



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

September 07, 2021, 6:00 PM

Community Recreation Center (CRC) 2416 14th Ave NW, Gig Harbor, WA 98335

Call to Order: The meeting was called to order by President Babich at 6:10 pm

Commissioners Present:

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

Staff:

Ally Bujacich
Chuck Cuzzetto
Louise Tieman
Stacie Snuffin
Matthew Kerns

Outside Staff:

Curt Gimmestad/Absher

Attendees:

Heather Maher
Sarah Stancikas
Glenn Hansen
Julie Higgins
Peggy Power
Ken Higgins
Linda Healy Farnes
Stephanie Hulcher
Karen Nelson
Rob Moore
Jim Braden

Entered into Executive Session at 7:29 pm
Entered back into Regular Session at 8:49 pm

ITEM 1 Approval of Agenda

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

ITEM 2 Citizen Comments:

Heather Maher commented on the Swim Safe Campaign.

Sarah Stancikas commented on swim safety.

Glenn Hansen commented on the PenMet Park Host program.

Julie Higgins commented on the PenMet Park Host program.

Peggy Power commented on the PenMet Park Host program.

Ken Higgins commented on the PenMet Park Host program.

Linda Healy Farnes commented on the PenMet Park Host program.

Stephanie Hulcher commented on the PenMet Park Host program.



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Karen Nelson commented on the PenMet Park Host program.

Rob Moore commented on the PenMet Park Host program.

Jim Braden commented on the PenMet Park Host program.

ITEM 3

Presentations

3a. Executive Director's Report

Executive Director Ally Bujacich gave an update on the Sehmel Homestead Turf Replacement project and the staff compensation study. Bujacich reported that PenMet is screening for two open leadership positions and posting two open maintenance positions.

Bujacich reported that PenMet staff and herself are developing the 2022 Annual Budget and will go over it with the Board committees in the upcoming weeks as well as the 6-Year CIP.

Bujacich gave a brief update on the Agents of Discovery program and invited Recreation Manager Matthew Kerns to provide a recap of PenMet's summer programs and provide information on E-Pact.

Kerns presented a recap of PenMet's summer programs to the Board and gave them information on the E-Pact emergency management platform that PenMet will be using with ActiveNet. Commissioner Kingsbury made comments about the summer camp program.

3b. Monthly Finance Report

Interim HR & Finance Manager Louise Tieman gave the July financial report. Commissioner Grimmer and Tieman had a discussion.

3c. Board Committees

Executive Director Ally Bujacich reported that during the 2021 Board Retreat, they had discussed sunseting the current ad-hoc project committees. Bujacich spoke about replacing them with four standing committees and their membership and structure. In addition, Bujacich recommended that the current Salary and Benefits Committee stay in place until the study is complete. Commissioners discussed how the seats in the committee would be filled.

3d. President's Report

President Babich addressed concerned citizens regarding the sunseting of the PenMet Parks Host program. Babich reported that the Board had asked the Executive Director to evaluate all PenMet's many programs and that it's not the only program being paused or sunset. She explained the reasons behind sunseting the current park host program and measures that will be taken to secure and care for the parks. Babich requested that staff provides the following items: researching best practices for other park host programs, which would include examples of like park host programs and day-use parks, examples of contracts and performance measures for park hosts, examples of risk management plans, identify which parks could



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benefit from a park host using quantifiable data. She also requested that PenMet contact the FICRA organization.

ITEM 4 **Consent Agenda**

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

4a. **R2021-020 Ratify Hale Pass Flood Damage Work Contract**

4b. **Approval of Minutes**

08/03/21 Study Session and Regular Meeting

4c. **Approval of Vouchers**

\$43,947.60 Reference Number: 210801001-210801016

\$148,287.22 Reference Number: 210802001-210802005

\$18,769.12 Reference Number: 210804001-210804017 Except for Voucher 210804004 and 210804006

\$61,586.05 Reference Number: 210806002-210806016 Except for Voucher 210806006 and 210806012

\$12,749.10 Reference Number: 210902001-210902002

\$89,721.95 Reference Number: 210903001-210903003

ITEM 5 **Unfinished Business: None**

ITEM 6 **New Business**

6a. **R2021-021: Authorize ED to Sign Amendment with Absher Construction for Hale Pass Project Management**

Executive Director Ally Bujacich gave a brief background on the Hale Pass Project Management contract with Absher Construction.

Commissioner Grimmer made the motion to approve Resolution R2021-021, authorizing the Executive Director to sign the First Amendment to the Personal Services Agreement, in substantially the form attached, with Absher Construction Company to continue providing project management services for the Hale Pass projects. Seconded by Commissioner Hill. The motion passed with a 5-0 vote.

ITEM 7 **Project Manager Update**

7a. **Community Recreation Center Update**

Project Manager Curt Gimmestad gave a brief CRC project and Hale Pass update.

7b. **CRC Operations Committee**

Executive Director Ally Bujacich reported that the update was given in the earlier study session.



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7c. CRC Finance Committee

Executive Director Ally Bujacich reported that the update was given in the earlier study session but added that the committee spent some time planning a six-year district financial model.

7d. Hale Pass Update

Executive Director Ally Bujacich reported that Gimmestad already gave the Hale Pass update earlier.

ITEM 8

Comments by Board

Commissioner Hill thanked President Babich for her president's report and assigning some responsibilities to PenMet staff to look further into the Fox Island Fishing Pier. She thanked the Fox Island citizens who came to the meeting and for sharing their concerns. Hill also thanked the Swim Safe Gig Harbor for coming and for their presentation and asked staff to consider studying the feasibility of advancing a public aquatic facility using PenMet property and that they have an interest in Peninsula Gardens.

Commissioner Kingsbury thanked the Swim Safe group for coming and for their presentation, and she looks forward to how PenMet can make the aquatic center project happen at some point.

Commissioner Hill thanked Recreation Manager Matthew Kerns and Special Events & Community Outreach Coordinator Chuck Cuzzetto for their hard work at the Kiwanis/PenMet Putt-Putt Golf Tournament.

President Babich stated that she supports Commissioner Hill's request for PenMet staff to work on the feasibility of a potential aquatic center within the PenMet Park District and thanked the Swim Safe Gig Harbor group for coming and for their presentation.

Commissioner Hill commented that someone from Kiwanis suggested an idea regarding the miniature golf course to have local landscaping companies sponsor holes on the course..

Commissioner Kingsbury asked if PenMet could repurpose some of the old turf being replaced at Sehmel Homestead Park and use it on the putt-putt course at the CRC..

ITEM 9

Next Board Meetings

September 14, 2021, Special Study Session at 5 pm at the Community Recreation Center. September 21, 2021, (Study and Regular) Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Community Recreation Center

ITEM 10

Executive Session:

- 10a. Executive Session to discuss with legal counsel matters relating to litigation or potential litigation per RCW 42.30.110(1)(i).
- 10b. Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase per RCW 42.30.110(1)(b)



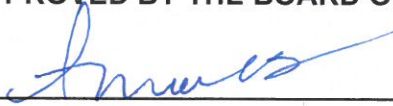
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10c. Executive Session for the purpose of reviewing the performance of a public employee pursuant to RCW 42.30.110(g).

ITEM 11 Adjournment: President Babich adjourned the meeting at 8:50 pm

APPROVED BY THE BOARD ON: 10/5/21



President



Clerk

Submitted By: Stacie Snuffin

