



# Peninsula Metropolitan Park District

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

## REGULAR MEETING MINUTES

**February 07, 2023, 6:00 PM**

Arletta Schoolhouse at Hales Pass Park - 3507 Ray Nash Drive NW, Gig Harbor, WA 98335

### Call to Order: 6:03 PM

#### Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President	x		
Maryellen (Missy) Hill, Clerk	x		
Amanda Babich	x		
Kurt Grimmer	x		
Laurel Kingsbury	x		

Quorum: Yes

#### ITEM 1 President's Report

- Campaign Committee and Transition meeting with CCS on 1/31/2023
- Met regarding Seniors and Aquatic facilities
- Hard Hat Tour of the CRC Project with Robyn Denson of Pierce County

#### ITEM 2 Executive Director's Report

- Director of Recreation introduction, Tracy Gallaway, February 1<sup>st</sup> as Director of Recreation.
- Director of Administrative Services, Zemorah Murray, acknowledgment as interim Director of Recreation. Also, acknowledgment Recreation Staff for their work during the interim.
- Labor negotiations underway
- Capital Projects – Phase 2 of CRC, permit application submitted in November. Fire has approved the main building. Conditional approval of plumbing and mechanical.

#### ITEM 3 Special Presentations

##### 3a. Developing a Cost Recovery Model Update

Agenda Packet PowerPoint Presentation by Teresa Jackson, BerryDunn.

##### 3b. December 2022 Financial Report

Agenda Packet PowerPoint Presentation by Department of Finance Manager Stephanie Buhrman

#### ITEM 4 Board Committee Reports

##### 4a. Park Services Committee

- Removable Turf Discussion



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- Playground Discussion
- Event field Discussion
- Project Closeout
- DeMolay
- PROS Plan

#### 4b. Finance Committee

- Year-End Reconciliation of General Fund
- Refund Process
- Service Charge discussion
- Employee Benefits
- CPA usage

#### 4c. Administrative Services Committee - Has not met since last meeting

#### 4d. Recreation Services Committee - Has not met since last meeting

#### 4e. Campaign Committee January Hard Hat Tour

- CRC Event Presentation
- Letters of Intent and Grant Review
- Campaign Strategies

#### 4f. External Committees – None

### ITEM 5 Public Comments Provided By:

1. Betty Lilienthal
2. Larry Johnson

### ITEM 6 Minutes

#### 6a. Approval of the January 17, 2023 Study Session Minutes

#### 6b. Approval of the January 17, 2023 Regular Meeting Minutes

Commissioner moved;  
Commissioner seconded;  
Roll call vote. Approved Unanimously. Motion Carried

### ITEM 7 Consent Agenda

#### 7a. Resolution C2023-003: Accepting Contract for Construction Services Project No. 2022 Demolition Project 2022-03 as Complete

#### 7b. Resolution C2023-004: Approving Vouchers from January

Commissioner moved to adopt the consent agenda as presented;  
Commissioner seconded;  
Roll call vote. Approved Unanimously. Motion Carried

### ITEM 8 Unfinished Business: None

### ITEM 9 New Business

- 9.1 Purchasing Resolutions Requiring One Reading for Adoption: None
- 9.2 Single Reading Resolutions Requiring One Reading for Adoption:



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**9.2a Resolution R2023-001: Establishing the Advisory / Steering Committee to Assist with the Feasibility Study of Creating a Dedicated Space for Seniors**

Commissioner moved;  
Commissioner Seconded.

Memo overview by Director of Park Services, Denis Ryan.

Board Question: Committee member breakdown. Staff Answer: 16 members on each committee including Stakeholders and Community members.

Roll call vote. Approved Unanimously. Motion Carried

**9.2b Resolution R2023-002: Establishing the Advisory / Steering Committee to Assist with the Feasibility Study of Creating a Community Aquatic Facility**

Commissioner moved;  
Commissioner Seconded.

Memo overview by Director of Park Services, Denis Ryan.

Board Question: Have organizations chosen the same or separate representatives? Staff Answer: Some organizations have chosen the same representative and some have different representatives for each Feasibility Study.

Roll call vote. Approved Unanimously. Motion Carried

**9.3 Two Reading Resolutions Requiring Two Readings for Adoption:**

**9.3a Resolution RR2023-002: Adopting the Tacoma DeMolay Sandspit Nature Preserve Master Plan, Facility, and Accessibility Improvements Project Budget**

Commissioner moved;  
Commissioner Seconded.

Memo overview by Director of Park Services, Denis Ryan.

Board Comment: Totally support master plan and accessibility improvements.

The Second Reading of RR2023-002 will be at the February 21, 2023 Regular Meeting.

**ITEM 10 Comments by Board**

Commissioner Hill: Thank you to everyone who came today, we do this for you. We hope we do you proud. Late for study session, met with Gig Harbor Rotary Service Committee to present Sehmel Bus Shelter option. Rotary passed to support bus shelter up to \$15,000. Commissioner Babich: Parents just moved to Gig Harbor and started Tai Chi. Now they are a multi-generational family and their kids participate in programs, family attends events, and now parents attend Tai



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Chi. PenMet Parks needs outreach for programs, especially for seniors.  
Commissioner Kingsbury: This attendance is a visual reminder that you are supporting us and we are supporting you. Staff is competent in their research and provides good presentations.

## ITEM 11 Next Board Meetings

February 21, 2023 Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Arletta Schoolhouse at Hales Pass Park - 3507 Ray Nash Drive NW, Gig Harbor, WA 98335

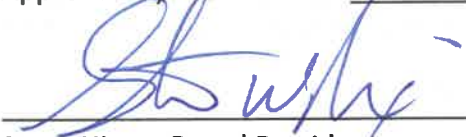
## ITEM 12 Adjournment: 7:11 PM

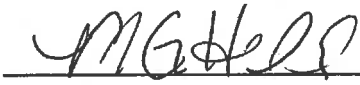
## BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

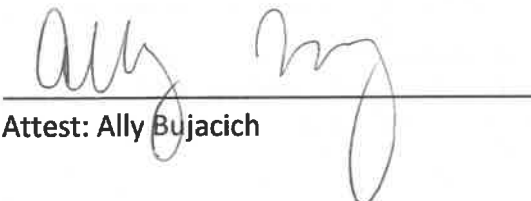
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The Board of Park Commissioners encourages the public to attend its Board meetings. All persons who attend Board meetings must comply with Board Policy P10-106 providing for the Rules of Decorum at Board Meetings. This Policy is to preserve order and 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 2/21/2023

  
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Steve Nixon, Board President

  
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Maryellen "Missy" Hill, Board Clerk

  
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Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary