



Peninsula Metropolitan Park District

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

STUDY SESSION MINUTES

May 17, 2022, 5:00 PM

Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

Call to Order 5:02 pm

Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President	x		
Maryellen (Missy) Hill, Clerk		x	
Amanda Babich		x	
Kurt Grimmer	x		
Laurel Kingsbury	x		

ITEM 1 Board Discussion: Policy P40-102: Purchasing / Procurement Policy
Discussion facilitation by Finance and Administration Director, Sherman Enstrom

- **Review updated draft amended policy P40-102 section by section**
 - **Updates to policy are for operational efficiency**
 - **Overview of each section**
 - **Delegated authority discussion**
 - **Procurement and bid process overview and discussion**
- **Updating purchasing procedure outline to reinforce policy**
 - **Procedure is currently being drafted**

Comments/Questions

- **Would an increase to Director Authority acceptable? Committee was favorable for operational efficiency.**
- **Public works project definition clarification**

ITEM 2 Adjournment at 5:50 pm

BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

The Board of Park Commissioners encourages the public to attend its Board meetings. All persons who attend Board meetings must comply with Board Policy P10-106 providing for the Rules of Decorum at Board Meetings. This Policy is to preserve order and decorum and discourage conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of Board meetings. A copy of the policy is available at each meeting and at www.penmetparks.org.



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Approved By the Board on 06/07/2022



Steve Nixon, Board President



Maryellen "Missy" Hill, Board Clerk



Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary