



Peninsula Metropolitan Park District

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

STUDY SESSION MINUTES

Monday, May 6, 2019, 5:00pm

Sehmel Homestead Park Volunteer Vern Pavilion (10123 78th Ave NW, Gig Harbor, WA 98332)

Call to Order: The meeting was called to order by Commissioner Hill at 6:16pm.

Commissioners Present:

Maryellen (Missy) Hill
Amanda Babich
Steve Nixon
Kurt Grimmer
Todd Iverson (excused absence)

Citizens:

none

Staff:

Glenn Akramoff
Michael Schick
Jessica Smiley

ITEM 1 Approval of Agenda: Commissioner Grimmer made a motion to approve the agenda, Commissioner Babich seconded; the motion was approved with a 4-0 vote.

ITEM 2.a Staff Report: Executive Director Search

Glenn Akramoff presented the purpose and goals for this study session to determine the process and details for the upcoming Executive Director search.

ITEM 3.a Board Discussion: Executive Director Search

Board members engaged in a discussion about the Executive Director search. The Commission discussed criteria for the role, timeline of the process, interview details, benefit package, and the details in the job description.

ITEM 4 Adjournment

Commissioner Hill adjourned the meeting at 6:06pm.

APPROVED BY THE BOARD ON: 5/20/19

President

Submitted by: *Jessica Smiley* ☺

Clerk



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REGULAR MEETING MINUTES

Monday, May 6, 2019, 6:15pm

Sehmel Homestead Park Volunteer Vern Pavilion (10123 78th Ave NW, Gig Harbor, WA 98332)

Call to Order: The meeting was called to order by Commissioner Hill at 6:16pm.

Commissioners Present:

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

Citizens:

Heath Heikkila

Staff:

Glenn Akramoff
Michael Schick
Jessica Smiley

REGULAR MEETING AGENDA:

ITEM 1 Approval of Agenda

Commissioner Hill motioned for a change to the Agenda, to switch 3.a with 3.b for schedule needs. Commissioner Grimmer made a motion to approve the agenda as amended, seconded by Commissioner Nixon. Amended Agenda was approved with a 5-0 vote.

ITEM 2 Citizen Comments

Heath Heikkila, local citizen and board member of Harbor Soccer Club, spoke in support for adding field lighting to the Sehmel Homestead Park turf field and offered assistance.

ITEM 3 Presentations

3.a Harbor WildWatch

Lindsey Stover, Executive Director of Harbor WildWatch, presented about the walking tours with PenMet Parks in 2018 and the proposed plan for 2019. A handout was given to Commissioners.

3.b Executive Director Report

Glenn Akramoff brought attention to the staff report in the agenda, spoke about the lighting project at Sehmel Homestead and the long range agenda calendar. Michael Schick introduced new staff members Terrence Jamison and Joe Jacobs.

3.c President's Report

Commissioner Hill discussed the upcoming strategic planning session for Commissioners scheduled for eight hours on October 12, 2019.

3.d Financial Report

Elaine Sorensen presented the current variances in the budget.

ITEM 4 Consent Agenda

4.a Approval of Meeting Minutes: 4-8-19 Study Session, 4-8-19 Regular

4.b Approval of Vouchers: ▪ \$239,861.69 ♦ Reference numbers: V2019123- V2019157
▪ \$6,370.44 ♦ Reference numbers: V2019158- V2019160

4.c Approval of Consent Agenda

Commissioner Grimmer made a motion to approve the consent agenda. Commissioner Nixon seconded the motion. After no discussion, the motion passed 5-0.

ITEM 5 New Business

**5.a Architecture & Engineering services for the Community
Recreation Center project with Snodgrass Freeman & Associates**

Glenn Akramoff presented agreement with Snodgrass Freeman & Associates for Phase 1 of the Community Recreation Center project. After a brief conversation, Commissioner Grimmer made a motion to approve the agreement for Architecture & Engineering services for the Community Recreation Center project with Snodgrass Freeman & Associates. Commissioner Nixon seconded the motion, and after no further discussion the motion passed 5-0.

ITEM 6 Comments by Board/Subcommittee Reports

Commissioner Nixon commented on excellent trails conditions at McCormick following Parks Appreciation Day and will be absent for 6/3 meeting.

Commissioner Grimmer requested to allocate legislative funds for Harbor WildWatch, staff given direction to create an MOU for 2019.

Commissioner Iverson requested to add funds for marketing of the HWW programs.

Commissioner Nixon requested that staff add to the 2020 budget: Harbor WildWatch, KGHP and Key Pen Parks Horseshoe Lake partnership funding requests.

7.a Community Center (Nixon/Babich): upcoming meeting 5/13

7.b Marketing (Grimmer): met on 4/29, momentum is strong for marketing efforts

7.c Fundraising (Hill): no report, meeting scheduling in progress

ITEM 8 Next Board Meeting: Monday, May 20, 2019: Regular

ITEM 9 Executive Session: none

ITEM 10 Adjournment

Commissioner Hill adjourned the meeting at 7:05pm.

APPROVED BY THE BOARD ON: 5/20/19



President

Submitted by: Jessica Smiley ☺



Clerk