



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

July 05, 2022, 6:00 PM

Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

Call to Order Time: 6:05

Commissioner Roll Call:

	Present	Excused	Comment
Steve Nixon, President	x		
Maryellen (Missy) Hill, Clerk	x		
Amanda Babich	x		
Kurt Grimmer	x		
Laurel Kingsbury	x		
Quorum, Yes			

ITEM 1 President's Report

Pierce County held a Fox Island Bridge meeting, President Nixon attended. About 120 attendees to the hybrid meeting.

ITEM 2 Executive Director's Report

1. Karisah Lewis, Interim Staff Accountant
2. Brittany Wiredu, Interim Customer Service
3. Movies in the Park update, co-hosted by the City of Gig Harbor and sponsored by Kitsap Bank.
4. Update, onsite security attendant at DeMolay found a small brush fire on 7/4/2022 and called emergency services. Minimal damage to vegetation on the western bank.
5. Sehmel Turf Replacement Project is substantially complete on time and within budget. Ribbon cutting to be announced.
6. The Computerized Maintenance Management System customer-facing module is undergoing a soft rollout.
7. Completed installation of fleet management system for efficiency and data.
8. RFP for Aquatic Center and dedicated space for Seniors opened for responses last week.

ITEM 3 Special Presentations

- 3a. **May 2022 Financial Report**
PowerPoint Presentation by Interim Director of Finance and Administration, Stephanie Buhrman.
- 3b. **Family Fun Fest Report**
PowerPoint Presentation by Director of Recreation Services, Jeff Ozimek

Board Comment: Looking at the timing of the event, suggest the last day of school. Thank you for the report and suggest putting a big sign up on Rosedale or other places and the banner downtown Gig Harbor. Budget



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review questions. **Staff Answer:** We will review the budget and share a more itemized detail and validate it against the 2022 Budget.

ITEM 4 Board Committee Reports

4a. CIP Committee

CIP Committee Chair, Commissioner Grimmer

- Last met on Mon 6/27/22
 - Demolition Projects
 - CRC Phase 1
 - WA Water Agreement
 - Rosedale Hall RFQ
 - Arletta Change Order
 - Colvos Heights Easement
 - Sehmel Turf project update
 - Recommend additional monthly meetings due to amount of projects.

4b. Finance and Administration Committee

Has not met since the last meeting

- July 12 meeting needs a substitute for Commissioner Babich

4c. Recreation Services Committee

Has not met since the last meeting

4d. Stewardship Committee

Has not met since the last meeting

- Kick Off meeting with CCS coming up

4e. External Committee Reports

None

ITEM 5 Public Comments:

This is the time set aside for the public to provide their comments to the Board on matters related to PenMet Parks. Each person may speak up to three (3) minutes, but only once during the citizen comment period. Anyone who provides public comment must comply with Policy P10-106 providing for the Rules of Decorum for Board Meetings. A copy of the policy is available at each meeting and at www.penmetparks.org

1. Dave Langer provided a comment
2. Sarah Stancikas provided a comment
3. Heather Maher provided a comment

ITEM 6 Minutes



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- 6a. **June 18, 2022 Board Retreat Minutes**
- 6b. **June 21, 2022 Regular Meeting Minutes**
Commissioner moved to adopt the minutes as presented;
Commissioner Seconded;
Roll Call Vote: Motion approved unanimously, motion carries.

ITEM 7 **Consent Agenda**

- 7a. **Resolution C2022-16: Approval of Vouchers**
Commissioner moved to adopt the minutes as presented;
Commissioner Seconded;
Roll Call Vote: Motion approved unanimously, motion carries.

ITEM 8 **Unfinished Business: None**

ITEM 9 **New Business**

- 9.1 **Purchasing Resolutions Requiring One Reading for Adoption**
 - 9.1a **Resolution P2022-012 Authorizing the Executive Director to Execute a Construction Agreement for Phase I of the Community Recreation Center Project with Grenlar Holdings, Inc. DBA Grenlar Construction**
Commissioner moved;
Commissioner Seconded;
Staff Presentation by Parks Services Director, Denis Ryan.
Board discussion: Discuss Budget, phases, and increase. Staff clarification: includes upgrading electrical in the building which will likely be required by code and is a significant increase.
Roll Call Vote: Motion approved unanimously, motion carries.
 - 9.1b **Resolution P2022-013 Authorizing the Executive Director to Execute an Agreement for Phase I of the Water Main Extension for Commercial Fire-Flow Needs for the Community Recreation Center with Washington Water Service**
Commissioner moved to adopt the minutes as presented;
Commissioner Seconded;
Staff Presentation by Parks Services Director, Denis Ryan.
Board discussion: Comment: That is an amazing saving.
Roll Call Vote: Motion approved unanimously, motion carries.
- 9.2 **Single Reading Resolutions Requiring One Reading for Adoption**
 - 9.2a **Resolution R2022-03 Adopting the 2023 Goals and Objectives**
Commissioner moved to adopt the minutes as presented;
Commissioner Seconded;
Staff Presentation by Executive Director, Ally Bujacich.
Board discussion: Thank you for your preparation.
Roll Call Vote: Motion approved unanimously, motion carries.
- 9.3 **Two Reading Resolutions Requiring Two Readings for Adoption**



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9.3a Resolution RR2022-008 Adopting the Amended Project Budget for the Arletta Schoolhouse Renovation and Authorizing the Executive Director to Sign Change Order #04

Commissioner moved;

Commissioner Seconded;

Executive Director Bujacich: The staff has requested the Board suspend the two reading rule due to the necessity for the project timeline and there is no statutory requirement that a project budget has two readings.

Commissioner: Made motion to suspend the rules to move the resolution RR2022-008 to a second reading the same night,

Commissioner Seconded.

Roll call vote to suspend Rule: Motion approved unanimously, motion carries.

Executive Director Bujacich calls on Parks Services Director Denis Ryan for staff presentation.

Board discussion/Board comment: Reviewing change orders and where this project started several years ago and where it is today as a historical building it's important to note that this project is being properly managed. Approval will expand the budget and will change order #5 come back to the board. Staff Answer: Yes, change order #5 will come back to the board but it will not require a budget request.

Roll Call Vote: Motion approved unanimously, motion carries.

ITEM 10 Comments by the Board

Commissioner Babich will not be at the next meeting, 7/19. Proud of the board and staff for approving 9.1a. Note lack of swim lessons availability in this community and regardless of feasibility a study that need will not go away.

ITEM 11 Next Board Meetings

July 19, 2022 Study Session at 5:00 pm and Regular Meeting at 6:00 pm at the Gig Harbor Civic Center - Council Chambers 3510 Grandview Street, Gig Harbor, WA 98335

ITEM 12 Adjournment Time: 7:20 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 7/19/2022



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Steve Nixon, Board President



Maryellen "Missy" Hill, Board Clerk



Attest: Ally Bujacich

Submitted by: Robyn Readwin, Board Secretary

