



# Peninsula Metropolitan Park District

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

## STUDY SESSION MINUTES

July 16, 2024, 4:30 PM

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

**Call to Order Time: 4:36 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 Board Discussion

#### 1a. Topping Out Ceremony

Welcome remarks by Executive Director Ally Bujacich and Project Manager John Adams

#### 1b. Park Maintenance and Operations Update

PowerPoint Presentation by Director of Park Services Sue O’Neil, Facilities Maintenance Supervisor Will Hirzel, and Lead Grounds Specialist Bob Swenson.

**Board Question:** Are we doing the Fox Island Fishing Pier railings ourselves? **Staff Answer:** Yes.

**Board Question:** Has the Asset Essentials tracked fuel savings? **Staff Answer:** Yes, it allows us to generate reports

**Board Question:** Does the individual who closes the park do a visual check? **Staff Answer:** Yes, we had graffiti in the bathroom.

**Board Comment:** We normally start the Regular Meeting at 6:00 but since we don’t have any guests, we will let you keep going.

**Board Question:** Did having the software improve response time? **Staff Answer:** Yes, it has great features, a timer, we can add pictures, assign specialists, and it has print capability. **Board Question:** How is the public response? **Staff Answer:** The community is one of our biggest assets. There have been some hangups with software; iphone is getting a fix. The public can go on the brightly software on their phone or website.

### ITEM 2 Adjournment Time: 6:11 PM



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## BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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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 8/6/2024

Mb Hill  
Maryellen (Missy) Hill, Board President

Laurel Kingsbury  
Laurel Kingsbury, Board Clerk

Ally Bujacich  
Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary