

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. **KEY PEN PARKS**

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Board Meeting Minutes

Monday April 12, 2010

The regular meeting was preceded by a Study Session/ Staff report: The study session started at 7:05PM The Key Pen Parks staff report was reviewed at this time **The public meeting was called to order at 7:36 PM in the Volunteer Park Annex/Office Building by President Greg Anglemyer.**

Commissioners Present: Greg Anglemyer, Bill Trandum, Mark Michel, Ed Robison, and Kip Clinton arriving at 7:36PM. Staffs present for Key Pen Parks were Executive Director Scott Gallacher and Administrative Assistant Laura Armstrong.

Citizens Present: Elmer Anderson.

Pledge of Allegiance: Recited.

Approval of Agenda: Commissioner Anglemyer moved to amend the agenda and add a discussion regarding Minter Creek under Unfinished Business. The amended agenda was approved.

Special Presentations: Citizen Comments: None

Business Meeting

1. Minutes: The March 8th and the March 22nd, 2010, meeting minutes were accepted as written.

2. Financial Report: The March 31, 2010, Pierce Co. Budget and Finance balance was \$404,703.08. The Zoo Trek deposit was \$7,907.20; a reduction of \$544.80 from the same time period in 2009. Total Zoo Trek collections to date are \$27,446.00. Real and Personal property tax collections were \$27,048.24. 2009 delinquent property tax collections were \$2,769.82. Total 2010 Real and Personal property tax collections to date are \$32,084.00 Total delinquent property tax collected in 2010 was \$7,852.00 The Venture Bank balance shows \$2,730.35 as of March 31, 2010. February's expenses were \$60,822.87; this includes 6,525.00 for purchase of a 1995 Ford pickup truck with dump bed, Replacement of VIB plate impactor \$2,232.93, new roll up door for storage area, repair of parking lot lights and installation of a light over the shop area,

3. Staff Report (presented during study session)

4. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Trandum): Commissioner Trandum stated that he would like to move ahead with the park mentoring program discussed at the previous park board meeting. The next step would be to write up a job description for volunteer park mentors. Guidelines would outline volunteer responsibility for maintenance and park planning. (Key Pen Parks currently has an "Adopt-a-Park" volunteer maintenance program.) The Commissioners were in agreement and a draft job description will be worked on and presented at the next park board meeting. The second topic Commissioner Trandum discussed was the draft 360 buyout idea from DNR. Commissioner Trandum attended a meeting with DNR whom presented him with a draft buyout agreement for the 360 parcel. Commissioner Trandum looked over the agreement and made some revisions. One such revision pertained to the section stating that DNR would need to approve any improvement made by Key Pen Parks. Commissioner Trandum rewrote this section to state that as long as Key pen Parks was not in default of the contract, and was abiding by Key Pen Parks' policy and rules no further approval will be needed from DNR for any improvements made to this property. Asking for the board's approval, Commissioner Trandum wants to give the revised package back to DNR, giving them something that would compelled them to make a response. Commissioner Robison made a

motion to proceed with the proposal to purchase the parcel known as the 360. Commissioner Clinton seconded the motion, and the motion was approved 5/0.

b. Trails Committee (Commissioner Clinton): Commissioner Clinton went over an e-mail she had received from Terri Lee's office regarding tax credits for trails. Commissioner Clinton stated that the tax credit is not a dead issue and if it proceeds, it would give an additional tool to reward property owners willing to allow access to their land for trail development.

5. Board President's Report: Former Park Board President Elmer Anderson was presented with a plaque by President Anglemyer in honor of his years of service to Key Pen Parks.

6. Unfinished Business/Summer Food Program: Commissioner Anglemyer attended an all day meeting the State put on regarding the Summer Food Program. He stated that Key Pen Parks could serve breakfast, lunch, dinner, or snacks to anyone on the Key Peninsula between the ages of 1 to 19 years old for free. Commissioner Anglemyer felt that if the park board were to move forward with this program it might take a year to prepare and setup. Commissioner Anglemyer would act as the community coordinator and has looked into working with the Children's Home Society who has a 3-week summer camp program. This would require Key Pen Parks to purchase or contract someone to prepare, deliver, and serve the food. Commissioner Trandum and Commissioner Clinton are still not in favor of this program. Commissioner Anglemyer will continue to research this program and address this topic again at the June 2010 park board meeting.

7. Unfinished Business/Rocky Creek Lease with Pierce County: No new updates at this time.

8. Unfinished Business/Minter Creek: Discussion on this property included whether to direct Executive Director Gallacher to move forward with filing for the reimbursement grant money on the property (Minter Creek) that has already been purchased by Key Pen Parks, or wait until after the possible purchase of the additional three-acre parcel. Commissioner Trandum moved to proceed with the reimbursement grant for the purchased Minter Creek property. Commissioner Robison seconded the motion, and the motion was passed 5/0.

9. New Business/ Review of Comprehensive Plan: Executive Director Gallacher spoke to Mrs. Anderson who is with the State of Washington Conservation Office. Mrs. Anderson stated that the park can make changes at anytime. She suggested that the park hold some public meetings or inform people that over the next 4 park board meetings the park board will be discussing the comprehensive plan for any public comment. This information will be put on the parks web site and newspapers to have an open and transparent process. This will allow the public to come and make comments for possible changes for updating the comprehensive plan.

10. New Business/ Resolution R2010-10: Amend Human Resource Policy: Key Pen Parks discussed implementing changes to the human resource policy to include salary increase based on performance evaluation and allowing employees permission to take park vehicles home whenever it is deemed necessary for security and efficiency. Commissioner Trandum moved to adopt R2010-10, Commissioner Robison seconded the motion and the motion was passed 5/0.

11. New Business/Discharge of Firearms: Executive Director Gallacher presented the board with documents for Pierce County showing that most of Key Pen Park's facilities are located in no-discharge-of-firearms areas. This agenda item was necessitated by a Second Amendment challenge to the Seattle Park Department's rule prohibiting all firearms in public park facilities. Consensus was that Key Pen Parks' intent was to prohibit discharge of legally carried firearms in Key Pen Park facilities and not prohibit weapons carried legally as provided by the Second Amendment. Staff will replace existing Park Rules sign with new sign which have "prohibit discharge" language as the old signs are damaged.

12. New Business/Resolution R2010-11 regarding reimbursement for State of Washington Local Financing Program: Commissioner Clinton moved to approve R2010-11. Commissioner Robison seconded the motion and the motion was passed 5/0.

13. New Business/Resolution R2010-12 regarding authorization for the acquisition of personal property and execution of financing contract and related documentation relating

to the acquisition of said personal property: Commissioner Trandum moved to approve R2010-12. Commissioner Clinton seconded the motion and the motion was passed 5/0. These two motions were for purchase and financing of a replacement commercial lawn mower.

14. Approval of other minor matters: None

15. Executive Session/Human Resources: Discussion of the Executive Director's personnel evaluation (action expected, estimated duration 10 minutes). The executive session started at 8:42PM lasting 11 minutes. The regular park board meeting was called back to order at 8:53 PM. Commissioner Robison moved to approve the Executive Directors pay rate increase of 4.1 %. Commissioner Trandum seconded the motion and the motion was passed 5/0.

16. Commissioners Comments/Good of the Order: None.

17. Meeting Adjourned: The regular public meeting of April 12th, 2010, was adjourned at 9:00PM. The regular May meeting will be on May 10, 2010, at 7:30PM at Volunteer Park and will be preceded by a 7:00PM 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.

