



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

March 16, 2021, 6:00 PM

ATTENTION: Park Board meetings are being held online via Zoom under Governor Inslee's public health proclamations regarding the COVID-19 virus. Members of the public are encouraged to join the study session and/or regular meeting by using the Meeting ID 838 8603 3266 Password: PenMet0316, or call in at +1 253-215-8782 Password: 8705629260. Meeting agendas can be accessed online at PenMetParks.org. Comments submitted via email will be read into the record during the meeting; the deadline to submit comments is 5 pm on March 15, 2021.

Call to Order: The meeting was called to order by President Babich at 6:01 pm

Commissioners Present:

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

Outside Staff:

Ally Bujacich/Absher
Jim Nelson/ D.A. Davidson
Deanna Gregory/Pacific Law Group
Mark Robert/PenMet District Attorney

Staff:

Elaine Sorensen
Stacie Snuffin
Chuck Cuzzetto
Eric Guenther
Ron Martinez
Matthew Kerns
Kelly Darling

ITEM 1 Approval of Agenda

Commissioner Grimmer made a 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

3a. Monthly Finance Report

Human Resource and Finance Manager Elaine Sorensen gave a financial report covering January and February 2021 revenues, expenses, capital project funds, and the recreation revolving fund.

3b. Employee Spotlight Award

President Babich gave a background of the employee spotlight award and announced that the Board had selected Parks and Facilities Manager Ron Martinez for the award. Babich read a letter of recognition for Ron's work for PenMet Parks. Martinez gave words of thanks to the Board and his staff.

3c. President's Report: None



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ITEM 4 Consent Agenda

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

4a. Approval of Minutes

01/21/2021 Public Meeting Minutes, 03/02/2021 Study Session and Regular Minutes

4b. Approval of Vouchers

\$265,556.07 Reference Number V2021-081-117

ITEM 5 Unfinished Business: None

ITEM 6 New Business

6a. Resolution R2021-007 Authorizing LTGO(Limited Tax General Obligation) Bond Issuance

Human Resource and Finance Manager Elaine Sorensen gave a brief overview of the LTGO bond issuance resolution. Sorensen shared that once the bond purchase execution is complete, a final report will be present at the April 20, 2021 board meeting. Sorensen introduced Bond Attorney Deanna Gregory and Bond Consultant Jim Nelson.

Nelson gave an overview of the two options for the estimated bond payment schedule. Option one is a non-bank-qualified loan, and option two assumes a taxable bond with a bank-qualified tax-exempt bond with an almost million dollar savings over the life of the loan. Commissioner Kingsbury thanked Nelson for all his hard work on the LTGO Bond Issuance Resolution.

Nelson discussed the schedule of events. The plan included a rating conference call, a pre pricing conference call to discuss market conditions, comparable bond sales, and preliminary interest rates, a bond order period to set final interest rates, including IPREO, and the signing of the purchase contract. The bond closing and distribution of funds will be on April 22, 2021.

Nelson gave an overview of the payment structure for the CRC project's net proceeds of 16 million dollars and the bond resolution parameters not to exceed 20 million dollars. Bond Counsel Deanna Gregory discussed the bond resolution parameters in further detail and some resolution document items. Commissioner Kingsbury and Nelson discussed the coupon interest rate.

Commissioner Grimmer made a motion to approve Resolution R2021-0007 to authorize the issuance and sale of up to \$20,000,000 of limited tax obligation bonds as established by this resolution. Seconded by Commissioner Nixon. The resolution passed with a 5-0 vote.



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6b. Resolution R2021-008 Authorizing the Personal Services Agreement with Absher Construction for Project Management Services for Hale Pass

President Babich gave a brief background on the recent water damage to the Hale Pass building that PenMet had contracted Absher Construction to provide project management services related to the insurance claim's initial stages. Babich reported that PenMet had requested Absher Construction to provide additional project management services, including managing a satisfactory resolution to the recent water damage claim and managing the proposed renovation that is currently in the design phase.

Commissioner Grimmer made the motion to approve Resolution R2021-008 authorizing the Interim Executive Director or Board President to sign the Personal Services Agreement with Absher Construction to provide project management services for the Hale Pass projects, in substantially the form attached as Exhibit "A." Seconded by Commissioner Nixon. The Board discussed the scope of work included in the current contract and a possible amendment to the contract if the Board hires Absher for project management services during construction and the project's closeout. The resolution passed with a 5-0 vote.

ITEM 7 Project Manager Update

7a. Community Recreation Center

Project Manager Ally Bujacich gave an update that the schematic design phase is nearing completion, and the design team is finalizing the schematic design documents. Bujacich also gave an update that the GC/CM and the architect's cost estimator are preparing their respective schematic design estimates independently of each other. This will help if there are notable pricing differences for the same scope of work that may have been misinterpreted or not communicated properly in the schematic design.

Bujacich gave a brief overview of some of the major themes that were heard during the community meeting on March 4, 2021, as well as the Board Study Session on March 2, 2021, pertaining to the elements in the site plan, in particular, the Emergency Vehicle Access(EVA) placement. Bujacich reported that the design team has more study to do on the EVA placement. Bujacich sought feedback from the Board. Commissioners and Bujacich discussed the EVA placement options, Bujacich's recommendation, and individual Board member preferences.

Commissioner Grimmer inquired about whether or not Korsmo had staked the CRC property. Bujacich reported that she thought it would be done by the end of the week and let Commissioners know when it is completed.

Bujacich presented two floor plan options for the renovation of the existing CRC building. The Board and Bujacich discussed some of the building features, including restroom placement, the board/meeting room, the control desk, and the open community room.



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Bujacich reported the Operations Committee had reviewed the phase two design fee's status as the design contract is nearing completion with schematic design, focus group membership, and design updates.

Commissioner Grimmer reported that the Marketing Committee had met and that Fundraising Consultant Linda Kaye Briggs was part of that meeting where she briefed them on her executive summary of the Feasibility Study. Grimmer reported that they had discussed future marketing and outreach for the project and that the committee also talked about doing an open house both virtually and in person at the CRC site.

The Finance Committee has not met since the last meeting but is working on scheduling one.

Bujacich and the Board discussed further refining project costs and lining it up with the CRC budget.

7b. Hale Pass Park

Bujacich reported that she is continuing to work with staff and consultants to update the budget, create a cash flow update, and project schedule in preparation for the upcoming study session on April 6, 2021. Bujacich gave an update on the insurance claim pertaining to the water damage at Hale Pass.

ITEM 8 **Comments by Board: None**

ITEM 9 **Next Board Meetings**

Tuesday, April 6, 2021 (Study and Regular) Via Zoom or Teleconference Study Session at 5:00 and Regular Meeting at 6:00 pm

ITEM 10 **Executive Session:** The Board went into Executive Session at 7:17 pm for 64 minutes for the purpose of reviewing the performance of a public employee pursuant to RCW 42.30.110(g). The Board returned from Executive Session at 8:21pm and went back into Regular Session.

ITEM 11 **Adjournment** President Babich adjourned the meeting at 8:21 pm

APPROVED BY THE BOARD ON: 4/6/21

President

Clerk

Submitted By: Stacie Snuffin