

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 September 10, 2018

The regular meeting was preceded by a 6:30 PM study session. Executive Director Gallacher went over staff reports and talked about Gateway Park project updates. He also discussed the draft 2019 budget document.

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, Daniel Shurr, Mike Shurr and Bob Green.

1. Approval of Agenda: President Robison asked if there were any additions or corrections to the agenda; hearing none, the agenda was adopted as submitted.

2. Special Presentations: Eagle Scout, Daniel Shurr from troop 220 presented his request for a grant of reimbursable funds to build a split rail fence for the playground area at the KP Civic Center. The fence would be a visual barrier as well as a safety barrier.

3. Citizens Comments: Stan Moffett asked about the status on the irrigation system at Volunteer Park. Executive Director Gallacher said that the project was complete, and the system is running. Stan Moffett also inquired about the grant rating for the projected splash pad at Gateway Park. Executive Director, Gallacher stated that the rating list has not been made public yet.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the August 13, 2018 meeting minutes; hearing none, the meeting minutes were adopted as submitted.

5. Financial Report: The August 2018 BIAS Financial balance was \$2,042,996.49. The Zoo Trek August deposit was \$16,032.22. Total 2018 Zoo Trek collections to date were \$88,369.24. 2018 Real and Personal Property Tax deposit was \$8,056.91 and total 2018 Real and Personal Property Tax collections to date were \$678,982.28. BIAS Expenditures for August 2018 were \$91,563.59. President Robison asked if there were any corrections or objections to the August 13, 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 said that we are waiting for the scoring on the grant for the splash pad to published.

b. Key Peninsula Parks and Recreation Foundation Report: Bob Green, Member of the Board for Key Pen Parks & Recreation Foundation, stated that they are working on organization and looking for new members.

c. Trail Updates (Commissioner Michel): Commissioner Michel stated that the Trail Committee had a meeting on August 27, 2018. Dale and Angela McKee did work on 480 Trails/Key Central Forest, completing a loop on the horse trail. Access is still an issue, and they would like to improve the quarry spall to make it easier for the horses (hooves) and pedestrians. Commissioner Michel also stated that the Trail Committee approved making an area of 360 Trails, to the east of the meadow into a cycling "skills area", and would like to name it "Court Land" after Courtland Capwell.

d. Recreation Committee (Commissioner Kelly): Commissioner Kelly asked a question regarding the proposed budget for 2019 and wanted to know how much Key Pen Parks was spending on programs and what the revenue was. Executive Director Gallacher stated that he would talk to the Bookkeeper about it, as he did not have those numbers on hand.

8. Board Presidents Report: No report.

9. Unfinished Business/Updating MOU with Key Peninsula Parks & Recreation Foundation: No new information on this topic. Discussions will continue at the October 8, 2018 meeting.

10. Unfinished Business/Awarding of Key Pen Parks enhancement grant for Eagle Scout fencing project: Commissioner Michel made a motion to “approve the Key Pen Parks enhancement grant for Eagle Scout Daniel Shurr for up to \$1000.00”. Commissioner Clinton seconded, the motion passed unanimously.

11. New Business/Certification of Match for Recreation Conservation Office Grants for Gateway Park Splash Pad 18-1284 and Taylor Bay 18-1283: Commissioner Clinton made a motion to “permit the Executive Director to enter into the Certification of Match for the Gateway Park Splash Pad 18-1284 and Taylor Bay 18-1283”. Commissioner Kelly seconded, the motion passed unanimously.

14. New Business/Installation of Election Drop Box by Pierce County Elections at Home Park: Commissioner Kelly made a motion to “allow the Executive Director to negotiate and enter into an agreement with Pierce County Elections for an Election Drop Box to be placed at Home Park”. Commissioner Clinton seconded, the motion passed unanimously.

13. Other minor matters: Commissioner Michel said that he was approached by Grand Farm regarding advertising for their Haunted Forest. Sami Jensen announced that the Key Center Fire Department would hold a flag ceremony to observe 9/11.

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

15. Meeting Adjourned: The public meeting of September 10, 2018, was adjourned at 8:19 PM. The October meeting will be held at 7:30 PM on October 8, 2018 at the Volunteer Park Office at which time Key Pen Parks will hold a formal hearing on the 2019 Budget; it may be preceded by a 7:00 PM study session. The regular November meeting will be held on Tuesday November 13; Monday November 12 is a holiday. 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.