



Peninsula Metropolitan Park District

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

STUDY SESSION MINUTES

August 04, 2020, 5:00 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: 880 3783 7513 Password: PenMet0804 or call in at +1 253-215-8782 Password: 6104399684. Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by August 3rd at 5:00 PM and will be read at the meeting.

Call to Order: The meeting was called to order by Commissioner Hill at 5:03 pm

Commissioners Present:

Maryellen (Missy) Hill
Kurt Grimmer (Excused Late 5:12 pm)
Amanda Babich
Laurel Kingsbury
Steve Nixon

Staff:

Doug Nelson
Elaine Sorensen
Eric Guenther
Stacie Snuffin
Glenn Akramoff
Chuck Cuzzetto

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 Board Discussion

2a. CRC (Community Recreation Center) Financial Plan

Interim Senior Operations Manager, Glenn Akramoff gave a general overview of the CRC (Community Recreation Center) project along with an update on the Steering Committee applications. He discussed that Commissioner Nixon and Commissioner Babich will be reviewing the applications from the 8th-14th of August and Board discussion and approval will be done at the August 18th Board Meeting. Akramoff gave a brief overview of the Financial Plan and the 3 major sources of funding for the project which would be the Capital Fund, Fundraising, and the Bond. Akramoff discussed getting permission to enter into contract negotiations with the GC/CM; Korsmo Construction. He gave a reminder that there is a Phase 2 for the contract with BLRB. Akramoff shared the Financial Tolerance Framework. He discussed the different budget and funding areas along with the tolerances for each area. Commissioner Kingsbury inquired about PenMet's Operating Contingency Funds. Akramoff discussed the fund a little further for clarification. President Hill, Akramoff,



Peninsula Metropolitan Park District

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

and Commissioner Grimmer discussed change orders and their contingencies. Akramoff and President Hill had further discussion regarding the fundraising goals for the CRC Project. Hill inquired as to whether Akramoff was looking for the Board to discuss their feelings on the Tolerance Framework. Akramoff clarified to Hill that was the intention. Commissioner Nixon discussed how the Financial Committee had run through the Framework several times along with having conversations with Commissioner Kingsbury outside of the Committee and that they felt it was important to give the other Board members a more in-depth explanation of the financial tolerances for the CRC project. Commissioner Babich expressed that with the potential amount of change orders, only one Board member signing gave her some pause; she stated she would like to see two Board members sign off on higher dollar amounts. Akramoff and Commissioners discussed what dollar levels those tolerances should be. President Hill and Akramoff discussed the change order process with the GC/CM and possible unknowns due to soil work and the actual CRC building along with how the change orders will be reported to the Board. Akramoff discussed the bond process and the timelines. Akramoff discussed that he will highlight the items that need to be approved to move forward with the bond process. He presented and explained a Bonding Capacity spreadsheet to the Board. Akramoff discussed sending the spreadsheet to the Board Members allowing them to play around with some of the numbers in the spreadsheet. Commissioner Nixon and Akramoff discussed the bond reserve fund. President Hill inquired about who is in charge of keeping track of the budget. Akramoff and Hill discussed who the responsible parties are along with accountability.

ITEM 3 Adjournment Commissioner Hill adjourned the meeting at 6:01 pm

APPROVED BY THE BOARD ON: _____

President

Clerk