possible before.
- Commissioner Pointer asked what EAM stands for. Erich reported it stands for Enterprise Asset Management – a generic term for database systems for managing assets.
- Commissioner Reid asked if all of Commissioner Smith's earlier budget questions were answered. Marty reported yes, staff were able to answer all the funding table questions in the first resolution.
- Commissioner Reid asked if this is a local and/or minority owned firm. Marty reported no, adding they are a national firm that offers a highly specialized product. Commissioner Pointer added it would be hard to find anyone else to meet our requirements.
- Commissioner Reid asked if we could issue a new RFP at the end of our 3-year contract. Erich reported yes, we do have the option at the end of the contract to reevaluate our needs. He added, however, we would like to maintain a long-term relationship in three-year blocks. He cautioned we need to be mindful of the data migration integrity when considering a new vendor.
- Commissioner Pointer asked if they are doing business with anyone else locally. Eric said yes, several municipalities including Kitsap County. It's a very popular tool, noted for its ease of use.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

Other Discussion Items

- Commissioner Reid had a question about the Titlow Park project. He asked if they planned to leave the old culvert open. He noted this along with the new trestle would offer two water openings. Marty said staff will check into this but recalls hearing it might be capped or dug out due to overall management objectives for water elevations within the lagoon.
- Commissioner Pointer questioned hearing that one foot of fill at the Tacoma Yacht Club will be cat litter. Marty said they are used a product with similar absorbing properties as cat litter as part of that site remediation work.

Meeting Adjourned