



Peninsula Metropolitan Park District

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

REGULAR MEETING AGENDA

June 02, 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 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. You can listen to the study session and regular meeting by phone at the following number +1 253-215-8782 Meeting ID: 819 3117 8976 Password: 532862. Via Zoom: Meeting ID: 819 3117 8976 Password: PenMet0602

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, we will be accepting citizen comments via email at ssnuffin@penmetparks.org up until 5:00 PM June 1, 2020. Comments will be read and recorded in the meeting.

ITEM 3 Presentations

- 3a. [Director's Report](#)
- 3b. President's Report

ITEM 4 Consent Agenda

- 4a. [Approval of Meeting Minutes](#)
[5-19-20 Study Session and Regular Minutes](#)
- 4b. [Approval of Vouchers](#)
[\\$190,257.80 Reference Number: V2020-262-263](#)
[\\$66,186.52 Reference Number V2020-264-284](#)



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- ITEM 5** **Unfinished Business**
 - 5a. [Covid-19 Fiscal Update](#)
- ITEM 6** **Comments by Board**
- ITEM 7** **Committee Reports**
 - 7a. **CRC Budget**
 - 7b. **CRC Fundraising**
 - 7c. **CRC Project**
- ITEM 8** **Next Board Meetings: Tues. June 16, 2020 (Study and Regular)**
- ITEM 9** **Executive Session: N/A**
- ITEM 10** **Adjournment**

AGENDA POLICY

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 Tuesday preceding the Monday 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 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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EXECUTIVE DIRECTOR REPORT: June 2, 2020

- Executive Director Doug Nelson worked with Marketing Specialist and other PenMet staffers to update the parks and recreation phasing plan. The DRAFT framework for park operations; including what is open, what is closed, and the scheduled changes is available on the District's website
- Executive Director, Doug Nelson, will begin working with staff and the District's attorney to develop an official Inclusion Policy for PenMet Parks
- Executive Director, Doug Nelson, and Special Projects Manager, Eric Guenther will meet with Pierce County Councilmember Derek Young on June 3rd to discuss PenMet projects, COVID funding, and other matters
- Administrative Assistant, Stacie Snuffin, worked through the Pierce County CARES system to procure Personal Protective Equipment (PPE)
- President Hill and I were informed that a Gig Harbor leadership council group will begin meeting up again. I was unable to attend the first meeting as it conflicted with the PRC presentation, but looking forward to future involvement.
- We continue to monitor current developments regarding "Stay Home..." guidelines from Governor Inslee and local park agency regulations for service operations. We are prepared to adjust park use guidelines and signage if necessary.



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DEPARTMENT STAFF REPORT: May 20 – June 2, 2020

Marketing/Communications

- Parks and Recreation Guide issued with excellent response from the community. Extra copies are available in the administrative office
- Social media message “Thank for you making plans for the summer and sending out your recreational summer guide”
- Working with Gig Harbor Jr. Sail, Gig Harbor Canoe and Kayak Racing Team and Dragon Boat team to provide safe re-opening framework
- Featured article in Gig Harbor Living Local magazine on PenMet Parks safe practices when visiting a park
- Working with all departments to develop safe approach re-opening framework
- Drafting informational signage for safe approach re-opening framework
- Continued collaboration for online tours with Harbor WildWatch
- Working with Recreation Department to develop “E-Games” Tournaments for at home activities
- Working with Brycen Toney, Recreation Specialist for “online Summer Camp Promo”

Capital

- CRC Architect/Designer interviews conducted 5/5/20. Selected BLRB with BRS as consultant
- GCCM application submitted to Project Review Committee 4/19/20.
- Presentation 5/28/20 with approval granted
- CRC WIFI planning 2/24/20 & 4/29/20
- GC/CM RFP (RFQ) development nearing completion with distribution soon thereafter
- CRC WIFI planning 2/24/20 & 4/29/20
- Wiring installed 5/27/20
- Hardware arrived; installation imminent
- Scheduling started 2/26/20
- MUSCO visited site on 5/26 to evaluate light aiming
- Slight adjustments scheduled for early June
- Permits approved for SHP Lighting project and final
- Finalizing adjustments to the Conservation Easement (CE) with GPC over amphitheater parking lights after reaching tentative agreement; adjusting Meadow CE boundaries to match grass area
- Hales Pass renovation design underway and under review; cost estimate received, reviewed, and revised. Field lights installed and operational. Scheduling started 2/26/20
- Permits approved for SHP Lighting project and final
- Negotiating with GPC over amphitheater parking lights reaching tentative agreement, adjusting Meadow boundaries to match grass area
- Scoreboard installed; training completed



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- Lighting project (MUSCO) with Scoreboard (Daktronics) completed.
- Hales Pass renovation design underway and under review; cost estimate received, reviewed, and undergoing revisions
- Shared design progress with public at Arletta Store, on website, and e-mail to meeting attendees

Finance Report

- Working on unemployment claims about every other day
- Rewriting the HR Manual with an ADP HR specialist. Staff will start reviewing the new manual next week
- Sandra is setting up a new Capital Asset Mgt. software package that will be connected to the new BIAS software
- Staff is participating in a BIAS software demonstration this week

Human Resources

- Staff training for May is the new Emergency Operations Management Plan
- June's training will be on re-opening the Park District

PEG Grants in progress under consideration: (Currently on hold due to COVID-19 Restrictions)

- Voyager PTA Playground (approved, in progress, presenting for reimbursement soon)

Grants

- The RCO grant applications being considered for funding during this cycle are from the:
- Youth Athletic Facilities (YAF) category for SHP Turf Replacement for \$350,000. (project estimate \$750,000)
- Washington Wildlife and Recreation Program – Local Parks (WWRP-LP) for the Narrows Park West Acquisition for \$1,000,000.
- Land and Water Conservation Fund (LWCF) for the Narrows Park West Acquisition for \$500,000 (LWCF Federal funding as was used to acquire Narrows Park by Pierce County Parks).
- Washington Wildlife and Recreation Program – Trails (WWRP-TR) for the Cushman Trail 14th Ave to 24th St for \$200,000.
- Pierce County Conservation Futures, 2021, Narrows Park West Acquisition for \$1.5M, the balance for the \$3M acquisition price.

Volunteers

- Parks Appreciation Day April 25 Postponed, working on non-structured version for now
- Considering National Trails Day event in June following non-structured template from PAD
- Considering Pierce County Trails Day event in July following non-structured template from PAD

Maintenance & Facilities



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- Ongoing repairs and lock replacement at SHP, Rosedale and Hales Pass Tennis Courts, CRC
- Finished all storm water ponds at Pen Gardens, SHP is left to do
- Chipping and trail clean up at McCormick (Holly removal and other evasive weeds)
- Baseball fields at SHP, Rosedale Park warning track weeding and clearing
- Hired Pierce County security for Fox Island Sand Spit their shift is Friday thru Sunday 12:00 pm to 8:00 pm

Recreation

- Mike, Spencer, Aiden, Brycen and Chuck are working on an E-Sports Gaming tournament while still in Phase 1 & 2 of Re-Opening plan. Looking at Madden and Fortnite to start as they are very popular
- Staff continues to take part in NRPA, WRPA and Recreation Departmental Zoom Meetings and Webinars to get the most up to date information regarding COVID-19
- Staff has been fielding many Emails and Phone Calls after the Parks and Rec Guide was mailed out on Friday May 22nd
- Spencer is working with Triple Impact Coaching on an online training for basketball skills and drills with a new contractor. Details are continuing to be worked out
- Kelly continues to work the TAC on Summer goals and objectives which are changing due to current guidelines
- Staff continues to work on finalizing plans for Summer Camps, Classes, Leagues and Rentals to be ready to go in Phase 2 for a Phase 3 opening

Events

- No Events Currently

Staff Anniversaries:

- None

May 2020				
Tues 5/05	5/01	5:00p	Study Session	Discussion: Community Recreation Center Funding Discussion
Tues 5/05	5/01	6:00p	Regular Meeting	<p>Presentation:</p> <p>Discussion: 6a. RESOLUTION NO. R2020-006 AUTHORIZING LETTER OF ENGAGEMENT FOR LEGAL REPRESENTATION</p> <p>Approval:</p> <p><u>Consent:</u> Minutes: 4/21/20 Study Session and Regular Vouchers: V2020-192 - 242</p> <p>Executive Session: 9a. Executive Session: to consider the acquisition of real estate per [RCW 42.30.110(1)(b)]</p>
Tues 5/19	5/15	5:00p	Study Session	<p>Discussion: 2.a CRC Project Update</p> <p>1. Timeline Review 2. Committee Reports</p>
Tues 5/19	5/15	7:00p	Regular Meeting	<p>Presentation: Director's Report, Finance Report, President's Report</p> <p>Discussion: 5a. Covid-19 Fiscal Update 6a. Recreation Update 6b. Design Firm Selection 6c. Demarche Consulting Group Contract 6d. RCO Grant</p> <p>Authorizations: R2020-007, R2020-008, R2020-009</p> <p>Approval:</p> <p><u>Consent:</u> Minutes: 04/15/20 Special Meeting Minutes 05/04/20- CRC Interview Minutes 5-05-20 Study Session and Regular Minutes 04-21-20 Regular Minutes Change</p> <p>Vouchers: V2020-243 - 261</p> <p>Executive Session: None</p>
June 2020				
Tues 6/02	5/29	5:00p	Study Session	<p>Discussion:</p> <p>2a. Review of Comprehensive Financial Policy</p> <p>2b.CRC Bond Update</p>

Tues 6/02	5/29	6:00p	Regular Meeting	Presentation: Discussion: Director's Report, Finance Report, President's Report Approval: Review of Comprehensive Financial Management Policy <u>Consent:</u> Minutes: 5-19-20 Study Session and Regular Minute Vouchers: Executive Session:
Tues 6/16	6/12	5:00p	Study Session	Discussion: Action Item Update
Tues 6/16	6/12	6:00p	Regular Meeting	Presentation: Discussion: Approval: Comprehensive Financial Management Policy <u>Consent:</u> Minutes: Vouchers: Executive Session:
BUDGET	Executive Director reviews staff budget requests and revenue projections			
July 2020				
Tues 7/7	7/3	5:00p	Study Session	Discussion:
Tues 7/7	7/3	6:00p	Regular Meeting	Presentation: Discussion: Approval: <u>Consent:</u> Minutes: Vouchers: Executive Session:
Tues 7/21	7/3	5:00p	Study Session	Discussion:
Tues 7/21	7/3	6:00p	Regular Meeting	Presentation: Discussion: Approval: Policy update <u>Consent:</u> Minutes: Vouchers: Executive Session:
Aug 2020				



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STUDY SESSION MINUTES

May 19, 2020, approximately **5:00 pm**

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Call to Order: The meeting was called to order by Commissioner Hill at 5:01 pm

Commissioners Present:

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

Staff:

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

ITEM 1 Approval of Agenda

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

ITEM 2 Board Discussion

2.a Community Recreation Center (CRC) Project Update

1. Timeline Review

Interim Senior Operations Manager, Glenn Akramoff gave a PowerPoint Presentation on the CRC Project Updates. He discussed the Vision Statement, Architect Design Decision, GC/CM RFP, budget tolerances, and developing the team for getting the CRC project done. Akramoff spoke about decision-making plans and expected milestones. Commissioner Kingsbury asked Akramoff to give examples of items that would require a team to make a decision or an item that would not require a team to make a decision for the new CRC Project. Commissioner Nixon and Akramoff discussed how the different committees will fit into the CRC Project process. Commissioner Babich



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expressed her appreciation of the PowerPoint Presentation.
Commissioner Kingsbury inquired about the community outreach piece of the project. Akramoff gave an explanation of how that process will work with the architect and engineering firm.

2. Committee Reports

Commissioner Grimmer reported for the Marketing Committee. He reported that there was only one applicant for the RFP for the fundraising consultant and that the committee decided to reissue the RFP to get some additional candidates. President Hill reported that she had reached out directly to 5 additional fundraising consultant firms.

Commissioner Nixon reported for the Finance Committee. He reported that the committee reviewed the Comprehensive Financial Policy. He reported that it will be ready for review by the Board soon. He discussed that PenMet is taking steps to increase their bond rating. Executive Director Nelson reported it should be ready for approval at the June 16, 2020 Board Meeting.

Commissioner Babich reported that Akramoff gave the Operations Committee updates in his presentation.

ITEM 3 Adjournment Commissioner Hill adjourned the meeting at 5:47 pm

APPROVED BY THE BOARD ON: _____

President

Clerk



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REGULAR MEETING MINUTES

May 19, 2020, 6:00 PM

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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
Kurt Grimmer
Amanda Babich
Laurel Kingsbury
Steve Nixon

Staff:

Doug Nelson
Elaine Sorensen
Eric Guenther
Stacie Snuffin
Ed Lewis
Glenn Akramoff
Chuck Cuzzetto
Michael Schick

ITEM 1 Approval of Agenda

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

ITEM 2 Citizen Comments: None

ITEM 3 Presentations

3a. Director's Report

Executive Director Nelson thanked the Commissioners for recognizing the PenMet Staff for the Staff Spotlight this quarter. Nelson reported that he wanted to save time for the COVID-19 and recreation update for later in the meeting.

3b. Finance Report

Elaine Sorensen, Finance & HR Manager, reported on the income statement and General Fund. She reported that PenMet has started to see a drop in facility rentals. She reported that the General Fund is still ahead of budget due to putting a freeze on some expenses. Commissioner Kingsbury inquired about the Executive Professional Services line item.



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Sorensen, Nelson, and Akramoff gave additional information to Commissioner Kingsbury on this item and the budget. Sorenson gave a report on the Capital Projects Budget and the Revolving Recreation Fund.

3c. Presidents Report: None

ITEM 4 Consent Agenda

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

4a. Approval of Meeting Minutes

04/15/20 Special Meeting Minutes, 05/04/20- CRC Interview Minutes, 5-05-20 Study Session and Regular Minutes, 04-21-20 Regular Minutes Change

4b. Approval of Vouchers

\$148,365.65 Reference Number: V2020-243-261

ITEM 5 Unfinished Business

5a. COVID-19 Fiscal Update

Executive Director Nelson highlighted the Staff and Commissioners combined efforts for working on the budget, cost-saving measures, and projections. He discussed the draft framework for re-opening PenMet Parks with a phased approach. He reported that PenMet opened their beach parks, on May 5th, 2020 in addition, Madrona Links had reopened as well. He gave a summary of the different park features, locations, amenities, rentals, events, and recreation programs that would be re-opening in the different phases. President Hill inquired if we were posting the framework to the PenMet website. Nelson replied that he thought it would be posted by either May 22, 2020, or the earlier part of the following week. Commissioner Babich informed the staff and board that Mayor Kit Kuhn was trying to get Gig Harbor grouped with Kitsap County for phase 2. She wanted to know if PenMet had plans to change the timeline if that happened. Commissioner Nixon expressed his concerns on citizens overcrowding in the parks if they were coming in from outside the Gig Harbor area if we re-opened more features too early.

ITEM 6 New Business

6a. Recreation Update

Recreation Manager, Michael Schick gave a recreation update. He gave some highlights on what the recreation staff have been working on along with the Facilities Coordinator, Aiden Krug. He reported that Aiden has been working with a focus group made up of community members. Schick reported on recreation staff's schedules, that the position for a Recreation Assistant is on hold, event cancellations, and the projected budget and projections. He gave a refund update for sports, classes, and camps with



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ActiveNet's system. Commissioner Kingsbury inquired if PenMet were documenting what community members had to say to Recreation Specialist, Spencer Manjarrez, when he had reached out to get feedback from them on the current Covid-19 situation effects on sports and recreation. President Hill inquired about how PenMet was conducting the focus group meetings. Schick informed her that it was being done via Zoom. Schick summarized the phasing process and what PenMet's plans are for reopening recreation.

6b. Design Firm Selection

Akramoff reported that the Operations Committee did a thorough review of the candidates for the CRC Design Firm. President Hill moved to approve the Executive Director and staff begin negotiations with BLRB Architects as the architects of record for the Community Recreation Center Project and request that BRS Architects be included as a sub-consultant focus, at a minimum on public outreach process and the Interior design of the building. Seconded by Commissioner Babich. The motion passed 5-0.

Commissioner Babich and Nixon gave their perspective on how the Operations Committee made their decision on the design firm selection. Commissioner Kingsbury inquired about how PenMet determines the rate of pay for the design firms. She also asked about the scoring process. Commissioner Babich explained further how the Operation's Committee did their scoring and made their decision on who was going to be hired. She added the scores were just a component of the process but not necessarily the final determining factor and that the scores for top firms were all very close.

6c. Demarche Consulting Group Contract

Executive Director Nelson reported that Staff recommends that the Board of Commissioners move to authorize the Executive Director to sign the contract, in substantially the form attached, with Demarche Consulting Group for the Interim Senior Operations Manager services per the scope of work. Commissioner Babich moved to authorizes Executive Director Nelson to sign the contract as read. Seconded by Commissioner Kingsbury.

6d. RCO Grant Authorizations: R2020-007, R2020-008, R2020-009

Planning & Special Projects Manager, Eric Guenther, gave a brief explanation for RCO Grant Authorizations that need to be approved. Commissioner Nixon moved to approve Resolutions R2020-007, R2020-008 & R2020-009, authorizing grant assistance applications to the Washington State Recreation and Conservation Office (RCO) for the Sehmel Homestead Park Turf Replacement, Narrows Park West



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Acquisition including review of the Sample Project Agreement. Seconded by Commissioner Grimmer. The motion passed 5-0.

ITEM 7 Comments by Board

- 7a. **CRC Budget Committee Report**
Reported in the Study Session
- 7b. **CRC Marketing Committee Report**
Reported in the Study Session
- 7c. **CRC Operations Committee Report**
Reported in the Study Session
- 7d. **General Comments: None**

ITEM 8 **Next Board Meetings** Tues. June 2, 2020 (Study and Regular) Via Zoom Meeting

ITEM 9 Executive Session:

- 9a. **Executive Session: to consider the acquisition of real estate per [RCW 42.30.110(1)(b)] took place at 7:15 pm.**

ITEM 10 **Adjournment** Commissioner Hill adjourned the meeting at 7:31 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
5/6/20	V2020-262	MB Electric	\$118,477.82
5/6/20	V2020-263	KCDA	\$71,779.98
Payment Count: 2		Total Amount:	<u>\$190,257.80</u>

Payment Count: 2
Payment Total: \$190,257.80

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>5/15/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>5/16/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>5-28-2020</u> _____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ 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 Received on _____

Batch Verified by _____



Finance Department
District Payment Transmittal

District Name: Metro Park District-Peninsula




PAYMENT LISTING

Trans Date	District Ref #	Payee Printed Name	Amount
5/18/20	V2020-264	POA Leasing - PA	\$526.13
5/18/20	V2020-265	Pacific Office Automation Headquarters	\$1,492.00
5/18/20	V2020-266	Kim Moureen Arnold	\$131.67
5/18/20	V2020-267	HOME DEPOT	\$496.55
5/18/20	V2020-268	WILCO	\$44.01
5/18/20	V2020-269	DON SMALL & SONS OIL	\$216.68
5/18/20	V2020-270	Tacoma Winsupply	\$1,183.16
5/18/20	V2020-271	HEALTH CARE AUTHORITY	\$2,523.06
5/18/20	V2020-272	Heather Lantz	\$140.00
5/18/20	V2020-273	HealthEquity	\$100.00
5/18/20	V2020-274	CIT	\$84.90
5/18/20	V2020-275	Legal Shield	\$105.70
5/18/20	V2020-276	DEPT OF RETIREMENT SYSTEMS	\$100.00
5/18/20	V2020-277	Kim Hairston	\$118.50
5/18/20	V2020-278	WESTBAY AUTO PARTS	\$222.50
5/18/20	V2020-279	Greater Gig Harbor Foundation	\$4,166.50
5/18/20	V2020-280	PURDY TOPSOIL & GRAVEL	\$1,037.64
5/18/20	V2020-281	Pierce County Alarm Program	\$100.00
5/18/20	V2020-282	HEMLEYS SEPTIC SERVICE	\$145.00
5/18/20	V2020-283	ZUMAR INDUSTRIES INC	\$565.75
5/18/20	V2020-284	Peninsula Metropolitan Park District	\$52,686.77
Payment Count: 21			Total Amount: <u>\$66,186.52</u>

Payment Count: 21
Payment Total: \$66,186.52

CERTIFICATION

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as deccribed 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>5/19/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>5/27/20</u> _____ Date	_____ Authorized District Official Signature	_____ Date
 _____ Authorized District Official Signature	<u>5-28-2020</u> _____ Date	_____ Authorized District Official Signature	_____ Date
_____ Authorized District Official Signature	_____ 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 _____



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COVID-19 FISCAL UPDATE: June 2, 2020

- General Fund Update
 1. Due to responsible budget management and appropriate adjustment to levels of service staff is projecting a \$200,000 net income for 2020 PenMet Parks General Fund.
- Recreation Revolving Fund Update
 1. The direct impacts of having to shut down Recreation Programs have presented many challenges and led to the reduction of staffing and other cost-saving measures.
 2. To date approximately \$11,000 refunds have been administered for cancelled programs.
 3. Updated revenue and expense figures through May indicate the PenMet Recreation Revolving Fund is behind by \$21,500.
 4. Considerable efforts have been made by staff to manage expenditures and forecast future revenues, resulting in a projected year-end net loss of \$60,000.
- PenMet Parks re-opening framework was revised last week as news spread that Pierce County would not get approval to move to Phase 2 until June 1st at the earliest
 1. Revisions include:
 - Racquet Sport Courts open on June 1st
 - Ballfields open to groups of less than 5, preferably household units, no organized group activities or practices
 - Phase 3 projected to begin June 22, may be pushed back, awaiting governor's guidance
 - Phase 4 projected to begin July 20, may be pushed back, awaiting governor's guidance