



# Peninsula Metropolitan Park District

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

## STUDY SESSION MINUTES

Tuesday, November 19, 2019, 6:00 pm

Gig Harbor Civic Center Council Chambers (3510 Grandview St. Gig Harbor, WA 98332)

**Call to Order:** The meeting was called to order by Commissioner Hill at 6:00 pm

**Commissioners Present:**

Steve Nixon  
Amanda Babich

**Staff:**

Glenn Akramoff  
Elaine Sorensen  
Eric Guenther  
Aiden Krug  
Stacie Snuffin

**Citizens:**

### STUDY SESSION AGENDA:

**ITEM 1 Approval of Agenda**

Commissioners decided to proceed without having a quorum.

**ITEM 2 Board Discussion: Retreat Results Action Plan**

The Board discussed action items from the Strategic Planning Session Retreat and the timeline to be completed. Mojo Strategies created a summary of the Strategic Planning Session for us and staff member Aiden Krug presented a PowerPoint Presentation summarizing these actions. Action items 1 and 3 are completed. Action item 2 will be discussed in February in a study session. Action item 4 will be completed by the end of the year. Action items 5-6 haven't been started but planned completion will be by April. Action item 7 planning has begun but the date is to be determined. Update planned midyear. Staff will need to define what items 8-9 will look like by March and develop a work plan. Staff is preparing to do Item 10. Action item 11 has been started by another board and will present an update by 1<sup>st</sup> quarter. Then the board at Mojo Strategies is assisting with the process. Board is considering having Joy Johnston of Mojo Strategies work on Action Item 12 as well. Should start the process in the 1<sup>st</sup> quarter of 2012. Executive Director, Glenn Akramoff, suggested a study session to determine roles for items 13 and 14. Staff will create a form in writing with dates for the action items at the next Board meeting.

**ITEM 3 Adjournment:**

Clerk Babich adjourned the meeting at 6:36 pm

APPROVED BY THE BOARD ON: 12/3/19

Mottell

President

Snuffin

Clerk

Submitted by: *Stacie Snuffin*



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## REGULAR MEETING MINUTES Tuesday, November 19, 2019, 7:00 pm

Gig Harbor Civic Center Council Chambers (3510 Grandview St., Gig Harbor, WA 98335)

Call to Order \_\_\_: \_\_\_

### **Commissioners Present:**

Maryellen (Missy) Hill (Late Excused)  
Amanda Babich  
Todd Iverson  
Steve Nixon

### **Staff:**

Glenn Akramoff  
Eric Guenther  
Aiden Krug  
Elaine Sorensen  
Stacie Snuffin

### **Citizens:**

Bill Sehmel  
Kendalyn Harris  
Jennifer Bush Luce

## REGULAR MEETING AGENDA:

### **ITEM 1 Approval of Agenda**

Commissioner Nixon made the motion to approve the agenda, seconded by Commissioner Iverson. The agenda was approved with a 3-0 vote.

### **ITEM 2 Citizen Comments**

Kendalyn Harris previously presented a PEG grant project for a new playground structure at Voyager Elementary school at a previous Board Meeting. Harris reported the PEG grant application process has been started. Harris was at the meeting to answer any questions anyone may have had regarding the application. The Board has no questions regarding the PEG grant application.

### **ITEM 3 Presentations**

#### **3.a Greater Gig Harbor Foundation**

Julie Gustanski, CEO from the Greater Gig Harbor Foundation, was asked by the Board of Commissioners to answer some questions about The Curious by Nature School project off Wollochet Drive. She gave a presentation on the project and brought some conceptual designs. They plan to repurpose the existing buildings on the property. She explained what each structure on the property would be used for. Julie Gustanski stated that their budget is around \$500,000.00 and that close to \$100,000.00 of in-kind work has already been done on the property. Commissioner Babich asked if this property would be open to the public. Julie Gustanski stated that the property will not be open to the public. The Board asked Julie Gustanski a few foundation

questions which she gave answers for. The Board requested an update on the senior program. Julie Gustanski brought reports for the Board to review and discuss. They are working on locations for the program and they have completed the process of hiring the new program director, Heidi Hanson. They have entered into a 12-month service agreement with Peninsula Lutheran Church. Gustanski mentioned the website is up and running for the program.

**3.b Financial Report**

Deputy Executive Director Elaine Sorenson is projecting a net income of approximately \$105,000.00 at year's end. Sorenson reported that the budget document is completed. PenMet started our job shadow program. Sorenson reported that we have an all-staff meeting the following day on OSHA Staff Rights, will be starting on a revision to the HR manual to be finalized in 2020 and that PenMet is finalizing interviews for the new Facilities Coordinator position.

**3.c Presidents Report**

President Hill reported that the Board is working on the transition from our Interim Director to our new Executive Director

**3.d Executive Director Report**

There is nothing on the agenda for the Board or staff for the December 17<sup>th</sup> meeting. A history staff memo was given to the Board for review. Executive Director, Glenn Akramoff, proposed only doing a regular meeting on December 3<sup>rd</sup> due to the quick turnaround time due to Thanksgiving and that we will be starting the meeting at 6:00 pm. The Board approved.

**ITEM 4 Consent Agenda**

**4.a Approval of Meeting Minutes**

11-5-19 study session and Regular  
11/19/19 study session

**4.b Approval of Vouchers**

\$139,982.45 Reference Numbers: V2019-584-V2019-608

**ITEM 5 New Business**

**5.a 2<sup>nd</sup> Public Hearing and Levy Rate Approval**

Commissioner Hill opened the 2<sup>nd</sup> public hearing of the 2020 annual budget at 7:33. Commissioner Hill made a motion to approve R2019-016 Peninsula Metropolitan Parks District annual budget adoption, Commissioner Nixon made the motion to approve the budget and Commissioner Iverson seconded. The motion passed with a 4-0 vote. Commissioner Hill made a motion to adopt R2019-017 Regular Property Tax Levy for collection in the calendar year 2020. Commissioner Babich made the motion to approve the levy. Seconded by Commissioner Nixon, the motion passed with a 4-0 vote. After no discussion, Commissioner Hill closed the hearing on the adoption of

R2019-017 Regular Property Tax Levy for collection in the calendar year 2020 at 7:35.

**5.b Transfer Fund Hales Pass Roof**

Commissioner Iverson made a motion to pass R2019-022, seconded by Commissioner Babich. The motion passed with a 4-0 vote.

**5.c KCDA/MOSCO Contract Approval**

Commissioner Iverson made a motion to pass R2019-021, seconded by Commissioner Babich. Commissioner Nixon commented that PenMet should be attentive and communicate with the neighbors about the impact the lights at Sehmel Homestead Turf Field. The motion passed with a 4-0 vote.

**ITEM 6 Comments by Board**

No Comments by the Board

**ITEM 7 Next Board Meetings:** Tues. December 3, 2019, at 6:00 pm (Regular) at City Hall location

**ITEM 8 Executive Session:** Consider Real Estate [RCW 42.30.110] No discussion (In 7:40, Out 7:56)

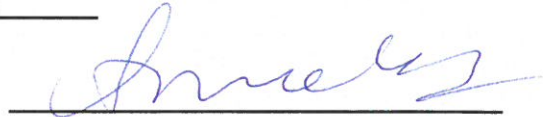
**ITEM 9 Adjournment**

Commissioner Hill adjourned the meeting at 7:58 pm

APPROVED BY THE BOARD ON: 12/3/19



President



Clerk

Submitted by: *Stacie Snuffin*