

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

P.O. Box 70, Lakebay, WA. 98349

253-884-9240 and answers@keypenparks.com

Board Meeting Minutes

Monday August 13, 2018

The regular meeting was preceded by a 7:00 PM study session. Executive Director Gallacher went over staff reports and talked about Gateway Park project updates. Also discussed was Lakebay Marina's situation.

The public meeting was called to order at 7:30 PM in the Volunteer Park office by President Robison.

Commissioners Present: John Kelly, Kip Clinton, Ed Robison, Shawn Jensen and Mark Michel. Staff present for Key Pen Parks: Executive Director Scott Gallacher and Event Coordinator/Office Support Veronica Grandt.

Citizens present: Sami Jensen, Stan Moffett and Tim Kezele.

1. Approval of Agenda: President Robison asked if there were any additions or corrections to the agenda; the topic of Lakebay Marina was added to the agenda under "New Business", the amended agenda was adopted.

2. Special Presentations: None.

3. Citizens Comments: Sami Jensen asked for an update on the parking lot re-paving project for Volunteer Park. Executive Director Gallacher stated that the project may not happen this year as the project is more complex than anticipated and the scope of work must be carefully worded.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the July 9, 2018 meeting minutes; hearing none, the meeting minutes were adopted as submitted.

5. Financial Report: The July 2018 BIAS Financial balance was \$1,866,904.07. The Zoo Trek July deposit was \$13,891.68. Total 2018 Zoo Trek collections to date were \$72,337.02. 2018 Real and Personal Property Tax deposit was \$10,695.91 and total 2018 Real and Personal Property Tax collections to date were \$670,925.37. BIAS Expenditures for July 2018 were \$97,867.87. President Robison asked if there were any corrections or objections to the July 9, 2018, financial report, hearing none, the financials were adopted as submitted.

6. Staff Report: Covered in study session.

7. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Robison): Commissioner Robison explained the challenges of the Volunteer Park parking lot repair/rebuild project. The parking lot repairs for Volunteer Park are due to pavement failures which will require some areas to be completely removed or ground out then rebuilt and repaved. He said the project would probably be a design/build and the delay is in developing an RFP and detailed performance specification that clearly identifies those areas where complete removal and reconstruction is anticipated versus those areas that may only need resurfacing.

b. Key Peninsula Parks and Recreation Foundation Report: Executive Director Gallacher stated that the Key Pen Parks and Recreation Foundation is reviewing the updated MOU and are still seeking new members. Their next meeting is August 28, 2018.

c. Trail Updates (Commissioner Michel): Commissioner Michel stated that 360 Trails are dry and holding together. Equestrians did a little trail maintenance at Key Central Forest.

d. Recreation Committee (Commissioner Kelly): Commissioner Kelly inquired about the Cinema Under the Stars movie nights that happened on August 3rd at Gateway Park, and at Volunteer Park on August 10th. Event Coordinator/Office Support Veronica Grandt responded that there were some issues with sound at Gateway Park, but there was a good turnout. The movie night at Volunteer Park went well.

8. Board Presidents Report: Commissioner Robison stated that there is a high importance for getting the splash pad done at Gateway Park, since there has been an issue with Norovirus at Horseshoe Lake.

9. Unfinished Business/Updating MOU with Key Peninsula Parks & Recreation Foundation:

Executive Director Gallacher stated that there was no new news and would like to carry this topic to the September 10th meeting.

10. New Business/Taylor Bay House Drain Pipe Issue: The issue has been resolved and Commissioner Kelly made a motion to “Allow the Executive Director to compensate caretaker with a \$250.00 credit for the loss of house use while repairs were made”. Commissioner Clinton seconded. The motion was passed unanimously.

11. New Business/Interlocal Agreement with Pierce County on 2018 2nd REET Funds: Executive Director Gallacher stated that the dollar amount of 2nd REET Funds listed on the contract was incorrect and are expected to be greater than the amount listed. Commissioner Clinton made a motion to “allow the Executive Director to enter into the 2nd REET Funds agreement, once the amount for funds has been corrected and approved by the Pierce County Council”. Commissioner Jensen seconded. The motion passed unanimously.

12. New Business/Awarding of Key Pen Parks Enhancement Grant for Eagle Scout Fencing

Project: This is a grant to allow the purchase of a substantial portion of materials for the construction of a split rail fence along a portion of the Civic Center playground. The purpose of the fence is for beautification and safety improvement. No action was taken at this meeting, but the board agreed to ask the Eagle Scout requesting the grant to attend the September 10th Key Pen Parks Board Meeting with an updated grant application and be prepared to give a presentation regarding the project.

13. New Business/Lakebay Marina: A request was made by Susan Freiler Mendenhall, the administrator of the Key Peninsula Facebook group, for the Key Pen Parks Board to consider the purchase of the Lakebay Marina. After some discussion, the board agreed to respond to the request via an email to Susan Mendenhall indicating that Key Pen Parks had neither the knowledge nor funds operate a marina.

13. Other minor matters: Stan Moffett said that Washington State Parks is applying for an RCO grant from the state for development at the Haley State Park property on Jackson Lake Road.

14. Commissioners Comments/Good of the Order: None.

15. Meeting Adjourned: The public meeting of August 13, 2018, was adjourned at 8:14 PM. The September meeting will be held at 7:30 PM on September 10, 2018 at the Volunteer Park Office and may be preceded by a 7:00 PM study session. Key Pen Parks reserves the fourth Monday of each month for special topic meetings should any be needed. Should any regular meeting date fall on a public holiday, the substitute date is the Tuesday following the regular meeting date.

Respectfully submitted by Veronica Grandt, Event Coordinator/Office Support and Commissioner Kip Clinton, Board Clerk.

Disclaimer: Key Pen Park’s minutes are not official until approved by the Board of Commissioners. There may be errors in the unofficial minutes which are brought to the Office Support/Event Coordinator’s attention and corrected at the time the Board addresses and approves the minutes.