



Peninsula Metropolitan Park District

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

STUDY SESSION MINUTES

November 03, 2020, 4:00 PM

ATTENTION: Protecting the public, our partners, and our staff are of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting Online via Zoom. In accordance with the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can join the zoom meeting for the study session and regular meeting by using the Meeting ID: 818 3658 2160 Password: PenMet1103 or call in at +1 253-215-8782 Password: 5247345402 Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by November 2, 2020 at 5:00 PM and will be read at the meeting.

Call to Order: The meeting was called to order by Commissioner Hill at 4:07 PM

Commissioners Present:

Maryellen (Missy) Hill
Kurt Grimmer – Excused Late at 4:16 PM
Amanda Babich
Laurel Kingsbury
Steve Nixon

Staff:

Hunter George
Elaine Sorensen
Stacie Snuffin
Chuck Cuzzetto
Brycen Toney
Ron Martinez
Kelly Darling
Aiden Krug
Ed Lewis

ITEM 1 Approval of Agenda

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

ITEM 2 2021 Preliminary Budget Review

Interim Executive Director, Hunter George gave an overview of the Budget Consideration Schedule.

The Board and Staff discussed the variances between draft 4 and 5 of the 2020 Budget Projections. Commissioner Kingsbury requested adding a year to date column to the 2020 Budget Projection spreadsheet. George discussed that PenMet staff will share the Equipment Replacement Schedule with the Board and make it part of the 2021 budget document.

PenMet Staff and Board discussed economic assumptions regarding rentals, sales taxes, and property taxes for the preliminary 2021 Budget. George will do some more research and come back to the Board with a recommendation for the numbers for the 2021 Budget.



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PenMet staff and the Board discussed the Maintenance Department's Budget, including priorities, equipment servicing, and upkeep. Staff and the Board discussed a 2019 Actual Budget variance on draft 5 of the 2021 Preliminary Budget, which makes it impossible to compare year-over-year expenditures. The discussion used the expenditures around doggie bags and dispensers as an example. PenMet staff and the Board also discussed a discrepancy on the most recent Preliminary 2021 Budget Draft that has been corrected and had further discussion on the next draft for the Preliminary 2021 Budget along with the process of budgeting in the future.

ITEM 3 **Adjournment** Commissioner Hill adjourned the meeting at 5:21 pm

APPROVED BY THE BOARD ON: _____



President



Clerk