



Peninsula Metropolitan Park District

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

REGULAR MEETING MINUTES

April 19, 2022, 6:00 PM

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

Call to Order 6:00 PM

Commissioner Roll Call:

| | Present | Excused | Comment |
|--------------------------|---------|---------|---------|
| Amanda Babich, President | Present | | |
| Steve Nixon, Clerk | Present | | |
| Maryellen (Missy) Hill | Present | | |
| Kurt Grimmer | Present | | |
| Laurel Kingsbury | Present | | |

Quorum – Yes

ITEM 1 President's Report: None

ITEM 2 Executive Director's Report

Updates:

1. April 9, 2022 Parks Appreciation Day Recap
2. Parks Services Updates:
 - a. DeMolay Sandspit: Hazardous Tree Removal and Replanting complete
 - b. Community Recreation Center (CRC): Emergency Electrical Panel Replacement underway
 - c. Fox Island Fishing Pier: Exterior restroom painting complete
 - d. Sehmel Turf Project update: old turf has been removed, parking closure area has decreased
 - e. Hales Pass Project update: Fuel tank mitigation plan, Roof complete, electrical complete, restoring cedar wrapped tongue and groove wall.
 - f. CRC: Phase 1 for office remodel will go out for bid next week, Phase 2 will not require an amendment, final design phase has started.

Board Questions/Comment: 1) What happens now until the new turf at Sehmel is installed in Mid-May? Staff Answer: Drainage improvements, electrical upgrades, and prep work for concrete sidewalks and plaza. 2) Please reshare the comment about the schedule being advanced at the CRC? Staff Answer: Pierce County was complimentary with the design revisions, and public outreach that PenMet Parks has done. They will not be requiring any amendments to existing use, which allows BRS to move on to the final design. Advances schedule 3-4 months.



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ITEM 3 Special Presentations

3a. Spring Egg Hunt Event Report

PowerPoint Presentation by Executive Director Bujacich

April 16, 2022

- Over 12,000 eggs hunted, roughly 2,000 in attendance, 1,100 kids participated, 50 families registered for a low sensory hour
- Kiwanis served almost 400 hotdog meals and collected over 700 lbs. of food
- Registration and Event data breakdown

Board Questions/Comment: 1) should we put a cap on how many eggs participants can collect? Can we consider egg options that are not plastic, but biodegradable? Staff Answer: Definitely, that is great feedback. 2) Kudos to staff on the Low Sensory Hour 3) Food Donation was 700 lbs., our community is so generous, and the kids were proud to donate. Food Benefited Key Center Community Foodbank which is currently in great need. 4) Incredible effort for food drive and it will become regular with the community to participate.

ITEM 4 Board Committee Reports

4a. CIP Committee

The CIP Committee has not met since the last meeting.

4b. Finance and Administration Committee

Met 4/12/2022

- Discussed CPA Professional Services Agreement that will be voted on. Committee Supports Resolution.
- Automation of payroll system

4c. Recreation Services Committee

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

4d. Stewardship Committee

Met 4/7/2022

- Reviewed Capital Campaign the scope of work

4e. External Committee Reports

Tacoma Narrows Airport Commission Meeting

- X-Wing Presentation, aircraft without a pilot
- No tiedowns available, no hangers available
- Aviation Show 8/13 & 8/14
- Commissioner Grimmer and Commissioner Hill are on the Community Relations Committee.

ITEM 5 Public Comments: None

ITEM 6 Minutes



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- 6a. **Approval of Minutes of the April 5, 2022 Study Session**
- 6b. **Approval of Minutes of the April 5, 2022 Regular Meeting**
Motion was moved to adopt as presented;
Motion was seconded;
Roll Call Vote: Motion approved unanimously, motion carries.

ITEM 7 **Consent Agenda**

- 7a. **Resolution C2022-008: Approval of Vouchers**
- 7b. **Resolution C2022-009: Accept SEEK Fund**
Motion was moved to adopt as presented;
Motion was seconded;
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 P2022-007: Authorizing the Executive Director to Sign the First Amendment to the Professional Services Agreement with Teresa D Johnson CPA**
Motion was moved;
Motion was seconded;
Commissioner Babich to call on Executive Director, Bujacich for staff presentation by Director of Finance and Administration, Sherman Enstrom Overview of Amendment Scope of Work. Amendment is recommended by the Finance and Administration Committee, as stated earlier in meeting updates.
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:**
None

ITEM 10 **Comments by Board: None**

ITEM 11 **Election of President** President Babich:

The Board of Park Commissioners has two officers, the Board President and the Board Clerk, which are nominated and elected from its members. At the April 6, 2022 Regular Board meeting, I asked my fellow commissioners to consider nominating and electing a new Board President at the April 19 meeting.



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A Board member may nominate himself or herself for any officer position. The Board shall elect its officers by a majority vote after the nominations have been closed. Nominations are now open for 2022 Board President

Commissioner Nixon is nominated.

Are there any other nominations? Seeing none, nominations for the 2022 Board President are now closed.

All commissioners voted “aye”

Commissioner Nixon has received a majority of the votes and is elected as 2022 Board President and shall immediately take office.

The Clerk position is vacant. I will now accept nominations for the 2022 Board Clerk.

Commissioner Hill is nominated

Are there any other nominations? Seeing/hearing none, nominations for the 2022 Board Clerk are now closed.

All commissioners voted “aye”

Commissioner Hill has received a majority of the votes and is elected as 2022 Board Clerk.

Proclamation in recognition of Amanda Babich for her service as Board President.

ITEM 12 Next Board Meeting

May 3, 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 13 Adjournment 6:57 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

5/3/2022


Steve Nixon, Board President


Maryellen “Missy” Hill, Board Clerk


Attest: Ally Bujacich