



# Peninsula Metropolitan Park District

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

## STUDY SESSION MINUTES

Tuesday, November 5, 2019, 6:00 pm

Gig Harbor Civic Center Council Chambers (3510 Grandview St. Gig Harbor, WA 98332)  
**Call to Order:** The meeting was called to order by Commissioner Hill at 6:00 pm

### **Commissioners Present:**

Maryellen (Missy) Hill  
Kurt Grimmer  
Steve Nixon (On-Call)  
Amanda Babich  
Todd Iverson

### **Citizens:**

### **Staff:**

Glenn Akramoff  
Elaine Sorensen  
Eric Guenther  
Ed Lewis  
Aiden Krug  
Stacie Snuffin

## STUDY SESSION AGENDA:

### **ITEM 1**

#### **Approval of Agenda**

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

### **ITEM 2**

#### **Board Discussion: PEG Grant Program**

Discussed changes to the PEG grant process. Commissioners decide there should be two categories for grants. Anything lower than \$2,000 would be considered a smaller grant and anything above that threshold would be a bigger project. Having a quarterly report of these grants would be beneficial for the board to review and get the community engaged. Creating a marketing plan for the PEG Grants in the policy is supported by the Board and crafting a staff committee for these projects would be useful to vet the substantially of the project. A review of the projects list will be given to the Board. Two updated project lists (smaller and larger) will be provided quarterly. The Board concurred that all grants outside the district will be considered by a case by case basis and brought to the Board for evaluation. The documents will be updated and brought back to the Board for review.

### **ITEM 3**

**Adjournment: \_\_\_: \_\_\_**

**APPROVED BY THE BOARD ON:** 11/19/19

**President**

**Clerk**

Submitted by: *Gamani Hayden*



# Peninsula Metropolitan Park District

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

## REGULAR MEETING MINUTES Tuesday, November 5, 2019, 7:00 pm

Gig Harbor Civic Center Council Chambers (3510 Grandview St., Gig Harbor, WA 98335)

Call to Order \_\_\_: \_\_\_

### **Commissioners Present:**

Maryellen (Missy) Hill  
Amanda Babich  
Todd Iverson  
Kurt Grimmer  
Steve Nixon (On-Call)

### **Staff:**

Glenn Akramoff  
Eric Guenther  
Ed Lewis  
Aiden Krug  
Elaine Sorensen  
Stacie Snuffin

### **Citizens:**

Bill Sehmel  
Kendalyn Harris

## REGULAR MEETING AGENDA:

### **ITEM 1 Approval of Agenda**

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

### **ITEM 2 Citizen Comments (three-minute time limit)**

Kendalyn Harris presented a PEG Grant project for a new playground structure at Voyager Elementary school. In the process of creating an application for a PenMet grant for \$15,000.

### **ITEM 3 Presentations**

#### **3.a Legislative Funds**

Legislative funds historically are used to fund various programs and projects throughout the district. Commissioners have \$5,000 each, Commissioner Babich moved to allocate her remaining \$2,500 funds to the recreation program. Commissioners acknowledged that Iverson used \$1214.65 of his funds to help make carnival booths for the Scarecrow Festival. Commissioner Hill will verify with legal that her offer to Kendalyn Harris for the play structure at Voyager Elementary is an appropriate way to spend her funds. Other Commissioners will revisit their funds at a later time.

### **3.b Proclamation on Employee Values**

Commissioner Iverson made a motion to accept the proclamation on staff values, seconded by Commissioner Grimmer. The proclamation was approved 5-0.

### **3.c Executive Director Report**

Executive Director Akramoff listed some items that he still wants to accomplish before a new E.D. relieves him of his duties. This included information gathering, providing a formal report given to the Board about what he has accomplished while being PenMet's Interim Executive Director, the policy update process, a schedule for the commissioner to refer to in the 2020 calendar, finishing up real estate projects that were started, and continuing employee development. Commissioner Babich made the motion to reopen item 3.C on the Agenda, seconded by Commissioner Grimmer, the motion passed with a 5-0 vote. Commissioner Iverson made a motion that allows the Executive Director to move forward with PEG Grants under \$2,000, seconded by Commissioner Grimmer, the motion passed with a 5-0 vote.

### **3.d Financial Report**

No financial report

### **3.e President's Report**

The Board of Commissioners recognized Kelly Darling for her extraordinary commitment to providing creative and diverse camps, classes, and events to our customers.

## **ITEM 4 Consent Agenda**

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

10-1-19 Study Session and Regular

10-15-19 Study Session and Regular

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

- \$25,474.34 Reference number: V2019 535-V2019 552
- \$78,627.16 Reference number: V2019 553-V2019 577
- \$11,709.96 Reference Number: V2019 578-V2019 583

## **ITEM 5 Old Business**

### **5.a 1<sup>st</sup> Public Hearing and Levy Rate approval**

Commissioner Hill opened the 1<sup>st</sup> public hearing of the 2020 annual budget at 7:26. Commissioner Babich made a motion to approve R2019-016 Peninsula Metropolitan Parks District annual budget adoption, Commissioner Hill seconded. Commissioner Grimmer made a motion to keep the recreational fees consistent with what they currently are. The Commissioners voted in favor of not reducing the current recreation fees with a 3-2 vote.



**5.b KCDA Membership**

Eric Guenther discussed the benefits of joining the Kitsap County Directors Association. Commissioner Iverson made the motion to pass R2019-018, seconded by Commissioner Babich, the motion passed with a 5-0 vote.

**5.c Hales Pass Roof Contract (KCDA)**

Commissioner Iverson made a motion to pass R2019-019, seconded by Commissioner Babich, the motion passed with a 5-0 vote.

**5.d SHP Field Lighting Bid Approval**

Commissioner Iverson made a motion to pass R2019-021 for construction services from MD Electric. Seconded by Commissioner Grimmer, the motion passed with a 5-0 vote.

**ITEM 6 Comments by Board**

No comments

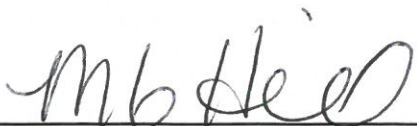
**ITEM 7 Next Board Meetings:** Tues. November 19th, 2019 (Study and Regular) at City Hall location

**ITEM 8 Executive Session:** Consider the Qualifications of an Employee and Real Estate [RCW 42.30.110] (In 7:43, Out 7:57) Commissioner Babich made the motion that the Board approves the Executive Director employment agreement for Douglas W. Nelson and substantially the form attached that authorizes the Board President to negotiate any remaining terms and execute the agreement. Seconded by Commissioner Grimmer, the motion passed with a 5-0 vote. Moved to reopened Item 3. C.

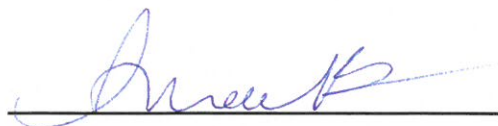
**ITEM 9 Adjournment**

Commissioner Hill adjourned the meeting at 8:00 pm

APPROVED BY THE BOARD ON: 12/3/19



President



Clerk

Submitted by: Aiden Krug