



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

September 01, 2020, 5:00 PM

ATTENTION: Protecting the public, our partners, and our staff are of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting Online via Zoom. In accordance with the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can join the zoom meeting for the study session and regular meeting by using the Meeting ID: 820 7351 2659 Password: PenMet0901 or call in at +1 253-215-8782 Password: 7708543702. Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by August 31st at 5:00 PM and will be read at the meeting.

Call to Order: The meeting was called to order by Commissioner Hill at 5:00 pm

Commissioners Present:

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

Staff:

Doug Nelson
Elaine Sorensen
Eric Guenther
Stacie Snuffin
Glenn Akramoff
Chuck Cuzzetto
Kelly Darling

ITEM 1 Approval of Agenda

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

ITEM 2 Citizen Comments: None

ITEM 3 Presentations

3a. Director's Report

Executive Director Nelson mentioned that he participated in a Covid-19 related virtual meeting with Pierce County Parks and the Pierce County Health Department. He reported that PenMet is hosting a couple of blood drives with Bloodworks and that all of the appointment times are filled. He also reported that PenMet will be looking at some additional dates for hosting more blood drives in the future. He reported that PenMet Staff had an all staff training at Sehmel Park which included Lost Child, Active Shooter, and Soft and Hard Lockdown training. Nelson gave an update on two open staff positions, a school supply drive, and that the maintenance staff had started field mowing at Sehmel Park.



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3b. President's Report: None

ITEM 4 Consent Agenda

Commissioner Nixon made a motion to approve the consent agenda, seconded by Commissioner Kingsbury. The agenda was approved with a 4-0 vote. Commissioner Grimmer briefly lost his connection.

4a. Approval of Minutes

8-18-20 Regular Meeting Minutes

4b. Approval of Vouchers

\$104,907.54 Reference Number V2020-420-435

ITEM 5 Unfinished Business

5a. Grant Projects - Public Comment

Eric Guenther, Planning Special & Projects Manager gave an overview on four Washington State Recreation and Conservation Office (RCO) grant applications that PenMet Parks has submitted.. Staff took public comments during the meeting and through emails that were received from the public. Guenther and Commissioners had brief discussion about the different properties.

1. Washington Wildlife and Recreation Program -Trails (WWRP-TR) for the Cushman Trail 14th Ave to 24th St NW extension for \$500,000.
Larry Leveen made public comment in favor of this project.
Marlene Drucker made public comment in favor of this project.
Bill Sehmel made public comment in favor of Cushman Trail portion of the project, but recommending a bond election for the CRC.
Spencer Abersold made public comment in favor of this project.
Joel Wingard made public comment in favor of this project.
2. Washington Wildlife and Recreation Program -Local Parks (WWRP-LP) for the Narrows Park West Acquisition for \$1,000,000.
Chris Hallam made public comment in favor of this project.
Tim Toerber made public comment in favor of this project.
Dave Morris made public comment in favor of this project.
Margaret Ellis made public comment in favor of this project.
Terry Lee made public comment in favor of this project.
Spencer Abersold made public comment in favor of this project.
Joel Wingard made public comment in favor of this project.
3. Land and Water Conservation Fund (LWCF) for the Narrows Park West Acquisition for \$500,000 * (LWCF Federal funding as was used to acquire Narrows Park by Pierce County Parks).



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You could say “Comments from #2, Narrows Park West-LP apply to this grant (LWCF) also.” Or list again as below.

Chris Hallam made public comment in favor of this project.

Tim Toerber made public comment in favor of this project.

Dave Morris made public comment in favor of this project.

Margaret Ellis made public comment in favor of this project.

Terry Lee made public comment in favor of this project.

Joel Wingard made public comment in favor of this project.

Spencer Abersold made public comment in favor of this project.

4. Youth Athletic Facilities (YAF) category for SHP Turf Replacement for \$350,000. (project estimate \$750,000)

Spencer Abersold made public comment in favor of this project.

Joel Wingard made public comment in favor of this project.

Harbor Soccer Club and Narrows FC submitted letters of support (not sure if I remembered to mention this at meeting).

5b. Covid-19 Fiscal Update

Executive Director, Doug Nelson gave an update on the recreation revolving fund and how staff are being proactive in implementing budget modifications and that they are meeting to update Fall and Winter revenue and expense projections. He reported that staff have been discussing programming challenges due to current Covid Phase 2 Guidelines. He also gave updates on the Capital and General Fund.

5c. CRC Project Update

Glenn Akramoff, Senior Operations Manager gave an update on the Phase II contract with CRC Project's Owners Representative, Parametrix.

Akramoff gave an update on the Korsmo GC/CM Contract. He reported that he will be bringing a monthly report template to the Board and what will be included in that report along with a timeline. He briefly discussed the Steering Committee Meeting that is taking place the following night and what the highlights will be for the next CRC Project update for the September 15, 2020, Board Meeting. Akramoff asked Commissioners if the District would like to continue with a GC/CM delivery method.

Commissioners asked to be presented with project delivery method options with supporting data at a later date.

5d. Approval of Background Check Policy R2020-022

Commissioner Grimmer made the motion to approve Resolution R2020-022 to approve the attached revised Background Check Policy, seconded by Commissioner Nixon. The motion was approved with a 5-0 vote.

ITEM 6 New Business: None

ITEM 7 Committee Reports



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7a. CRC Finance

Commissioner Nixon reported that the CRC Finance Committee met on August 27, 2020. He reported that they discussed the invoice tracking process, total cost up to this point, and fee philosophy. He reported that BRS will be talking about the process at a future meeting along with bond timing. He reported that the next committee meeting will be on September 10, 2020.

7b. CRC Marketing

Commissioner Grimmer reported that the CRC Marketing Committee met with the Fundraising Consultant, Linda Kaye Briggs. He reported that she is preparing a case statement for the project, feasibility study, and interviewing potential donors and influential people.

7c. CRC Operations

Clerk Babich reported that the CRC Operations Committee met August 26, 2020. Babich reported that the Committee reviewed the Parametrix scope of work and that the contract is being reviewed by the District Attorney, Mark Roberts. She reported that Roberts is working on the contract in a detailed format so that the Board can easily follow the contract and be able to move through the approval process. She reported that PenMet will have a CRC Update as part of every Regular Board Meeting. She reported that the committee will be working on a flowchart that will show who is working on the different parts of the project and when each is scheduled to come into the CRC Project along with putting together a financial update for the CRC Project. She reported on the hot items of the CRC Project regarding Storm Water location and weather-related issues that might affect the project. She reported that Director Nelson has been giving updates to the committees as to what the other committees are working on.

ITEM 8 Comments by Board

Commissioner Grimmer commented on the Drive-In Movie that PenMet hosted at the CRC (Community Recreation Center) location. He commended staff on what a great event it was. He reported that there were 75 cars that attended. Commissioner Nixon commented that he was unable to attend but would like to have the opportunity to go in the future. Nixon also made comments that are many irons in the fire and everyone is working really hard. The Board is cohesive and everyone—staff and Board—is trying to do the best they can to navigate through this new process for building the CRC.

ITEM 9 Next Board Meetings

Tues. September 15, 2020 (Study and Regular) Via Zoom or Teleconference
5:00 PM

ITEM 10 Executive Session: None

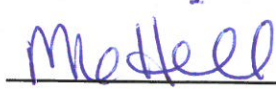


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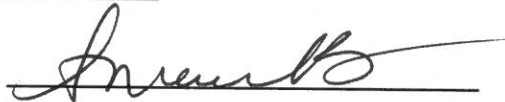
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ITEM 11 **Adjournment** President Hill adjourned the meeting at 6:25 pm

APPROVED BY THE BOARD ON: _____

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President

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Clerk

