



Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335
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www.penmetparks.org

REGULAR MEETING MINUTES

May 04, 2021, 6:00 PM

ATTENTION: Park Board meetings are being held online via Zoom under Governor Inslee's public health proclamations regarding the COVID-19 virus. Members of the public are encouraged to join the study session and/or regular meeting by using the Meeting ID 863 4074 1672 Password: PenMet0504, or call in at +1 253-215-8782 Password: 9605915793. Meeting agendas can be accessed online at PenMetParks.org. Comments submitted via email will be read into the record during the meeting; the deadline to submit comments is 5 pm on May 3, 2021.

<https://us02web.zoom.us/j/86340741672?pwd=RWtlSkdzOTUxTVVOTkY2M3k1YnkwQT09>

Call to Order: The meeting was called to order by President Babich at 6:12 pm

Commissioners Present:

Amanda Babich
Kurt Grimmer
Maryellen (Missy) Hill
Steve Nixon
Laurel Kingsbury

Staff:

Ally Bujacich
Chuck Cuzzetto
Eric Guenther
Stacie Snuffin
Matthew Kerns
Louise Tieman

Attendees:

Roxanne Miles
Kelly Darling
Ron Martinez

ITEM 1 Approval of Agenda

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

ITEM 2 Citizen Comments: None

ITEM 3 Presentations

3a. Executive Director's Report

Executive Director Ally Bujacich reported that four staff members attended the WRPA Conference. Bujacich shared positive feedback from a constituent for the Teen Dodge Ball event and gave an update on camp registration.

Bujacich informed the Board that there would be a temporary pause on accepting donations and memorials while the policy is being reviewed and updated.

Bujacich reported that Pierce County would be doing some road work that would impact the traffic going to the Sunrise Beach property.



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Bujacich gave an update that the recent pop-up blood drive partnership with Bloodworks was a success and that there will be additional pop-ups scheduled in the near future.

Bujacich announced that the Spring/Summer guide is out for print and expected to be mailed the following week.

3b. Kids Need Play(KNP) - Pierce County Presentation

Bujacich invited Pierce County Parks Director Roxanne Miles and PenMet's Interim Recreation Manager Matthew Kerns to present the Kids Need to Play! (KNP!) program. Miles shared that the County Council received notification that some American Rescue Plan Act(ARPA) funding is coming to the county for providing families discounted rates for programming and that PenMet will be receiving some of that funding. Miles gave a brief explanation of how the discount works with registration, refunding registration that has already occurred, and reimbursement to the district of those funds.

Kerns reported that PenMet would be incorporating the ARPA funds by giving a 70% discount across the board for all summer camps and that PenMet would be shutting down the registration software on May 27, 2021, and going live the following day with the discounted pricing. Kerns thanked Pierce County for including PenMet in the program.

Commissioners thanked Miles and Kerns for the presentation and shared their appreciation for PenMet being given the opportunity to participate in the KNP! Program.

Kerns announced that there would be a press release coming out later in the week.

3c. Investment of Bond Proceeds

HR & Finance Manager Louise Tieman provided an update on recommended investment of bond proceeds. Tieman requested feedback from the Board to move forward with depositing the bond funds into the state's long-term pool. Commissioners and Tieman had a discussion. Tieman commented that she would include the interest forecast for the CRC bonds in her monthly finance report moving forward.

Commissioner Nixon mentioned that he had reviewed PenMet's Comprehensive Financial Management Policy and that the investment portion of the policy should be reviewed and updated.

3d. Finance Report

Tieman gave a year-to-date financial report. Tieman gave an overview of a process for tracking and reimbursement for registrations using the KNP! Funds. Babich requested that the funds that PenMet receive from the program are included in the 2021 annual budget report.

3e. President's Report



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President Babich mentioned that she had been at Sehmel Homestead Park (SHP) the last couple of weekends and had received positive feedback from constituents attending the park regarding PenMet's programming. Babich reported that her child and a friend participated in Parks Appreciation Day, and she had stopped by the PenMet Summer Camp Fair that was happening at the SHP Pavilion.

Babich reported that Pierce County did a video about the KNP! program and that there is a link to it that she will share with the other commissioners via email. Babich also reported on an article that came out about parks, and she would forward it to the commissioners who would like to read it. Commissioner Kingsbury mentioned that she saw the article as well.

ITEM 4 Consent Agenda

Commissioner Kingsbury made a motion to approve the consent agenda. Seconded by Commissioner Grimmer. The consent agenda was approved with a 5-0 vote

4a. Approval of Minutes

04/20/21 Regular Meeting

4b. Approval of Vouchers

\$97,848.26 Reference Number: 210303001-210303002

ITEM 5 Unfinished Business: None

ITEM 6 New Business: None

ITEM 7 Project Manager Update

7a. Community Recreation Center Update

Bujacich reported that the project team is working through the feedback they heard at the April 20, 2021 board meeting. Bujacich said that she and Gimmetstad would be working with the Operations Committee on the next steps needed to complete the schematic design and provide a schematic design that fits PenMet's budget.

7b. CRC Operations Committee

Commissioner Nixon reported that the CRC Operations Committee had met, and the focus was on schematic design and next steps.

7c. CRC Marketing Committee

Bujacich reported that the CRC Marketing Committee had met and worked on the executive summary of the Feasibility Study, a work plan for the pre-silent phase for the campaign, and have a meeting scheduled with the Greater Tacoma Community Foundation to discuss campaign gift processing.

7d. CRC Finance Committee



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Commissioner Nixon reported that the CRC Finance Committee had met and discussed the bond proceeds and how to invest them.

7e. Hale Pass Update

Bujacich commented that the recommendations would be brought back to the Board at the June 1, 2021 board meeting, and Absher is working on finalizing the documentation required to submit the insurance claim for the water loss damage to get paid.

Board Comment:

Commissioner Kingsbury commented that she is proud of PenMet and thanked PenMet staff for the great job they have been doing.

Commissioner Nixon commented that he had been reviewing the Comprehensive Financial Management Policy and that he, Commissioner Hill, and Bujacich had been working on the Salary Survey Study. Nixon reported an item in the policy regarding the compensation and benefits package for District staff, and he had forwarded it to Bujacich. Nixon commented that an RFP is going out shortly for the study, and the Board is moving forward with the process.

ITEM 8 Next Board Meetings

Tuesday, May 18, 2021 (Study and Regular) Via Zoom or Teleconference Study Session at 5:00 and Regular Meeting at 6:00 pm

ITEM 9 Executive Session: None

ITEM 10 Adjournment: President Babich adjourned the meeting at 7:06 pm

APPROVED BY THE BOARD ON: 6/1/21

President

Clerk

Submitted By: Stacie Snuffin