



# Peninsula Metropolitan Park District

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

---

## REGULAR MEETING MINUTES

November 16, 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 853 1740 4665 Password: PenMet1116, or call in at +1 253-215-8782 Password: 2846203070. Meeting agendas can be accessed online at [PenMetParks.org](http://PenMetParks.org).  
<https://us02web.zoom.us/j/85317404665?pwd=UURsV0lqMklyNlpyUmdOQWFoY2drZz09>

---

**Call to Order:** The meeting was called to order by President Babich at 6:00 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

**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:  
Kelly Busey  
Peggy Power  
Rob Moore

**ITEM 3**

**Presentations**

**3a. Executive Director's Report**

Executive Director Ally Bujacich gave a brief update that a community message will be sent out via email and was posted on social media reminding citizens to keep their dogs on leashes in PenMet Parks when they are not in the off-leash areas. Bujacich reported that due to active weather patterns over the last week, PenMet had experienced some down trees, and maintenance staff has been working on resolving those trees to keep the trails clear.

**3b. Monthly Finance Report**

Interim HR & Finance Manager Louise Tieman gave the October financial report.

**3c. Discuss Requested Easements at Maplewood and Sunrise Beach**



# Peninsula Metropolitan Park District

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

Planning and Special Projects Manager Nicole Jones-Vogel gave an informational update on requested easements at the Maplewood and Sunrise Beach properties. Jones-Vogel and Commissioners had a discussion. President Babich stated that the CIP Committee would have further discussion and review of the designs and bring it back to the Board at a later date for further discussion.

### 3d. **President's Report: None**

## ITEM 4 **Consent Agenda**

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

### 4a. **Approval of Minutes**

11/02/2021 Study Session and Regular Meeting

### 4b. **Approval of Vouchers**

\$192,988.95 Reference Number: 211101001-211101025, \$524.00  
Reference Number: 211004027, and \$20,513.15 Reference Number:  
211102001-211102004

## ITEM 5 **Unfinished Business**

### 5a. **Second Public Hearing Regarding the Proposed 2022 Budget**

President Babich opened the second public hearing regarding the proposed 2022 budget at 6:51 pm. Executive Director Ally Bujacich reported that there were no changes to the proposed 2022 Budget from the first public hearing that took place on November 2, 2021. Bujacich gave a high-level summary of the proposed 2022 budget.

Public Comment: None

President Babich closed the second public hearing regarding the proposed 2022 Budget at 6:56 pm.

## ITEM 6 **New Business:**

### 6a. **R2021-031: Adopt Classification and Salary Grid for 2022 (Resolution number corrected from R2021-027 to R2021-031)**

Executive Director Ally Bujacich gave the background and recommendation to adopt the amended classification and salary schedule for 2022.

Commissioner Nixon made the motion to approve Resolution R2021-031 adopting the annual Classification and Salary Schedule for 2022, seconded by Commissioner Grimmer. The motion passed with a 5-0 vote.

### 6b. **R2021-032: Adopt Operating Budget for 2022 (Resolution number corrected from R2021-028 to R2021-032)**

Executive Director Ally Bujacich gave the background and recommendation to adopt the operating budget for 2022.



# Peninsula Metropolitan Park District

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

Commissioner Hill made the motion to approve Resolution R2021-032 adopting the 2022 annual Operating Budget attached as Exhibit A, seconded by Commissioner Grimmer. The motion passed with a 5-0 vote.

**6c. R2021-029: Adopt Capital Budget for 2022**

Executive Director Ally Bujacich gave the background and recommendation to adopt the Capital Budget, and Capital Improvement Plan attached as Exhibit A for 2022.

Commissioner Hill made the motion to approve R2021-029 adopting the 2022 Capital Budget and Capital Improvement Plan attached as Exhibit A, seconded by Commissioner Grimmer. The motion passed with a 5-0 vote.

**6d. R2021-030: Amend 2021 Budget**

Interim Finance and HR Manager Louise Tieman gave the background and recommendation to amend the 2021 Budget.

Commissioner Grimmer made the motion to approve Resolution R2021-030 amending the 2021 budget of the Debt Service Fund to include an additional \$247,688 for a total amount of \$789,288 for the purpose of providing adequate debt service on the General Obligation debt of the district, seconded by Commissioner Nixon. The motion passed with a 5-0 vote.

**ITEM 7 Comments by Board: None**

**ITEM 8 Next Board Meetings**

December 7, 2021, Study Session at 5:00 pm and Regular Meeting at 6:00 pm held remotely via Zoom.

**ITEM 9 Adjournment:** President Babich adjourned the meeting at 7:22 pm

**APPROVED BY THE BOARD ON:** 12/7/21

**President**

Submitted By: Stacie Snuffin

**Clerk**

