



Peninsula Metropolitan Park District

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

STUDY SESSION MINUTES

Tuesday, October 15th, 2019, 6:00 pm

Gig Harbor Civic Center Community Room A/B (3510 Grandview St., Gig Harbor, WA 98335)

Call to Order: The meeting was called to order by Commissioner Hill at 6:01 pm.

Commissioners Present:

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

Staff:

Glenn Akramoff
Eric Guenther
Elaine Sorensen
Michael Schick
Ed Lewis
Aiden Krug

STUDY SESSION AGENDA:

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 Board Discussion

2.a 2020 Budget Process

E.D. Akramoff gave a brief overview of what would be discussed in sections 2.b and 2.c.

2.b Capital Program Review

Special Projects Manager Eric Guenther presented the Board with various future projects listed on the 5-year plan and other lower-priority projects discussed previously. The Board discussed the level of priority for the projects listed on the 5-year plan and decided on the following rankings: 1. SHP Turf Lighting, 2. HP Arletta Roof, 3. Hales Pass School House, 4. Recreation Center, 5. Rosedale Hall Design, 6. Harbor Family Park MP, 7. Peninsula Gardens, 8. Rosedale Hall Renovation. The Board will continue to review these projects in the future to update the priority level.

2.c Decision Card Review

E.D. displayed the decision card list given to the Board throughout the year on screen. Given the option of yes and no, Commissioners decided what would be included in the budget book.

The following items were added: a recreation assistant, the senior program, strategic planning, system implantation, a cost recovery fee study, accounting software, a finance consultant, construction project vehicle, underwriting fee bonds, snowplow/de-icer (changed from \$27,000 to \$9,000), sweeper, on-call pay, re-class seasonal employees, salary survey results. Decisions that needed more discussion included: sports fee reduction (3-2 in favor), a marketing intern (3-2 in favor), Decisions that were turned down included: Gator attachments

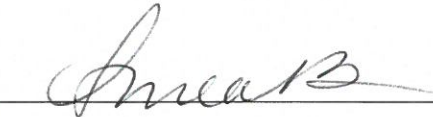
ITEM 4 Adjournment

Commissioner Hill adjourned the meeting at 7:00 pm.

APPROVED BY THE BOARD ON: 11/5/19



President



Clerk

Submitted by: **Aiden Krug**



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REGULAR MEETING MINUTES

Tuesday, October 15th, 2019, 7:00 pm

Gig Harbor Civic Center Council Community Room A/B (3510 Grandview St. Gig Harbor, WA 98332)

Call to Order: The meeting was called to order by Commissioner Hill at 7:05 pm

Commissioners Present:

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

Staff:

Glenn Akramoff
Elaine Sorensen
Eric Guenther
Ed Lewis
Mike Schick
Aiden Krug

Citizens:

Bill Sehmel
Denis Rosnick

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 5-0 vote.

ITEM 2 Citizen Comments

Bill Sehmel thanked PenMet and the Greater Gig Harbor Foundation for recent successful events such as the Scarecrow Festival and Cider Swig. Sehmel voiced that the Board should consider a voter-approved bond for the Community Recreation Center.

Denis Rosnick voiced his dissatisfaction with staff doing maintenance at Sehmel in the mornings when he and his social tennis group play, proposed to make his group an official activity on the schedule to alleviate the issue.

ITEM 3 Presentations

3.a Executive Director Report

Continuous work on the Peninsula School District property exchange will be presented to the Board on November 5th for final consideration. New employees, Administration Assistant starting October 28th and new facility maintenance worker starting November 4th. Wednesday, October 23th Executive Director Open House event at 4:30-6:30 located at Gig Harbor Fire Station Headquarters. Executive Director interviews on 24th at PenMet administration office.

Commissioner Babich made a record to change the off-leash area obstacle course PEG Grant from rejected to did not meet criteria.

3.b Financial Report

Deputy Executive Director Elaine Sorenson reported no concerns with the general fund, projecting a small surplus at the end of the year. After reporting all department funds to the Board, Sorenson updated members on the longevity of the SHP turf and playground equipment.

3.c President Report

Hill thanked the staff members and other commissioners who attended the Board Retreat on October 12th, members did not accomplish all topics on the strategic planning session agenda so

the items that need to be addressed will become future study sessions or another strategic planning meeting. President Hill is in the process of scheduling a regional meeting with Peninsula School District, City of Gig Harbor, Gig Harbor Fire Department, park districts in the area, and more might be added leading up to the meeting. Added a quick note that The Scarecrow festival was a very successful event due to the hard work and dedication of the staff.

ITEM 4 Consent Agenda

4.a Approval of Meeting Minutes

10-1-19 Study and Regular Meeting Minutes pulled for corrections and planned the return to Board on Nov. 5

4.b Approval of Vouchers

- \$57,094.27 Reference numbers: V2019-512-V2019-519
- \$27,655.68 Reference Numbers: V2019-520-V2019-528
- \$70,283.09 Reference numbers: V2019-529-V2019-534

President Hill made a motion to approve the agenda, seconded by Commissioner Babich. The agenda was approved with a 5-0 vote.

ITEM 5 Discussion

5.a Community Recreation Center Property Acquisition Decision

E.D. Akramoff provided the Board with a CRC presentation giving highlights about the different aspects of the project and what has been discussed previously. President Hill made the motion to approve the CRC property acquisition decision and the Board unanimously approved Resolution 2019-14 (5-0) to execute the amendment to Purchase and Sale Agreement and closing documents.

ITEM 6 Old Business

6.a Contract Amendment: Demarche Services

Adjustment to interim Executive Director transitional period pending the arrival date of the New Executive Director.

6.b Contract Amendment: Snodgrass

ITEM 7 Comments by Board/Subcommittee Reports

Commissioner Nixon wanted to thank the staff again for putting on a very successful Scarecrow event and Board Retreat.

7.b Marketing

7.c Fundraising Under Development

ITEM 7 Next Board Meeting: Tues, Nov 5th, 2019: Study Session (6:00 pm) and Regular (7:00 pm) at City Hall location

ITEM 8 Executive Session: none

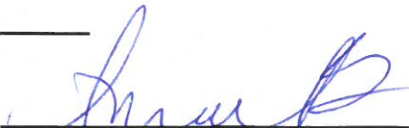
ITEM 9 Adjournment

President Hill adjourned the meeting at 7:43 pm.

APPROVED BY THE BOARD ON: 11/5/19



President



Clerk

Submitted by: *Aiden Krug*