



Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335
253-858-3400 – info@penmetparks.org
www.penmetparks.org

STUDY SESSION MINUTES

Monday, June 17, 2019, 5:00pm

Sehmel Homestead Park Volunteer Vern Pavilion (10123 78th Ave NW, Gig Harbor, WA 98332)

Call to Order: The meeting was called to order by Commissioner Hill at 6:16pm.

Commissioners Present:

Maryellen (Missy) Hill
Amanda Babich
Steve Nixon
Kurt Grimmer
Todd Iverson (arrived 5:08pm)

Staff:

Glenn Akramoff
Eric Guenther
Chuck Cuzzetto
Elaine Sorensen
Jessica Smiley

Citizens:

none

ITEM 1 Approval of Agenda: Commissioner Grimmer made a motion to approve the agenda, Commissioner Nixon seconded; the motion was approved with a 4-0 vote.

ITEM 2.a Staff Report: 2020 New Budget Process

Glenn Akramoff presented goals for improving processes and having decision forms for budgets over 5K for the Board to review. Elaine Sorensen presented a timeline for budgeting reports and general fund expenses broken down by department. Recreation revenue funds as well as new budget requests will frequently be reviewed by the Board.

ITEM 3.a Board Discussion: 2020 New Budget Process

Board members engaged in a discussion about the new budget process. The Commission discussed the process to advance with the new Recreation budget, and how often the Board will be updated with current numbers. Ideas for advertising to the public rather than a just financial tool.

ITEM 4 Adjournment

Commissioner Hill adjourned the meeting at 6:05pm.

APPROVED BY THE BOARD ON: 7/2/19

President

Submitted by: *Ellie Tieman*

Clerk



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REGULAR MEETING MINUTES

Monday, June 17, 2019, 6:15pm

Sehmel Homestead Park Volunteer Vern Pavilion (10123 78th Ave NW, Gig Harbor, WA 98332)

Call to Order: The meeting was called to order by Commissioner Hill at 6:16pm.

Commissioners Present:

Maryellen (Missy) Hill
Amanda Babich
Kurt Grimmer
Todd Iverson
Steve Nixon

Citizens:

Billy Sehmel
Jonathan Dudley
Dawn Townsend
Garett Thompson

Staff:

Glenn Akramoff
Eric Guenther
Chuck Cuzzetto
Elaine Sorensen
Jessica Smiley

REGULAR MEETING AGENDA:

ITEM 1 Approval of Agenda

Commissioner Grimmer made a motion to approve the agenda, seconded by Commissioner Iverson. Agenda was approved with a 5-0 vote.

ITEM 2 Citizen Comments none

ITEM 3 Presentations

3.a Executive Director Report

Glenn Akramoff brought attention to the staff report in the agenda, spoke about a collaboration meeting with the Greater Gig Harbor Foundation (regular monthly meetings will occur to discuss joint projects), success of the Maritime Parade and award of “best depiction of the theme.” Brief discussion with Commissioners regarding swim club merger, DeMolay Nature Preserve parking concerns and website progress.

3.b Financial Report

3.c President’s Report none

ITEM 4 Consent Agenda

4.a Approval of Meeting Minutes: 6-3-19 Regular

4.b Approval of Vouchers: ▪ \$301,115.63 ♦ Reference numbers: V2019244- V20192471

4.c Approval of Consent Agenda

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

ITEM 5 New Business

5.a Website update

Chuck Cuzzetto presented website updates focusing on the access to information, brand awareness, and discovery by the public. Presentation about website features, and possible

additional costs—search bar. Website is scheduled to go live 6/24 and will be mobile optimized. There will not be any additional work time needed to maintain the website.

5.b Staff Organizational Chart Update/Job Descriptions

Discussion of the organization chart that was submitted, and long term opportunities of adding another staff in Recreation and seasonal workers/interns. Commissioner Babich made a motion to approve Glenn Akramoff to begin hiring processes per the report recommendations Commissioner Grimmer seconded the motion and after no discussion the motion passed 5-0.

ITEM 6 Comments by Board/Subcommittee Reports

6.a Community Center (Nixon/Babich): no update

6.b Marketing (Grimmer): no update, Chuck Cuzzetto presented new website updates

6.c Fundraising (Hill): no update, meeting scheduling in progress by staff. Commissioner Babich made a motion to allow Glenn Akramoff to approve vouchers Commissioner Iverson seconded the motion and the motion passed 5-0.

ITEM 7 Next Board Meeting: Tues, July 2, 2019: Study Session (5pm) and Regular (6:15pm) at new City Hall location

ITEM 8 Executive Session: none

ITEM 9 Adjournment

Commissioner Hill adjourned the meeting at 7:30pm.

APPROVED BY THE BOARD ON: 7/2/19



President

Submitted by: *Ellie Tieman*



Clerk



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SPECIAL MEETING MINUTES

Monday, June 24, 2019, 4:00pm

Sehmel Homestead Park Volunteer Vern Pavilion (10123 78th Ave NW, Gig Harbor, WA 98332)

Call to Order: The meeting was called to order by Commissioner Hill at 4:05pm.

Commissioners Present:

Maryellen (Missy) Hill
Amanda Babich
Kurt Grimmer
Todd Iverson
Steve Nixon

Citizens:

Billy Sehmel
Sue Sluply
Carrie Holden

Staff:

Glenn Akramoff
Mark Roberts
Ellie Tieman

SPECIAL MEETING AGENDA:

ITEM 1 Approval of Agenda

Commissioner Grimmer made a motion to approve the agenda, seconded by Commissioner Iverson. Agenda was approved with a 5-0 vote.

ITEM 2 Executive Session

The Board went into executive session at 4:06 and came out of session at 4:35

ITEM 3 R2019-08 Boys & Girls Club Agreement

3.a Citizen Comments

Carrie Holden, CEO of the Boys & Girls Club Gig Harbor location, thanked Penmet for the years of partnership and asked to negotiate a reasonable market rate interest of 3-4% instead of the 8% listed in the Holdback Agreement.

3.b Motion

Commissioner Nixon moved to approve the Interim Executive Director to sign the Escrow Holdback agreement and Termination of Payment Covenant/Right of First Refusal agreements with the Boys and Girls Club, the motion was seconded by commissioner Iverson and with no further discussion the motion passed 5-0.

ITEM 4 Adjournment

Commissioner Hill adjourned the meeting at 4:40pm

APPROVED BY THE BOARD ON: 7/2/19



President

Submitted by: *Ellie Tieman*



Clerk