



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

December 07, 2021, 6:00 PM

ZOOM

ATTENTION: Park Board meetings are being held online via Zoom to ensure District business may be conducted in an environment that is safe for Commissioners, staff, and members of the public. Members of the public are encouraged to join the study session and/or regular meeting by using the Meeting ID 884 3838 6194 Password: PenMet1207, or call in at +1 253-215-8782 Password: 9694264639. Meeting agendas can be accessed online at PenMetParks.org.

<https://us02web.zoom.us/j/88438386194?pwd=R1A5VDM1c0xheURFVU1MZjQMHNKZz09>

Call to Order: The meeting was called to order by President Babich at 6:08 pm

Commissioners Present:

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

Staff:

Ally Bujacich
Matthew Kerns
Louise Tieman
Stacie Snuffin
Nicole Jones-Vogel
Denis Ryan

Outside Staff:

Curt Gimmestad/Absher Construction
Mark Roberts/Legal Counsel

ITEM 1 Approval of Agenda

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

ITEM 2 Citizen Comments

The following citizens provided comment:

Betty Lilienthal
Jill Guernsey
Joe Loya
Rob Moore

ITEM 3 Presentations

3a. Executive Director's Report

Executive Director Ally Bujacich introduced PenMet's new staff member, Director of Park Services Denis Ryan, to the Board.

Bujacich gave a brief overview of the upcoming special event, Cookies with Mr. & Mrs. Claus, and reported that PenMet is partnering with Kiwanis to hold a food drive at the event. Bujacich announced an overview of 2021



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events, and a look into 2022 events would be discussed at the next study session on January 4, 2022.

Bujacich reported staff are researching best practices for park host programs at similar day-use park properties and evaluating PenMet Parks' properties to determine if any parks may benefit from this type of program. In addition, Bujacich reported that staff have been in contact with a representative from FICRA regarding Fox Island properties.

3b. 20/21 Recreation Scholarship Report

Planning and Special Projects Manager Nicole Jones-Vogel provided a report on the academic year 2020/2021 Recreation Scholarship Program to the Board. Jones-Vogel gave an overview of the Recreation Scholarship Policy, reporting criteria, data for the reporting period, and funding mechanisms for the program. In addition, Jones-Vogel shared observations of tracking applications, eligibility, and next steps to modify and update the current scholarship policy. The Board had a discussion.

3c. President's Report

President Babich reflected on 2021 achievements which included a new permanent executive director being hired, held a planning retreat for the Board to establish goals and objectives for the 2022 budget, implemented board education sessions, developed a policy review schedule, updated or implemented a significant number of policies, developed new standing committees as well as a new organizational structure and a new classification and salary grid. Babich also reported that PenMet completed the budget adoption process, phase I of the CRC project design, secured a top architect and engineering firm for phase II final design, and secured \$16 million limited tax dollars for the CRC project, and achieved an upgraded credit rating. Executive Director Ally Bujacich added that PenMet was awarded just over \$3.7 million in grant funding in 2021.

ITEM 4 Consent Agenda

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

4a. Approval of Minutes

11/16/2021 Study Session and Regular Meeting

4b. Approval of Vouchers

\$24,939.25 Reference Number: 211103001-211103021

\$283,832.15 Reference Number: 211105001-211105023

\$18,714.74 Reference Number: 211201001-211201004

4c. Renumbering of Duplicated Resolution Numbers

R2021-023: Resolution to Authorize Interagency Data Sharing Agreement with the Office of the Washington State Auditor Revise Resolution Number to R2021-033



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R2021-025: Authorize ED to Sign Agreement for Design Services for SHP Turf Replacement Revise Resolution Number to R2021-034

R2021-026: Adopt Policy P10-106: Rules of Decorum for Board Meetings Revise Resolution Number to R2021-035

ITEM 5 Unfinished Business: None

ITEM 6 New Business

6a. Nominations of Officers for 2022

President Babich asked for nominations for the 2022 Board President and Clerk positions. Commissioner Nixon nominated Commissioner Babich for Board President, and Commissioner Hill nominated Commissioner Nixon for Board Clerk for 2022. President Babich said nominations will re-open and officers will be elected at the January 4, 2022, regular meeting.

6b. R2021-036: Adopt the Community Recreation Center Project Budget and Amended Delivery Method

Project Manager Curt Gimmestad of Absher Construction gave the background and recommendation to adopt the CRC project budget and amended delivery method.

Commissioner Nixon made the motion to Resolution R2021-036 adopting the Community Recreation Center project budget and amended project delivery method, seconded by Commissioner Kingsbury. The motion passed with a 5-0 vote.

6c. R2021-037: Adopt P30-102: Public Records Disclosure Policy

Executive Director Ally Bujacich gave the background and recommendation to adopt the attached amended Policy 30-102: Public Records Disclosure Policy.

Commissioner Hill made the motion to approve Resolution R2021-037 adopting the attached amended Policy P30-102: Public Records Disclosure Policy, seconded by Commissioner Nixon. The motion passed with a 5-0 vote.

6d. R2021-038: Adopt Policy P10-101: Board Policy

Executive Director Ally Bujacich gave an overview of the purpose of the Board Policy and reported that the name of the policy would change to Board Policy and Procedures. Bujacich went over two amendments to the version of the policy included in the packet and made the recommendation to approve Resolution R2021-038 adopting the attached amended policy with the amendments to Exhibit A.

Commissioner Nixon made the motion to approve Resolution R2021-038 adopting the amended Policy P10-101: Board Policy and Procedures seconded by Commissioner Kingsbury. Commissioner Nixon made a motion to amend the main motion to amend Exhibit A as recommended by staff, seconded by Commissioner Hill. The motion to amend passed with a



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5-0 vote. The amended main motion passed with a 5-0 vote. Board and PenMet Parks Council had a discussion.

ITEM 7 Comments by Board

Commissioner Nixon commented that he had participated in a Jurassic Parliament webinar that he thought was very helpful regarding public comment and reported that he passed some of the information on to others and that there was another webinar coming up on meeting minutes. Nixon also thanked the public for their comments earlier in the evening.

Commissioner Hill commented on the recent Gig Harbor Veteran's Day event and thanked Joe Loya for his comments earlier in the evening. Hill also commented on PenMet's past sponsorship for an event called the AUSA Picnic that was built into PenMet's passed budget but may have been removed. Hill suggested considering including the sponsorship in the annual budget. Hill also commented that she had participated in a walk at Sehmel Homestead Park and that one of the other participants commented on her appreciation for a POW flag that is in the park.

Commissioner Kingsbury thanked President Babich and Executive Director Bujacich for all the hard work and leadership over the last year. Kingsbury commented on her experience taking her dog to Rotary Bark Park. Lastly, Kingsbury commented that seniors are a big part of the community and supporting a feasibility study and figuring out how PenMet can support the seniors in the community should remain in the immediate foresight of the District.

Commissioner Hill welcomed Director of Park Services Denis Ryan.

ITEM 8 Next Board Meetings

January 4, 2022, Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Community Recreation Center.

ITEM 9 Adjournment: President Babich adjourned the meeting at 7:15 pm

APPROVED BY THE BOARD ON: 1/4/22

President

Clerk

Submitted By: Stacie Snuffin