



Peninsula Metropolitan Park District

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

REGULAR MEETING AGENDA

March 01, 2022, 6:00 PM

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

Call to Order 5:58

Commissioner Roll Call:

	<u>Present</u>	<u>Excused</u>	<u>Comment</u>
Amanda Babich, President	Present		
Steve Nixon, Clerk	Virtual		
Maryellen (Missy) Hill		Excused	
Kurt Grimmer	Present		
Laurel Kingsbury	Present		

Quorum

ITEM 1 President's Report, none

ITEM 2 Executive Director's Report

Several Updates:

1. **Introduce, Robyn Readwin, Executive Assistant** and will be appointed as Board Secretary
2. **Introduce, John Anderson, Interim Parks Superintendent.** Staff will continue recruit and to screen candidates for this opening.
3. **February 26, 2022, DeMolay Sandspit Cleanup.** "Thank you" to the volunteers, staff, and partners at Harbor WildWatch and Pierce Conservation District.
4. **April 9, 2022, Parks Appreciation Day.** More details to come.
5. **March 5, 2022, 10am-2pm Summer Camp Fair** at Volunteer Vern Pavilion at Sehmel Homestead Park. Peninsula Metropolitan Parks Staff and Contracted instructors will offer a 1st look at lineup. 200 attendees expected.
6. **March 16, 2022, 1pm, Groundbreaking for the Arletta Schoolhouse Renovation.** Short program to include ceremonial turning of the earth and staff available for Q&A.

ITEM 3 Special Presentations

- 3a. **Pierce County Master Gardeners Gig Harbor Demonstration Garden Planning and Special Project Manager, Nicole Jones-Vogel – to introduce Jane Ostericher**

PowerPoint Presentation:

Historical overview of Master Gardner's Gig Harbor Demonstration Garden from saving the heritage Rhododendrons on site prior to park construction.



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Visual walk through the various projects at the Demonstration Garden from the 2011 groundbreaking to present including: containers/vertical gardens, greenhouse, hydroponics, knot garden, children's area, Mason bee boxes, and 665 lbs. of fresh produce to the Fish Food Bank.

Garden Schedule:

Year-Round work parties, Wednesday's 9am-11am

Clinics/Talks, 2nd Saturday 10-2 April-Sept

Major Park Events, Every Saturday in June, July, Aug

3b. CRC Project Update: Finishes

Park Services Manager, Denis Ryan – to introduce Connie Osborn, BRS

PowerPoint Presentation

Consultants shared suggested color palettes for the site:

1. Malleable Palette
2. Interflow Palette
3. Rhythm Palette

Commissioners were able to ask consultant team questions about color schemes, lifespan of carpet, and for samples. Staff will work with consultants to get paint and carpet samples for a future date.

ITEM 4 Board Committee Reports

4a. CIP Committee

Met 2/28/22 and discussed:

- Multipurpose turf, project will be presented on 4/5/22 meeting
- 3/15/22 Arletta Schoolhouse Renovation Groundbreaking at Hales Pass Park
- DeMolay Demo Project next steps
- Rosedale Renovation

4b. Finance and Administration Committee

The Finance and Administration Committee has not met since the last meeting, the next planned meeting is for 3/2/2022

4c. Recreation Services Committee

The Rec Services Committee has not met since the last Board meeting

4d. Stewardship Committee

Met 2/28/22 and discussed:

- Parks appreciation day 4/9/22, will be presented at 3/15/22 meeting
- Set standing meetings for last Wednesday of month. Next meeting 3/30/22.

4e. External Committee Reports: none



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ITEM 5 Public Comments: None

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

ITEM 6 Minutes

- 6a. **Approval of Minutes of the February 15, 2022 Study Session**
Commissioner Kingsbury, Move to adopt the minutes as presented;
Commissioner Grimmer, Second;
Roll call vote, motion approved unanimously, motion carries
- 6b. **Approval of Minutes of the February 15, 2022 Regular Meeting**
Commissioner Kingsbury, Move to adopt the minutes as presented;
Commissioner Grimmer, Second;
Roll call vote, motion approved unanimously, motion carries

ITEM 7 Consent Agenda

- 7a. **Resolution C2022-004: Approving Vouchers from February 2022**
Commissioner Kingsbury, Move;
Commissioner Nixon, Second;
Roll call vote, motion approved unanimously, motion carries
- 7b. **Resolution C2022-005: Establishing the Board Secretary Position**
Commissioner Kingsbury, Move;
Commissioner Nixon, Second;
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 P2022-003 Authorizing the Executive Director to Execute the Agreement for the Recreation Services Assessment

Commissioner Grimmer, So Moved;
Commissioner Kingsbury, Second;
Commissioner Babich to call on Executive Director Bujacich for staff presentation on an overview of the Recreation Services Assessment that supports the goals and objectives that were identified for 2022.
Roll call vote, motion approved unanimously, motion carries

9.1b Resolution P2022-004 Authorizing the Executive Director to Execute the Agreement to Complete the Strategic Plan



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Commissioner Kingsbury, So Moved;
Commissioner Grimmer, Second;
Commissioner Babich to call on Executive Director Bujacich for staff presentation on an overview of the strategic plan and the scopes of work included.
Roll call vote, motion approved unanimously, motion carries

**9.2 Single Reading Resolutions Requiring One Reading for Adoption:
None**

9.3 Two Reading Resolutions Requiring Two Readings for Adoption

**9.3a Resolution RR2022-002 Adopting the Amended Policy P30-101:
HR Policy (First Reading)**

Commissioner Kingsbury, So Moved;
Commissioner Grimmer, Second;
Commissioner Babich to call on Executive Director Bujacich for introduction of staff for presentation by PenMet Parks Director of Finance and Administration, Sherman Enstrom for background recommendation: 2/15/22 Study Session discussed Human Resource Policy for the purpose of the Handbook. Minor change after legal review, no changes from the commissioners. Second reading scheduled for 3/15/22 Board Meeting. Board discussion about availability of Policy before adopting and staff suggests that it be adopted on 3/15/22 and effective at a later date. Presider: Seeing no further discussion, this item will move to the second reading on 3/15/22

9.3b Resolution RR2022-003 Adopting the 2022 Budget Book (First Reading)

Commissioner Kingsbury, So Moved;
Commissioner Grimmer, Second;
Commissioner Babich to call on Executive Director Bujacich for brief presentation due to 2/15/22 report. Adopting the 2022 Budget Book solidifies the policy direction of the adopted 2022 budget, this is the context beyond those financials. Staff recommends to pass this resolution at 3/15/22 Board Meeting reading.
No Board questions or discussion. Presider: Seeing no further discussion, this item will move to the second reading on 3/15/22.

ITEM 10 Comments by Board

Commissioner Nixon: Impressed with Executive Director Bujacich CIP placement in Budget Book, staff, direction of where the Park District is going and plan to accomplish projects.

Commissioner Kingsbury: Dedicated to continue to provide space, work together and support Seniors in our community. Would like to continue to support Pickleball, it is a great activity for all ages.



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Commissioner Babich: Recently Appointed to the Pierce County/Gig Harbor Land Use Advisory Commission

ITEM 11 Next Board Meetings

March 15, 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 7:31

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 March 15, 2022



President



Clerk

Submitted by Robyn Readwin