



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

June 20, 2023, 6:00 PM

Arletta Schoolhouse at Hales Pass Park - 3507 Ray Nash Drive NW, Gig Harbor, WA 98335

Call to Order Time: 6:10 PM

Commissioner Roll Call:

	Present	Excused	Comment
President Steve Nixon	X		
Maryellen "Missy" Hill, Clerk	X		
Amanda Babich		X	
Kurt Grimmer	X		
Laurel Kingsbury	X		

Quorum: Yes

ITEM 1 President's Report

- 6/12 CRC tour with a community member
- 6/14 Campaign Committee meeting, potential donor meeting, Gig Harbor Youth Sports Coalition meeting
- 6/15 Chamber Public Affairs Forum
- 6/15 Park Board Candidate
- 6/20 Potential donor meeting

ITEM 2 Executive Director's Report

- Summer Programs
- Enhanced 7-day-a-week staffing at DeMolay Sandspit
 - Contracted afternoon/evenings and adjust as necessary
 - Closing and locking gates at five properties
- Fleetwood Mac Concert on the Big Screen at the Sehmel Homestead Park Amphitheater.
 - June 24 at 8:00 PM
- Youth Soccer registration opens Sunday, June 25 @ Noon
- Summer Camps begin June 26 with over 1,700 registrants
- Senior programs are expanding in June
- Debuting Summer Concerts in the Park in July and August
- August Movies in the Park
- Family Fun Fest in August
- CRC milestone with nearly all phase II permits in hand
- Two Community Meetings:
 - Dedicated Space for Seniors 6/26 at 4:30 PM
 - Dedicated Aquatic Center 6/27 at 4:30 PM

ITEM 3 Special Presentations



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3a. Kiwanis Partnership Update

PowerPoint Presentation by Director of Administrative Services, Zemorah Murray

Board Comments: Appreciate having them out at events and supporting food backpacks for kids.

3b. Freshservice Presentation

PowerPoint Presentation by IT Specialist, Sam Shjerven

Board Questions: Do you seek staff satisfaction feedback. **Staff Answer:** There is an option to, have not implemented yet.

ITEM 4 Board Committee Reports

4a. Park Services Committee – Has not met since last meeting.

4b. Finance Committee

- 2022 District unaudited financial statements were submitted to the state at the end of May.
- 2022 unaudited financial statements were submitted to EMMA at the end of May.
- State Auditor Office request for 2022 financial data was submitted at the end of May pending 2021-2022 audit to be scheduled later this year.
- 2023-2024 Enduris insurance renewal completed by the end of May.
- All Division Inventory completed by 05/15/2023 with Draft Asset Management Policy in progress.
- 2024-2029 Levy Lid Lift discussion.

4c. Administrative Services Committee

- Staff introduced Jacquie Goodwill and provided an update on upcoming marketing and communications campaigns.
- Human Resources reported statistics regarding vacancies, total number of staff, and attrition rate.
- Staff introduced a new job description for facility supervisors to increase the District's level of service for rentals.
- Staff shared two Recreational facilities from a recent trip to Colorado, as the District prepares for Phase 2 of the CRC.
- Staff is working on Customer Service standards for the District.
- The committee reviewed the Background Check policy, with no recommended changes.

4d. Recreation Services Committee – Has not met since last meeting.

4e. Campaign Committee



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- Discussed upcoming tours, events, and project milestone celebrations
- Discussed upcoming foundation grant applications
- Discussed campaign steering committee

4f. External Committees

- GH Youth Sport Coalition Study Session re: Sports Complex

ITEM 5 Public Comments were provided by:

- Brett Botts
- Chuck Greenawalt
- Garrett Thompson
- Craig McLaughlin

ITEM 6 Minutes

6a. Approval of the June 6, 2023 Study Session Minutes

6b. Approval of the June 6, 2023 Regular Meeting Minutes

Commissioner moved to adopt the minutes as presented;
Commissioner seconded;
Roll call vote. Approved Unanimously. Motion Carried

ITEM 7 Consent Agenda

7a. Resolution C2023-009: Approval of the May Vouchers

Commissioner moved to adopt the consent agenda as presented;
Commissioner seconded;
Roll call vote. Approved Unanimously. Motion Carried

ITEM 8 Unfinished Business: None

ITEM 9 New Business

9.1 Purchasing Resolutions Requiring One Reading for Adoption: None

9.2 Single Reading Resolutions Requiring One Reading for Adoption

9.2a Resolution R2023-007 Authorizing the Executive Director to Sign an Interlocal Agreement Between Pierce County, Washington and Peninsula Metropolitan Park District Regarding the Second REET Parks Fund

Commissioner moved;
Commissioner seconded.
Memo overview by Executive Director Ally Bujacich
Board discussion: None
Roll call vote. Approved Unanimously. Motion Carried

9.3 Two Reading Resolutions Requiring Two Readings for Adoption

9.3a First Reading of Resolution RR2023-009 Providing for a Proposition Authorizing a Renewal of the Property Tax Levy Rate at the November 7, 2023 Election



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Commissioner moved;
Commissioner seconded.
Memo overview by Executive Director Ally Bujacich
Board discussion: None
The Second Reading will be at the July 18, 2023, Regular Meeting.

ITEM 10 Comments by Board

Commissioner Kingsbury will not be at the 7/18 Meeting.

ITEM 11 Next Board Meetings

Please note PenMet Parks District will be closed July 4th in observance of Independence Day.

July 18, 2023 Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Arletta Schoolhouse at Hales Pass Park - 3507 Ray Nash Drive NW, Gig Harbor, WA 98335

ITEM 12 Executive Session

12a. Executive Session for the purpose of considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110 (b).


Entered Executive Session 12a at 7:16 PM. Extended at 7:46 PM for 15 Minutes. Ended Executive Session 12a at 8:01 PM.

12b. Executive Session for the purpose of discussing potential litigation to which the agency is likely to become a party when public knowledge regarding the discussion is likely to result in an adverse legal consequence pursuant to RCW 42.30.110 (i).

Entered Executive Session 12b at 8:01 PM. Ended Executive Session 12b at 8:25 PM.

ITEM 13 Adjournment Time: 8:25 PM

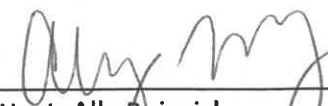
Approved By the Board on 7/18/2023



Steve Nixon, Board President



Maryellen "Missy" Hill, Board Clerk



Attest: Ally Bujacich
Submitted by: Robyn Readwin, Board Secretary