



Peninsula Metropolitan Park District

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

REGULAR MEETING AGENDA

February 17, 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. [December 2025 Financial Report](#)

ITEM 4 Board Committee Reports

4a. **Park Services Committee**

4b. **Finance Committee**

4c. **Recreation Services Committee**

4d. **Campaign Committee**

4e. **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 3, 2026 Regular Meeting Minutes](#)

ITEM 7 Consent Agenda

ITEM 8 Unfinished Business

ITEM 9 New Business



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- 9.1 Purchasing Resolutions Requiring One Reading for Adoption
- 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
- 9.3 Two Reading Resolutions Requiring Two Readings for Adoption

ITEM 10 Comments by Board

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

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.

Financial Review – December 2025

Board of Park Commissioners Meeting
February 17, 2026

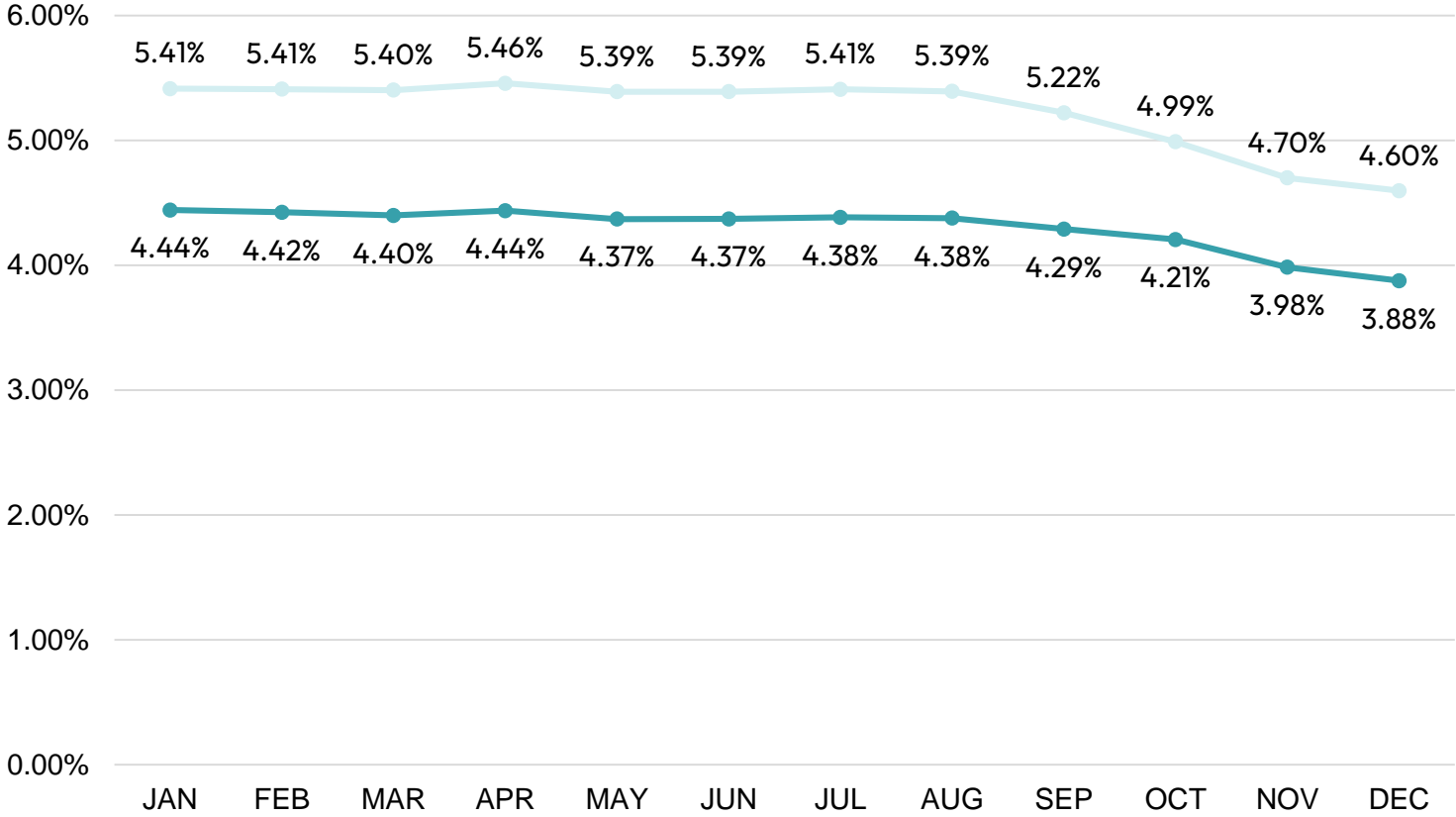
General Fund

General Fund Revenue: Budget-vs-Actual

General Fund Revenue	Dec. 2025 Actuals	YTD 2025 Actuals	2025 Budget
Real & Personal Property Tax	45,892	8,648,693	8,665,018
Sales Tax	49,607	587,868	540,000
Private Harvest Tax	0	7,178	2,000
Leasehold Excise Tax	43	2,198	5,000
REET/Impact Fees	0	1,872,000	700,000
Investment Interest	46,702	590,842	250,000
Deposits Received	(1,748)	12,912	0
Other General Fund Revenue	2,538	9,694	5,000
Sale of Machinery & Equipment	0	6,971	0
Total General Fund Revenue	\$143,034	\$11,738,356	\$10,167,018

- Interest rates were lower in December (3.875%) vs. November (3.983%). YTD investment interest income exceeded budget by **\$341K**.
- Overall General Fund revenue was ahead of budget for the year, at **115% earned (or \$1.6M)**.

General Fund Revenue: Interest Income



- Interest rates are down a percent vs. last year. However, invested reserves are still earning interest income in the Pierce County investment pool.
- As of 12/31, \$14.7M was invested and \$591K was earned for the year.

General Fund Expenses: Budget-vs-Actual

We finished the year with expenses under budget by \$62K.

General Fund Operating Expenses by Division	Dec. 2025 Actuals	YTD 2025 Actuals	2025 Budget
Legislative	39,620	157,549	205,700
Development	31,550	233,404	256,738
Executive	85,840	719,823	566,691
Finance & IT	145,977	1,545,088	1,402,054
Administrative Services	68,487	485,079	814,178
Recreation Services	39,939	320,458	314,698
Maintenance & Operations	268,324	2,134,874	2,202,700
Park Services	122,328	840,488	735,788
Total General Fund Expenses	\$802,065	\$6,436,763	\$6,498,547

General Fund Year End Transfer

We finished the year with **\$1,646,800** more than the fund reserve required. That amount was transferred to the Capital Fund to be used for future projects.

Recreation Enterprise Fund

Recreation Enterprise Fund

Revenues by Program Type

Rec Enterprise Fund Revenue	Dec. 2025 Actuals	YTD 2025 Actuals	2025 Budget
Donations	0	3,400	2,500
Sponsorships	1,800	70,350	60,000
Program Fees – Sports & Fitness	25,563	494,390	702,340
Program Fees – Drop Ins	17,367	66,553	96,520
Program Fees – Adaptive Recreation	114	15,662	20,860
Program Fees – Camps	1,611	306,196	272,847
Program Fees – Youth Programs	4,802	32,685	41,470
Program Fees – Adult Programs	2,395	15,308	16,240
Program Fees – Senior Programs	19,260	107,746	74,090
Program Fees – Events	2,922	8,987	4,500
Program Fees – Mini Golf	0	99,899	92,113
Other Recreation Revenue	0	169	0
Total Rec Enterprise Fund Revenue	\$75,834	\$1,221,345	\$1,383,480

Recreation earned **88%** of budgeted revenue through the end of the year.

Recreation Enterprise Fund

Revenues by Program Type



For 2025 YTD, revenue was ahead of budget in:

- Events (200%)
- Senior Programs (145%)
- Camps (112%)
- Mini Golf (108%)

Recreation Enterprise Fund

Expenses by Program Type

Recreation finished the year \$167K under budget.

Recreation Enterprise Fund Expenses	Dec. 2025 Actuals	YTD 2025 Actuals	2025 Budget
General Recreation Expenses	17,886	320,943	301,285
Sports & Fitness	48,956	511,600	653,357
Drop Ins	547	2,290	32,332
Adaptive Recreation	9,153	83,529	82,061
Camps	9,415	277,228	314,350
Youth Programs	10,794	86,422	81,226
Adult Programs	8,831	40,230	17,947
Senior Programs	18,911	156,589	175,921
Events	17,546	213,763	173,078
Mini Golf	0	23,368	51,535
Total Rec Enterprise Fund Expenses	\$142,039	\$1,715,962	\$1,883,092

Recreation Enterprise Fund

Ending Fund Balance

The ending fund balance of the Recreation Enterprise Fund was \$455K, which exceeds the 90-day reserve of operating expenses for 2025.

Facility Enterprise Fund

Facility Enterprise Fund Revenue: Budget-vs-Actual

Facility Enterprise Fund Revenue	YTD 2025 Actuals	2025 Budget
Facility Rental Fees – Admin Bldg	0	0
Facility Rental Fees – Rec Center	49,810	122,960
Park & Field Rental Fees	104,027	210,700
Facility Rental Fees	63,219	120,000
Long Term Golf Course Lease	92,181	72,000
Housing Lease	22,194	11,097
Concessions	6,906	2,500
Concessions - Leased	1,160	0
Total Facility Enterprise Fund Revenue	\$339,497	\$539,257

- We received an unbudgeted **\$132K** from the Madrona lease. That amount is moved to a **Restricted Beginning Balance** for future use at the course.

Facility Enterprise Fund Expenses: Budget-vs-Actual

Facility Enterprise Fund Expenses	YTD 2025 Actuals	2025 Budget
Wages & Benefits	547,325	513,782
Professional Services	4,766	10,000
Operating Supplies – Facilities	18,720	20,000
Operating Supplies - Concessions	3,190	0
Operating Supplies – Golf Course	30,296	0
Minor Equipment - Facilities	10,928	10,000
Sales Tax - Facilities	18,269	38,879
ActiveNet Fees - Facilities	6,763	13,610
ActiveNet Fees - Concessions	63	0
Total Facility Enterprise Fund Expenses	\$640,320	\$606,271

- Through the end of the year, spending exceeded budget by \$34K.
- The fund ending balance maintains reserves for the future.

Capital Fund

Capital Fund



Recreation Center

- \$6.9M



DeMolay – Island Blvd.

- \$569K



Mini Golf Course Upgrades

- \$416K

The 2025 Capital Budget was ~\$3.15M. \$8.8M was spent YTD.

Capital Fund Ending Balance

- With the \$1.6M transferred from the GF, the ending balance in the Capital Fund was **\$9,672,846**.
- The ending balance includes allocated funds for capital projects. Major project allocations include:
 - DeMolay Sandspit \$2M
 - Madrona Links Golf Course \$1M
 - Narrows Park Improvements \$1M

Questions?



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REGULAR MEETING AGENDA

February 03, 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

Joined Executive Director, Ally Bujacich, and Commissioner Nixon on Legislative Day in Olympia to meet with 26th District legislators to discuss projects up for support; also visited Fox island Fishing Pier, Sehmel Homestead Park (SHP) and the Rec Center over the weekend with family.

ITEM 2 Executive Director's Report

Executive Director Bujacich provides brief presentation, noting youth sports registration opens tomorrow for In-District residents, including baseball, outdoor co-ed flag football, indoor soccer, and volleyball.

Positive community feedback received, via social media, for PenMet's high school boys' basketball league; expanded space and programming capacity provided through the Rec Center and partnership with Peninsula School District.

Recent updates to PenMet's website move toward more accessible, user and mobile device friendly format with quicker access to frequently visited, important information; a comprehensive web redesign is planned for later this year, with feedback from community users, calendar function and ADA accessibility upgrades

PenMet will again partner with the City of Gig Harbor for Parks Appreciation Day on Saturday, May 2, 2026, allowing participants to sign up to volunteer for parks all across the Harbor and both districts.

Construction begins at District Headquarters on the 2nd phase of the HVAC enhancement project; contract awarded to JA Morris Construction, with work expected to run through April; some regular programing has been relocated to avoid intermittent disruptions.

ITEM 3 Special Presentations – there are none

ITEM 4 Board Committee Reports

Before calling the individual committee reports, it is noted that the Administrative Services Committee has been dissolved. The Administrative Services division, as



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well as the associated Director position, underwent reorganization in 2025. Items previously heard by this committee have been redistributed or absorbed by other committees.

4a. Park Services Committee

Committee met 1/23/26.

Discussed 2026 planning and direction, reviewed community purpose feedback goals, 2026 calendar priorities.

Major park project status and timing for key projects, Narrows, DeMolay, McCormick/Rotary Bark Park, Pen Gardens.

Pen Gardens Request for Qualifications (RFQ) in progress; Staff and Commissioners to conduct interviews and consultant selection.

Divisional updates on operations and assets; focus on clear reporting.

Next meeting scheduled for 2/27/26.

4b. Finance Committee – Has not met since last meeting

4c. Recreation Services Committee

Committee met 1/22/26.

Division updates include Tot Time Indoor Playground launched on 1/21/26 with over 100 children/adults in attendance.

Strong interest in adult indoor soccer; currently have Men's and Co-ed leagues, not enough teams yet for Women's league but the 2 registered teams opted to join existing co-ed leagues.

South Sound Pickleball Club (SSPC) weekly court rentals continue with high member participation.

Staff working to launch 6-week Veteran's Walking Club, still in planning and strategy stages; Commissioner interest expressed in providing legislative funds to offer the program at low, no cost to participants.

Review 2026 Board meeting schedule and upcoming updates to 2026 Facilities Fees, agreement with Outdoors for All, Rec Center Update.

Next meeting scheduled for 2/26/26.

4d. Campaign Committee

Met 1/23

Discussed revisions of draft agreement, bylaws and board development for PenMet Parks Foundation

Capital Campaign 98% complete; working to raise final \$69k of \$4 million goal.

Next meeting scheduled for 2/27/26.

4e. External Committees –



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Tacoma Narrows Airport Advisory Commission (TNAAC) has posted, advertised position for Airport Manager, open to the public.

ITEM 5 Public Comments:

NO SPEAKERS

ITEM 6 Minutes

6a. Approval of January 20, 2026 Study Session Minutes

6b. Approval of January 20, 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

7a. Approving Vouchers from December 2025 and January 2026

Commissioner moved to adopt the consent agenda as presented.
 Commissioner seconded.

Roll Call Vote: Unanimously approved. Motion carried.

ITEM 8 Unfinished Business – none

ITEM 9 New Business

9.1 Purchasing Resolutions Requiring One Reading for Adoption

9.1a Resolution P2026-001 Authorizing the Executive Director to Sign the Architecture/Engineering Agreement for Narrows Accessibility and Park Improvements with Jones and Jones Architects and Landscape Architects, Ltd.

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

Director of Park Services, John Laughery, provides overview of memo and resolution for project; including funding contributions from the Recreation and Conservation Office (RCO); improvements to include restroom facilities, new gazebo, new picnic shelter, stormwater improvements, a vehicle gate and upgraded paths that meet or exceed accessibility guidelines and requirements.

No further Board Discussion

Roll Call Vote: Unanimously approved. Motion carried.

9.2 Single Reading Resolutions Requiring One Reading for Adoption

9.2a Resolution R2026-002 Authorizing the Executive Director to Sign the Agreement with Outdoors For All Foundation

Commissioner moved to adopt the resolution as presented.
 Commissioner seconded



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Director of Recreation Services, Tracy Gallaway, provides brief overview of project and resolution, noting support and alignment with strategic plan goals to increase inclusion, improve accessibility and Parks Recreation and Open Space (PROS) plan goals to expand adaptive and specialized recreation, strengthen partnerships.

Outdoors For All currently maintains a large fleet of adaptive cycles and has already partnered successfully with PenMet to bring programming to the community; this agreement formalizes the partnership with Outdoors For All to operate a seasonal adaptive cycling center at PenMet, along the Cushman trail and Rec Center, with free adaptive rentals from May – September 2026, as well as additional collaborations. PenMet Parks will provide space, related support services.

Board Question: Is this the first Outdoors For All center located in Pierce County? **Answer:** Yes.

Board Question: This is an exciting step, proud moment for the District to be the first Pierce County site to regularly host this opportunity. Are there any plans for shared marketing? **Answer:** The focus so far has been on lining up all the pieces, but we will certainly look into that.

Board Comment: It was great fun when they brought all the different adaptive bikes out and people were able to try them on a ride through SHP; looking forward to seeing others enjoy this experience that might not be possible otherwise.

Board Comment: Introduction to Outdoors For All came years ago on a ski hill, when they brought adaptive equipment and assisted people going up and down the hill. This is an amazing partnership, and we are proud to be their first site selected.

Roll Call Vote: Unanimously approved. Motion carried.

9.2b Resolution R2026-003 Adopting the 2026 Facilities Use Fee Chart

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

Roll Call Vote: Unanimously approved. Motion carried.

Director Gallaway provides brief overview of the project and resolution, noting three main fee categories.

First, the Rec Center and mini-golf party packages, which we have updated based on evaluation of use and facilities cost with package pricing applied as well as ability to use financial assistance program, as authorized by the Board earlier this year. Updated fees effective 2/18/26, current reservations will not be affected.

Second, Sehmel turf field costs will go up by \$8/hour, as part of a 3-year escalation plan to bring pricing up to market rate. Updated fees effective 7/1/26, current reservations will not be affected.



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Third, Electric Vehicle (EV) Charging station fees will now be included in the Facility Use Fees, at \$0.25/kWh, which is in alignment with other jurisdiction charges.

Board Question: Have we been charging for use of these stations?

Answer: Yes, this memorializes the fees as part of the chart.

Board Question: Do we have any data on EV station usage or impacts? **Answer:** Staff will follow up and provide that data.

Roll Call Vote: Unanimously approved. Motion carried.

9.3 Two Reading Resolutions Requiring Two Readings for Adoption – there are none.

ITEM 10 Comments by Board

Very pleased with development of the relationship at the board and staff level with our 26th District Legislators, as we make meaningful progress together, sharing and advocating for support with programs and projects; have heard good feedback on the positive relationship we have with RCO.

Joined a fitness class at the Rec Center earlier this evening and was so impressed with how busy and alive it is, likely 300 or more people right now in classes and other activities; this far exceeds the vision we had for the Rec Center back in 2019, and it is exciting to imagine what the future will bring.

Attended a youth basketball session recently and was very taken by the strong energy and excitement by the kids, other participants and staff that we purchased punch passes to come back again. Some suggestions for improvement were shared by parents and spectators about different ages, levels of skill and play, and sportsmanship. This could be a great opportunity for us to revisit our vision of what 'Community Recreation' can be, and highlight the importance of growth, character and community; perhaps display it around the campus to further encourage continued learning and behavior.

President Sehmel suggests exploring this as a topic for an upcoming Study Session. Staff will follow up.

Also have heard feedback from parents who are amazed at the Rec Center itself and how things flow in and out between games and offerings; in conversation with a former commissioner about the Pen Gardens Master Plan and progress, they were touched and very proud of the progress, what PenMet has grown into since their time on the Board, which focused more on acquisition of properties. Compliments to the staff and Board for continued work to bring it all together for the community.

ITEM 11 Next Board Meetings

February 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 Time: 6:45 pm



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BOARD OF PARK COMMISSIONERS MEETING PROCEDURES

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Approved By the Board on _____

William C. (Billy) Sehmel, Board President

Kurt Grimmer, Board Clerk

Attest: Amanda Walston, Board Secretary



DISTRICT COMMISSION MEMO

To: Board of Park Commissioners

From: Ally Bujacich, Executive Director

Date: February 17, 2026

Subject: **Resolution 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**

Background/Analysis

PenMet Parks has identified developing and strengthening partnerships as a District priority. The Board of Park Commissioners passed Resolution RR2022-012 adopting PenMet Parks’ Strategic Plan, which identifies the strategic goal to strategically identify partners to augment the District’s ability to offer services. The Board of Park Commissioners also passed Resolution RR2023-012 adopting the 2023 Parks, Recreation, and Open Space (PROS) Plan, which identifies the strategic goal to strengthen relationships with strategic partners, including agencies, organizations, service groups, and individuals, to best serve the community and create operational efficiencies.

Gig Harbor Women’s Co-op is a non-profit organization that provides that provides community benefit by providing engagement and community service opportunities for its members. Its values include empowerment, community, and well-being.

PenMet Parks and GWHC have identified shared goals related to enhancing the community through service and to promoting health and well-being in a thriving community. For the last several years the two organizations have demonstrated the ability to provide public benefit by working collaboratively. For example, GWHC and its members regularly support PenMet Parks’ programs through volunteerism at Scarecrow Festival, preparing free lunches that are served at the Mobile Rec program, and at several PenMet Parks’ fall and winter holiday events. In addition, PenMet Parks and GWHC co-hosted a youth scavenger hunt at Sehmel Homestead Park as part of Pierce County Trails Day. As a result, PenMet Parks has advanced its mission to enhance the quality of life by providing parks and recreation opportunities for our community.



The Memorandum of Understanding (MOU) with GHWC formalizes the partnership between PenMet Parks and GHWC and defines the terms under which the parties will collaborate to benefit the public, and defines the specific responsibilities of each party. The purpose of the MOU is consistent with the District's strategic priorities. The MOU is not intended to encompass all circumstances, and special conditions or events may require a separate agreement.

Policy Implications/Support

1. The Board of Park Commissioners passed Resolution RR2022-012 adopting PenMet Parks' Strategic Plan, which identifies the strategic goal to strategically identify partners to augment the District's ability to offer services.
2. The Board of Park Commissioners passed Resolution RR2023-012 adopting the 2023 Parks, Recreation, and Open Space Plan, which identifies the strategic goal to strengthen relationships with strategic partners, including agencies, organizations, service groups, and individuals, to best serve the community and create operational efficiencies.

Recommendation

Staff recommends the Board pass Resolution R2026-004 authorizing the Executive Director to sign the memorandum of understanding with Gig Harbor Women's Co-op.

Staff Contact

If you have any questions or comments, please contact Ally Bujacich at (253) 858-3400 or via e-mail at executivedirector@penmetparks.org.

Attachments

Exhibit A: Resolution R2026-004



Peninsula Metropolitan Park District

RESOLUTION NO. 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

WHEREAS, the mission of Peninsula Metropolitan Park District (PenMet Parks) is to enhance the quality of life by providing parks and recreation opportunities for our community; and

WHEREAS, the vision of PenMet Parks is to be a leader in promoting health and well-being in a thriving community; and

WHEREAS, the Board of Park Commissioners passed Resolution RR2022-012 adopting PenMet Parks' Strategic Plan, which identifies the strategic goal to strategically identify partners to augment the District's ability to offer services; and

WHEREAS, the Board of Park Commissioners passed Resolution RR2023-012 adopting PenMet Parks' Parks, Recreation, and Open Space Plan, which identifies the strategic goal to strengthen relationships with strategic partners, including agencies, organizations, service groups, and individuals, to best serve the community and create operational efficiencies; and

WHEREAS, PenMet Parks relies on community engagement and volunteerism to enhance the park and recreation opportunities it provides; and

WHEREAS, Gig Harbor Women's Co-Op (GHWC) is a qualified 501(c)(3) non-profit organization that provides engagement and community service opportunities for its members; and

WHEREAS, GHWC's core values include empowerment, community, and well-being; and

WHEREAS, PenMet Parks and GHWC have identified shared goals related to enhancing the community through service and promoting health and well-being in a thriving community; and

WHEREAS, the collaborative relationship between PenMet Parks and GHWC has benefit the community through enhanced and efficient services; and



WHEREAS, the Memorandum of Understanding benefits the community by formalizing the partnership between PenMet Parks and GHWC by establishing the responsibilities of the parties and the terms of such a partnership; and

NOW THEREFORE BE IT

RESOLVED, by the Board of Park Commissioners that the Executive Director is authorized to execute the Memorandum of Understanding with the Gig Harbor Women’s Co-op in substantially the form attached as Exhibit “A”.

This foregoing resolution was adopted at a regular meeting of the Board of Park Commissioners of the Peninsula Metropolitan Park District held on February 17, 2026

William C. (Billy) Sehmel, Board President

Kurt Grimmer, Board Clerk

Attest: Amanda Walston

EXHIBIT A TO RESOLUTION R2026-004

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
PENINSULA METROPOLITAN PARK DISTRICT
AND
GIG HARBOR WOMEN’S MUTUAL ASSOCIATION DBA GIG HARBOR WOMEN’S
CO-OP**

This Memorandum of Understanding (MOU) is dated February _____, 2026 (for reference purposes only) and is by and between the Peninsula Metropolitan Park District, a Washington municipal corporation (PenMet Parks) and the Gig Harbor Women’s Mutual Association dba Gig Harbor Women’s Co-op, a 501(c)(3) Washington nonprofit corporation (GHWC). PenMet Parks and GHWC are sometimes referred to collectively as the “Parties.”

RECITALS

WHEREAS, the mission of the Peninsula Metropolitan Park District is to enhance the quality of life by providing parks and recreation opportunities for our community; and

WHEREAS, the Board of Park Commissioners passed Resolution RR2022-012 adopting PenMet Parks’ Strategic Plan, which identifies the strategic goal to strategically identify partners to augment the District’s ability to offer services; and

WHEREAS, the Board of Park Commissioners passed Resolution RR2023-012 adopting PenMet Parks’ Parks, Recreation, and Open Space Plan, which identifies the strategic goal to strengthen relationships with strategic partners, including agencies, organizations, service groups, and individuals, to best serve the community and create operational efficiencies; and

WHEREAS, PenMet Parks relies on community engagement and volunteerism to enhance the park and recreation opportunities it provides; and

WHEREAS, GHWC is a 501(c)(3) non-profit organization that provides engagement and community service opportunities for its members; and

WHEREAS, GHWC’s core values include empowerment, community, and well-being; and

WHEREAS, PenMet Parks and GHWC recognize our growing community needs more park and recreation opportunities; and

WHEREAS, PenMet Parks and GHWC have identified shared goals related to enhancing the community through service and promoting health and well-being in a thriving community; and

WHEREAS, PenMet Parks and GHWC further recognize that a collaborative relationship would enhance the services each organization currently provides to the community through increased efficiency; and

WHEREAS, a Memorandum of Understanding between PenMet Parks and GHWC benefits the community by formalizing the partnership and establishing the respective responsibilities of the parties

Now, therefore, in consideration of the foregoing, and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

ARTICLE I
PURPOSE

PenMet Parks and GHWC each provide services to the community. This MOU sets forth the conditions under which PenMet Parks and GHWC will collaborate on park and recreation related opportunities for the benefit of the public, the parameters of this collaboration and the responsibilities of each of the parties. The Parties acknowledge that not all circumstances will be covered by this MOU and in some instances a separate agreement may be required.

ARTICLE II
MUTUAL RESPONSIBILITIES

The parties agree to:

- 2.1 Work cooperatively to ensure appropriate, efficient communication in support of the objectives of this MOU.
- 2.2 Collaborate to provide community benefit through public parks and recreation services.

ARTICLE III
GHWC RESPONSIBILITIES

GHWC agrees to:

- 3.1 Provide GHWC member volunteers to assist with PenMet Parks' special community events as requested by PenMet Parks. GHWC shall endeavor to provide from its membership a minimum of 200 volunteer hours annually.
- 3.2 Recognize PenMet Parks as a sponsor of any GHWC program or event in

which PenMet Parks makes facility space and/or equipment available to support such programs. The level of PenMet Parks’ recognition will be commensurate with the estimated dollar value of the use of PenMet Parks’ facility space and/or equipment.

- 3.3 Submit a quarterly report to PenMet Parks documenting GHWC members’ volunteer hours and the work performed by those members during the previous quarter.
- 3.4 Abide by PenMet Parks’ applicable volunteer policies and procedures when providing GHWC member volunteers for any PenMet Parks’ program or event.
- 3.5 Always ensure that the monetary value it contributes to PenMet Parks through volunteers or otherwise is equal to or greater than the value received by GHWC from PenMet Parks under Article IV.

ARTICLE IV
PENMET PARKS RESPONSIBILITIES

PenMet Parks agrees to:

- 4.1 Endeavor to support GHWC meetings, programs, and events, when reasonably possible, through the use of PenMet Park’ facility space and/or equipment, in exchange for recognition as a sponsor of the program or event. The use of PenMet Parks’ facility space and/or equipment shall always be at the discretion of PenMet Parks and shall not result in a reduction in the services PenMet Parks provides to the community. Use of the facility will be subject to the terms and conditions set forth in PenMet Parks’ standard facility rental agreement. Access to PenMet Parks’ facilities will be subject to availability based on requests to PenMet Parks.

ARTICLE V
TERM

This MOU is effective upon mutual execution by the Parties. The provisions in this MOU shall be reviewed annually by the Parties to determine if this MOU should continue and/or be modified. This MOU can be terminated, with or without cause, by either party upon thirty (30) days advance written notice to the other party delivered to the address listed below.

ARTICLE VI
NOTICE AND CONTACT INFORMATION

Any notice or other communication that is required or permitted to be given under this MOU shall be in writing and either delivered personally or sent by prepaid, first class U.S. mail to the following address:

<p>GHWC Attn: Executive Director 7015 67th St. NW Gig Harbor, WA 98335</p>	<p>PenMet Parks Attn: Executive Director 2416 14th Avenue NW Gig Harbor, WA 98335</p>
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ARTICLE VII
INDEMNIFICATION

- 7.1 To the fullest extent permitted by law, GHWC shall indemnify and hold harmless PenMet Parks, its officials, officers, agents, employees, volunteers, and representatives, from any and all claims, demands, damages, suits at law or at equity, liabilities, losses, judgments, liens, expenses, and costs caused or alleged to be caused by the negligent and/or wrongful acts, errors, and/or omissions of GHWC, its employees, agents, representatives or volunteers relative to or in connection with GHWC activities or services covered hereunder, except for injuries and damages caused by the sole negligence and/or wrongful conduct of PenMet Parks. In the event of recovery due to the aforementioned circumstances, GHWC shall pay any judgment or lien arising therefrom, including any and all costs and attorney’s fees as a part thereof.

- 7.2 To the fullest extent permitted by law, PenMet Parks shall indemnify and hold harmless GHWC, its officials, officers, agents, employees, volunteers, and representatives, from any and all claims, demands, damages, suits at law or at equity, liabilities, losses, judgments, liens, expenses, and costs caused or alleged to be caused by the negligent and/or wrongful acts, errors, and/or omissions of PenMet Parks’ officials, officers, agents, employees, while acting within the scope of their employment as such, relative to or in connection with PenMet Parks’ activities or services covered hereunder, except for injuries and damages caused by the sole negligence and/or wrongful conduct of GHWC. In the event of recovery due to the aforementioned circumstances, PenMet Parks shall pay any judgment or lien arising therefrom, including any and all costs and attorney’s fees as a part thereof.

- 7.3 Where such claims, suits, or actions result from concurrent negligence and/or wrongful acts or omissions of each party, the indemnity provisions provided herein shall be valid and enforceable only to the extent of each party’s own negligence and/or wrongful acts or omissions. The Parties agree that their respective obligations under this section extend to any claim, demand, and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each party by mutual negotiation, hereby waives, with respect to the other party only,

any immunity that would otherwise be available against such claims under the industrial insurance provisions of Title 51 RCW. In the event that either party incurs any judgment, award, and/or cost arising therefrom, including attorneys' fees, to enforce the provisions of this section, all such fees, expenses, and costs shall be recoverable by the prevailing party. This indemnification shall survive the termination of this MOU.

ARTICLE IIX
INSURANCE

GHWC shall provide proof of a comprehensive general liability insurance policy in such amounts and in a form acceptable to PenMet Parks and naming PenMet Parks as an additional insured. PenMet Parks may require GHWC to provide other types of insurance depending upon the programs and activities.

ARTICLE IX
MISCELLANEOUS

- 9.1 No Third Party Beneficiaries / Independent Capacity. It is understood and agreed that this MOU is solely for the benefit of the Parties hereto and gives no right to any other person or entity. No partnership is formed as a result of this MOU. The employees or agents of each party who are engaged in the performance of this MOU shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.
- 9.2 Disputes. Any dispute as to the enforcement or interpretation of this MOU will be determined by binding arbitration conducted in accordance with the laws of the State of Washington.
- 9.3 Severability. If any term or condition of this MOU or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this MOU are declared severable.
- 9.4 Waiver. Waiver of any breach or condition of this MOU shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this MOU shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the Parties hereto.
- 9.5 Compliance with Laws. The Parties shall comply with all applicable State, Federal and municipal laws, ordinances, regulations and codes in the performance of their respective duties and obligations specified in this MOU.

- 9.6 Assignment. This MOU is personal to the Parties. As a result, the Parties will not assign, transfer, or otherwise dispose of any of the privileges granted under this MOU without the prior written consent of the other Party.
- 9.7 Amendment. This MOU may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the Parties.
- 9.8 Governing Law and Venue. This MOU shall be construed and interpreted in accordance with the laws of the state of Washington and the venue for the resolution of any dispute under this MOU shall be in Pierce County. This MOU will not be construed either for or against PenMet Parks or GHWC, but will be interpreted in accordance with the general tenor of the language in an effort to reach an equitable result.
- 9.9 Entire Agreement. This MOU represents the entire agreement between the Parties and supersedes any prior oral statements, discussions or understandings between the Parties related to the subject matter herein.

<p>GIG HARBOR WOMEN'S MUTUAL ASSOCIATION</p> <p>By: _____ Jillian O'Block Its Executive Director Date: February ____, 2026</p>	<p>PENINSULA METROPOLITAN PARK DISTRICT</p> <p>By: _____ Ally Bujacich Its Executive Director Date: February ____, 2026</p>
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