



Peninsula Metropolitan Park District

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

REGULAR MEETING – MINUTES

January 20, 2026, 6:00 PM

PenMet Parks District Headquarters - 2416 14th Ave NW, Gig Harbor, WA 98335

Call to Order Time: 5:03 PM

Commissioner Roll Call:

	Present	Excused	Comment
William C. (Billy) Sehmel, President	X		
Kurt Grimmer, Clerk	X		
Steve Nixon			Via Zoom
Maryellen (Missy) Hill		X	
Laurel Kingsbury	X		

Quorum? Yes

ITEM 1 President's Report

On recent visits to Sehmel Homestead Park and the Rec Center, people have shared wonderful things about our parks and operations. Also had a productive meeting with Executive Director Bujacich and Peninsula School District (PSD) to check in on our partnership agreement.

ITEM 2 Executive Director's Report

Executive Director, Ally Bujacich, provides brief presentation.

Largest ever youth basketball season is in full swing. Games begin this weekend at the Rec Center and various school sites around the district. Historically, gym space has been our biggest limiting factor; PSD partnership has allowed us to grow the program from 650 players last year to 850 players on 89 teams this year, bringing us closer to providing the chance to play for every child who wants to. Free Friday Night Skills and Drills clinics are also back with expert staff instruction.

Gearing up for spring sports league registration, including youth baseball, K-8 outdoor flag football; indoor soccer and indoor volleyball for ages 2-8; also upcoming, free family glow party on 2/6; all are welcome; no advance registration required; sports, games. Blacklight dance party, neon face painting, glow crafts;

PenMet Parks will meet with legislators next week for 2026 Legislative Day to advocate for funding for Peninsula Gardens and the Pedestrian Crossing at 14th for Cushman Trail and Rec Center.

Capital Projects Manager, John Adams, provides information on Construction Change Order #17 for Jody Miller Construction for the Rec Center and Change Orders #4 and #5 for Soundview Landscape & Sprinkler Co., all are within budget, largely for items not included in original scope but are required for projects.

Change Order #17:



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- Original contract amount: \$20,700,400
- Previously approved change orders 01-16 total: \$1,827,381.80
- Change Order #17: \$246,085.10
- Total revised contract including change orders 01-17: \$22,773,866.90
- Change orders #1-17 are funded through project contingency and are within the total project budget.
- Descriptions include furring walls; additional work for grand opening; AV adds for turf fields and multiuse rooms; additional fencing at Cushman trail extension; additional Building access controls systems hardware and installation; additional items for metal building. installation; field turf inlay additional stitching for WA Indoor Soccer League requirements; additional wall padding for courts east columns;

Change Orders #4 & #5:

- Original contract: \$493,593.00 + WSST
- Previously approved change order 01-03: \$ \$38,075.59 +WSST
- Change Orders 04 and 05 totaling: \$32,968.23 +WSST
- Total revised contract including Change Orders 01-05: \$564,636.82 + WSST
- Descriptions include providing and installing additional fencing for patio at Rec Center; providing upgraded material for fencing at Rec Center patio.

ITEM 3 Special Presentations

3a. November 2025 Financial Report

Director of Finance, Jessica Wigle, provides a brief presentation, reviewing budgeted and year-to-date revenue and expenses for November 2025

Board Question: Volunteer Vern Pavilion is the highest rental location; do we know what kind of events the majority of those rentals are for? **Answer:** We don't track the specific use for each rental but will check with our Facility Rental Coordinator for more information or insight.

ITEM 4 Board Committee Reports

- 4a. **Park Services Committee** – have not met
- 4b. **Finance Committee** – have not met
- 4c. **Administrative Services Committee** – have not met
- 4d. **Recreation Services Committee** – have not met
- 4e. **Campaign Committee** – have not met
- 4f. **External Committees**

Commissioner Kingsbury attended Tacoma Narrows Airport Advisory Committee (TNAAC); Board officers were elected; Airport Day event date changed to Saturday August 29th; looking for committee members and a chair and can be anyone from the community; can provide contact information to anyone interested

ITEM 5 Public Comments:



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NO SPEAKERS

ITEM 6

Minutes

6a. **Approval of January 6, 2026 Study Session Minutes**

6b. **Approval of January 6, 2026 Regular Meeting Minutes**

Commissioner moved to adopt the minutes as presented.
Commissioner seconded.

Roll Call Vote: Unanimously approved. Motion carried.

ITEM 7

Consent Agenda – No items

ITEM 8

Unfinished Business

8a. **Resolution RR2026-001 Adopting Amended Policy P50-102: Financial Assistance Policy** (*second reading*)

This item was moved and seconded on January 6, 2026.

There is a motion on the table.

Recreation Services Director, Tracy Gallaway, notes no additional presentation, and calls for any questions.

No further Board Discussion

Roll Call Vote: Unanimously approved. Motion carried

ITEM 9

New Business

9.1 **Purchasing Resolutions Requiring One Reading for Adoption** – No items

9.2 **Single Reading Resolutions Requiring One Reading for Adoption**

9.2a **Resolution R2026-001 Designating Certain Individuals as Authorized Signers at District Financial Institutions**

Commissioner moved to adopt the resolution as presented.
Commissioner seconded

Finance Director, Jessica Wigle, provides brief presentation, noting this authorizes certain signers at District banking institutions; updates are required when staffing or board changes occur. New authorized signers are President Sehmel, Commissioner Grimmer, Commissioner Kingsbury and Executive Director Bujacich

No further Board Discussion

Roll Call Vote: Unanimously approved. Motion carried

9.3 **Two Reading Resolutions Requiring Two Readings for Adoption** – No items

ITEM 10

Comments by Board

Commissioner Kingsbury will not be present for 2/3/26 meeting.



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- ITEM 11 Next Board Meetings**
February 3, 2026 - Study Session at 5:00 pm and Regular Meeting at 6:00 pm at PenMet Parks District Headquarters - 2416 14th Ave NW, Gig Harbor, WA 98335
- ITEM 12 Adjournment Time: 6:35 pm**

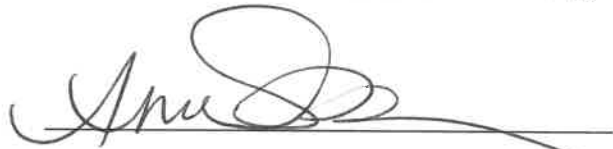
BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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 02/03/2026


William C. (Billy) Sehmel, Board President


Kurt Grimmer, Board Clerk


Attest: Amanda Walston, Board Secretary