



Peninsula Metropolitan Park District

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REGULAR MEETING MINUTES

Tuesday, September 17th, 2019, 6:15 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 6:15 pm

Commissioners Present:

Maryellen (Missy) Hill
Kurt Grimmer
Steve Nixon
Amanda Babich

Dawn Townsend
Louise Tieman
Art Jarvis

Commissioners Absent:

Todd Iverson (Late- arrived at 6:19)

Staff:

Glenn Akramoff
Jonathan Dudley
Elaine Sorensen
Ellie Tieman
Eric Guenther

Citizens:

Billy Sehmel

REGULAR MEETING AGENDA:

ITEM 1 Approval of Agenda

Commissioner Babich made a motion to approve the agenda, seconded by Commissioner Grimmer. The agenda was approved with a 4-0 vote.

ITEM 2 Citizen Comments- none

ITEM 3 Presentations

3.a Item struck by Commissioner Babich, Commissioner Grimmer seconded.

3.b Executive Director Report

E.D. Akramoff reported that the budget books and decision cards are to be written. Formal presentation on October 1st. Elaine Sorensen reported that her intern, Jonathan Dudley will be returning to school. Glenn Akramoff announced administrative assistant transition. Ellie Tieman introduced a table that includes a list of policy changes and the status of completion. E.D. Akramoff informed the Board lighting schedule is progressing, a tentative date for a constructed contract at the next meeting. Glenn Akramoff updated the Board the hiring process for the Executive Director finalists will be the week of October 21st, a mixer the evening of the 25th, and all-day formal interviews on the 26th.

3.c President's Report

Commissioner Hill has been working on a strategic planning session for October 12th. Meeting with the facilitator and will be working closely with E.D. Akramoff on planning for the event.

ITEM 4 Consent Agenda

4.a Approval of Vouchers: ▪ \$120,608.21 ♦ Reference numbers: V20194118- V2019451 (pages 8-11)

4.b Approval of Consent Agenda

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

ITEM 5 New Business

5.a Orientation packet

Orientation packet included: walkthrough manual, division brief presentation, budget basics, meeting basics, brief issue debrief for each division. There will be general information on each section, and a breakdown of basic operations. Policy manual and pros plan. Projected for the end of December to get started for the beginning of January.

5.b Comprehensive Financial Management Policy Review (pages 13-39)

Elaine Sorensen advocated that Jim Nelson recommended the revision of the financial management policy.

Section 3: Defines financial policies, creating jobs, strengthening the economy and maintaining business relationships.

Section 4: Changing the reserve balance from 15% to 25% for bond rating.

Section 7: Revenue will not use deficit financing and move on to a more aggressive policy to collect revenue, addresses how we will use server user policy.

Sections 8: Expenditures will not exceed revenues. The department head oversees the budget.

Section 12: Debt policy and capital improvement program. It advises that the district will comply with state regulation and adhere to ethical standards. Deleted debt selection.

Section 14: Compliance, the policy will be updated every 5 years. Annual physical of all the capital assets.

5.c Board Policy Review

In the process to review board policy update resolution to come.

5.d PSD Property Exchange Agreement

E.D. Akramoff recognized superintendent Jarvis and staff who are lending support. Looking at the purchase and sale agreement for the property exchange. Commissioner Babich made a motion for R2019-012, and Commissioner Nixon second to approve 5-0.

ITEM 6 Comments by Board/Subcommittee Reports

Commissioner Nixon wanted E.D. Akramoff to confirm that traffic issue comments are left open to city comment. E.D. Akramoff confirmed there was still more to do in the process on that subject.

6.a Community Center: Nothing to report at this time.

6.b Marketing: Commissioner Grimmer advised there was nothing to report at this time

6.c Fundraising Under Development (Hill):

ITEM 7 Next Board Meeting: Tues, October 1st, 2019: Study Session (6:15 pm) and Regular (7:15 pm) at new City Hall location

ITEM 8 Executive Session: None

ITEM 9 Adjournment

Commissioner Hill adjourned the meeting at 7:00 pm.

APPROVED BY THE BOARD ON: 10/15/19



President



Clerk

Submitted by: *Gamani Hayden*