



**MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
MAY 13, 2024**

PRESENT: Andrea Smith, President  
Aaron Pointer, Acting Clerk

REMOTE: Matthew Mauer  
Tim Reid  
Rosie Ayala

IN THE CHAIR: Andrea Smith

PLACE: MPT Headquarters, 4702 S. 19th St. Tacoma, WA

**STUDY SESSION** 2024 DISTRICT REGIONAL EVENTS

Sophia McKee was introduced to the Board. Ms. McKee reminded the Board of the regional events scheduled for 2024 including the Point Defiance Flower & Garden Festival (June 1 & 2), Tacoma's 4th of July Summer Blast (July 4) and Mosaic: Tacoma's Arts and Cultural Festival (July 27 & 28).

Antonio McLemore was then introduced and spoke to the Board about the 2024 Community Center Events that are scheduled such as Co-Create to Recreate events, Summer Blast events and holiday themed events. A slide detailing dates and locations was reviewed. The Board was also informed about the 2024 Community Center Partner events, such as Tet New Year, Juneteenth, Dia de los Muertos, APCC Cultural events and others.

Ms. McKee then spoke to the work staff is doing for larger contracted events including concerts at Dune. Ms. McKee noted that *Iration and Pepper* will be performing at Dune on September 1st. Lastly, staff commented that so far for 2024 there are 89 permitted special use events including runs, markets & festivals.

**REGULAR MEETING**

The regular meeting of the Metropolitan Park District Board of Park Commissioners was called to order at 6:00 p.m. President Smith read a land acknowledgement.

**SPECIAL PRESENTATIONS**

**ASIAN AMERICAN, NATIVE HAWAIIAN & PACIFIC ISLANDER HERITAGE MONTH  
PROCLAMATION**

After a brief introduction from Mark Knowlden, Commissioner Mauer read the proclamation into the record that proclaimed the Board of Park Commissioners do hereby honor May as Asian American, Native Hawaiian and Pacific Islander Heritage Month in recognition of the contributions to our community by AANHPI peoples of the past, present, and future.

Lua Pritchard thanked the Board for taking the opportunity to honor Asian American, Native Hawaiian & Pacific Islander community of Tacoma.

### **PRESIDENTS REPORT**

President Smith commented that lots of the community has been visiting Melanie's Park.

### **STANDING COMMITTEE AND COUNCIL REPORTS**

#### **Business and Responsive Agency Advisory Council**

Commissioner Reid commented that agenda items at the last meeting included a financial update and possible improvements for Meadow Park Golf Course.

#### **Joint Municipal Action Committee**

Commissioner Ayala stated that JMAC met on May 10<sup>th</sup> and CEOS were present. Agenda items included conversations around community wealth building, community safety, and the summer late night program.

### **EXECUTIVE DIRECTOR'S REPORT**

Debbie Russell sitting in for Shon Sylvia commented on the following:

- Introduced new employee Jasinda Waldron.
- Updated memo related to the Emergency Declaration originally sent by Shon Sylvia on May 1, 2024 to the Board regarding the Waterfront Sidewalk Erosion at the Point Defiance Marina was distributed to Commissioners. Ms. Russell commented that WSP has been selected to take on the engineering work associated with the assessment, planning and permitting for the repair work. She noted that staff is awaiting the fee proposal but anticipate it will be under \$100,000.
- CIC Meeting scheduled for May 15, 2024 is canceled.
- A COW is being scheduled for June 3<sup>rd</sup>.

### **COMMUNITY COMMENTS**

Curt Mehlhaff commented that more needs to be done to address maintenance of gulches in the city. He also commented that the fire damaged Jefferson Field House needs to be remediated. President Smith noted there have been insurance issues that have been delayed remediation of the field house.

Sean Arent commented on his concerns related to the native plants that were recently planted by volunteers at Swan Creek and were then mowed by MPT Staff for the third year in a row. President Smith apologized on behalf of the District and thanked him for attending the meeting.

Caludia Riedner expressed concern over manicured lawns throughout the District and urged the District to do less mowing and let things grow naturally.

### **MINUTES OF THE APRIL 22, 2024 REGULAR BOARD MEETING**

Commissioner Pointer moved to adopt the minutes as presented; seconded by Commissioner Reid and passed on a vote of 5-0.

### **CONSENT AGENDA**

**RESOLUTION NO. C23-24:** APPROVAL OF WARRANTS CLAIM FUND FOR APRIL 2024

**RESOLUTION NO. C24-24:** APPROVAL OF PRELIMINARY FINANCIAL REPORTS FOR PERIOD JANUARY 1, 2023, THROUGH DECEMBER 31, 2023

**RESOLUTION NO. C25-24:** REVISING MAY 2024 MEETING SCHEDULE FOR THE BOARD OF PARK COMMISSIONERS

**RESOLUTION NO. C26-24:** REAPPOINTING MEMBERS TO THE NATURE & ENVIRONMENT ADVISORY COUNCIL

Commissioner Pointer moved to adopt the consent agenda as presented; seconded by Commissioner Reid and passed on a vote of 5-0.

President Smith thanked Joey Hulbert for continuing to serve as a District Advisory Council Member.

President Smith commented that the May 27, 2024 Regular Board meeting is canceled due to the Memorial Day Holiday.

### **PURCHASING RESOLUTIONS**

**RESOLUTION NO. P27-24:** AUTHORIZING PURCHASE OF GOODS AND SERVICES FOR METRO PARKS TACOMA

1. BUD CLARY FORD/HONDA FOR 4 VEHICLES IN THE AMOUNT OF \$132,949.40 (INCLUDING WSST)
2. PIONEER HUMAN SERVICES FOR MEALS FOR WHOLE CHILD OST PROGRAM AND VARIOUS CAMPS IN THE AMOUNT OF \$203,320 (INCLUDING WSST)
3. TEAMBILT FOR RECREATION PROGRAM APPAREL IN THE AMOUNT OF \$150,000 (INCLUDING WSST)
4. HIGHWIRE/OMNIA FOR 2 NHL GOALS AND FENCING SYSTEM IN THE AMOUNT OF \$66,074.11 (INCLUDING WSST)

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Reid.

Mark Knowlden commented that Item 1 is for new vehicles. Commissioner Mauer commented that he would like to see the District move to all hybrid or electric vehicles noting that staff will need to make supporting infrastructure a priority. Commissioner Mauer further noted that he would like the Board to set a decarbonization goal.

Mr. Knowlden commented that Item 2 is needed to support the summer meals program. He commented that this vendor is able to meet the USDA guidelines that must be followed. Mr. Knowlden commented that staff in hoping to work with other small businesses for other programs that require a food vendor.

Mr. Knowlden then spoke to Item 3, noting that TeamBilt is being selected as a vendor for recreation uniform needs because at this time their products meet the needs of the department. He commented that other local vendors were not rejected and could be used as well for additional needs.

Marty Stump commented that Item 4 is to secure equipment needed for the multi-purpose court project at Verlo Playfield. He noted that funds for the purchase are from the One Roof/Kraken donation.

Being no additional comment, the question was called, and the resolution passed on a vote of 5-0.

#### **PUBLIC WORKS PURCHASING RESOLUTIONS** None

#### **SINGLE READING RESOLUTIONS**

##### **RESOLUTION NO. R28-24: GRANTING MAINTENANCE COVENANT AND EASEMENT ACCESS FROM METRO PARKS TACOMA TO CITY OF TACOMA FOR STORM SEWER IMPROVEMENTS IN MELANIE JAN LAPLANT DRESSEL PARK**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Reid.

Marty Stump commented that the City of Tacoma has approved the permit for the new development of Melanie Dressel Park, including the stormwater system. He stated that the stormwater system is designed in accordance with City's stormwater regulations. The Board was informed that this is an agreement to maintain and repair the storm sewer system.

Commissioner Mauer inquire about storm water outside of the park. Staff commented that this system is not treating water from outside of the park.

Being no additional comment, the question was called, and the resolution passed on a vote of 5-0.

##### **RESOLUTION NO. R29-24: AUTHORIZING RESOLUTION FOR 2024 WASHINGTON STATE HISTORICAL SOCIETY HERITAGE CAPITAL GRANT FORT NISQUALLY LIVING HISTORY MUSEUM**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Reid.

Marty Stump stated that The Washington State Historical Society has announced that they are accepting Heritage Capital Project grant applications now for the 2024 grant cycle, legislative funding biennium 2025-2027. He commented that staff has prepared an application for Fort Nisqually Phase II Building Improvements that is consistent with the criteria as established by the WSHS and supports the District's Capital Improvement Program. Mr. Stump informed the Board that as part of the application process WSHS requires that the submitting agency pass an Authorizing Resolution as a commitment to the funding request.

Staff noted this item was discussed at last week's CIC meeting.

Being no additional comment, the question was called, and the resolution passed on a vote of 5-0.

**RESOLUTION NO. R30-24: 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**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Reid.

Marty Stump commented that this resolution will authorize 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. Mr. Stump reviewed plans noting the footprint of the new building is within the footprint of the former building. Debbie Russell commented on the weekly meetings that MPT staff is holding with the APCC team. She commented that legal is continuing to work through the agreement which is in a pre-final form.

Staff noted this item was discussed at last week's CIC meeting.

Lua Pritchard commented on teamwork and leadership that MPT has provided through this process.

Sean Arent commented that he hopes the new building will be built to LEED Standards. President Smith commented that the new building will be constructed in the existing footprint of the former building.

Being no additional comment, the question was called, and the resolution passed on a vote of 5-0.

**RESOLUTION NO. R31-24: AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE THE FINAL TERMS AND EXECUTE A GROUND LEASE AT SOUTH PARK WITH THE ASIA PACIFIC CULTURAL CENTER**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Reid.

Marty Stump commented that this resolution authorizes the Executive Director to negotiate the final terms and execute a Ground Lease with the Asia Pacific Cultural Center whereby Metro Parks will lease a portion of South Park to APCC. Mr. Stump further noted that this resolution was reviewed by the Capital Improvement Committee at their meeting on May 8, 2024 and accepted for forwarding on to the full Board with a recommendation for approval.

Mr. Stump stated that the proposed ground lease has an initial term of 30 years, but it may be extended an additional 20 years if Metro Parks does not elect to terminate the lease prior to the extension term. The Board was informed that since Asia Pacific Cultural Center has paid for all of the costs to demolish the old building and construct the new building, as well as continue to provide the cultural programming and services to the community, the rent will be \$1.00 per year.

Staff noted the construction of the new cultural center building is the subject of a Construction Agreement that will be presented to the Board separately from this Ground Lease.

Satt noted that the parking lot will be shared for use of the building and park,

Board members briefly engaged in dialogue about the lease terms dates and extension options.

Being no additional comment, the question was called and the resolution passed on a vote of 5-0.

**RESOLUTION NO. R32-24: GRANTING MAINTENANCE COVENANT AND EASEMENT ACCESS FROM METRO PARKS TACOMA TO CITY OF TACOMA FOR STORM SEWER IMPROVEMENTS IN SOUTH PARK**

Commissioner Pointer moved to adopt the resolution; seconded by Commissioner Reid.

Staff commented that approval of this resolution is requested granting a stormwater maintenance covenant and access easement to City of Tacoma from Metro Parks Tacoma in South Park and authorizing the Executive Director to negotiate and sign said easement.

Marty Stump noted that the resolution was reviewed by the Capital Improvement Committee at their meeting on May 8, 2024 and accepted for forwarding on to the full Board with a recommendation for approval.

Marty Stump commented that the City of Tacoma has approved the Permit for the development of the Asia Pacific Cultural Center in South Park, including enhancements to the Stormwater System. The Stormwater System is designed in accordance with City's stormwater regulations. Any damages caused by the failure of the Stormwater System shall be the sole responsibility of the Grantor or Grantor's successors-in-interest. Mr. Stump further noted that this is an agreement to maintain and repair the storm sewer system.

Being no additional comment, the question was called and the resolution passed on a vote of 5-0.

**SECOND READINGS RESOLUTIONS** None

**FIRST READING RESOLUTIONS** None

**NEW BUSINESS** District Policy Review

Debbie Russell commented that 2024 Batch 1 Policy review schedule is as follows:

- May 13, 2024           New Business
- June 3, 2024           Committee of the Whole Meeting (COW)
- June 10, 2024         1st Reading
- June 24, 2024         2nd Reading

Ms. Russell commented that the Batch 1 Policies Under Consideration include:

- 100.003                Purchasing Policy
- 200.002                Authorizing the Use of a Small Works Roster Process
- 200.016                Public Participation Policy
- NEW:                    Concussion and Sudden Cardiac Arrest

Ms. Russell commented that 2 District Advisory Council review sessions were held in April. She also stated that 500.001 Benefits Eligibility Policy and 500.004 Part-Time Benefits Eligible Classification Policy are being postponed to Batch 2 for 2024.

**UNFINISHED BUSINESS** None

**BOARD COMMENTS**

**ADJOURN**

Being no further business, the meeting was adjourned at 7:22pm.

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President

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Clerk

Submitted by: Jennifer Bowman, Board Secretary