



Peninsula Metropolitan Park District

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REGULAR MEETING MINUTES: Tuesday, March 17, 2020, 6:00 pm
PenMet Community Recreation Center (2416 14th Ave NW., Gig Harbor, WA 98335)

Call to Order: The meeting of the Peninsula Metropolitan Park District was called to order by President Hill at 6:00 pm

Commissioners Present:

Maryellen (Missy) Hill
Amanda Babich (Via Teleconference)
Laurel Kingsbury (Via Teleconference)
Kurt Grimmer
Steve Nixon

Staff:

Doug Nelson
Eric Guenther (Via Teleconference)
Elaine Sorensen
Stacie Snuffin (Via Teleconference)
Ed Lewis (Via Teleconference)

ITEM 1 Approval of Agenda

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

ITEM 2 Citizen Comments: None

ITEM 3 Presentations

3.a GCCM (General Contractor/Construction Manager) Process for CRC Project

Jim Dougan from Parametrix gave a presentation on the GCCM process and the GCCM projects that the team at Parametrix has worked on in the South Puget Sound region. Jim presented what has been happening in the market with market escalations, and market conditions for the last 5-6 years. He discussed a list of forms of alternative project delivery. Commissioner Kingsbury asked about the RCW 39.10 (Alternative Public Works Contracting Procedures) and what the likelihood that it would not be re-authorized. Dougan told the Board that it would be very unlikely that it would not reauthorize the RCW. Dougan explained the Design-Bid-Build process to the Board and Staff. He presented the pros and cons of using a GCCM for a project. He explained the statutory requirements needed to be met for a GCCM and the selection process for hiring a GCCM, including all the benefits of having one. Dougan provided a couple case studies done by his agency on results and lessons to be learned. He listed the agencies in Washington State that are qualified for doing the GCCM work, including his agency. He talked about the interviewing process and ways of how PenMet can go through that process and the importance of the RFP for the project. There was a Q & A at the end of

the presentation. President Hill and Commissioner Babich were very impressed with Dougan's presentation and that it was the most informative and easy to understand presentations they have ever heard.

3.b Executive Director's Report

Executive Director Doug Nelson reported he was tentatively meeting with Roxanne Miles, Pierce County Parks Director, to discuss funding opportunities for PenMet Parks. Nelson reported that the WRPA Conference was being cancelled and that PenMet will look for other alternative training opportunities. Nelson let the Board know that Eric Guenther, Planning & Special Projects Manager, wanted to make a motion to move forward on the hiring process and RFP to procure an Owner's representative for the CRC project. President Hill deferred the question to Commissioner Babich and Nixon. They would like to see it on the next Agenda for April 7, 2020. No motion made at this time.

3.c Finance Report

Elaine Sorensen reported on revenue for February and the expense of the audit and election invoice. Ms. Sorensen also stated that she and Executive Director Nelson were meeting weekly about the budget and the state of the economy during the virus. They will be reviewing the staffing and budget plan that Sorensen and previous Executive Director Terry Lee used in previous years. Sorensen reported some of the staff were working alternative work schedules and the all staff training was cancelled. Looking for alternative training options that can be done online.

3.d President's Report

President Hill reported that the Board is working closely with Executive Director Doug Nelson with the current environment and thoughtful steps moving forward.

ITEM 4 Consent Agenda

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

4.a Approval of Meeting Minutes

3-03-20 Study Session and Regular minutes

4.b Approval of Vouchers

\$182,741.23 Reference Number: V2020-100-136

ITEM 5 Unfinished Business

5.a Board Meeting Update

Executive Director Nelson reported that the New Surface Pro's had arrived at the office; along with additional progress on other equipment and tasks; IT set-up and furniture necessary to move the Board meetings to the new CRC location. Administrative Assistant, Stacie Snuffin, discussed with the Board about learning the new meeting software, accessory options, and navigating the process of getting the devices out to the Commissioners. Commissioner Kingsbury discussed that she would like to investigate some other alternatives for doing the meetings during this time, such as Zoom. President Hill reported that we didn't use Zoom this time because people were reporting problems with the application being inundated with use and that's why we didn't use it for tonight's meeting. Commissioner Babich also had a suggestion to take a look at using Go To Meeting as an alternative.

5.b RFP for CRC Fundraising Campaign Consultant

President Hill reported that there is a draft in the packet for review but she had not had a chance to review it yet. Commissioner Babich recommended that President Hill and other have an opportunity to review the RFP before the next CRC Marketing Committee meeting.

ITEM 6 New Business

6.a Re-zoning the CRC site to Parks and Recreation

Executive Director Nelson reported that the rezoning of some of PenMet's properties can be lumped together for one fee and that the County recommended that PenMet start the rezoning process now, as it takes about a year to complete. Commissioner Grimmer made the motion for PenMet staff to move forward with identifying the PenMet properties that can be rezoned together, seconded by Commissioner Nixon. The motion was approved with a 5-0 vote.

ITEM 7 Comments by Board

Commissioner Kingsbury commented that she appreciates Executive Director Nelson and staff's efforts during the current circumstances. Commissioner Babich encouraged PenMet into looking at alternative methods for video conferencing. Commissioner Nixon noted that he wanted to congratulate Kelly Darling, Special Events Coordinator and Ed Lewis, Construction Project Manager on their work anniversaries for PenMet Parks. He also commented on his appreciation of PenMet staff. President Hill also commented on her appreciation of staff and all they are doing at this time.

ITEM 8 Next Board Meetings: Tues. April 7, 2020 (Study and Regular) at City Hall location possibly.

ITEM 9 Executive Session

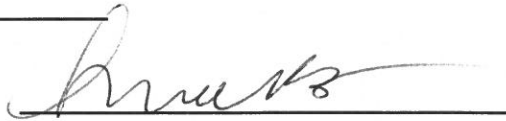
ITEM 10 Adjournment:

Commissioner Hill adjourned the meeting at 7:26 PM

APPROVED BY THE BOARD ON: _____



President



Clerk

Submitted by: *Stacie Snuffin*