



# Peninsula Metropolitan Park District

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"Today We Touch Tomorrow"

## MINUTES OF BOARD OF COMMISSIONERS REGULAR MEETING

Monday January 4, 2010

**PRESENT:**            **Board Members**  
William Sehmel  
Curtis L. Hancock  
Todd Iverson  
Jon Ortgiesen

**ABSENT:**            **Board Members**  
Scott Junge - excused

**Staff**  
Marc Connelly  
Elaine Sorensen  
Eric Guenther  
William Miller

**Visitors**  
Vernon Young – Envirocorps  
Betty Young - Envirocorps

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

**6:15 PM            CALL TO ORDER**

The meeting of the Peninsula Metropolitan Park District was called to order by Commissioner Iverson at 6:15 PM.

## REGULAR AGENDA:

### ITEM 1 APPROVAL OF AGENDA

#### **1.A Oath of Office**

Commissioner Iverson administered the oath of office to the re-elected Commissioner – William Sehmel for position #2. It was noted that Commissioner Junge's oath of office will be administered at the January 25, 2010 Board meeting.

#### **1.B Approval of Agenda**

Commissioner Iverson made a motion to approve the agenda, and requested that Items 6A & B be moved to Items 1A & C. Commissioner Sehmel seconded the motion to approve the amended agenda and the motion passed 4-0.

#### **1.C Election of Officers**

Commissioner Hancock made a motion to table the election of president until the January 25, 2010 meeting. Commissioner Sehmel seconded the motion.

Commissioner Iverson reviewed the nominations and opened the meeting up for any further nominations and stated that there was a nomination on the floor for President of the Board for 2010 of Scott Junge and with no further nominations for President of the Board the nomination and election was tabled until the January 25, 2010 Board Meeting.

Commissioner Iverson stated that there was a nomination on the floor for Clerk of the Board for 2010 of Curtis Hancock and with no further nominations for Clerk of the Board Commissioner Iverson called for the vote of Curtis Hancock as Clerk of the Board for 2010 and the vote passed 3-0. Commissioner Hancock abstained from voting.

The meeting was then presided over by Commissioner Hancock as Acting President who made a motion to elect Commissioner Iverson as Acting Clerk of the January 4, 2010 and the January 11, 2010 Board meetings. Commissioner Sehmel seconded the nomination and the vote passed 3-0. Commissioner Iverson abstained from voting.

### ITEM 2 CITIZEN COMMENTS

Vernon Young reviewed with the Board of Commissioners Envirocorps' progress on the Adopt-A-Road sponsorship program. He noted that the Sehmel Family has adopted Sehmel Drive and he is making good progress with the road sponsorship program.

Marc Connelly noted to the Board that staff is trying to find a way to work with Envirocorp and help them with their program.

**ITEM 3 PRESENTATIONS**

**3.A None**

**3.B Staff Report**

**Airport/Madrona Golf Course**

Marc Connelly noted that the District attorney has been working to get the easement recorded on the airport/golf course and then the deed will be finalized.

**AHBL Contract**

Marc Connelly noted that he did not have any information from AHBL on a contract change proposal for Sehmel Homestead Park for the pavilion.

**3.C Presidents Report**

No Report.

**ITEM 4 CONSENT AGENDA**

**4.A Approval of Meeting Minutes**

- December 21 2009

**4.B Approval of Voucher List(s)**

- December 18, 2009 Voucher List
  - Summary: \$ 1,021,661.46
    - District reference numbers: 2009495-2009509
- December 28, 2009 Voucher List
  - Summary: \$ 42,881.19

Commissioner Sehmel moved to approve the consent agenda; Commissioner Hancock seconded the motion with a friendly amendment to page 10 of the December 21<sup>st</sup> minutes and change the request for a master plan for the entire park to a request of a master plan for the grassy area behind the baseball park. Marc Connelly will put this plan review on the Board study session in February.

Commissioner Sehmel then asked about the picnic shelter construction and location at Sehmel Homestead Park. Marc Connelly noted that the staff would like to wait until the park is open and they can see how the grassy area is being used by the public before installing a permanent

structure on the site. After discussion a decision was made to install a temporary shelter until the District can determine the best site for the permanent shelter. With no further discussion the motion then passed 4-0.

## **ITEM 5 UNFINISHED BUSINESS**

### **5.A None**

## **ITEM 6 NEW BUSINESS**

### **6.A Washington State Auditor's Report**

Marc Connelly reported that the Washington State Auditor's Office has notified the District that the PenMet Parks audit for 2007 & 2008 has an unqualified opinion with no findings. Mr. Connelly and the Board congratulated and thanked Elaine Sorensen and all of the staff for their fine work.

### **6.B Resolution R2010-002 Funds Transfer**

Marc Connelly reviewed Resolution R2010-002 to fund the additional construction costs for improvement to 78<sup>th</sup> Avenue NW related to Sehmel Homestead Park. Commissioner Sehmel moved to approve Resolution R2010-002 and Commissioner Iverson seconded the motion. With no further discussion Commissioner Hancock then called for the vote and the motion passed 4-0.

### **6.C Resolution R2010-001 Sehmel Homestead Park Change Order 17**

Marc Connelly reviewed Resolution R2010-001 for Woodworth & Company to construct the additional items for the offsite improvement for 78<sup>th</sup> Avenue NW. Commissioner Sehmel moved to approve Resolution R2010-001. Commissioner Iverson seconded the motion and with no further discussion the motion passed 4-0.

### **6.D Dog Park**

Commissioner Sehmel made a motion to have staff open an appropriate facility and construct signage for use during certain hours as an off-leash dog use by the public. Commissioner Hancock suggested a motion to have staff bring a recommendation back to the Board about all of the possible dog park locations. Commissioner Orgiesen asked about Metro Parks Tacoma demonstration dog areas and how well they are working. Commissioner Hancock noted that they have not had any problems with the demonstration dog areas in Tacoma. A decision was made to have staff bring back a dog park report with a recommendation at the first Board meeting in February. Commissioner Hancock seconded the motion and with no further discussion the motion passed 4-0.

**6.E Sole Source Purchase**

Marc Connelly reported that in order to complete the boardwalk trails around Sehmel Homestead Park we need to install diamond piers from Pin Foundations. These piers have been approved with Pierce County and are made locally. Mr. Connelly and Bill Miller then described the installation and cost of the Pin Foundations diamond piers purchase and installation. Commissioner Hancock made a motion to approve the sole source purchase and reset the Executive Director's purchasing authority to \$15,000. Commissioner Iverson seconded the motion and with no further discussion the motion passed 4-0.

**6.F Maintenance Barn Schedule**

Marc Connelly reviewed the cost estimates and photographs that were provided in the agenda. Bill Miller then answered questions from the Board on construction of the barn including siding, venting, color, insulation, location, etc. A decision was made to have Commissioner Sehmel meet with Bill Miller and do a detailed review of the maintenance barn plans. Bill Miller noted that the facility should be complete by the first of July and he is comfortable with the plan as it is presented. The Board gave their approval to start the bid process for the maintenance barn.

**ITEM 7 COMMENTS BY BOARD**

Commissioner Hancock noted that he has sent out the information to the Board on the legislation for the County trails tax with the changes that were agreed to. The tax revenue for PenMet Parks will be a portion (a split with Key Pen Parks) of 7% of 1/10<sup>th</sup> of one cent which can be spent on maintenance or capital in the parks.

The Board then reviewed a draft of the letter that will be sent to our legislators and Commissioner Iverson suggested that the Board personally sign the letter and have it delivered. Marc Connelly will revise the draft of the letter and bring it to the next study session.

Marc Connelly then reported to the Board on the number of applications received and the recruitment of the Recreation Coordinator and the Maintenance Groundskeepers. He noted that interviews will probably begin at the end of January.

Commissioner Hancock reported that he has not started the spray park planning project yet but will meet with staff soon to start the process.

**ITEM 8 EXECUTIVE SESSION**

The Board went into Executive Session regarding property matters, real estate negotiations and a personnel matter at 7:15 p.m. for 30 minutes. The Board returned from Executive Session at 7:40 p.m.

Marc Connelly reported that he has received a request from the relatives of Barbara Teats to have the Rosedale Tennis Courts named after her. Mr. Connelly noted that he will contact the family and request that they provide a formal request with background and support for their desire to have the Board consider naming the courts and present other options to the family about items available for naming at the tennis courts such as benches.

**ITEM 9 ADJOURNMENT**

Commissioner Sehmel made a motion to adjourn, Commissioner Ortgiesen seconded and the meeting was adjourned at 7:40 p.m.

**APPROVED BY BOARD ON:** 2-1-10

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Clerk

2-1-10  
Date

Submitted by: Elaine Sorensen