

# KEY PENINSULA METROPOLITAN PARK DISTRICT

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

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

Board Meeting Minutes

Monday, April 18, 2005

The meeting was called to order at 7:38PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Jerry Schick, Vice President KPMPD.

**Commissioners Present:** Jerry Schick, Caril Ridley, Ross Bischoff, Kip Clinton; Paula DeMoss arrived at 7:50PM. Also present for KPMPD was Scott Gallacher, Park Director.

**Citizens Present:** Ed Taylor (KPMPD Land Acquisition Committee), George Robison (Lions Club), Mike Salatino (KPPRD), Ben Thompson (KPPRD), Hugh McMillan, Fred Ramsdell, Ron Cleveland (Renaissance Fair).

**Minutes:** The minutes of February, March, and April 5, 2005, were approved 5/0.

**Financial Report:** The March month end balance was \$47,541.01; April expenses to date are \$3051.68. County Budget and Finance sent Peninsula Metro's month end statement to KPMPD and our statement to PMPD so we have not received notice of deposited funds. Venture Bank requests that KPMPD pass Resolution R 2005-04 which requests Venture Bank to issue a Visa charge card to KPMPD for the Park Director (Scott Gallacher) to use while pursuing KPMPD business. Resolution R 2005-04 passed 4/0 (Paula had not yet arrived when this issue was discussed). Scott is pricing laptop computers for park use—the ones with the programs and features deemed necessary are about \$2000.00; this would probably be the first purchase with the credit card. Mike Salatino said that KPMPD should make arrangements about the length of the payment grace period because of the delay involved with vouchers/warrants. Ben Thompson said that KPPRD is getting some bills that should go to KPMPD; Jerry will contact Bill Hatch re. the bill for replacement pitcher's mounds; the Angel Guild refund is actually \$450.00; as KPPRD financial officer he will request a refund of the Centurytel credit.

**Park Director's Report:** See attached report. Scott has been making contact with the other Pierce County park entities and KP recreational program entities. He attended a Pierce Co. Landmark Committee meeting where Jan Wolcott, P. Co. Park Director, requested that the Old Wauna Post Office be removed from landmark designation so that it may be destroyed. The Landmark Commission will have one more meeting on this issue in several months before making a decision. Graybar Electric has bid \$475.00 for lighting shoebox type lighting fixtures for around the horseshoe pit; Jerry said it would be OK if they are mercury vapor or halide. It was moved, seconded and passed 5/0 to approve Graybar Electric's fixture bid. Scott is researching Kubota Utility Vehicle costs. He is also researching the costs of health insurance for the employees. The KPMPD Board had passed a motion at the April, 2005, meeting to allow the Park Director to surplus items that the Park District cannot use from the upper field (unused westernmost future field); Scott believes that to avoid legal/auditing problems in the future, KPMPD should pass a resolution to surplus the unusable items. KPMPD will address such a resolution at its May 3, 2005, regular meeting. Fred Ramsdell said that the 10,000 gallon fuel tank in that area was new and unused when Charboneau Construction donated it to KPPRD some years ago; it may have some value. When Scott attended the field maintenance class, he met one of the Tacoma Rainiers' groundskeepers. He hopes to keep up the acquaintance and get advice about our fields. Field 1 is in most need of repair which cannot begin until the seasons end. He also plans to take a pesticide application test so he and Eric can legally apply pesticides (yellow jacket spray, ant spray, etc.). Fred Ramsdell made some sandwich board type signs to go on the fields when they are closed for one reason or another—Thanks Fred!! Peninsula Iron works is currently constructing the new gates for KPSCF (Volunteer Park); they plan to install the gate

posts next week. Boulders or large concrete blocks are needed for either side of the gate posts to block motorized vehicle access.

**Communications Report/Good of the Order:** When Scott met with Christy Watson (Community Services), Jeff Harris (KP Community Council), Dennis Taylor (Safe Streets), a representative from the Longbranch Improvement Club, and someone from Maria Cantwell's office to push KP programs. Consensus was that KPMPD should be the point organization for KP issues regarding other public bodies because of KPMPD's consistent funding and public entity status. There will be a follow up letter from Maria Cantwell's office.

**Citizen's Comments:** Ben Thompson said that the success of Metro is more important than KPPRD's continuing, no matter what has been (or will be) reported in the KP News. The Metro Park District **must** succeed, it cannot become a political football.

### Old Business

**1. Land Acquisition Committee:** The next regular meeting of the Land Acquisition Committee is next week. Ed Taylor said that the state legislature's budget fully funds the timber and land price for the DNR Little Minter Creek 360 acres. Ron Cleveland said that Terry Lee (Pierce County Councilman for the peninsulas) indicated that there might be some sort of restriction placed upon the property; Ed will look into this. The LAC was directed by the KPMPD Board to pursue acquisition of the Pierce County Public Works 70+ acres adjacent to Volunteer Park (garbage dump land). Fred said that the County may be concerned about possible disturbance to the old dump site itself; one condition of transfer of the majority of the acreage may be to fence off access to the base of the dump site. He said that most of the land is suitable for trails with a few camping sites near the north VP park road; there may be room for an arena (equestrian/livestock) in the northeast corner of this property. It was moved, seconded and approved 5/0 to instruct the Land Use Committee to negotiate transfer of the majority of the 70+ acre Pierce Co. Public Works land with the transfer station and actual dump site to be exempted and fenced off.

**2. Home Park and Rocky Creek:** The Lions Club has submitted 2 sets of plans and a letter to start the permit process. George Robison estimates that \$2000.00 of additional material will be needed to complete the HP picnic shelter. It was moved to authorize Scott, as agent for KPMPD, to apply for a building permit for the HP picnic shelter. The motion was seconded and passed 4/0. Fred mentioned that there are several damaged alder trees near the proposed picnic shelter site. It was moved, seconded and passed 4/0 to have Fred remove those alder trees. Replacement tree(s) will be planted after construction of the picnic shelter. It was moved, seconded and passed 5/0 to authorized Scott to sign the Lions Club/HP picnic shelter donation letter as agent for KPMPD. There is no report on Rocky Creek. Scott says that large rocks (boulders) or Ecoblocks are needed to keep ORVs off of the trails.

**3. Little League:** Rich Henry said that LL will be concluding its regular season on June 15; All Stars are planned to continue through July. Paula said that Big League All Stars may have a full week of games/tournament the 3<sup>rd</sup> or 4<sup>th</sup> week of July; Adult CoEd is expected to begin before that time. Rich mentioned that there were softball groups on field 1 when it should have been closed due to weather. Paula said that LL's Big League team is struggling to get practice field space. They might be willing to help clean up the upper back field (Fields 4&5) in exchange for use of the area for practicing. Scott said that after the refuse is cleaned up that area might be used for batting practice; it is too rough to play practice games. Rich Henry said he could ask Charboneau to donate leveling the land after the refuse is removed. It was moved to have Scott work with Rich Henry to negotiate with LL's Big League team to help KPMPD cleanup the upper westernmost field area ASAP in exchange for use of that area to practice in this season and to ask Jeff Charboneau to donate grading of that area. The motion was seconded and passed 5/0.

4. **Adult Softball:** Scott has contacted the KP News about a press release for CoEd Adult Softball sign ups. There was discussion about who else to contact about getting teams together.
5. **Policies and Operational Procedures:** Scott said that speaker at the "Americans with Difficult Personalities" workshop recommended an employee handbook to avoid any potential employee related problems. The speaker's law firm specializes in employee handbooks (they probably have a boiler-plate document that is adapted to different client's needs); the cost for a customized employee handbook is between \$1000.00 to \$1500.00.
6. **Caril Ridley's Report on Other Park Related Issues:** Caril took the park/recreation statement agreed upon April 5 to the KP Community Plan Environment Subcommittee and it will be included in the draft environment document which goes to the full KP Community Plan Committee.
7. **Capital Improvements KPSCF:** See Park Director's Report.
8. **Park Administration Issues:** Scott will contact Karl Anderson for the paper work/insurance regarding the "School of Jousting" proposal which is scheduled to happen in early June.
9. **KP Community Fair:** No report.
10. **Concessionaire Report:** Ross Bischoff reported that the concessionaire earned \$960.00 in two days; the Kettle Corn helped bring up the take. John Bischoff lost \$60.00 last week due to bad weather and the games being called. Ross asked who calls the games due to weather; the answer that it is a joint decision between LL and the Park Director.

#### New Business/Additions to the Agenda

1. **Ron Cleveland/Renaissance Fair:** The tourism grant proposal Ron submitted to the County Lodging Tax Advisory Committee listed the request as a joint venture between the Washington Renaissance Faire and KPMPD; KPMPD never authorized such a joint venture. Ron said that he discovered that this proposal would not qualify for the capital improvement tourism grant funds because Pierce County will have no interest in the 360 DNR acres. Most of the KPMPD Board felt that applying for a capital improvement grant for land KPMPD has not yet acquired (much less developed a master site plan for) is premature. Ed Taylor and the Land Acquisition Committee will investigate this matter.

#### **2. Executive Session**

**Meeting Adjourned:** The public portion of the KPMPD meeting of April 18, 2005, was adjourned at 9:30PM. The next scheduled meeting of KPMPD is Tuesday May 3, 2005 at the KPSCF Annex at 7:30PM. The following KPMPD meeting will be on Monday, May 16, 2005 at 7:30PM at the KPSCF Annex. The next scheduled KPPRD meeting will be on Monday May 9, 2005 at 7:30PM at the KPSCF Annex; contact Mike Salatino to verify. KPPRD's second May meeting may be on Monday May 23 at 7:30PM in the KPSCF Annex.

Respectfully submitted by Kip Clinton, Clerk KPMPD.