

## KEY PENINSULA METROPOLITAN PARK DISTRICT

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

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

Board Meeting Minutes

Tuesday, February 21, 2005

The meeting was called to order at 7:35PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Paula DeMoss, President KPMPD.

**Commissioners Present:** Paula DeMoss, Jerry Schick, Caril Ridley, Ross Bischoff, Kip Clinton.

**Citizens Present:** Ben Thompson 857-5075, Mike Salatino 851-4556, Ed Taylor 884-3600, Hugh McMillan 884-3319, Cindy Robison 853-2721, George Robison, Tammy Henry 853-2720, Rich Henry.

**Minutes:** Approval of the January 25 and February 1 minutes were deferred until March 1.

**Financial Report:** No report.

**Park Director's Report:** The clutch on the lawn mower went out and Jerry has ordered a new one. Paula and Jerry met with Roy Young (he cares for the fields at Cheney Stadium, Foss High and others) at KPSCF (Volunteer Park). He evaluated the condition of the infields. He said that Field 1 would drain better if it were slightly graded and one inch of soil conditioner (turface) applied. A similar amount of soil conditioner should be applied to Fields 2 & 3 also. Paula tried to talk to Charboneau about grading Field 1 to a slight incline but he wasn't at his office that day. We will also try to talk to Nimrick, Radcliffe, Walt Smith of Active Construction and Johnson's Dozing to see if any of them will donate their time and equipment. Saturday, Feb. 26, at 2:30PM at KPSCF, Bob, the field manager at Safeco Field will do a maintenance workshop and present KPMPD with a field maintenance schedule gratis. Everyone is invited. Jerry thinks that 4" of 'turface' would be required for complete renovation; that is 28 tons at \$250/T leaving approximately 5 flats of material left over. The recommended 2" treatment at 14 tons would cost \$350/T with no extra material. Rich Henry has already volunteered trucking services from Cordano Chemical in the Kent/Renton area.

**Communication Report:** Jerry will postpone the report on the IAC grant workshop until the next meeting on March 1.

**Citizen's Comments:** Ed Taylor suggests that the park board should concentrate its efforts on setting policy and on how and where to spend its funds. KPMPD should hire a professional to implement the board's policies. This board should be a policy board and not administrative. An administrator should be able to put together an adult softball league, start new programs (senior baseball during the day when the fields are not normally in use—same for soccer, lawn bowling, archery on the west side of Field 1 because of the sand bank, etc.) and write grants or coordinate grant writers. Ed does say that because of funding constraints any park administrator/manager may also have to do maintenance work until funding sources expand.

### Old Business

**1. Land Acquisition Committee:** Ed will be going to Olympia next week to talk to our legislators about the DNR 360 acres. Caril said that the Horse Shoe Lake Golf Course might like to expand onto that land. Ed said that acquisition under land trust provisions restricts commercial use and sale for 30 years; it would have to be a park. There is plenty of grant money available for development of a regional park. Ross brought a proposal from Ron Cleveland—Ron wants the 80 acres closest to HSL Golf Course. Ed said that Ron is negotiating. Ed said that if KPMPD gets the land sometime this year we will need to bring in a Park Planner to design a Master Plan. He predicts a 6 month timeline for that, then it is presented to the public for comment, then we go after grants and tenants. Ed and Ross will draft a letter to Ron Cleveland with contingency

clauses in it and present it to Paula to sign so Ron can take it to the March 1 meeting of the Pierce County Tourism Board so he may try for a Pierce County Tourism and Lodging Tax Fund grant.

**2. Home Park and Rocky Creek:** No report on Rocky Creek. There was discussion about the picnic shelter at Home Park. Caril and Jerry staked out the outline of the picnic shelter; all commissioners are encouraged to look at it. George Robison of the Lions Club has received comments about locating a 16'x32' structure there; some individuals feel that there should be two smaller gazebos instead. Caril explained why one larger shelter is more appropriate and useful than two smaller structures in that park. It was decided to hold a special purpose public meeting about development and planning of Home Park. This meeting will be on Saturday March 26, 2005, at 2:30PM in the Home Fire Station.

**3. Little League:** Rich Henry said that LL will have some 400 children participating and if there is no spring softball, then would be happy to expand into AS's traditional times, esp. on Field 1. If LL is the only user of Field 1's lights, they would forego the 6 hr. free light use and would recompense KPMPD for the light fee less the meter charge. (Currently there is no other user from April through July.) Mike Salatino noted that there is a way to slowly turn on the Field 1 lights to reduce the "on demand" charge; he said to talk to Jonathan White of Pen. Light. It was moved and seconded to amend LL's contract for LL to pay for the Field 1 light charges less the meter fee for the months of April, May and June on Tuesdays, Wednesdays and Thursdays as long as they are the exclusive users of Field 1 lights and to remove the 6 hour free light clause in the contract. The motion passed 5/0.

**4. Adult Softball:** Rich Henry will help Jerry start advertisements for July Adult Softball. It was noted that GHP Metro Parks' new director has been soliciting the softball teams that traditionally use KPSCF. Paula has calls into at least two of their commissioners to talk about it and working together instead of against each other. KPMPD has several things in our favor; reasonable alcohol use is permitted, camping is permitted, and food is permitted on and around the fields—KPMPD hopes to have some sort of concessionaire this summer.

**5. Policies and Operational Procedures:** Resolution 2005-01, proposed KPMPD 2005 budget. Paula brought a proposed budget to the Board. After discussion about the possibility of various sources of income versus expenses, the proposed budget was amended. It was moved and seconded to approve the amended budget. Resolution 2005-01 as amended passed 4/1. Jerry thinks the expenses are underestimated. Paula proposed starting a new committee called the Community Advisory Committee. Its purpose is to be the public outreach group and to bring any suggestions or desires of the community to KPMPD. Current members of the Com. Ad. Com. are Ann Waldo, Russ Humberd and Ben Thompson.

**6. Park System Capital Improvements:** Ross Bischoff spoke with Peninsula Iron Works to get a bid for park gate installation. They gave KPMPD a quote of \$5076.15 for 3 sets of double 12' Weyerhaeuser type security gates installed based upon soil condition. Ross said that the front gates at Peninsula Iron Works are examples of the type of gate they propose. Jerry would like a design to match the current KPSCF gate; he said they are different from the existing gate. George Robison said that if the gates are a standard type then a design would not be necessary. Ross said that the cost would be slightly less because the road to the KP Middle School needs only one 12' gate. Ross moved to accept the Peninsula Iron Works quote with the alteration of 2 sets of double 12' Weyerhaeuser type security gates and one single 12' same type gate with installation. The motion was seconded and passed 4/1. Ross will contact Peninsula Iron Works. Jerry feels we should have a design before any project is started.

**7. Park Administration Committee/Employee:** Ed and Ben will screen the job applicants. They were instructed to pull out any potential park administrator/manager applications in addition to general groundskeeper applicants. They will do the initial interviewing; KPMPD board

members are invited to sit in on the interviews, but they should not participate at this time. If any commissioner knows the applicant, they should so state, but they are not required to recuse themselves from the final vote on the applicant. Ed suggested that there be some sort of performance bonus (rather like a commission) to provide an administrator/manager with an incentive to develop new programs and new sources of income. It would be tied to the previous year's income level and have some sort of cap.

**8. Caril Ridley's Report on Other Park Related Issues:** No report due to time constraints.

**9. Old Wauna Post Office Public Meeting:** No discussion.

**10. Civic Center:** It has come to Paula's attention that there is a rumor that KPMPD wanted \$15,000 from the Civic Center Association to join KPMPD. This is not true. It is the commissioners' understanding that there would be no charge to CCA to join KPMPD. The only charges to CCA would be to reimburse KPMPD for expenses incurred on behalf of CCA.

#### New Business/Additions to the Agenda

**1. Concession Stand:** Paula has been contacted by a potential concessionaire for the concession building. Vincent Rudolph wants to remodel the building to his needs and requests a deduction from the rent for improvements. The consensus was to continue negotiations. Ross said that John Bischoff could come in almost immediately as temporary concessionaire; they just need to know the dates and contract terms. John would expect to set up near the north part of the tennis court. There was discussion about what KPMPD should do to fix the building for a tenant and which appliances KPMPD should purchase (possibly on a several year contract). KPMPD will probably have a temporary concessionaire not in the building with the intention of fixing the concession building some time in the future for a permanent concessionaire. Mike noted that KPMPD does own a "new" microwave oven.

**2. KP Community Fair:** Mike wanted to remind KPMPD that KPCF rents the whole facility and any concession stand operator must agree to the Fair's terms should they choose to operate during the course of the Fair. The KPCF's terms are 15% of the gross to the Fair and 5% to the Park District less sales tax.

#### **3. Executive Session**

**Meeting Adjourned:** The public portion of the meeting of February 21, 2005, was adjourned at 10:00PM. The next scheduled meeting of KPMPD is Tuesday March 1, 2005 at the KPSCF Annex at 7:30PM. The second regular KPMPD meeting of March will be on Monday March 21, 2005 at 7:30PM at the KPSCF Annex. The next scheduled KPPRD meeting may be on Monday, February 28, 2005, at 7:30PM at the KPSCF Annex; contact Mike Salatino to verify. KPMPD will hold a special public meeting on Saturday March 26 at 2:30PM at the Home Fire Station. The subject will be Home Park, the picnic shelter and what the public wants KPMPD to do there.

Respectfully submitted by Kip Clinton, Clerk KPMPD.