



Peninsula Metropolitan Park District

3622 Grandview Street, PO Box 425, Gig Harbor, WA 98335
Office: 253-858-3400 Fax: 253-858-3401
E-mail: Info@PenMetParks.org

"Today We Touch Tomorrow"

MINUTES OF BOARD OF COMMISSIONERS REGULAR MEETING

Monday February 8, 2010

PRESENT:

Board Members

William Sehmel
Curtis L. Hancock
Todd Iverson
Jon Ortgiesen
Scott Junge

Staff

Marc Connelly
Elaine Sorensen
Eric Guenther
William Miller
Gretchen Hayes
Ron Martinez

Visitors

Vernon Young – Envirocorps
Jim Langhelm – Rosedale Park

PLACE:

PenMet Parks
Administrative Office
3622 Grandview Street
Gig Harbor, WA 98335

5:00 PM CALL TO ORDER

The meeting of the Peninsula Metropolitan Park District was called to order by Commissioner Junge at 5:00 p.m.

STUDY SESSION:

ITEM 1 APPROVAL OF AGENDA

Commissioner Hancock made a motion to approve the agenda with the following amendment: move public comment to Item 1.A and move Item 1.E to after Item 3. Commissioner Iverson seconded the amended agenda and the motion passed 4-0.

1.A Citizen Comments

Jim Langhelm expressed his concern regarding the “No Dog” signage at Rosedale Park and asked for an explanation as to why the signs have been posted. Marc Connelly explained that due to the condition of the turf, the park had to be temporarily closed to dogs in order to let the turf recover and it was not closed due to a violation of park rules. Mr. Langhelm noted that he picks up a lot of other people’s dog messes with his Brittany Spaniel. He noted to the Board that several park users do not pick up after their dogs and if he can’t access the field with his dog then dog messes are going to become a problem for the park. Mr. Langhelm has some ideas to help alleviate the problem in Rosedale Park and will be willing to help the District. Marc Connelly noted that he would call Mr. Langhelm the next day and report back at the next meeting.

1.B Staff Introductions

Marc Connelly introduced two new PenMet Parks employees.

Ron Martinez as the 2nd Groundskeeper for the District. Mr. Martinez has seven years’ experience with maintenance and repair at University Place and noted that he is excited to be at PenMet Parks.

Grechen Hayes is the Recreation Coordinator and has 19 years of recreation experience with the City of Federal Way and University Place. She attended the University of Oregon and is looking forward to starting programs at the District and meeting the community.

1.C RCO Grant Proposals

Eric Guenther reviewed the grants that were not funded during the last grant submittal process and then discussed the possible RCO grant proposals that can be submitted this year which include:

- Knight Property,
- Cushman Trail Connector,
- Hales Pass Development,
- DeMolay Property Acquisition,
- Dog Park Development / Airport, and
- Cushman Trail Phase IIA.

Commissioner Junge noted that we would need the Foundation's support in order to apply for the Knight Property grant.

Commissioner Hancock noted that the District should put in for as many projects as possible due to a possible lack of applications because of the economy and the matching requirement needed for these grants.

1.D Volunteer Packet

Eric Guenther reviewed the packet materials and answered questions from the Board.

1.E Comprehensive Plan

Commissioner Junge and Marc Connelly reviewed the purpose of updating the comprehensive plan and the accomplishments of the District over the last five years. Mr. Connelly encouraged the Board to write notes on the plan about where they would like to see the District go in the next five years regarding acquisitions, development, renovations and programs.

Vernon Young commented to the Board about the value of purchasing the Knight Property for the development of Harbor Family Park.

ITEM 2 SPECIAL MEETING

2.A Resolution R2010-006 Amending the 2010 Capital Improvement Fund Budget

Marc Connelly reviewed the Sehmel Homestead Budget with the Board and the reason for this budget amendment to transfer money between funds.

Commissioner Sehmel moved to approve Resolution R2010-006 to amend the 2010 Capital Improvement Fund Budget; Commissioner Ortgiesen seconded. With no further discussion or comments Commissioner Junge then called for the vote and the motion passed 5-0.

2.B Resolution R2010-004 Change Order 18 Sehmel Homestead Park

Commissioner Sehmel moved to approve Resolution R2010-004 to approve Change Order 18 to Sehmel Homestead Park for work related to the discovery of unsuitable soils; Commissioner Ortgiesen seconded. With no further discussion or comments Commissioner Junge then called for the vote and the motion passed 5-0.

2.C Resolution R2010-005 Viking Fence Company Contract

Commissioner Iverson moved to approve Resolution R2010-005 to approve a Viking Fence Company contract for the replacement of tennis court fencing at both Rosedale and Hales Pass tennis courts;

Commissioner Hancock seconded. Bill Miller then answered questions from the Board and with no further comments Commissioner Junge called for the vote and the motion passed 5-0.

ITEM 3 EXECUTIVE SESSION

The Board went into Executive Session regarding property matters and a personnel matter at 5:30 p.m. for 10 minutes. The Board returned from Executive Session at 5:40 p.m.

ITEM 4 EXECUTIVE DIRECTOR RECRUITMENT

Commissioner Junge reviewed the search criterion that was discussed at the last meeting. Commissioner Sehmel suggested that the Board engage an executive search firm to screen applications down to five possible candidates. The Board then discussed the financial expense of the recruitment which is typically 25% of the first year's salary and the budget. Marc Connelly explained the services that are typically provided by large and small executive search firms. The Board then discussed the possibility of forming a volunteer search group or focus group to work on reviewing the applications or hire a human resources professional to work with a focus group to screen applicants.

Commissioner Junge noted that the Board needs to decide on what the District wants to accomplish in the next three to five years before a decision is made on applicant experience requirements.

The Board discussed and was in general agreement that the candidate needs to have acquisition, development, recreation experience and also an emphasis on branding the District and board/staff policies.

Commissioner Junge noted to the Board that he is in negotiations with Marc Connelly to extend his contract according to the District's needs and a draft will be presented at the next meeting.

The Board then discussed the timeline for recruitment which would include scheduling a retreat to finalize the direction of the District and applicant experience requirements needed and begin advertising for the position around April 15th. Commissioner Junge requested that the Board check their calendars for a March 27th retreat with no facilitator from 9:30 to 4:30 and e-mail Marc Connelly to confirm this date.

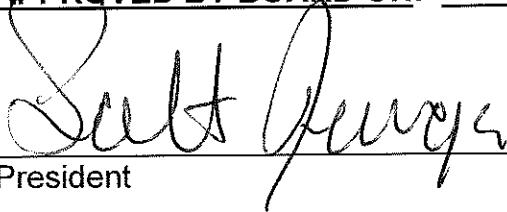
The Board then discussed and made a decision to send out an RFP during March to hire a human resources specialist for approximately \$5,000 to screen applicants and check references.

The Board discussed the "no dog" signage at Rosedale Park and the problem with the park. Marc Connelly will call Jim Langhelm and figure out a decision on the field turf problem.

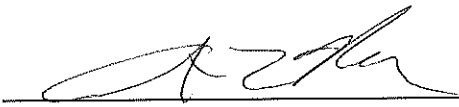
ITEM 5 ADJOURNMENT

Commissioner Iverson made a motion to adjourn, Commissioner Ortgiesen seconded and the meeting was adjourned at 6:15 p.m.

APPROVED BY BOARD ON: 2-22-10



President

 2-22-10

Clerk Date

Submitted by: Elaine Sorensen