

KEY PENINSULA METROPOLITAN PARK DISTRICT
d.b.a. KEY PENINSULA METRO PARKS

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

Board Meeting Minutes

Monday, June 20, 2005

The meeting was called to order at 7:40PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Paula DeMoss, President KPMPD. Due to the heat, the meeting moved to one of the picnic tables next to the building.

Commissioners Present: Paula DeMoss, Ross Bischoff; Kip Clinton, Jerry Schick; Caril Ridley was absent without an excuse. Also present for KPMPD was Scott Gallacher, Park Director.

Citizens Present: George Robison (Lions Club).

Minutes: The minutes of May 3, 2005 and May 16, 2005, were approved 4/0. The minutes of June 7, 2005, are amended to reflect the discussion of a water supply at Home Park. Marty Marcus of Friends of Home Park had spoken with several of the park commissioners about the need for some sort of irrigation water at HP; there is a old surface water well somewhere on the property, a shallow hole in the ground near the creek (we understand), and it might be possible to do something with it for irrigation only after the picnic shelter is built and power is supplied to the property. The minutes of June 7, 2005 were passed as amended.

Financial Report: The June deposit to KPMPD's County Budget and Finance fund was \$10,698.92 and the May balance in the fund was \$38,925.17. The June expenses to June 20, 2005, were \$4328.65: salaries and wages \$1307.28 (employment taxes withheld); personnel benefits \$779.28 (KPMPD's share of FICA & Medi.); supplies \$410.89; water test \$36.00; garbage disposal \$152.16; electricity \$873.65; communication \$369.39 (telephone and 2 mo.s internet service); capital outlay \$400.00 (additional downpayment on the Kubota Utility Vehicle). The total balance in the KPMPD County fund was \$45,295.44 as of June 20, 2005. The Venture Bank balance was \$13,662.89; \$10913.76 was transferred to the Pierce County Budget and Finance KPMPD fund later in the week. See attached report for the KPMPD first year P&L; it should be noted that KPMPD did not take over responsibility for park operations until late 2004/early 2005. It was moved, seconded and passed 4/0 to accept page 1 of the financial report (see above). LL has paid KPMPD for May's field use and April's light bill; the total amount no yet deposited is about \$2296.95. There was discussion about the P&L and actual expenses vs. projected expenses. Jerry asked why Kip was leaving approximately \$2500.00 in the Venture Bank account; the answer was because then there should be no bank charges.

Park Director's Report: See attached report. The contract for the Kubota was signed; the total cost including interest is about \$13,000.00; delivery is scheduled for June 29 and the monthly payments of \$323.00 are due by the 29th of each month. The Toro lawn mower was purchased and should be delivered by the end of the month. The north entry gate had shifted and Peninsula Ironworks reinstalled it. They noted that the ground there is softer sand and stated that any further shifting would be the responsibility of KPMPD to repair. The reason the water test failed earlier this month was because the sampled spigot had not been sterilized with bleach water before the sample; the latest test at 5 sites in Volunteer Park are fine. KPMPD will have to test 5 sites in July because of the one failed June test. Windermere Real Estate painted the concession building but ran out of time to do the Annex—THANK YOU ALL!! Staff will paint the Annex as time permits. They also painted some of the picnic tables. In choosing which picnic tables to paint, Scott assessed the condition of all of the tables which were acquired from Penrose Point State Park; some of the table tops and bench tops will need replacement this winter. The KP Group meeting will be held on June 21; Scott will give KPMPD a report in July. Scott said that before winter, the parking lots need to be crack sealed and new 'no parking' lettering and parking

spaces need to be painted. Also he would like to place "PARK AT YOUR OWN RISK" signs around the fields because of fly balls.

Communications Report/Good of the Order: KP Lions is hosting an open house at 7PM Wednesday at the Key Center Library so the citizens might meet Derek Kilmer; George Robison suggested that KPMPD commissioners come and ask if the transfer of the DNR property could be facilitated. Ross asked Karl Anderson for pictures of the jousting tournament and Karl send an excellent selection; Ross would like pictures of other KPMPD events and a poster/flyers made with them saying "KPMPD does more than just baseball at our parks!!!" Ross also reported that Ron Cleveland will be hiring James Zoppe's troupe to perform at the Renaissance Fair.

Citizen's Comments: No citizen comments which were not pertinent to other agenda topics.

Old Business

1. **Land Acquisition Committee:** Lori Price of DNR had forwarded all of the conditions for Ron Cleveland to comply with before he does anything on the north DNR 360. The gate to the property is currently locked. KPMPD is waiting for DNR's appraisal of the property.
2. **Home Park and Rocky Creek:** George Robison, Scott Gallacher and Mike Salatino went to Pierce County Planning and Land Services (PALS...ha!) and were told they had to have an abbreviated stormwater permit which would cost \$700.00. (Total permit costs are estimated at \$1350.00) George acquired a copy of the Pierce County Stormwater manual and discovered that a project is exempted if less than 50 cubic yards of earth is moved. He estimates that the picnic shelter project will require moving/removing about 4 cubic yards for the footing; this should make the picnic shelter project exempt from stormwater permit requirements. PALS also has a problem with the 'ungraded' milled lumber reserved for the project; they want the lumber to be graded and stamped by an engineer. George's son, who is a licensed engineer in Wa., said that as long as the lumber is approved by a licensed engineer it should be OK. Scott will investigate the lumber grading issue and the stormwater issue. Scott has a July 15 appointment with a county planner for the application. Scott will also call Terry Lee and talk to him about the stormwater issue. George said that he thinks KPMPD should fight the Stormwater permit and lumber grading issue; he thinks KPMPD should talk to Terry Lee and any one else KPMPD knows at Co. Planning to help push the project through. Kip suggested calling Chip Vincent, head of Advanced Planning, for a little help.
3. **Little League:** LL will be electing new officers on June 23. They paid \$781.95 for April light use and \$1515.00 for May field rental. Their spring season is over except for All Stars; fall baseball will begin in mid July. LL has regularly neglected to lock the storage shed next to the concession stand after games and they did it again today.
4. **Adult Softball:** There have been 7 teams signed up and paid for Softball; Rich Henry had indicated he had a team arranged, but his team had not yet signed up. The Adult Softball meeting is scheduled for June 28.
5. **Policies and Operational Procedures:** KPMPD meeting dates will be changing to the second and fourth Mondays of each month commencing Monday July 25, 2005. The location will continue to be the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex building and the meeting time will remain 7:30PM. Jerry brought a copy of two different mission statements which he composed. It was moved, seconded and passed 4/0 to adopt the second mission statement which reads: _____ KPMPD signed a contract with Mountain View Towing which says that Paula, Jerry, Kip, Scott and Eric are the people authorized to call to tow illegally parked vehicles.
6. **Caril Ridley's Report on Other Park Related Issues:** No report.
7. **New Programs:** Movie Night at Volunteer Park is scheduled for Friday, July 8 at dark (9PM). The movie will be "Shark Tales". He has arranged the rent of a 10'x14' screen and a PA

system. It will be on the outfield of Field 1 near the picnic shelter (which will be the fall back position for the equipment if it rains). Scott is trying to contact Harbor Soccer Club to encourage use of Volunteer Park for Soccer.

8. KP Community Fair: There was discussion about the electrical panel put in on Field 3 by the KP Community Fair. They were instructed that the electrical panel should match and be of the same material as the other two panels; those are metal, the new one is wood. It was moved, seconded and passed 4/0 that the KP Community Fair is responsible for any projects or work done by the KPCF or its designated contactors to any KPMPD facility and such work/project must be done by KPCF staff or its designated contractor under direct supervision of the Executive Park Director; any damage or alteration caused by the KPCF or its designated contractors to KPMPD facilities must be returned the same or better condition as prior to the occurrence of said damage or alteration; any alteration, temporary or permanent, to KPMPD facilities must be previously approved by the KPMPD Board of Commissioners and its Executive Park Director.

9. Concessionaire: Shelly Rajkovich, potential concessionaire, was not present for the meeting; Scott said that she is working on a contractor to adapt the concession building to her needs. She has an estimate for sheetrock and insulation of the concession building of \$800.00. Scott suggested that KPMPD may want to consider purchasing the following equipment; ice machine \$1600 to \$2000; commercial refrigerators \$1000 to \$1500; 3 tub sink \$500 to \$1000. Pepsi would lease a fountain machine for \$75/mo. John Bischoff is the concessionaire at Volunteer Park until a contract is signed with someone who will use the concession building. John will provide food service for Movie Night at Volunteer Park.

10. KPPRD: KPPRD formally voted to petition the Wa. Superior Courts for dissolution on June 13, 2005. Chairman Mike Salatino and Treasurer Ben Thompson will file the petition later this month.

11. Web Site: All commissioners are instructed to look at Mt. Si's web site and (GH) Peninsula Metro Park's web site for ideas. Content might include park telephone contact numbers, current news and events, the mission statement, park system history, a list and description of park system facilities, a short bio on the commissioners, a listing of park staff, and synopsis of the park system plan (when completed) and individual park master plans (when completed).

New Business/Additions to the Agenda

1. Seasonal Employee: Only one person has applied; his name is Herb Lessen (sp?). He has worked on projects for Chuck West and has some experience with landscapes and rockery. The KPMPD hours are expected to be 10 to 20 hours/week at \$8.00/hour. There would be a 30 day probation period. Scott or Eric would work tournament days first until the new hire gains a little experience; then the seasonal worker would work the tournaments. Jerry asked if the seasonal employee would affect the KPMPD unemployment rate; only if the seasonal employee has 600 hours in 4 consecutive quarters.

2. Retreat: It was decided KPMPD needs to hold an out-of-district retreat to discuss the budget, core values and goals. Scott would like to have field trips to different fairgrounds to see what works and doesn't work (re. DNR 360). It was decided to schedule Monday July 18 for a retreat with the agenda and location to be determined later.

Meeting Adjourned: The KPMPD meeting of June 20, 2005, was adjourned at 9:40PM. The next scheduled meeting of KPMPD is Tuesday July 5, 2005 at the KPSCF Annex at 7:30PM. KPMPD's second July meeting will be on Monday July 25, 2005, at the KPSCF Annex at 7:30PM. KPPRD's second June meeting may be on Monday June 27 at 7:30PM in the KPSCF Annex. KPPRD's first July meeting may be on Monday July 11, 2005, at 7:30PM in the KPSCF Annex.

Respectfully submitted by Kip Clinton, Clerk KPMPD.

