



# 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

Tuesday, August 20, 2019. 6:15 pm

Gig Harbor Civic Center Council Chambers (3510 Grandview St. Gig Harbor, WA 98332)

**Call to Order:** The meeting was called to order by Commissioner Hill at 6:17 pm

**Commissioners Present:**

Kurt Grimmer  
Steve Nixon  
Maryellen (Missy) Hill

**Staff:**

Glenn Akramoff  
Ellie Tieman  
Chuck Cuzzetto  
Kelly Darling

**ABSENT:**

Todd Iverson  
Amanda Babich (excused)

**Citizens:**

Jim Nelson  
Jenna Brasch  
Cariane Eckburg

## STUDY MEETING AGENDA

**ITEM 1 Approval of Agenda**

Commissioner Grimmer made a motion to approve the agenda, seconded by Commissioner Nixon. The agenda was approved with a 4-0 vote.

**ITEM 2 Board Discussion**

**2.a Policy Updates/ New Policies**

Board Members and Staff discussed updating and implementing PenMet policies. Next Board meeting is the tentative due date for updated policies. The board discussed a Board manual that will be present next meeting. Other policies reviewed by the Board included the application process for scholarships, updated phone procedures, updating the hiring process, and revamping media releases. The discussion of two books, one for policies, one for procedures. A Three-part binder is an overall goal. Parts 1 and 2 will be finished by the end of the year. Early next year is the planned completion date for part 3. Commissioner Nixon inquired about the endowment fund, Commissioner Hill added that a presentation to the Board could be of benefit.

**ITEM 3 Adjournment**

Commissioner Hill adjourned the study session at 6:51 pm.

APPROVED BY THE BOARD ON: 10/15/19

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**President**

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**Clerk**

Submitted by: *Ellie Tieman*



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## REGULAR MEETING MINUTES

Tuesday, August 20, 2019, 7:15 pm

Gig Harbor Civic Center Council Chambers (3510 Grandview St. Gig Harbor, WA 98332)

**Call to Order:** The meeting was called to order by Commissioner Hill at 7:15 pm.

### **Commissioners Present:**

Maryellen (Missy) Hill  
Todd Iverson  
Kurt Grimmer  
Steve Nixon

### **Commissioners Absent:**

Amanda Babich (excused)

### **Citizens:**

Billy Sehmel  
Dawn Townsend  
Louise Tieman  
Heath Heikkin  
Joe Morris

### **Staff:**

Glenn Akramoff  
Ellie Tieman  
Chuck Cuzzetto  
Michael Schick  
Kelly Darling

### **Consultants:**

Jim Nelson  
Cariane Eckburg  
Jenna Brasch

## REGULAR MEETING AGENDA:

### **ITEM 1 Approval of Agenda**

Commissioner Grimmer made a motion to approve the agenda, seconded by Commissioner Nixon. The agenda was approved with a 4-0 vote.

### **ITEM 2 Citizen Comments**

Heath Heikkin commented that lighting at Sehmel fields would be beneficial for the community.

### **ITEM 3 Presentations**

#### **3.a Women's Wellness Exposition Debrief**

Jenna Brasch and Cariane Eckburg reported a successful event. Over 70 vendors, 2,500+ attendees, over 60 volunteers, various classes/workshops, live performers, raised money for Terry's House Foundation, and \$28,500 raised from sponsorships. Primarily younger demographic attended and family-friendly. Thanked PenMet for their participation and organization. Plan to move next year's event to September 14, 2020. Commissioner Iverson questioned if it would affect fall recreation programs.

#### **3.b Website Update**

Chuck Cuzzetto updated the Board about improving ease of access to information, registration, and is working on eliminating redundancy. The audit of the website will be September 6<sup>th</sup>, 2019. Commissioner Iverson asked about the usability of the website on different platforms. Cuzzetto reply it would be on the audit. Commissioner Hill was curious who performs the audit and who manages the website? Cuzzetto runs the site and independent contractor Tony Kastelnik will perform the audit.

#### **3.c Recreation Scholarships**

Mike Schick explained to the board scholarship money is coming from private donations, The Greater Gig Harbor Foundation, and most consistently, special events. He is unsure of how much money to allocate if there is not a set amount of money for the scholarship program. Commissioner Hill asked Schick what sports or camps have the most participation and need the most help? Schick replied camps during the summer. Commissioner Hill clarity to Schick that the Board wants to support recreation and would like to hear about the needs of the recreation department.

**3.d Executive Director Report**

E. D. Akramoff provided a brief update on the Community Recreation Center. Conditional use permit hearing is scheduled for Wednesday, August 21, 2019, at 1:00 pm.

**3.e Financial Report**

Reviewed

**3.f President's Report**

None

**ITEM 4 Approval of Consent Agenda**

**Approval of Meeting Minutes: 8-20-19 Regular & Study**

Commissioner Grimmer made a motion to approve the consent agenda. Commissioner Nixon seconded the motion. After no discussion, the motion passed 4-0.

**4.b Approval of Vouchers: ■ \$306,645.71 ♦ Reference numbers: V2019381-V2019417**

Commissioner Grimmer made a motion to approve the consent agenda. Commissioner Nixon seconded the motion. After no discussion, the motion passed 4-0.

**ITEM 5 Old Business**

**5.a Community Center Funding**

Commissioner Iverson asked how far out are we looking to get the Community Recreation Center moving? Consultant Jim Nelson replied financing is a process of two to three months. E. D. Akramoff added late summer/ early fall 2022 since it lines up with bonds. Voter vs. non-voter bonders was also discussed.

**5.b Senior Center MOU**

MOU needs a few wording adjustments. The initial presentation was in May about funding. Commissioner Iverson asked about the subsidizing process for the seniors. E.D. Akramoff said The Greater Gig Harbor Foundation is looking to provide subsidy and the public wants more information about senior programs. Commissioner Grimmer moves for R2019 – 011, Commissioner Nixon seconds. Motion passes 3-1.

**ITEM 6 Comments by Board/Subcommittee Reports**

Commissioner Nixon will not be able to attend the hearing examiner meeting Wednesday, August 21, 2019

**6.a Community Center**

No update

**6.b Marketing (Grimmer):** The website is still being worked on and the parks and rec and fall guide is out.

**6.c Fundraising -**

Under Development (Hill)

**ITEM 7 Next Board Meeting:** Tues, September 17, 2019: Study and Regular session (6:15 pm) at the NEW City Hall location

**ITEM 8 Executive Session:** [RCW 42.30.110(1)(b)] and [RCW 28(a).400.300]

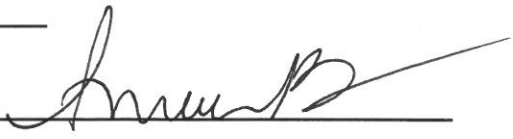


The Board went into executive session at 9:11 pm and came out of session at 9:30 pm  
**ITEM 9 Adjournment**  
Commissioner Hill adjourned the meeting at 9:30 pm.

**APPROVED BY THE BOARD ON:** 10/15



**President**



**Clerk**

Submitted by: *Ellie Tieman*