

# KEY PENINSULA METROPOLITAN PARK DISTRICT

*d.b.a.* KEY PENINSULA METRO PARKS

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

253-884-9240

Board Meeting Minutes

Monday, January 23, 2006

**The public meeting was called to order at 7:30PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Paula DeMoss, President KPMPD.**

**Commissioners Present:** Paula DeMoss, Kip Clinton, Ross Bischoff, Jerry Schick; also present for KPMPD was Scott Gallacher, Executive Park Director. Caril Ridley was absent.

**Citizens Present:** Ed Taylor (KP Community Fair), Scott Russell (LL), Brent Adams (LL), Rick Sorrels.

**Approval of Agenda:** The agenda was amended as follows: Old Wauna Post Office was moved to "New Business"; under "New Business" the issue of changing KPMPD Board meetings to once a month was tabled; added to "New Business" a discussion of Tacoma Metro Parks surplus of their old playground equipment; the "President's Report" is deferred; approval of the January 9, 2006 minutes is deferred. The Agenda was approved as amended 4/0.

## Special Presentations by Committees or Citizens: New Business

**1. KP Community Fair:** The KPCF wishes to change the dates reserved for the Fair to July 17 to July 25. The Carnival (a new provider) is scheduled to open on Thursday. They want to come in 5 days in advance of Fair opening. Ed Taylor, as representative of the KPCF, requested the use of the Agrivision area or the westernmost field for advance staging/camping/parking for the carnival. He said that they plan to set up on Fields 2 & 3 on July 17 and plan to load out by the following Monday or Tuesday. Further discussion about the Fair contract was deferred to a later date.

## Special Presentations by Committees or Citizens: Old Business

**1. Land Acquisition Committee:** No report.

**2. DNR 360:** There is a scheduling conflict with the KP Community Plan. Scott will explore changing the meeting date to a Thursday. Diane Ramsey is creating a survey for the committee; it should be reviewed and approved by Park Commissioners before being published. Scott will do research on who did Pen Met's survey for "Homestead Park" and who/how to interpret the resulting statistics. The committee has established a wish list of projects for the property.

**3. Community Plan:** The Community Plan is going into the Transportation Element. Caril has been absent from her appointed position on the KP Community Plan Board for the last two months. Rick Sorrels has been attending the KPCPB meetings; he recommended that the Commissioners read the documents included by reference in the Community Plan. He specifically referred to the Low Impact Development document. He is concerned that some of these regulations may restrict any sort of use (create a "no-touch" zone) of 2/3 of the 360 or any future lands KPMPD may acquire.

**4. Little League:** The 2006 contract was discussed. There was discussion about the batting cages being taken down on June 30 if they are in the tennis court area; July 15 if in the Agrivision area. If they are put up for the August 26—27 tournament, they would have to be taken down immediately after the tournament. It was reiterated that a park employee would be present for only part of the day during tournaments. The light fee is to be \$30.00 per hour; Scott Russell requested that the April tournament be excluded from the light fee. LL wants exclusive use from March 1 through at least June 30 from 3:30PM to 10:00PM; KPMPD said 5:00PM to 10:00PM. March 1 is to be the start date for exclusive use of the lights. LL was requested to provide Scott

Gallacher with a practice schedule; LL realizes that if the fields are not reserved and Scott gets a request from another party to reserve a field Scott will have the right to do so. There was discussion about a clause in the contract about damage to non-field park facilities when LL has the park reserved for its use. Scott was instructed to ask KPMPD's attorney about a park facility damage deposit, who is responsible for errant balls in the parking area when the fields are reserved by a user group, and who is responsible for non-field park facility damage when a user group has the majority of VP's fields reserved. In the non-tournament contract, installation of out-field fences on Fields 2& 3 should be added to the Appendix. Scott said that park staff will build the mounds and that would be added to the Appendix. There was discussion about how to handle rainouts; LL will give Scott a contact name and number to notify. The draft contracts will be forwarded to KPMPD's attorney for review and KPMPD intends to finalize them at the next regular meeting.

**5. Citizen's Comments/Good of the Order:** Rick Sorrels is a friend of Caril Ridley's and he found out from other members of her family that she does not expect to return until mid-February.

#### **Staff Report (See Attached Report)**

**1. Concession Building:** Scott showed it to a potential concessionaire; he is placing an ad in the Gateway and the KP News that KPMPD is looking for a concessionaire for the renovated building. He will also place ads in the Sunday edition of the News Tribune, the Port Orchard Independent and the Bremerton Sun. The kitchen floor plan will be generic in nature to accommodate the probability of changing tenants.

**2. Volunteer Park:** Re-grading of the infields and application of the Turface material will have to wait for several days of dry weather; the ball fields are too wet to use. 10 yards of wood chips from Asphlund Tree Service were placed over the sand bank on the east side of Field 2 which have been dug out over the years by children. Scott recommends future bulkheading of the area.

**3. Rocky Creek:** EnviroCorps was there on Jan. 27 and worked on the trails. Sam Livingston is working on a plan for signage (KGI Watershed/Lu Windsor grant).

**4. Programs:** In conjunction with the Civic Center, KPMPD has a youth skills basketball program starting on Jan. 28. 60 children are signed up. There will also be an open gym adult basketball league starting in January; Scott is helping to organize that.

**5. Meetings:** Scott attended the KGI Watershed retreat where the members discussed the group's goals. KPMPD will be receiving a copy of the KGI Watershed Plan which will be sent to the Pierce County Council to be approved and implemented. Scott will be attending the WRPA Athletic Facility Institute training seminar on Jan. 26—27 (cost of \$125.00); he is on the waiting list for the WRPA National Playground Safety Institute seminar on March 1—2.

#### **Business Meeting**

**1. President's Report:** Deferred.

**2. Minutes:** The minutes of January 9, 2006 were deferred until the next meeting. The minutes of December 26, 2006 were approved as written 4/0.

**3. Financial Report:** The Vouchers Transmittal Letters of Jan. 11 and Jan. 17, 2006 were approved 4/0. \$9735.42 in Zoo/Trek sales tax funds was deposited to KPMPD's Pierce Co. Budget fund; January expenses to date were \$13, 913.51. The balance as of January 23, 2006 in KPMPD's Pierce Co. Budget and Finance fund are \$37,118.45.

**4. Unfinished Business/Park Rental Fees:** Scott proposes KPMPD raise tournament fees for all users other than Little League by \$50.00 for each category. He suggests the set rate be charged for up to 40 games per tournament with a \$15.00 per additional game charge above the

40 game/tournament limit (2 day with 3 field tournament). This is because such intensive use of the fields does not permit staff time for any field maintenance or repair between the games and therefore after-tournament repair takes more staff time. It was moved to raise tournament fees for all user groups other than KP Little League to \$600.00 for a 2 day 3 field 40 game tournament with any additional games beyond 40 to be charged at a rate of \$15.00 per game and other tournament fees by \$50.00 per tournament; KPMPD to collect camping fees during the tournaments. The motion was seconded and passed 4/0. There was discussion about a refundable \$200.00 damage deposit; Scott will ask KPMP's attorney about a damage to non-field facility clause and how to handle errant balls and the parking area.

**5. Old Business/Concessionaire:** Because KPMPD has had no response from Shelly Radjkovich, it was moved to void the understanding of agreement with Shelly, return her undeposited check from summer of 2005 and invite her to reapply should she wish to. The motion was seconded and passed 4/0.

**6. Old Business/Retreat:** KPMPD's Board retreat will be at eh Silver Beach Motel in Silverdale on Sunday Jan. 29. Board members will met at VP at 12:30PM and carpool.

**7. New Business/Parks Appreciation Day:** It is the same as Earth Day; it has become a day for citizens to volunteer for park projects and donate labor and time. A \$150.00 "donation" is required for a park district to participate. It was moved, seconded and passed 4/0 for KPMPD to participate in Parks Appreciation Day; Scott has some ideas about projects to be done at Home Park, Volunteer Park, Rocky Creek and the Purdy Sandspit.

**8. New Business/Election of Officers:** It was moved, seconded and passed 4/0 that all positions remain the same as 2005. Paula DeMoss is the President, Jerry Schick is the Vice President, Kip Clinton is the Clerk/Financial Officer, Ross Bischoff is a Member at Large and Caril Ridley is a Member at Large.

**9. New Business/Old Wauna Post Office:** Pierce County has removed the Old Wauna Post Office from the Landmarks List. It will be demolished in 2006—2007. Their goal is to eventually transfer the Purdy Sandspit to KPMPD; KPMPD has made no decision yet whether to accept the property or not.

**10. New Business/Commissioner Compensation:** Major discussion on this topic was deferred until all 5 commissioners are present. Consensus is that KPMPD would need a resolution for the commissioners to receive per diem. Paula asked whether a determining factor would be regular business meetings or outside meetings. Jerry suggested a determining factor of whether a quorum would be present and minutes taken. Kip reminded the Board that KPMPD has a limited budget but Board members should be reimbursed for out of pocket expenses on KPMPD business.

**11. New Business/Tacoma Metro Park Surplus Playground Equipment:** It was assumed that they are surplusing the equipment because it is worn out or no longer up to code. Rick suggested that KPMPD keep an eye on the auctions; Scott would prefer to replace old equipment with new because of updated safety standards. Consensus was not to follow up on the Tacoma Metro Park Surplus Playground Equipment.

**12. New Business/One Meeting a Month:** Consensus was that KPMPD has too much work for the Board to go to one meeting per month; the meeting schedule will remain the second and fourth Mondays of each month.

**13. Board Member Comments/Good of the Order:** A number of meetings of interest to KPMPD are happening:

Feb. 13, 2006, KPMPD's first Feb. meeting at the KPSCF at 7:30PM; possible 6:30PM study session.

Feb. 15, 2006, KP Community Plan meeting 7:00PM at the KP Middle School.

Feb. ??, 2006 KPMPD's 360 Committee Meeting—rescheduled date at the Key Center Fire

Station at 7:00PM.

Feb. 27, 2006, KPMPD's second Feb. meeting at the KPSCF at 7:30PM; possible 6:30PM study session.

KPMPD's Equestrian Committee (a sub committee of the 360 Committee) meets at 7:00PM on the second and fourth Wednesdays of each month at the Key Center Fire Station.

**Meeting Adjourned:** KPMPD's January 23, 2006, public meeting adjourned at 10:15PM. The first February meeting of KPMPD will be on Monday February 13, 2006, at 7:30PM in the Key Peninsula Sport Center and Fairground (Volunteer Park) Annex Building. It will be preceded by a 6:30PM study session. KPMPD's second February meeting will be on February 27, 2006, at 7:30PM in the KPSCF Annex; it may be preceded by a 6:30PM study session.

Respectfully submitted by Kip Clinton, Clerk KPMPD.