



# Peninsula Metropolitan Park District

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**REGULAR MEETING MINUTES: Tuesday, January 21, 2020, 7:00 pm**  
Gig Harbor Civic Center Council Chambers (3510 Grandview St., Gig Harbor, WA 98335)

**Call to Order:** The meeting of the Peninsula Metropolitan Park District was called to order by President Hill at 7:04 pm

**Commissioners Present:**

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

**Staff:**

Doug Nelson  
Eric Guenther  
Ed Lewis  
Elaine Sorensen  
Stacie Snuffin  
Chuck Cuzzetto  
Kelly Darling  
Ron Martinez

**ITEM 1 Approval of Agenda**

Commissioner Babich made the 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**

**3.a Teen Advisory Committee**

The Teen Advisory Committee introduced themselves and explained each member's roles. They presented the Committee's goals, budget, upcoming events, and how the Board can be of support to them. The Commissioners thanked the PenMet Parks Special Event Coordinator, Kelly Darling, and the Teen Advisory Committee for all they are doing for our teens.

**3.b Executive Director's Report**

Executive Director Nelson informed the Board that the agreement between PenMet Parks and the Peninsula School District had been signed and recorded on January 15<sup>th</sup>, 2020 for the Rotary Dog Park. He reported that he has been attending local events as to get meet more members of the PenMet Parks community. Nelson discussed upcoming public meetings for keeping PenMet Parks neighbors informed of current projects at Hales Pass, PenMet Parks Community

Recreation Center. A meeting at Sehmel Park will be scheduled at a later date to discuss the lighting in the park. He spoke about renovations and enhancements to the PenMet Parks web-site. He asked for feedback for the new sub-committees. The committees would be as follows: Operations Committee, Communication & Marketing Committee, and Financial Committee. There was a discussion on how the committees would function and who would be on these committees. The main focus for these committees would be on the PenMet Parks Community Recreation Center project. He reported that the nets and poles were being taken down at the new community recreation center site. The board discussed the RFQ process for the new recreation center with him.

**3.c Financial Report**

Elaine Sorensen reported that the State Audit was going to wrap up in a couple days. Signature cards for Key Bank have been updated, and a new visa procedure has been implemented. The 457 Plan has been implemented and ready for staff to participate. Elaine Sorensen also reported that PenMet Staff will be participating in a safety meeting on January 29, 2020 and that PenMet Parks is hiring of a new recreation specialist.

**3.d President's Report**

President Hill checked in with the Commissioners and staff to see if the Study Session times and location still worked for all. Scheduling space at the Civic Center for Study Sessions can be challenging as other groups also use the space. Board and Staff discussed other options for meeting times and locations. Staff will explore additional possibilities and provide an update at the next PenMet Regular Board Meeting scheduled for February 4, 2020.

President Hill provided topic suggestions for the next Study Session. The Board could continue discussion around the Community Recreation Center or revisit the Strategic Planning documents generated from October 12, 2019 Strategic Planning Session. Board and Staff selected to review outcomes from the Strategic Planning Session.

The Board discussed in previous meeting to bring back Jurassic Parliament for additional training. President Hill learned that the earliest they would be able would be in March/April. However, video conferencing could expedite the training. The Board of Commissioners agreed that they would be open to that mode of training. President Hill will continue to coordinate the training at report back to all.

**ITEM 4      Consent Agenda**

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

**4.a      Approval of Meeting Minutes**

- V2020-001-020 1-7-20 Regular minutes

**4.b      Approval of Vouchers**

- \$52,091.70 Reference Number: V2020-001-020

**ITEM 5      Unfinished Business**

**5.a      Hales Pass Roofing Project Update**

Eric Guenther gave an update on the new roof and chimney removal At Hales pass and informed the Board of a special meeting to take place on January 27<sup>th</sup>, 2020 at 7:00 PM at Hales Pass.

**5.b      Sehmel Homestead Park Turf Lighting Update**

Eric Guenther gave an update on the turf lighting, the parking lot lighting, and the new scoreboard at Sehmel Park.

**ITEM 6      New Business**

**6.a      R2020-004 Purchasing Park Maintenance Equipment (Truck)**

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

**ITEM 7      Comments by Board**

Commissioner Nixon commented that he, Commissioner Babich and Executive Director Nelson met with the Greater Gig Harbor Foundation to debrief the November 19<sup>th</sup>, 2019 presentation given by CEO Julie Gustanski. They discussed the Senior Program and GHGF/PenMet Parks 2008 MOU.

**ITEM 8      Next Board Meetings:** Tues. February 4, 2020 (Study and Regular) at City Hall location at 6 pm

**ITEM 9      Executive Session:** None

**ITEM 10     Adjournment**

Commissioner Hill adjourned the meeting at 8:28 pm

APPROVED BY THE BOARD ON: 11/21/20

Mollie

**President**

Anna R

**Clerk**

Submitted by: *Stacie Snuffin*