



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

January 23, 2024, 6:00 PM

Arletta Schoolhouse at Hales Pass Park - 3507 Ray Nash Drive NW, Gig Harbor, WA 98335

Call to Order Time: 6:05 PM

Commissioner Roll Call:

	Present	Excused	Comment
President Hill	X		
Commissioner Kingsbury	X		
Commissioner Grimmer	X		
Commissioner Nixon	X		
Commissioner Sehmel	X		

Quorum: Yes

ITEM 1 President's Report

President Hill, Commissioner Kingsbury, and Executive Director Bujacich attended the Legislative Reception at the Governor's Mansion.

ITEM 2 Executive Director's Report

- Tacoma DeMolay Sandspit Master Plan public meeting 1/24 at 5:30 PM at the Nichols Community Center with a zoom option.
- Friday 1/26 Teen Masquerade Ball
- 2/9 Night to Shine sponsor information, All volunteers will be wearing t-shirts with PenMet Parks on the back. Thank you for using legislative funds to sponsor this event.
- Family Sweetheart Dance reduced price flash sale now through Feb 1
- Parks and Great Outdoors Legislative Day will be held on January 29 via Zoom.
- PenMet Parks and Gig Harbor Fire are partnering for chainsaw training in Feb or March.
 - **Board Question:** For the dances, have we reached out to Community in Schools
 - **Staff Answer:** Not yet, we will follow up.

ITEM 3 Special Presentations

3a. Financial Review - September to November 2023

PowerPoint Presentation by Director of Finance Jessica Wigle

ITEM 4 Board Committee Reports

4a. Park Services Committee



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- Summary of Current Projects Underway
- CRC Admin Pipe Burst
- More detailed project updates were provided by staff for the Community Recreation Center, Rosedale Hall, and DeMolay.
- Aquatic Center and Senior Space Feasibility Study – discussed contract amendment

4b. Finance Committee – Call on President Hill or Comm. Grimmer

- Annual Meeting Agenda DRAFT for 2024
 - Add CRC regular updates (project & financial)
 - Add in staff participation
- Meeting format (who will attend (A/B commissioner discussion), staff participation, etc.)
 - Per Commissioner Hill, both will attend, if one can't, that presents an opportunity to ask another commissioner to be a substitute
- New TJ CPA Professional Service contract for 2024
 - Same in scope to 2023, few thousand dollar price increase
- Resolution R2024-003
 - Remove old Board President/Clerk, add new Board President/Clerk

4c. Administrative Services Committee– Has not met since last meeting.

4d. Recreation Services Committee– Has not met since last meeting.

4e. Campaign Committee– Has not met since last meeting.

4f. External Committees – Any to report?

ITEM 5 Public Comment: None

ITEM 6 Minutes

6a. Approval of the January 9, 2024 Study Session Minutes

6b. Approval of the January 9, 2024 Regular Meeting Minutes
Commissioner moved to adopt the minutes as presented;
Commissioner seconded.

Roll call vote. Approved Unanimously. Motion carried.

ITEM 7 Consent Agenda: None

ITEM 8 Unfinished Business: None

ITEM 9 New Business

9.1 Purchasing Resolutions Requiring One Reading for Adoption



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9.1a Resolution P2024-002 Authorizing the Executive Director to Execute Change Order No. 006 to the Construction Agreement with Jody Miller Construction, Inc for LEED Silver Construction at the Community Recreation Center

Commissioner moved; Commissioner seconded.
Memo overview by Director of Park Services Sue O’Neill

Board Discussion: Some of the additional considerations would be window glazing which drive the cost up. **Staff:** LEED Certification is a scoreboard we are able to pick during construction to acquire points. **Board Question:** Appreciate roll-up slide, can we include that. **Staff:** Yes

Roll call vote. Approved Unanimously. Motion carried.

9.1b Resolution P2024-003 Ratifying the Executive Director's Approval of Contract with J.A. Morris Construction, LLC for Emergency Repair Work

Commissioner moved; Commissioner seconded.
Memo overview by Director of Park Services Sue O’Neill

Board discussion: None

Roll call vote. Approved Unanimously. Motion carried.

9.2 Single Reading Resolutions Requiring One Reading for Adoption: None

9.3 Two Reading Resolutions Requiring Two Readings for Adoption: None

ITEM 10 Comments by Board: None

ITEM 11 Next Board Meetings

February 6, 2024 Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Community Recreation Center Administration Building- 2416 14th Ave NW, Gig Harbor, WA 98335

ITEM 12 Executive Session:

The Board of Park Commissioners will now meet in Executive Session for the purpose of considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110 (b).

The estimated length of time for the executive session is 15 minutes.



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The Board is not expected to take final action following the executive session.

The Board started executive session at: 6:40 PM.

The Board extended the executive session for a period of 15 minutes.

The Board ended the executive session at: 7:13 PM.

ITEM 13 Executive Session:

The Board of Park Commissioners will now meet in Executive Session for the purpose of discussing potential litigation to which the agency is likely to become a party when public knowledge regarding the discussion is likely to result in an adverse legal consequence pursuant to RCW 42.30.110 (i).

The estimated length of time for the executive session is 30 minutes.

The Board is not expected to take final action following the executive session.

The Board started the executive session at: 7:13 PM.

The Board extended the executive session for a period of 40 minutes.

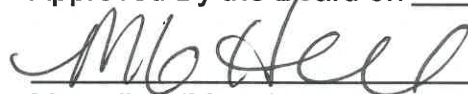
The Board ended the executive session at: 8:15 PM.

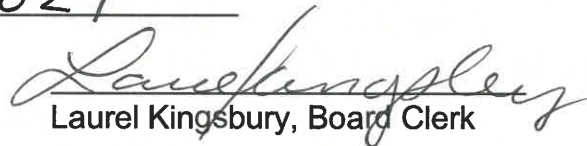
ITEM 14 Adjournment Time: 8:15 PM

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.

Approved By the Board on 2/6/2024


Maryellen (Missy) Hill, Board President


Laurel Kingsbury, Board Clerk


Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary