



# Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335  
 253-858-3400 – info@penmetparks.org  
[www.penmetparks.org](http://www.penmetparks.org)

## REGULAR MEETING MINUTES

**June 18, 2024, 6:00 PM**

PenMet Parks Administrative Headquarters – 2416 14th Ave NW, Gig Harbor, WA 98335

**Call to Order: 6:01 PM**

### Commissioner Roll Call:

	Present	Excused	Comment
Maryellen (Missy) Hill, President	X		
Laurel Kingsbury, Clerk	X		
Kurt Grimmer	X		
Steve Nixon	X		
William C. (Billy) Sehmel	X		

Quorum: Yes

### ITEM 1 Moment of Silence in Memory of Terry Lee

PenMet Parks mourns the passing of Terry Lee. We honor his life, unwavering service, and his tremendous contributions to our community in many capacities, including as the Executive Director of PenMet Parks from 2010 to 2018. Terry was instrumental in shaping the establishment, growth, and strength of PenMet Parks and our community as a whole over decades of service.

Please join me for a moment of silence in remembrance of Terry Lee. The impacts of his work on our community and our individual lives will continue on into the future.

Thank you

### ITEM 2 President's Report: None

### ITEM 3 Executive Director's Report

District updates by Executive Director Ally Bujacich:

- Welcome Gina Shaw, Recreation Center Supervisor
  - Board Comment: Excited to be a part of your interview, this Recreation Center is a crown jewel for our community. You are an ambassador for our community for this building, if you need support please come to us. Welcome to the team.
- Tacoma DeMolay Sandspit is reopened.
- Sehmel Homestead Park is closed, reopen July 2<sup>nd</sup>. Requires warm weather and will keep public updated.
- Park services crew for work to playground



# Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335  
253-858-3400 – [info@penmetparks.org](mailto:info@penmetparks.org)  
[www.penmetparks.org](http://www.penmetparks.org)

- Peninsula Gardens Master Plan Workshop, about 50 people attended. Survey open until July 15<sup>th</sup>. Next meeting July 25<sup>th</sup>.

## ITEM 4 Special Presentations

### 4a. April 2024 Financial Report

PowerPoint Presentation by Finance Jessica Wigle

**Board Comment:** Compliment on presentation.

## ITEM 5 Board Committee Reports

### 5a. Park Services Committee

- Project Updates
- 9 RCO Grant Submittals

**5b. Finance Committee** – Has not met since last meeting.

**5c. Administrative Services Committee** – Has not met since last meeting.

**5d. Recreation Services Committee** – Has not met since last meeting.

### 5e. Campaign Committee

- Greater Tacoma Foundation Presentation
- Recreation Center Capital Cam
- Legacy Giving
- Memorial Naming Opportunities

**5f. External Committees: None**

## ITEM 6 Public Comments: None

## ITEM 7 Minutes

### 7a. Approval of the June 4, 2024 Study Session Minutes

### 7b. Approval of the June 4, 2024 Regular Meeting Minutes

Commissioner moved to adopt the minutes as presented; Commissioner seconded.

Roll call vote. Approved Unanimously. Motion Carried

## ITEM 8 Consent Agenda

### 8a. Resolution C2024-012 Approving Asset Names for Certain PenMet Parks Recreation Center Campus Facilities

Commissioner moved to adopt the consent agenda as presented; Commissioner seconded.

Roll call vote. Approved Unanimously. Motion Carried

## ITEM 9 Unfinished Business



# Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335  
253-858-3400 – info@penmetparks.org  
[www.penmetparks.org](http://www.penmetparks.org)

## 9a. Second Reading of Resolution RR2024-006 Amending the 2024 Capital Budget

This Item was moved and seconded on June 4, 2024. There is a motion on the table.

No further presentation from Executive Director Ally Bujacich

Board discussion: None

Roll call vote. Approved unanimously. Motion carried.

## ITEM 10 New Business

### 10.1 Purchasing Resolutions Requiring One Reading for Adoption:

#### 10.1a Resolution P2024-008 Authorizing the Executive Director to Sign the Amended Agreement for Recreation Management Software with ACTIVENet

Commissioner moved; Commissioner seconded.

Memo overview by Director of Finance Jessica Wigle.

**Board discussion:** Who will facilitate the customer service modules? **Staff Answer:** Yet to be determined, we would want ActiveNet support us to the greatest extent possible. We will keep you posted with the roll out.

Roll call vote. Approved Unanimously. Motion Carried

### 10.2 Single Reading Resolutions Requiring One Reading for Adoption:

#### 10.2a Resolution R2024-012 Authorizing the Building Services Specialist Classification and Approving the Letter of Understanding Between Peninsula Metropolitan Park District and Teamsters Local Union 313

Commissioner moved; Commissioner seconded.

Memo overview by Executive Director Ally Bujacich.

Board discussion: None

Roll call vote. Approved Unanimously. Motion Carried

### 10.3 Two Reading Resolutions Requiring Two Readings for Adoption: None

## ITEM 11 Comments by Board:

DeMolay looks good; staff did a nice job with safety barrier. Looking forward to Rosdale opening soon; it is looking good.

## ITEM 12 Next Board Meetings

July 2, 2024 Study Session at 5:00 pm and Regular Meeting at 6:00 pm at



**PenMet Parks**  
Parks For All. Parks For Life.

# Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335  
253-858-3400 – [info@penmetparks.org](mailto:info@penmetparks.org)  
[www.penmetparks.org](http://www.penmetparks.org)

**the PenMet Parks Administrative Headquarters – 2416 14th Ave NW, Gig Harbor, WA 98335**

**ITEM 13 Adjournment Time: 6:31 PM**

## **BOARD OF PARK COMMISSIONERS MEETING PROCEDURES**

---

The Board of Park Commissioners encourages the public to attend its Board meetings. All persons who attend Board meetings must comply with Board Policy P10-106 providing for the Rules of Decorum at Board Meetings. This Policy is to preserve order and decorum and discourage conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of Board meetings. A copy of the policy is available at each meeting and at [www.penmetparks.org](http://www.penmetparks.org).

Approved By the Board on 7/2/2024

MbHill  
Maryellen (Missy) Hill, Board President

Laurel Kingsbury  
Laurel Kingsbury, Board Clerk

Ally Bujacich  
Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary