

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, April 24, 2006

The public meeting was called to order at 7:40PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Jerry Schick, Vice President KPMPD.

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

Citizens Present: Marcia Harris (Peninsula School District), Chuck West (Skatepark), Chris Fritz (KP News).

Approval of Agenda: A half hour Executive Session for discussion of land acquisition was added to the agenda; Commissioner Kip Clinton requested that under "Business Meeting; New Business" a discussion of the KPMPD telephone book listing be added; the amended agenda was approved 4/0.

Special Presentations by Committees or Citizens: New Business

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1. Land Acquisition Committee: No report.

2. DNR 360: AHBL is working on a draft master plan. They are willing to do up to \$5000 donation of time (some of which may include a master plan for Home Park). Chuck is working on skate park funding; what is holding up grant applications is not having ownership of the property or a master plan from KMPMD. Transfer is still sometime in 2006. The next meeting will be on May 15 at 7PM in the Key Center Fire Station.

3. Community Plan: The community plan is still talking about transportation, however they will began discussing Parks and Recreation on May 3. Commissioner Caril Ridley, who sits on the KPCB, is trying to get parks and trails into as many parts of the plan as possible, especially trails/paths and land acquisition (some sort of tax incentive/credit/desity bonus). She wants KPMPD, as a requirement in the KP Community Plan, to be notified when a KP transportation project is to be built so that trails/roadside paths are incorporated into the project. Scott is scheduled to give a presentation on May 17 (the goal is for the draft KPPRD Park System Plan authored by Dr. Simon Priest, Ph.D., with information collected by the KPPRD Park Plan Committee to be presented to the KPCB). Caril requested as many KPMPD Commissioners as possible attend the KPCB meetings during the Park, Open Space and Recreation element.

4. Citizen's Comments/Good of the Order: Marcia Harris thanked the KPMPD Board for their volunteerism and the good job they are doing for the community. She said that the School District is willing to partner with the Park District on projects in the future. Scott said that Park Appreciation Day/Earth Day was a success. 11 volunteers worked at Purdy Sandspit picking up garbage; two pickup truckloads of garbage were removed. 38 volunteers worked at Rocky Creek; one truckload of garbage was removed, trails were groomed and trail signs were installed (High School Senior Project). John Glennon Sr. and Fred Ramsdell mowed the grass and did some maintenance at Home Park. THANKS EVERYONE!!

Staff Report (See Attached Report)

1. Home Park: AHBL indicated that because the proposed picnic shelter is under 5000 sq. ft., 1 off street ADA parking space and 2 regular parking spaces as well as wheelchair friendly

walkways will be required. Two groups of trees next to 8th St. will have to be removed for the required 24' driveway entrance and there are several other trees which may have to be removed due to disease or damage.

2. Volunteer Park: A new part-time maintenance man was hired. The concessionaires are doing reasonably well. Commissioner Ross Bischoff asked if the fire marshal had inspected the fire suppression system; Director Scott Gallacher said that having the system was professionally cleaned and recharged satisfied the fire marshal. Field 1 revenue is down from 2005 because the fields are not being used to their fullest extent; KPLL is the only regular user group and they are using Field 1 only 1 to 3 days pre week (M, W, S). Commissioner Jerry Schick said that in the future LL must schedule the fields earlier in the year so that KPMPD might fill unused time slots with other users (to maximize revenue). Gary Helt has scheduled a tournament in the near future. The Pepsi Pitch, Hit & Run event is scheduled for April 30.

3. Meetings and Other Miscellaneous Topics: Scott attended the April 19 Forever Green trails group meeting representing KPMPD. KPMPD was the westernmost entity represented.

4. Upcoming Meetings and Training Opportunities: WGEP is offering a May 3 training session on Tenant/User Special Event Insurance Programs and Insurance and Indemnity Requirements for Contracts; consensus was that no one attend this training session for KPMPD. The commissioners agreed that this would be a valuable training session if it were to take place later in the year (fall) when KPMPD is not as busy. On May 12 the Puget Sound Grant Writers Funders Forum (meet the people who fund projects through grants) will take place. No one was delegated to attend. Jerry said that he had been contacted by an individual who volunteered to research and write grants for free. This person told Jerry that UW Tacoma is an excellent resource for grant writers.

Business Meeting

1. President's Report: No report.

2. Minutes: It was moved, seconded and passed 4/0 to approve the Special Issue Meeting Minutes of March 13 and 23 (concession building contract discussions). Scott Gallacher stated that he March 27, 2007 Regular Board Meeting Minutes required clarification under "Staff Report; 6. Programs" regarding Sky Hawks. KPMPD is working with the Sky Hawks organization to produce summer sports programs on the Key Peninsula, NOT Pierce Co. Parks. Also Commissioner Schick pointed out that "Business Meeting; 5. Unfinished Business/Payroll Discussion" was actually deferred to April 10, 2006. It was moved, seconded and passed 4/0 to approve the Minutes of March 27, 2006, as amended. It was moved, seconded and passed 4/0 to approve the Minutes of April 10, 2006 with the correction of a typo under the topic of "Special Presentations by Committees or Citizens: Old Business; 3. Community Plan" on Page 2 Line 11 which should read "also spoke with Mike Galizio...".

3. Financial Report: Director Gallacher deposited \$2900.00 to the Venture Bank depository account; \$1500.00 of the deposit was the donation for "Manor Stone" blocks for the Field 2 terrace project, the rest was health department license overpayment refund and April's concession rent. He stated that the concessionaire purchased floor mats to protect against slipping and they need to be reimbursed for the expense. It was moved, seconded and approved 4/0 to transfer \$11,000.00 from the Venture Bank depository account to KPMPD's Pierce Co. Budget and Finance fund. There was no further report at this time.

4. Unfinished Business/Stipend for Commissioner: Kip mentioned that she brought copies of the waiver form, but further discussion on the topic was deferred until the May 8, 2006 meeting.

5. Unfinished Business/Payroll: Consensus was not to change the payroll period at this time; new employees should be informed that KPMPD's payroll period is bimonthly and that 3 to 4

time a year, due to the voucher/warrant system through Pierce Co. Budget and Finance, pay periods will be 3 weeks long.

6. Unfinished Business/Park System Plan: Consensus was to have a draft Park System Plan ready for the KP Community Plan May 17 meeting. Commissioner Caril Ridley said that she was able to contact Dr. Simon Priest, Ph.D., author of the draft KPPRD Park System Plan, which KPMPD purchased as part of the assets of KPPRD. She reported that he is willing to "donate" the plan as long as he is listed as the author and retain the copywrite. He has no issue with sections being changed or deleted, because the KPPRD Park System Plan was a draft. Caril said Dr. Priest will send a "gifting" e-mail.

7. Unfinished Business/DNR 360 Name: Caril said one way to solicit names is to go to the public; she suggested the name of "Key Park" (names previously suggested are Minter Creek Regional Park and Key Peninsula Regional Park). Marcia Harris, Peninsula School District, stated that they have a policy of not naming facilities after living people. There was discussion of presenting the public with a group of names and asking for a vote. No action was taken.

8. New Business/Telephone Directory Listing: Kip pointed out that the Centurytel telephone directory is currently changing listings/advertising and KPMPD's listing is difficult to locate. Consensus was that KPMPD needs two white pages listings (Key Peninsula Metro Park District and Key Peninsula Volunteer Park office) in addition to being listed in the Community Pages AND under Governmental Agencies at the front of the telephone directory. The listings should include the KPMPD web site or e-mail address. Jerry and Scott will go to the Centurytel business office and work it out.

9. Board Member Comments: The KPMPD Commissioners wish to thank Marcia Harris for attending the April 24th meeting.

10. Executive Session: Topic; Land Acquisition with an estimated duration of 30 minutes.

Meeting Adjourned: The initial public portion of the KPMPD meeting of April 24, 2006, was adjourned at 8:55PM. It was followed by Executive Session. The KPMPD Board of Commissioners reconvened at 9:45PM and then adjourned. The first May meeting will be on May 8, 2006, at 7:30PM in the Annex building at the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) and will be preceded by a 6:30PM study session. Planned study session topics are the Livable Community Fair Booth and the draft Park System Plan. The second May meeting will be on May 22, 2006 at 7:30PM and may be preceded by a study session.

Respectfully submitted by Kip Clinton, Clerk KPMP.