

# KEY PENINSULA METROPOLITAN PARK DISTRICT

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

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

Board Meeting Minutes

Monday, May 16, 2005

The meeting was called to order at 7:52PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Paula DeMoss, President KPMPD.

**Commissioners Present:** Paula DeMoss, Jerry Schick, Kip Clinton; Caril Ridley is excused and attending a KP land use plan meeting; Ross Bischoff is excused due to family illness. Also present for KPMPD was Scott Gallacher, Park Director.

**Citizens Present:** George Robison, Mike Salatino, Ben Thompson.

**Minutes:** The minutes of May 3, 2005 were deferred until June 7, 2005.

**Financial Report:** The May deposit to KPMPD's County Budget and Finance fund is unknown because KPMPD has not yet received its statement. May's expenses are \$2734.00 to date. April's balance is \$47,783.05. The balance in the Venture Bank account is \$2439.89; the monthly bank charge is \$8.00. Mike said that Venture Bank should not be charging KPMPD a fee; Kip will ask Venture Bank to waive the fee. There was discussion about putting Scott on the signature card at Venture Bank; it was decided that only commissioners should be on the bank signature card (President, Vice President, Clerk/Financial Officer) because of public accountability issues.

**Park Director's Report:** See attached report. (See also 'Capital Improvements KPSCF'.) It was moved, seconded and passed 3/0 to put \$1000.00 down on the Kubota Utility Vehicle and sign a 36 mo. contract at 5.99% with est. mo. payments of \$340.00. There is no penalty for early payoff. Pierce County Parks is surplus-ing out some Toro lawn mowers. Dave Harper at P. Co. Parks maintenance said that 3 of them are in fairly good condition (and maybe we could cherry pick the one we want). They are fairly new and reliable 72" to 84" mowers; Co. Parks is changing to John Deers. Scott will go look at them; Jerry will go along. The expected cost is about \$6000.00 (25% to 50% less than new mowers). Scott has found out that the women from the Purdy Correction Center's work crew are greatly in demand so KPMPD may not be able to schedule them this year. He placed an ad in the Gateway for seasonal/temporary help. Paula said that experienced staff should work on the weekends when tournaments are happening; Scott said that what is mostly needed on the weekend is early morning restroom cleaning and garbage pickup with some minor equipment use (18 or older). Fridays and Mondays around a tournament are the most demanding because of field prep work; there is limited work that can be done during a tournament. The YMCA wants to use the KPSCF picnic shelter on Mondays during the summer like they did last year. There will be no charge if they do not reserve it; any park facility may be used on a first come first serve basis at no charge if that facility was no previously reserved. Scott has been attending the KP Group meetings; they want a say on the 360. The Board stated that the group doing the master planning for the 360 **should be a body of KPMPD** and responsible to KPMPD. Any citizen or group is welcome to become a member that KPMPD body. (Scott has order a NRPA book on Park Planning for \$57.00 to add to KPMPD's library.) Scott also said that the KP Group would like him to chair it; KPMPD told Scott that chairing the KP Group would take too much time away from his primary park responsibility and directed him to decline chairing the KPG. Ravenswood Equestrian Centre (Karl Andersen)'s contract was presented for review; they are still working on insurance. They want to put a sign up on the fence; that would be OK. Scott told Karl to contact the middle school about parking because KPMPD's parking lots will be filled with baseball tournament people. KPMPD will deliver the

westernmost field (potential field 4&5) in mowed clean condition; everything else will be up to Ravenswood.

**Communications Report/Good of the Order:** None.

**Citizen's Comments:** No citizen comments.

**Old Business**

**1. Land Acquisition Committee:**

**2. Home Park and Rocky Creek:** George Robison said that the Lions Club (and Scott Gallacher) are still working on getting the permit for the Home Park picnic shelter. Some of the delay is Co. Planning and Land Services being understaffed and some because of the creek/wetland on the site. The county wants a contour line site map, a designated construction entrance, wetland verification (\$334.00 cost for county wetland specialist), and a silt fence put up during construction. KPMPD wants to do permitting correctly; also this is good experience for future site development. There was discussion about what to do with the wood from the 3 or 4 alder trees that will have to be removed for the picnic shelter. This issue was not resolved.

**3. Little League:** There was discussion about who is responsible for maintenance of the field fence signs; leasee is required to maintain the signs and hang them appropriately or remove them. LL still needs to sign its lease; Scott will talk to Rich Henry about this.

**4. Adult Softball:** Gary Helt is putting on tournaments; we need to have a contract with him for this year. There was discussion about putting on our own nonconflicting tournaments next year; no decision was made. There was discussion about higher tournament fees if there is camping (\$10.00 per tent and \$20.00 for RV/trailer); due to greater amounts of garbage generated there may have to be a dumpster fee next year for tournaments. The Gig Harbor Church League wants to reserve Fields 1 & 2 on Friday and Sundays from June 24 through July 31; as long as there are no scheduling conflicts that should be OK. The charge is \$25.00 for first prepped game per field per day and \$20.00 for each subsequent game on the same day.

**5. Policies and Operational Procedures:** There was discussion about moving KPMPD meeting dates to KPPRD's date of second and fourth Mondays of each month. It was moved, seconded and passed 3/0 to change the regular KPMPD meeting days to the second and fourth Mondays of each month starting on Monday July 25, 2005.

**6. Caril Ridley's Report on Other Park Related Issues:** No report.

**7. Capital Improvements KPSCF:** The new security gates were installed; the telephone line was cut during installation of the north gates. John Bischoff will help dig the trench for the replacement line; Centurytel intends to install a new pedestal when the line is replaced. The fire district requests KPMPD have a Knox Box near the main gate for fire safety; consensus was to have one by each entrance gate for a total of two. The cost per Knox Box is \$200--\$400 each. Windermere Real Estate is planning to paint the park buildings as a community service project; KPMPD needs to decide on colors and purchase the paint.

**8. New Programs:** Scott may be able to borrow a projector for movie night; KPMPD will have to rent a screen. Because Sunnycrest Nursery is already running a Lavendar Festival Trip, KPMPD will cancel that project. Scott has the breakdown for the other trips and will proceed with signups. (See Park Director's Report attached.) Scott would like to explore the possibility of doing programs in conjunction with the Civic Center; revenues generated would be split. He mentioned that there may be grant money available to create and maintain programs.

**9. KP Community Fair:** Mike said that KPCF will have people working on the electrical panels and Agrivision; they were asked to check in with Scott before beginning work. Fred Ramsdell and Phil Bauer will paint the storage containers before the KPCF. The Fair would like the park to look 'nice'; Paula suggested the Fair Board ask their members for flowers/plantings to help beautify KPSCF since they are getting such a good deal for space rental.

**10. Concessionaire:** John Bischoff said that Sundays have been slow; he thought that the tournament managers have not been telling their participants about the concessionaire. He wants approval to sell prepackaged items on weekdays to "train" the ball players to expect a concessionaire; the charge will be \$5.00/4 hour increments. Concensus was that this would be OK.

**11. KPPRD:** Mike, as Chairman KPPRD, said that KPPRD is planning to refund an 'overpayment' for Volunteer Park of \$7500.00 to KPMPD. KPPRD commissioners will vote on it next Monday, May 23, 2005. Mike and Ben have been researching the costs and procedures to legally dissolve KPPRD.

**12. Livable Community Fair:** Scott worked the booth all day; Paula was there in the morning and Kip was there in the afternoon. Caril was working the Trails Committee booth immediately adjacent to KPMPD's booth.

**New Business/Additions to the Agenda**

**1. Curtis Scott's Small Building:**

**2. Web Site:** Scott and Caril met with Russ at Gig Harbor on Line; their charge is \$500--\$700 for a web site. Jerry asked where their server is and how many sites there are per computer; Houston and 100 to 1. Jerry said that that would make it slow; Scott will look into several other options. Getty Images was suggested. Jerry moved that Scott be authorized to approve a web site design providing the cost is no higher than \$700.00 per month monthly maintenance/hosting is no more that \$100.00 per month. The motion was seconded and passed 3/0. There was discussion about the domain name, such as KeyPenParks.com/org as well as KeyMetro.com which Ed Taylor reserved for KPMPD (and KPMPD reimbursed him for). Scott will get different URLs for board members to look at regarding site design.

**Meeting Adjourned:** The KPMPD meeting of May 16, 2005, was adjourned at 10:00PM. The next scheduled meeting of KPMPD is Tuesday June 7, 2005 at the KPSCF Annex at 7:30PM. The following KPMPD meeting will be on Monday, June 20, 2005 at 7:30PM at the KPSCF Annex. The next scheduled KPPRD meeting will be on Monday May 23, 2005 at 7:30PM at the KPSCF Annex. KPPRD's first June meeting may be on Monday June 14 at 7:30PM in the KPSCF Annex.

Respectfully submitted by Kip Clinton, Clerk KPMPD.