

Peoples Community Center Redevelopment Study

Hybrid meeting minutes from March 11, 2026 from 5:30am-7pm at Peoples Community Center

Attendees:

- At People's: Manni Valenzuela, Delia Flores, Erin Irby, Kristi Evans, Katt Merrilo, Hayes Alexander III, Robert Doss
- Teams: Trevor Kagochi, Christy West, Jennifer Lacy, Tiffani and Pete Reyes

Meeting Goals

- Finalize the solicitation by the end of the meeting.
- Establish next steps.
- Provide updates on bond facts and information.
- Thank community members who attended the Parks Board meeting and contributed to the Community Advisory Group.

Ideal Traits of a Consultant Team for the Feasibility Study

- Passionate and genuinely invested in the community.
- Experience working with communities similar to Hilltop.
- A diverse team.
- Local and curious; willing to partner with local organizations, including women-owned and minority-owned businesses.
- Takes the history one-pager seriously and uses background information to inform their work.
- Values and incorporates community perspectives.
- Experts in their field who recognize the community as experts of Hilltop.
- Able to observe the community center, verbalize/visualize opportunities, and cast a vision rooted in real experience within the space.
- Has lived experience engaging with and supporting community centers in their own communities.
- Open-minded.

PCC Project History and Background – Feedback

- Strong and well-crafted, with excellent footnotes.
- Very comprehensive and includes details previously unknown to some members.
- Provides a fuller, more educational picture of the community.

- Emphasizes Black leadership and advocacy for additional resources.
- Will inspire the right contracting team.
- Not sugar-coated; very complete.
- Committee feels it is strong and ready to move forward.
 - Suggestion: Desire to see this history present in the future center for the community to read—brings joy and gratitude.

RFQ: Products and Deliverables

Site and Facility Analysis

- Full building review, land use, transportation, light rail expansion, urban planning, building height potential.
- Right-of-way analysis, including potential closure of 16th.
- High-level cost estimate.

Program Analysis

- Interpret current programming and apply it to a future building.
- Review strategic plans; visit community centers.

Partner Analysis

- Identify potential partners: public, private, nonprofits.
- Explore other community needs (library, housing, etc.).

Design

- High-level schematics (not detailed construction drawings).
- Should approach this as a design-informed feasibility study.

Pro Forma Business Plan

- Long-term financial sustainability.
- Balance of programs that generate revenue and support operations.

Maintenance Considerations

- Include maintenance costs in long-term cost analysis (30-year outlook).
- Opportunity to create an endowment for maintenance.
- Architectural features that reduce long-term maintenance (roof durability, building systems).
- Understanding the trade-off: higher construction cost may reduce long-term maintenance cost.

Transition Planning During Construction

- Construction is estimated at ~2 years; community displacement must be planned for.
- Need to budget for ways to serve youth and seniors during construction.
- Pool planning is a vital consideration to think about early on in process.

Deliverable Specificity

- Question raised about including minimum expectations for community conversations—Kristi confirms this level of detail comes later in the contract.

Questions and Comments

- Comment: Request proofreading for “Metro Parks”.
- Question: Hunter George leading bond funds; concern about Fircrest’s timeline and whether an accelerated schedule could shorten the 5-year window to 3 years. Actual construction typically 2–3 years; extended timeline includes fundraising and pre-construction.
- Question: If we like sketches from multiple teams, can we combine them?
- Response: Only one team can be selected. Concepts can inspire design direction, but sketches from unselected teams cannot be directly handed over.

RFQ: Evaluation Criteria

- Teams will be evaluated consistently using a shared rubric. The top three to five teams will move forward to interviews.
- The evaluation criteria include:
 - Appropriate mix of experience and expertise.
 - Commitment to community values, historical relevance, and accessibility.
 - Successful past community-center projects and feasibility studies.
 - Experience supporting community leadership, engagement, and construction processes.
 - Ability to provide rigorous, creative, culturally responsive design analysis.

Additional Notes & Responses

- Community Outreach: Conducted in-house by Parks Tacoma. The consultant will support synthesis of community input, not lead outreach.
- RFQ Content: Must show teams have completed similar deliverables in past work.
- Accessibility: Request to highlight accessibility regarding creativity and characteristics. Erin agrees it can be added.

Closing Items

- Group feels confident moving forward.
- Trevor volunteers for the solicitation panel; Jennifer volunteers as an alternate.
- April meeting will be canceled due to solicitation period.
- May meeting proposed for the 20th; 27th falls during Memorial Day week. Meeting will be virtual or hybrid.

- Final additions can still be made; Erin confirms a “90% go-ahead” is enough to proceed.
 - Last day for comments or revisions: **Wednesday, March 18.**