



Peninsula Metropolitan Park District

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

REGULAR MEETING AGENDA

March 03, 2026, 6:00 PM

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

Call to Order

Commissioner Roll Call:

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

ITEM 1 President's Report

ITEM 2 Executive Director's Report

ITEM 3 Special Presentations

3a. 2025 Annual Report

3b. Tubby's Trail Park Improvements Design Update

ITEM 4 Board Committee Reports

4a. Park Services Committee

4b. Finance Committee

4c. Administrative Services Committee

4d. Recreation Services Committee

4e. Campaign Committee

4f. External Committees

ITEM 5 Public Comments:

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 February 17, 2026 Regular Meeting Minutes](#)

ITEM 7 Consent Agenda



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7a. [Resolution C2026-003 Approving January and February 2026 Vouchers](#)

ITEM 8 Unfinished Business

ITEM 9 New Business

9.1 Purchasing Resolutions Requiring One Reading for Adoption

9.2 Single Reading Resolutions Requiring One Reading for Adoption

9.3 Two Reading Resolutions Requiring Two Readings for Adoption

ITEM 10 Comments by Board

ITEM 11 Next Board Meetings

*March 17, 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

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.



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REGULAR MEETING MINUTES

February 17, 2026, 6:00 PM

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

Call to Order Time: 6:00 PM

Commissioner Roll Call:

William C. (Billy) Sehmel, President	x		
Kurt Grimmer, Clerk	x		
Steve Nixon	x		
Maryellen (Missy) Hill	x		
Laurel Kingsbury	x		

Quorum? Yes

ITEM 1 President's Report – none

ITEM 2 Executive Director's Report

Executive Director, Ally Bujacich, provides brief presentation **noting registration** for youth Spring sports is fully open, with 530 athletes currently enrolled in all four sports including indoor soccer and girls' volleyball, which are new, in addition to flag football and baseball.

First of quarterly Family Fun Nights, featuring a Glow theme, at the Rec Center was very popular. With 750 in attendance, this far exceeded the estimated 200, and highlights a demonstrated need in our community for recreational opportunities. Staff are evaluating resources, frequency and planning for future events, with the next night scheduled for 5/8/26, theme to be announced.

Demolition of existing structures at Sunrise Beach and Wollochet Bay Estuary begin this week and will make way for future structures to accommodate a variety of activity, as recommended in the Caretaker's Assessment report published last year.

ITEM 3 Special Presentations

3a. December 2025 Financial Report

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

Board Question: Recreation Revenue Fund shows we were under the budgeted amount for Sports and Fitness for the year; any significant reason? **Answer:** Will look into and provide more specific data to the Board, but it is likely due to the Rec Center opening in July, as opposed to scheduled April opening; aquatics programming was also originally scheduled for 2025 but was pushed out to 2026.

Board Question: Sports and Fitness expenses also appear to be under budget for the year, are reasons along same lines? **Answer:** Staff will



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gather specific data on that as well, but typically when we come in under revenue, we see similar trend in expenses. Next Study Session will be an update on Rec Center Operations; we will likely see a decrease in expenses due to not standing up those programs until further into the year.

Board Comments: That is very helpful, appreciate the information. When looking at this from a sustainable revenue perspective, the reason and correlation between lower revenue and less expenses makes good sense.

ITEM 4 Board Committee Reports

- 4a. **Park Services Committee** – Has not met since last meeting
- 4b. **Finance Committee** – Has not met since last meeting
- 4c. **Recreation Services Committee** – Has not met since last meeting
- 4d. **Campaign Committee** – Has not met since last meeting
- 4e. **External Committees** – None to report

ITEM 5 Public Comments:

NO SPEAKERS

ITEM 6 Minutes

6a. Approval of February 3, 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 – none

ITEM 9 New Business

9.1 Purchasing Resolutions Requiring One Reading for Adoption – none

9.2 Single Reading Resolutions Requiring One Reading for Adoption

9.2a R2026-004 Authorizing the Executive Director to Sign the Memorandum of Understanding with Gig Harbor Women's Mutual Association DBA Gig Harbor Women's Co-Op

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

Executive Director Bujacich provides brief presentation, including background and project summary, noting alignment with Strategic Plan and Parks, Recreation, Open Space (PROS) Plan goals to strengthen strategic partnerships and help provide more opportunities for our community. Gig Harbor Women's Co-Op (GHWC) provides community benefit through service opportunities for its 400+ membership and has worked collaboratively with PenMet serving our community with their support of several



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projects and events, including Scarecrow Festival, Halloween events, Pierce County Trails Day and lunch preparation for our mobile rec program. This Memorandum of Understanding (MOU) was developed by both parties and formalizes our partnership, outlining our shared responsibilities and commitments. Staff recommends approval.

Board Comments: Fully support this partnership, having volunteered on multiple occasions alongside GHWC; Will be a great opportunity and partnership.

Roll Call Vote: Unanimously approved. Motion carried

9.3 Two Reading Resolutions Requiring Two Readings for Adoption – none

ITEM 10 Comments by Board

Family and friends attended Family Fun Glow Night, came back with rave reviews; thrilled, as a District, to offer so many opportunities for all different ages, abilities and interests; thanks to staff for putting it on, and looking forward to more opportunities like this.

Noticed on social media, a post from a family that attended their first ever semi-pro soccer game, watching South Sound FC at the Rec Center, and they were overjoyed to be able to experience that here in their own community.

ITEM 11 Next Board Meetings

March 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: 6:21 pm

BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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Peninsula Metropolitan Park District

RESOLUTION NO. C2026-003

APPROVING VOUCHERS FROM JANUARY AND FEBRUARY 2026

WHEREAS, the Peninsula Metropolitan Park District Board of Park Commissioners approved the 2026 operating budget in Resolution RR2025-007 and the 2026 capital budget in Resolution RR2025-008 on November 18, 2025; and

WHEREAS, expenditures are within the current resource projections at the fund level; and

WHEREAS, the Executive Director or his or her designee has certified that the materials have been furnished, the services rendered, or the labor performed as described, and that each claim represents a just, due, and unpaid obligation against the District;

NOW THEREFORE BE IT

RESOLVED by the Board of Park Commissioners of the Peninsula Metropolitan Park District that vouchers in the amounts and for the period indicated on Attachment "A" be approved for payment.

The foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Peninsula Metropolitan Park District held on March 3, 2026.

William C. (Billy) Sehmel, Board President

Kurt Grimmer, Board Clerk

Attest: Amanda Walston



Attachment A to Resolution C2026-003

For the period beginning 01/27/2026 and ending 01/27/2026

Voucher # 260104001 through # 260104027 is approved for payment in the amount of \$137,068.59.

and

For the period beginning 02/03/2026 and ending 02/03/2026

Voucher # 260201001 through # 260201029 is approved for payment in the amount of \$44,191.58.

and

For the period beginning 02/10/2026 and ending 02/10/2026

Voucher # 260202001 through # 260202023 is approved for payment in the amount of \$100,761.69.

and

For the period beginning 02/17/2026 and ending 02/17/2026

Voucher # 260203001 through # 260203024 is approved for payment in the amount of \$103,921.50.