



# Peninsula Metropolitan Park District

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

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## REGULAR MEETING AGENDA

November 03, 2020, 6:00 PM

**ATTENTION:** Protecting the public, our partners, and our staff are of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting Online via Zoom. In accordance with the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can join the zoom meeting for the study session and regular meeting by using the Meeting ID: 818 3658 2160 Password: PenMet1103 or call in at +1 253-215-8782 Password: 5247345402 Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by November 2, 2020 at 5:00 PM and will be read at the meeting.

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### Call to Order

#### Commissioner Roll Call:

	Present	Excused	Comment
Maryellen (Missy) Hill			
Amanda Babich			
Laurel Kingsbury			
Kurt Grimmer			
Steve Nixon			

#### ITEM 1 Approval of Agenda

#### ITEM 2 Citizen Comments

Due to current circumstances surrounding the COVID-19 Pandemic, we will be accepting citizen comments via email at [ssnuffin@penmetparks.org](mailto:ssnuffin@penmetparks.org) up until 5:00 PM on November 2, 2020. Comments will be read and recorded in the meeting.

#### ITEM 3 Presentations

##### 3a. Interim Director's Report

##### 3b. President's Report

#### ITEM 4 Consent Agenda

##### 4a. Approval of Minutes

10/06/2020 Study Session and Regular Minutes. 10/10/2020 and 10/15/2020 Special Meeting Minutes, 10/20/2020 Study Session and Regular Minutes

##### 4b. Approval of Vouchers

\$63,945.50 Reference Number: V2020-522-543



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\$82,188.65 Reference Number: V2020-544-551

**ITEM 5 Unfinished Business**  
**5a. CRC Project Update**

**ITEM 6 New Business: None**

**ITEM 7 Committee Reports**  
**7a. CRC Finance**  
**7b. CRC Marketing**  
**7c. CRC Operations**

**ITEM 8 Comments by Board**

**ITEM 9 Next Board Meetings**

Tues., November 17, 2020 (Study and Regular) Via Zoom or Teleconference  
TBD 4:00 or 5:00 PM Start time for Study Session. Regular Meeting 6:00 PM

**ITEM 10 Executive Session: None**

**ITEM 11 Adjournment**

## AGENDA POLICY

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No comments or discussion will be allowed on consent items.

Citizen Comments: Citizens are afforded an opportunity at each regular and special meeting of the Board of Park Commissioners to offer their comments to the Board. Citizens are limited to a three (3) minute time limit and may only speak once during the Citizen Comment period at each meeting. Comments will be included as part of the official record of the meeting.

Individuals requesting an item to be placed on the agenda must submit a request by 12 noon on the Monday preceding the Tuesday meeting date.

Individuals wishing to submit materials or written testimony to the Board at the meeting must provide ten (10) copies at least 15 minutes prior to the start of the meeting.

**\*Special Note: Due to current circumstances, we will be accepting citizen comments via email at [ssnuffin@penmetparks.org](mailto:ssnuffin@penmetparks.org) up until 5:00 PM the Monday prior to PenMet Parks Regular Meetings. Comments will be read and recorded in the meeting.**



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## STUDY SESSION AGENDA

October 20, 2020, 4:00 PM

ATTENTION: Protecting the public, our partners, and our staff is of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting Online via Zoom. Following the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can join the zoom meeting for the study session and regular meeting by using the Meeting ID: 865 0257 3551 Password: PenMet1020 or call in at +1 253-215-8782 Password: 7461400684 Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by October 19th at 5:00 PM and will be read at the meeting.

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**Call to Order:** The meeting was called to order by Commissioner Hill at 4:01 PM

### Commissioners Present:

Maryellen (Missy) Hill  
Kurt Grimmer  
Amanda Babich  
Laurel Kingsbury  
Steve Nixon

### Staff:

Doug Nelson  
Elaine Sorensen  
Eric Guenther  
Stacie Snuffin  
Chuck Cuzzetto  
Ed Lewis  
Aiden Krug  
Kelly Darling  
Ron Martinez  
Brycen Toney  
Spencer Manjarrez

### ITEM 1 Approval of Agenda

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

### ITEM 2 2021 Preliminary Budget Presentation

#### 2a. General Fund Review

Finance and HR Manager, Elaine Sorensen gave an overview of the 2021 Regular Levy, the cost for taxpayers, revenue budget, and the general fund. Commissioner Nixon and Sorensen discussed whether there has been any news on a grace period for property owners on their property taxes. Executive Director, Doug Nelson gave a brief overview of the Organization Chart. Nelson and the Board discussed the Organization Chart along with the timeline of projects of the Construction Project Manager position. President Hill requested that PenMet Staff and Board have a Strategic Planning Session in November.



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Sorensen gave an overview of staff hours, 2020/2021 Budget Comparison, and enhanced staff training. Parks and Facilities Manager, Ron Martinez gave an overview of the maintenance department's hours, along with park usage during the Covid Pandemic. Martinez and Commissioners discussed the Hours by Category Chart and Commissioner Kingsbury asked if Martinez could label the different categories for more clarity. Facilities Coordinator, Aiden Krug gave an overview of PenMet's hourly rental statistics and what upcoming rentals will look like for the future. Krug went on to explain his need for a Facilities Assistant for his part of the Maintenance Departments Decision Card. Commissioner Kingsbury and Sorensen discussed the 2020/2021 Recreation Budget Comparison. Martinez gave an overview of his two items on the Maintenance Departments Decision Card and answered questions from Commissioners. Krug gave an overview of his requested item on the decision card. Planning and Special Projects Manager, Eric Guenther gave an overview of the Capital Budget that included Capital Improvement Projects, the Six-Year Capital Projects Plan Draft. Staff and Commissioner Babich discussed the Turf Replacement Project, funding, and Rotary Bark Park's permit. Guenther gave an overview of the Capital Departments Decision Card for three different picnic shelters. Commissioner Babich and Guenther discussed the shelters. Commissioner Nixon and Guenther discussed the 6-Year CIP Plan. Nelson gave an overview of the Executive Department highlights and work plan. Nelson gave an overview of the three items on the Executive Departments Decision Card. Marketing Specialist, Chuck Cuzzetto gave an overview of Communication Highlights for 2020. Cuzzetto gave a brief overview of Communications goals for 2021.

## **2b. Recreation Budget Review**

Finance and HR Manager, Elaine Sorensen gave a brief overview of the 2021 Recreation Revolving Fund. Community Recreation Specialist, Brycen Toney gave an overview of PenMet Recreation Programs, Events, and Camps. Recreation Sports Specialist, Spencer Manjarrez gave an overview of sports and participants. Special Events Coordinator, Kelly Darling gave an overview of Events and participant numbers. Commissioner Kingsbury and Commissioner Grimmer thanked the PenMet Recreation Staff for all their hard work and innovation during the Covid Pandemic. President Hill and Darling discussed the upcoming Trunk or Treat event that will take place on October 30, 2020, along with the Scarecrow Contest that is taking place in Downtown Gig Harbor

## **2c. Decision Card Approval**

Commissioners and Nelson discussed the Decision Cards and PenMet's Budget. Executive Director, Doug Nelson presented each item on the Decision Cards to the Board. The Board did not approve any of the Decision Cards. There was a discussion that staff may bring their items back for approval later in 2021 for reconsideration. Sorensen and



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Commissioners discussed scheduling a special meeting with the changes that were discussed in the meeting and the public meeting process.

**ITEM 3**      **Adjournment** President Hill adjourned the meeting at 5:46 pm

**APPROVED BY THE BOARD ON:** \_\_\_\_\_

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Clerk**



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## REGULAR MEETING MINUTES

October 20, 2020, **6:00 PM**

ATTENTION: Protecting the public, our partners, and our staff is of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting Online via Zoom. Following the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can join the zoom meeting for the study session and regular meeting by using the Meeting ID: 865 0257 3551 Password: PenMet1020 or call in at +1 253-215-8782 Password: 7461400684 Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by October 19th at 5:00 PM and will be read at the meeting.

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**Call to Order:** The meeting was called to order by Commissioner Hill at 6:01 PM

**Commissioners Present:**

Maryellen (Missy) Hill  
Kurt Grimmer  
Amanda Babich  
Laurel Kingsbury  
Steve Nixon

**Staff:**

Doug Nelson  
Elaine Sorensen  
Eric Guenther  
Stacie Snuffin  
Chuck Cuzzetto  
Ed Lewis

**Outside Staff**

Ally Bujacich

**ITEM 1 Approval of Agenda**

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

**ITEM 2 Citizen Comments: None**

**ITEM 3 Presentations**

**3a. Director's Report**

Executive Director, Doug Nelson gave an update on an Equipment Sharing Agreement with the Peninsula School District and that PenMet is working on weed management and safety policy. Nelson reported that he is working on a cost-recovery framework for the Recreation Department and who is on the CRC Core Team. He briefly discussed the last Public and Steering Committee Meetings.

**3b. Financial Report - Presented in Study Session**

Finance and HR Manager, Elaine Sorensen reported that the Recreation Revolving Fund and General Fund have a small surplus. Commissioner



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Babich and Sorensen discussed the Funds and the Explanation of Financial Line Items sheet that was not included in the packet. Sorensen explained that she would send it to her for review .

### 3c. President's Report

President Hill introduced the CRC Project Manager, Ally Bujacich.

## ITEM 4 Consent Agenda

Commissioner Nixon made a motion to approve the agenda, seconded by Commissioner Babich. Commissioners discussed the 10/20/20 regular minutes with Commissioner Kingsbury regarding board comments. Commissioner made the motion to approve the minutes with discussed amendments. Seconded by Commissioner Kingsbury. The agenda was approved less the October 6, 2020 meeting minutes with a 5-0 vote with a discussed amendment to be made to the minutes and will be brought back to the next meeting on November 3, 2020 for approval.

### 4a. Approval of Minutes

10/06/2020 Study Session and Regular Minutes

## ITEM 5 Unfinished Business

### 5a. CRC Project Update

The CRC Project Manager, Ally Bujacich gave an overview of the Programming Phase, design work, the Steering Committee process and prioritization along with information on the Public Meetings that were held after the Steering Committee Meetings and some of the elements and feedback that were discussed. Bujacich discussed the Study Session taking place on October 27, 2020, regarding the CRC Project. She also discussed the Proforma Document and an Echo Charrette meeting that took place. Bujacich and Commissioner Grimmer discussed building structure materials. Commissioner Babich and Bujacich briefly discussed future Steering Committee Meetings. The Commissioners thanked Bujacich for joining the PenMet Team. President Hill reported that the CRC Project Manager will be giving CRC Project updates at future regular board meetings.

## ITEM 6 New Business: None

## ITEM 7 Committee Reports

### 7a. CRC Finance Committee

Commissioner Nixon reported that they had not met since the last Board Meeting

### 7b. CRC Marketing Committee





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Commissioner Grimmer reported that he and the Fundraising Consultant, Linda Kaye Briggs, and some members of the community have had over 20 influencer meetings. He discussed the feasibility study and the steps and process of the study. He also discussed that they have finalized the Case Study. Commissioner Nixon and Commissioner Grimmer discussed sponsorship, contributions, and future opportunities. President Hill thanked Commissioner Grimmer for all his work on the fundraising for the CRC Project.

## 7c. CRC Operations Committee

Commissioner Bujacich reported that CRC Project Manager, Ally Bujacich had met with members of the CRC Operations Committee. Babich reported on the purpose of the upcoming Special Study Session meeting taking place on October 27, 2020.

**ITEM 8**      **Comments by Board: None**

**ITEM 9**      **Next Board Meetings**

Tues. November 3, 2020 (Study and Regular) Via Zoom or Teleconference  
Study Session TBD either at 4:00 PM or 5:00 PM with the Regular Meeting starting at 6:00 PM

**ITEM 10**     **Executive Session: None**

**ITEM 11**     **Adjournment**

**APPROVED BY THE BOARD ON:** \_\_\_\_\_

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Clerk**





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## STUDY SESSION MINUTES

October 06, 2020, 4:00 PM

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### Commissioners Present:

Maryellen (Missy) Hill (President)  
Kurt Grimmer  
Amanda Babich (Clerk)  
Laurel Kingsbury  
Steve Nixon

### Staff:

Doug Nelson  
Elaine Sorensen  
Eric Guenther  
Stacie Snuffin  
Chuck Cuzzetto  
Brycen Tony  
Ed Lewis  
Ron Martinez  
Aiden Krug  
Kelly Darling

### ITEM 1 Approval of Agenda

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

### ITEM 2 Board Discussion

#### 2a. 2021 Decision Cards

Finance and HR Manager, Elaine Sorensen gave an overview of the 2021 Budget Calendar. Sorensen asked to meet with Commissioners with 2 or fewer Board members per meeting to review the Budget Book.

Commissioner Nixon requested that he be one of the first Commissioners to meet with Sorensen as he will be going on vacation for a few weeks. PenMet Staff presented their decision cards to the Board for review and consideration for the 2021 Budget. The Commissioners were able to ask questions and have a discussion after each presentation.

#### 2b. 2021 Six-Year Capital Budget 2021



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Planning and Special Projects Manager, Eric Guenther gave an overview of the 6-Year Capital Budget for 2021. Staff and Board had a discussion and the staff answered questions from Commissioners.

**2c. Budget Q&A:** Questions were asked during in 2a. and 2b.

**ITEM 3 Adjournment:** President Hill adjourned the meeting at 5:51 pm

**APPROVED BY THE BOARD ON:** \_\_\_\_\_

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Clerk**



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## REGULAR MEETING MINUTES

October 06, 2020, 6:00 PM

ATTENTION: Protecting the public, our partners, and our staff is of the utmost importance. Due to recent health concerns with the novel Corona-virus, the Park Board has decided to host the meeting Online via Zoom. Under the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can join the zoom meeting for the study session regular meeting by using the Meeting ID: 876 8848 6044 Password: PenMet1006 or call in at +1 253-215-8782 Password: 1666709770. Meeting agendas can be accessed online at PenMetParks.org. Citizen Comments can be emailed to admin@penmetparks.org by October 5th at 5:00 PM and will be read at the meeting.

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

**Commissioners Present:**

Maryellen (Missy) Hill (President)  
Kurt Grimmer  
Amanda Babich (Clerk)  
Laurel Kingsbury  
Steve Nixon

**Outside Staff:**

Sarah Fischer  
John Barnholt  
Linda Kaye Briggs

**Staff:**

Doug Nelson  
Elaine Sorensen  
Eric Guenther  
Stacie Snuffin  
Chuck Cuzzetto  
Brycen Tony  
Ed Lewis

**ITEM 1 Approval of Agenda**

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

**ITEM 2 Citizen Comments: None**

**ITEM 3 Presentations**

**3a. Director's Report**

Executive Director, Doug Nelson reported that he will be moving the Covid 19 Fiscal Updates into his Director's report in future meetings. Nelson gave updates on current recreation, events, and other happenings in the district. He reported that the governor's office issued new guidance regarding recreation and outdoor activities and an update on the Pierce County Comp Plan amending 5 PenMet parcels of land. Nelson thanked the Kiwanis, President Hill, and Staff for contributing to the success of the



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Kiwanis Miniature Golf Tournament that was held at the CRC (Community Recreation Center)

## 3b. President's Report

President Hill reported that there will be a Jurassic Parliament Workshop on Saturday, October 10, 2020. President Hill announced that PenMet has hired Ally Bucajich as a Project Manager for the CRC project.

## ITEM 4 Consent Agenda

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

### 4a. Approval of Minutes

09/15/2020 Regular Minutes

### 4b. Approval of Vouchers

\$282,183.22 Reference Number V2020-481-521

## ITEM 5 Unfinished Business

### 5a. CRC Project Update

Sarah Fischer from BLRB gave an update on an earlier meeting that included a gleaning exercise that homed in on details on the Performa. She introduced John Barnholdt from BRS. She gave a brief update on the CRC Project and talked about the Steering Committee meetings, project goals, and timelines. She reported that they are evaluating data from various meetings. She gave some examples of feedback from the polling results from the public meetings on the CRC Project. Fischer took questions from the Board before moving on to Proforma presented by John Barnholdt from BRS. He discussed the core service areas, core participation, and extended service areas. He also discussed balancing programming, cost recovery goals, extended service areas. He gave an overview of operational performance and center revenues. Barnholdt took questions from the Board and had a further discussion. Linda Kaye Briggs gave an update on the case statement document for a feasibility study. Linda took questions and feedback from the Board and Staff on the case study document.

## ITEM 6 New Business

### 6a. Approve Transfer of Restricted Major Capital Replacement Fund to SHP (Sehmel Homestead Park) Turf Replacement Fund (Resolution R2020-023)

Commissioner Grimmer made the motion to approve Resolution R2020-023 authorizing the transfer of up to \$600,000 from the Restricted Major Capital Replacement Fund to the Sehmel Homestead Park Turf Replacement Fund and amend the 2020 Capital Project budget. Seconded



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by Commissioner Nixon. The motion was approved with a 5-0 vote. Special Project and Planning Manager, Eric Guenther answered questions and discussed with the Board.

## **6b. Recreation Leader 1 & 2 Job Description and Salary Range Approval**

Community Recreation Specialist, Brycen Toney presented and took questions from the Board on Recreation Leader 1 & 2 job descriptions and salary ranges. Commissioner Grimmer made a motion to approve the revised job descriptions for Recreation Leader I and Recreation Leader II. Seconded by Commissioner Kingsbury. Community Recreation Specialist, Brycen Toney took questions from the Board

## **ITEM 7 Committee Reports**

### **7a. CRC Finance**

Commissioner Nixon reported that the CRC Finance Committee reviewed the project budget and spreadsheet. He also reported that they had reviewed bond financing documentation and draft communication plan. The board and staff discussed the budget.

### **7b. CRC Marketing**

Commissioner Grimmer reported that he and Linda Kaye Briggs have been meeting with community influencers. He reported that they are moving on to the Feasibility Phase and its fundraising potential. Executive Director, Doug Nelson reported that the CRC Marketing Committee discussed the schedule, draft case statement, and timeline.

### **7c. CRC Operations**

Commissioner Nixon reported that the CRC Operations Committee discussed feedback from the Steering Committee and the sharing of contact information for them to communicate and ask questions outside of the Steering Committee Meetings. He also reported that BLRB and BRS had a Project Team had a meeting and that there will be an Eco Charrette meeting on Thursday, October 8, 2020, from 8 am – 12 pm.

## **ITEM 8 Comments by Board**

Commissioner Grimmer allocated \$1,136.87 for Miniature Golf Equipment out of his legislative funds. Commissioners addressed the public regarding the resignation letter from PenMet's Interim Senior Operations Manager and the transparency of the Board. Commissioner Kingsbury addressed the resignation of the contracted Interim Senior Operations Manager, Glenn Akramoff and the letter being put out to the public by the press that really said some unfounded and strongly unjust accusations. She commented that wanted to publicly address that she thought that one thing she has learned since she's been on the Board from all of the board members that transparency really is the number one thing and that they all are really focusing on making sure that they can get the community



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recreation center built but in an efficient manner and in a way that is very fiscally responsible and transparent to the whole community. She commented that she recognizes that they are the ones that are representing all of their constituents and all the people that are in the Greater Gig Harbor area and she really appreciated all of the communication efforts, all of the support and information that she has received from staff and from fellow board members. She commented that she wanted to say publicly that she really has appreciated how Commissioners Babich, Hill, Nixon, and Gimmer have all been open, upfront and transparent with her and have helped her learn what is going on, helping her feel a sense of security in what she is doing. Knowing that asking questions and always wanting to make sure that the truth is out there and that they are doing things right by their community standards and regulations. She commented on her appreciation for the Board. She commented that she wants to make sure that it's stated publicly that they as a board really do have the community's best interests at heart and want to make sure that everything is very transparent and open. Commissioner Grimmer thanked Laurel for her kindhearted and thoughtful comments and supports her comments completely. He commented that the Board is 100% behind building the Community Recreation Center and that they just want to make sure that it's done in the proper affordable way that serves the greater community. He expressed his thankfulness to be working with the other four commissioners that are in support of the activity and they are working their hardest to make the project happen in a good constructive way. Commissioner Nixon thanked Executive Director, Doug Nelson and Planning and Special Projects Manager, Eric Guenther for taking time to go for a walk on the Narrows West Property with him as well as one of PenMet's constituents and a representative from the Evergreen Mountain Bike alliance. He commented that he thought that the site is a great opportunity for PenMet and appreciates all of Guenther's work on putting the grants together. He also expressed his support for Commissioner Kingsbury's comments and affirmed the challenges of the project, the unity, interest and transparency of the Board. He commented that he thought that they are all working hard too to do the right things and making sure that the right things are getting done. He acknowledged that President Hill and Commissioner Babich are working additionally beyond what the rest of the Board is and appreciates their work effort. Nixon commented that he feels that their cohesiveness as a Board and their ability to communicate is great and they will continue to do the best work that we can for their community.

**ITEM 9 Next Board Meetings**

Tues. October 20, 2020 (Study and Regular) Via Zoom or Teleconference 5:00 PM

**ITEM 10 Executive Session:**

**ITEM 11 Adjournment** President Hill adjourned the meeting at 7:54 pm



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APPROVED BY THE BOARD ON: \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk





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## SPECIAL MEETING MINUTES

Saturday, October 10, 2020 9:00 AM -12:00 PM

**ATTENTION:** Protecting the public, our partners, and our staff are of the utmost importance. Due to recent health concerns with the novel coronavirus, the Park Board has decided to host the meeting online. In accordance with the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. If you would like to listen to the meeting please send a request to [admin@penmetparks.org](mailto:admin@penmetparks.org) for Zoom info. No public comments are being taken as this is a training workshop.

**Commissioners Present:**

Maryellen (Missy) Hill (President)  
Kurt Grimmer  
Amanda Babich (Clerk)  
Laurel Kingsbury  
Steve Nixon

**Instructor**

Ann MacFarlane

**Staff:**

Doug Nelson  
Stacie Snuffin  
Aiden Krug

**ITEM 1 Jurassic Parliament Workshop**

**APPROVED BY THE BOARD ON:** \_\_\_\_\_

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Clerk**



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## SPECIAL MEETING MINUTES

October 15, 2020, **5:00 PM**

**Location:** In the Pavilion at Sehmel Homestead Park 10123 - 78th Ave. NW & Sehmel Dr. NW, Gig Harbor, WA, 98332

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**Call to Order** The meeting was called to order by Commissioner Hill at 5:03 pm

**Commissioners Present:**

Maryellen (Missy) Hill (President)  
Kurt Grimmer  
Amanda Babich (Clerk)  
Laurel Kingsbury  
Steve Nixon

Entered into Executive Session at 5:04 pm

Anticipated Length 1 hour and 30 minutes and to return at 6:34 pm

Entered back into regular session at 6:37 pm.

**ITEM 1 Approval of Agenda**

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

**ITEM 2 Executive Session:** For the purpose of reviewing the performance of a public employee pursuant to RCW 42.30.110(g) and for the purpose of discussing with PenMet Parks' legal counsel potential litigation matters pursuant to RCW 42.30.110(i).

**ITEM 3 Adjournment:** President Hill adjourned the meeting at 6:38 pm

**APPROVED BY THE BOARD ON:** \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Clerk



Finance Department  
District Payment Transmittal

District Name: Metro Park District-Peninsula

**PAYMENT LISTING**


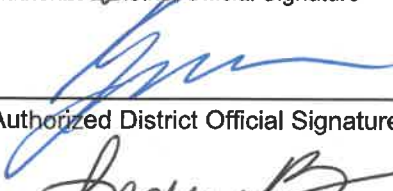

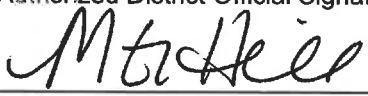
Trans Date	District Ref #	Payee Printed Name	Amount
10/1/20	V2020-522	<del>Demarche Consulting Group, Inc</del>	\$12,000.00
10/1/20	V2020-523	Woodland Sunrise	\$440.00
10/1/20	V2020-524	TACOMA WINSUPPLY	\$242.90
10/1/20	V2020-525	Health Care Authority	\$21,689.18
10/1/20	V2020-526	HealthEquity	\$100.00
10/1/20	V2020-527	KCDA	\$3,553.46
10/1/20	V2020-528	DON SMALL & SONS OIL	\$355.66
10/1/20	V2020-529	Halsan EF & P	\$187.50
10/1/20	V2020-530	Pierce County Sheriff's Cadet Program	\$150.00
10/1/20	V2020-531	Harbor Gymnastics	\$1,275.00
10/1/20	V2020-532	Swank Motion Pictures Inc.	\$200.00
10/1/20	V2020-533	Fun Flicks	\$3,496.60
10/1/20	V2020-534	U.S. Bank Corporate Payment System	\$16,561.45
10/1/20	V2020-535	Jesse Savage	\$130.00
10/1/20	V2020-536	Strohs Water Company Inc.	\$108.14
10/1/20	V2020-537	HEMLEYS HANDY KANS	\$1,555.30
10/1/20	V2020-538	Sarco Supply	\$404.08
10/1/20	V2020-539	WHISTLE WORKWEAR	\$733.46
10/1/20	V2020-540	Northwest Playground Equipment Inc.	\$155.66
10/1/20	V2020-541	Ronald Martinez	\$303.05
10/1/20	V2020-542	SUPERIOR SAW & SUPPLY INC	\$177.97
10/1/20	V2020-543	DPI Print	\$126.09
Payment Count: 22		Total Amount:	<u>\$63,945.50</u>

*Void 10/20/2020  
See Attached  
Email*

Payment Count: 22  
Payment Total: \$63,945.50

**CERTIFICATION**

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

 _____ Authorized District Official Signature	<u>10/5/2020</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>10/14/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>10/14/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>10/29/2020</u> _____ Date	_____ Authorized District Official Signature	_____ Date

**INSTRUCTIONS FOR USE:**  
Submit signed Transmittal To Pierce County Finance Department  
FAX: 253-798-6699      EMAIL: PCACCOUNTSPAYABLE@co.pierce.wa.us

**PC Finance Department Use Only**  
Authorization Recieved on \_\_\_\_\_  
Batch Verified by \_\_\_\_\_



Finance Department  
District Payment Transmittal

*Maked*

District Name: Metro Park District-Peninsula





**PAYMENT LISTING**

<u>Trans Date</u>	<u>District Ref #</u>	<u>Payee Printed Name</u>	<u>Amount</u>
10/2/20	V2020-544	Department of Revenue	\$2,591.83
10/2/20	V2020-545	Peninsula Metropolitan Park District	\$56,313.88
10/2/20	V2020-546	Department of Retirement Systems	\$20,340.49
10/2/20	V2020-547	Susan Larson	\$697.69
10/2/20	V2020-548	POA Leasing - PA	\$300.52
10/2/20	V2020-549	CIT	\$84.90
10/2/20	V2020-550	Fun Express LLC	\$515.34
10/2/20	V2020-551	Greater Gig Harbor Foundation	\$1,344.00
Payment Count: 8		Total Amount:	<u>\$82,188.65</u>

Payment Count: 8  
Payment Total: \$82,188.65

**CERTIFICATION**

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

 _____ Authorized District Official Signature	<u>10/5/2020</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>10/24/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>10/14/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>10/19/2020</u> _____ Date	_____ Authorized District Official Signature	_____ Date

**INSTRUCTIONS FOR USE:**  
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FAX: 253-798-6699      EMAIL: PCACCOUNTSPAYABLE@co.pierce.wa.us

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