

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday May 9, 2011

The regular meeting was preceded by a study session/staff report: The study session started at 7:00PM. Executive Director Gallacher reviewed the staff report.

The public meeting was called to order at 7:40 PM in the Volunteer Park Annex/Office Building by President Greg Anglemyer.

Commissioners Present: Greg Anglemyer, Bill Trandum, Mark Michel, Kip Clinton, Ed Robison excused. Staff present for Key Pen Parks; Executive Director Scott Gallacher, Administrative Assistant Laura Armstrong.

Citizens Present: None

Pledge of Allegiance: Recited.

Approval of Agenda: Commissioner Anglemyer asked if there were any objections or changes for the agenda, hearing none, the agenda was approved 4/0.

Special Presentations: none

Citizen Comments: none

Business Meeting

1. Minutes: Commissioner Anglemyer asked if there were any corrections or objections with the April 11th 2011 meeting minute, hearing none; the April 11th 2011 meeting minute were accepted as written.

2. Financial Report: The April, 2011, Pierce Co. Budget and Finance balance was \$923,371.69. The Zoo Trek deposit was \$8,442.19; a decrease of \$616.24 from the same time period in 2010. Total Zoo Trek collections to date are \$37,158.00. Real and personal property tax collections were \$225,111.00 and 2010 delinquent property tax was \$5,318.00. Total 2011 real and personal property tax collections to date are \$260,202.00. Total delinquent property tax collected in 2011 was \$17,407.00. The First Citizens Bank balance shows \$2,817.10 as of April 30, 2011. April's expenses totaled \$39,254.23. Commissioner Anglemyer asked if there were any corrections or objections with the April, 2011 financial report, hearing none; the April, 2011 Financial Report was accepted as written. The Commissioners directed Executive Director Gallacher to obtain information on investing some of the Park Districts funds. Executive Director Gallacher will look into rates for 3, 6, 9, and 12-month investment opportunities.

3. Staff Report: covered during study session.

4. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Trandum): Commissioner Trandum received an e-mail from Don McBride of Manke Lumber Co. on May 9th. The e-mail stated that Manke would grant Key Pen Parks an easement if the Park District agreed to the three conditions stated in the e-mail. Commissioner Anglemyer pointed out his concern with condition #3; "Manke reserves the right to move or alter the easement". Commissioner Trandum felt the next step would be to seek an easement through the Anderson property to the 360; the Park District will be looking at utilizing the same easement that Manke already has in place on the Anderson property. Commissioner Trandum will contact Mr. Anderson to discuss an easement proposal for the Park District.

The Park District is currently looking at property near the 360 area; the commissioners directed Executive Director Gallacher to move forward and obtain an appraisal for this property.

b. Trails Committee (Commissioner Clinton): no report

5. Board President's Report: Commissioner Anglemyer thanked the staff for their work on the booth and Touch-A-Truck event during the Livable Community Fair on May 7th 2011.

6. Unfinished Business/50 year lease of DNR Key Center (480) property: Recap from the April 2011 meeting: DNR has offered Key Pen Parks a 50-year lease with a buy out provision on property located north of Key Center (480-acre property). Commissioner Trandum rewrote the lease to DNR for the 480 with the major change to the lease being Key Pen Parks would maintain the property under its regulations and not under DNR's. **Update:** Commissioner Anglemyer received an e-mail from DNR with their response to the 'rewrote lease' submitted by Key Pen Parks; DNR stated they wanted Key Pen Parks to be clear that DNR owns the land and they will control it. Commissioner Anglemyer left a message for Derek Kilmer and asked for his help with what the next step should be. Commissioner Anglemyer was contacted by a representative from Mr. Kilmer's office who stated that DNR leases were supposed to already have the condition of a 50-year lease with an automatic 50-year renewal option written in.

Commissioner Anglemyer checked all the leases the Park District currently has with DNR for the automatic 50-year renewal wording and found none. Commissioner Anglemyer sent an e-mail to Derek Kilmer with the following items; copies of the 360 and Maple Hollow current lease with DNR, Commissioner Trandum's rewritten lease for the 480, and his letter to DNR from last year in regards to financing and purchasing the 360. Mr. Kilmer will look over everything that the Park District sent and get back to Commissioner Anglemyer as soon as he has more information.

7. New Business/ On the Way Deli: Commissioner Trandum requested this issue be placed on the agenda since the owner of On the Way Deli had contacted him regarding a piece of personal property left in the concession building after the lease was terminated. Key Pen Parks had to submit an unpaid contract balance to collections against On the Way Deli. The Commissions agreed that they should continue to allow Executive Director Gallacher to handle this issue; Commissioner Trandum will let the owner of On the Way Deli know that she will need to contact the collection agency and Executive Director Gallacher to resolve this issue.

8. Executive Session Property Acquisition: No action expected, estimated duration 10 minutes. Commissioner Anglemyer called the Executive Session into session at 8:12 and ended the session at 8:32. No action was taken at this meeting. The Executive Session time extension of 10 minutes was not announced since no citizens were present.

9. Approval of other minor matters: none

10. Commissioners Comments/Good of the Order: none

11. Meeting Adjourned: The regular public meeting of May 9, 2011, was adjourned at 8:40 PM. The regular June meeting will be on June 13, 2011, at 7:30PM at Volunteer Park and may be preceded by a 6:30PM 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.