KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes
Monday February 13, 2012

The regular meeting was preceded by a study session/staff report: The study session started at 7:03 PM. Staff report was covered during study session.
The public meeting was called to order at 7:33 PM in the Volunteer Park Annex/Office Building by President Greg Anglemyer.
Commissioners Present: Greg Anglemyer, Mark Michel, Kip Clinton, Bill Trandum and Ed Robison. Staff present for Key Pen Parks: Executive Director Scott Gallacher, Administrative Assistant Laura Armstrong.
Citizens Present: Elaine Saunders, Lauren Littleton, Jeff Minch and Michael Hays.
Pledge of Allegiance: Recited.
Approval of Agenda: Commissioner Anglemyer stated an amendment to the agenda was need to split the20 minute Executive Session , the original executive session will have the time adjusted from 20 minutes to 10 minutes and the remaining 10 minutes will be changed to 15 minutes and added as a second executive session under item number 15. Commissioner Anglemyer asked if there were any objections or additional changes to the amended agenda. Hearing none, the amended agenda was approved 5/0.
Special Presentations: none
Board President: none
Citizen Comments: Elaine Saunders introduced herself stating she was a neighbor to the 480 property and would like to be involved with Key Pen Parks and any future plans the Park District may have for this property.
Executive Session/Property acquisition with assistance of Key Pen Parks Foundation; 10 minutes with no action anticipated: The Executive Session started at 7:39PM. Executive Director Gallacher announced to the public that the executive session has been extended 5 additional minutes. The Executive Session came out of session at 7:55PM with no action taken.
Business Meeting
1. Minutes: Commissioner Anglemyer asked if there were any corrections or objections to the January 9th, 2012 meeting minutes, hearing none, the January 9th, 2012 meeting minutes were accepted as written.
2. Financial Report: The January 31, 2012, Pierce Co. Budget and Finance balance was $960,393.90. The Zoo Trek deposit was $9,040.62, a decrease of $30.38 from the same time period in 2011. Total Zoo Trek collections to date are $9,040.62. Real and personal property tax collections were $4.68 and 2011 delinquent property tax was $2914.60. Total 2012 real and personal property tax collections to date are $4.68. Total delinquent property tax collected for 2011 was $2,914.60. The First Citizens Bank balance shows $7,292.77 as of January 31, 2012. Januarys' expenses totaled $50,333.51. Vouchers wrote in 2012 and placed under 2011's budget totaled $15,856.00
3. Staff Report: The staff report was covered during the study session.
4. Board Committee and Advisory Council Reports:
a. Land and Improvement Committee (Commissioner Trandum): Commissioner Trandum covered this topic under item 13 on the agenda. Commissioner Anglemyer stated that Key Pen Parks is currently looking at the Park District's future plans for the 360 and 480 properties. The Park District has been activity developing trails on the 306 property. Commissioner Anglemyer feels that except for looking at better access points onto the 480 property the only current plans

for the 480 property are: create a 4 to 5 acre meadow area, removing stumps for parking area, trails, maintenance of roads and trails, and property access control points (to limit access of motorized vehicles such as ATV's). Commissioner Anglemyer stated that the Park Districts main goal for the 480 property at the time is to preserve, protect and secure. Elaine Saunders gave the commissioners activity background on the 480 property and stated she was very happy that the parks goal was to preserve this property. Mrs. Saunders asked the commissioner if they would consider giving some of the citizens a type of identification tag that would associate them with Key Pen Parks so they could at least hand out rules of the park to people who continue to ignore them. Executive Director Gallacher will look into the legal aspects of this request.

b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum): no updates at this time.

5. Board President's Report: Commissioner Anglemyer reviewed topics covered during Januarys retreat. He stated that not much will be done this year to the following properties, Taylor Bay, Maple Hollow, Home Park and Minter Creek. The Park District will continue to work towards property acquisitions for better access to the 360 and 480 properties. No hunting or shooting signs will be posted on the 480 property. Key Pen Parks will work on a grant for field 3 at Volunteer Park. This field needs ground work due to erosion; artificial turf and lights are also being looked at for this field. Grants are also being looked at to help purchase properties the Park District has currently been looking at. Key Pen Parks will be talking to the School District and the Transfer Station for future trail development. Zoning of all Key Pen Parks properties will be worked on to make sure they are all zoned correctly. In the recreation area, the Park District is looking at putting on some type of triathlon event for 2013 as well as other fun runs throughout the current year. Key Pen Parks' comprehensive plan is due for an update and will need to be finished by 2013; this will be done in house except for portions as needed. Key Pen Parks would like to find an organization to work with on equestrian event for the Key Peninsula.

6. Unfinished Business/ Review of Memorandum of Understanding with Key Peninsula Civic Center: Commissioner Trandum stated that the insurance paperwork has been signed and a copy has been sent to Bruce McDonald; Commissioner Anglemyer and the representative from the Civic Center will also need to sign this paperwork.

7. New Business/2012 Key Peninsula Little League Contract: Commissioner Robison made a motion to sign the 3 contracts as written, Commissioner Trandum seconded the motion. Commissioner Anglemyer asked the motion was passed 5/0

8. New Business/Historical Society Letter: The Park District received a letter from Judy Mills of the Key Peninsula Historical Society stating that after going through their records and pictures, they determined they did not have enough information to put together a display of the 480 property at this time as requested by Key Pen Parks Board of Commissioners for the 2012 pending contract. The letter stated that they would put together a small display as a "tease" to show that they will open a logging exhibition in the spring of 2013. The letter also stated that the Historical Society's plans were to continue with their display on Penrose Point. It was noted that the Historical Society was informed at the November 2011 park board meeting that Penrose Point was not under the control of Key Pen Parks and that the purpose of the contract was to provide a service to the Park District by promoting parks owned/controlled by Key Pen Parks. Commissioner Clinton stated that if the Historical Society felt they were unable to honor the agreement made at the November meeting they should have came to the January meeting to discuss new options. Commissioner Anglemyer stated that if it was not in agreement among the entire board to approve the Penrose display, he would then propose setting up a meeting between himself, Executive Director Gallacher and the Historical Society to go over the

contract process. The consensus among the commissioners was; they did not want to approve the Penrose display for the 2012 service contract.

9. New Business/2012 Key Pen Parks Grant Enhancement applications: A total of 4 applications were received for the 2012 calendar year. Two water Arts Alliance submitted 2; Grant #1: Spring Fling fund-raiser event for the Artists in Schools program; being a fund raiser with an entrance fee, the commissioners felt that this grant application did not fit the scope for Key Pen Parks grant enhancement program. Grant #2: Artists in Schools, Commissioner Trandum made a motion "to grant $1000.00 to Two Waters." Commissioner Robison seconded the motion and the motion was passed 5/0. Children's Home Society submitted an application for Summer Fun Program. Commissioner Robison motioned "that we accept the Children's Home Society and award them $1,000.00 grant for their camp this year". Commissioner Michel seconded the motion and the motion was passed 5/0. Farm Tour submitted a late application for Farm Tour event; due to late submittal the agreement among the commissioner was not to accept this application. Commissioner Anglemyer suggested placing the balance of grant funds into the recreation program to be allocated for projects to work corporately with Two Waters. Commissioner Robison made a motion "to take the remaining grant money and assign that for discretional use of the Recreation Coordinator for coordination artistic activities with the school district who are with school age children." Commissioner Trandum seconded the motion and the motion was passed 5/0.

10. New Business/2012 Volunteer Park Concession Stand Lease: Commissioner Anglemyer stated the lease did not give the Park District usage of the concession building for any type of programming. Executive Director Gallacher will make the change on the lease to state; Key Pen Parks will have access for use of the concession building during non business hours. The lease, as wrote is only for a 6 month term; Executive Director Gallacher will work on an extended lease that will include hours of operation and any rate changes necessary.

11. New Business/Awarding of purchase order for playground equipment: The plan chosen by the Key Peninsula Civic Center Playground Committee for new playground equipment was review but the commissioners. Commissioner Trandum made a motion "I move that we authorize Executive Director Gallacher to sign the purchase orders as presented for the equipment for the Civic Center Park." Commissioner Michel seconded the motion and the motion was passed 5/0.

12: New Business/Creation of Maintenance Supervisor Position (exempt) and deletion of Maintenance Lead Position: Commissioner Robison made a motion "that we proceed with the creation of the maintenance supervisor position and deletion of the maintenance lead position." Commissioner Clinton seconded the motion and the motion was passed 5/0.

13. Executive Session/ Property acquisition: Executive session started at 9:15Pm. The regular meeting came back into session at 9:35PM, no action taken at this time.

14. Approval of other minor matters: none

15. Commissioners Comments/Good of the Order:

16. Meeting Adjourned: The regular public meeting of February 13, 2012 was adjourned at 9:37PM. The regular March meeting will be on March 12, 2012 at 7:30PM and may be preceded by a 6:30PM 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: Laura Armstrong, Administrative Assistant.

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 Administrative Assistant's attention and corrected at the time the Board addresses and approves the minutes.