



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

May 18, 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 849 7383 5472 Password: PenMet0518, or call in at +1 253-215-8782 Password: 1263117262. 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 May 17, 2021.

<https://us02web.zoom.us/j/84973835472?pwd=bGZTUkZMdUxzcWJUeWZOT0JMN3NyQT09>

Call to Order: The meeting was called to order by President Babich at 6:00 pm

Commissioners Present:

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

Staff:

Ally Bujacich
Chuck Cuzzetto
Eric Guenther
Stacie Snuffin
Matthew Kerns
Louise Tieman

ITEM 1 Approval of Agenda

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

ITEM 2

Citizen Comments: Philip Watkins (Gig Harbor resident) submitted a written comment via email and was read aloud by Administrative Assistant Stacie Snuffin with a 3-minute time limit. Watkins commented on expanding McCormick Forest/Rotary Dog Park trails. (Full written comment kept in meeting file). President Babich requested Bujacich to follow up with Watkins regarding his comment.

ITEM 3

Presentations

3a. Executive Director's Report

Executive Director Ally Bujacich introduced PenMet's two new Grounds Specialists to the Board, Tyler Williams and Dan Watson.

Bujacich gave a brief update on Summer camp program registrations and the Kids Need to Play! program.

Bujacich reported that PenMet recreation staff surveyed the adaptive recreation participants and will use the survey results to inform how to best shape and develop adaptive recreation programming to meet community needs.

Bujacich provided updates on events, maintenance activities, and projects.



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Bujacich mentioned that she would be working with staff on 2022 goals and objectives, which she would discuss with the Board at the June 19, 2021 Board Retreat.

3b. Monthly Finance Report

Interim HR and Finance Manager Louise Tieman gave an overview of the April 2021 year-to-date financial reports.

3c. 2021 6-Year CIP Presentation

Executive Director Ally Bujacich presented the 2021 6-year CIP that reflects the capital projects that were approved as part of the 2021 capital budget.

3d. Employee Spotlight Award

President Babich gave recognition to Marketing Specialist Chuck Cuzzetto with an employee spotlight award. Cuzzetto gave his appreciation and offered words of gratitude for the award.

3e. President's Report

President Babich announced that PenMet Board meetings would resume being held in person starting on June 1, 2021. Commissioner Nixon suggested that the Board continue to allow public comments to be submitted in writing and be read at the board meetings if they could not attend the in-person meetings for the time being. Commissioners were in support of doing that.

ITEM 4 Consent Agenda

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

4a. Approval of Minutes

05/04/21 Study Session and Regular Meeting

4b. Approval of Vouchers

\$119,834.17 Reference Number: 210402001-210402006

\$95,811.14 Reference Number: 210403001-210402025

\$75,054.37 Reference Number: 210501001-210501011

\$139,604.78 Reference Number: 210502001-210501017

ITEM 5 Unfinished Business: None

ITEM 6 New Business

6a. Resolution R2021-011 Agent to Receive Claims For Damages (RCW 4.96.020)

Bujacich gave a brief background of the resolution. Commissioner Grimmer made the motion to approve Resolution R2021-011 appointing the agent to



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receive claims for damages (RCW 4.96.020). Seconded by Commissioner Hill. The resolution passed with a 5-0 vote.

ITEM 7 Project Manager Update

7a. CRC Marketing Committee

Bujacich provided an update on the CRC Marketing Committee. Bujacich reported that they had discussed a gift pyramid, the potential to start a volunteer campaign cabinet, and a donor-related assessment tool. Bujacich reported a campaign update and discussion would be on the agenda for the June 1, 2021 study session.

ITEM 8 Comments by Board

Commissioner Kingsbury commented on the PenMet mother son date night that she and her son had attended, and her favorite part of the night was the dodge ball activity. Kingsbury thanked the recreation staff and the district for doing a great job with this event.

Commissioner Nixon commented that he had been communicating with participants in the adaptive recreation program and that they are thankful for the program and looking forward to getting back to some normalcy. Nixon commented that he appreciates the survey that was done to make sure that PenMet is hitting the marks for those members of our community and thanked the staff.

ITEM 9 Next Board Meetings

Tuesday, June 1, 2021 (Study and Regular) Study Session at 4:00 and Regular Meeting at 6:00 pm the Sehmel Homestead Park Pavilion.

ITEM 10 Adjournment: President Babich adjourned the meeting at 6:36 pm

APPROVED BY THE BOARD ON: 6/1/21

President

Clerk

Submitted By: Stacie Snuffin

