



## **BOARD OF PARK COMMISSIONERS CAPITAL IMPROVEMENT COMMITTEE**

**May 8, 2024  
5:00 PM  
MINUTES**

**Attendees:** Commissioner Pointer, Commissioner Reid  
**Staff Support:** **Debbie Russell**, Director, Business Administration and Planning;  
**Marty Stump**, Deputy Director, Business Administration and Planning;  
**Kristi Evans**, Capital Program Manager, Community and Neighborhood Parks;  
**Jennifer Bowman**, Executive Office Administrator, Office of the Executive Director;  
**Jasinda Waldron**, Administrative Services Coordinator, Business Administration and Planning

**Acceptance of Minutes:** Minutes from the April 24, 2024, meeting were approved as written.

### **Discussion Item**

N/A

### **Action Items**

#### **Authorizing the Executive Director to Negotiate the Final Terms and Execute a Ground Lease at South Park with the Asia Pacific Cultural Center**

- Marty explained that the Ground lease covers the specifics of the project including the term (30 years with a 20 year extension), roles and responsibilities. It also covers the building, adjacent landscape, and program use for the building.
- Commissioner Pointer asked if the 50 year lease was the norm to which staff stated the 30 year is the standard and that the 20 year extension was negotiated between Metro Parks and Asia Pacific.
- Commissioner Reid commented on the appearance of the site and gave kudos to the team working at the site to which Marty included Metro Parks Staff as well as the contractor.
- Commissioner Pointer asked about the length of the construction project to which staff estimated a length of 12 to 14 months.
- Commissioner Reid requested that the remaining details be added into the Lease, to which Marty confirmed that the information will be updated once negotiations are completed.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

## **Authorizing the Executive Director to Negotiate the Final Terms and Execute a Construction Agreement with the Asia Pacific Cultural Center for the Construction of a New Building at South Park**

- Marty explained that this is a three-way agreement between APCC, Korsmo Construction, and Metro Parks.
- The total project cost it totaled to 18.3 million with a construction cost estimated at 14.64 million. APCC is funding the project and Metro Parks has been providing design review and is providing the land.
- Permits have been granted from the City of Tacoma.
- Kristi will be represent Metro Parks both in person and via communications.
- As the project is a public facility it must adhere to certain public works contract requirements which staff will ensure all policies and procedures are being followed.
- Currently the contractor has the permits and a signed contract with APCC.
- Commissioner Reid pointed out that someone on the board may want to confirm the minority aspect of the contract and the participation percentage. Debbie confirmed the target percentage is 8% and pointed out that due to the nature of the project Metro Parks policy does not specifically apply, however, staff will come forward with the requested information.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

## **Granting Maintenance Covenant and Easement Access From MPT to COT for Storm Sewer Improvements in South Park**

- Kristi explained this component is required by the City of Tacoma for areas with storm water infrastructure on site.
- This one will include underground and above ground facilities and will need to be inspected by the City as well as by Metro Parks, who will inspect once a year.
- Metro Parks provides an annual report to Department of Ecology to document that the inspections have been completed and document any needs.
- This item was accepted for moving forward to the full Board with a recommendation of approval.

### **Additional Items**

- There will be no park board meeting on May 27 due to the upcoming holiday. Marty asked if the board commissioners have a preference to have a CIC on either the 15<sup>th</sup> or the 29<sup>th</sup>.

### **Meeting Adjourned**