

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PENINSULA METRO PARKS

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Board Meeting Minutes

Monday, June 26, 2006

The public meeting of the Key Peninsula Metropolitan Park District was preceded by a 6:30PM study session. The commissioners discussed policy regarding memorials placed upon park property; KPMPD has no official policy at this time. The discussion extended to the naming of park properties/facilities; KPMPD has no official policy at this time. The creation of a select committee to create policies regarding memorials and naming of facilities was discussed. Possible members are Scott Gallacher, one Commissioner, and George Robison. Attending the fall National Recreation and Park Association conference in October was discussed. Various options for attending the conference were discussed; Scott Gallacher will investigate the possibility of receiving a discount in exchange for assisting at the conference.

The public meeting was called to order at 7:45PM 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 traffic problems (stuck in Seattle traffic).

Citizens Present: Chris Fitzgerald (KP News).

Citizen Comments:

Approval of Agenda: The Agenda was amended by adding "Unfinished Business/Memorial Policy" and "Unfinished Business/NRPA Conference". The amended agenda was approved 4/0.

Special Presentations by Committees or Citizens: New Business

No new business by Committees or Citizens.

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- 1. Land Acquisition Committee:** No special report; the LAC indicated that DNR's Maple Hollow property is already on the Trust Land Transfer list for the next state biennial fiscal cycle (2007—2008).
- 2. DNR 360:** Everett Chalstead, DNR Trust Land Transfer staff, told Scott Gallacher that there may be gravel on the property and that would affect the value. If the transfer does not take place by the end of 2007, the application will "roll over" into the next biennial fiscal cycle and the process will start all over again for the DNR 360.
- 3. Community Plan:** Commissioner Caril Ridley thought that the language in the KP Community Plan about parks was favorable. She was concerned that language directing tax benefits or density credits be given for easements and donations. The opposition from some members of the KP Community Plan Board to Trails had modified, so language favorable to a Trail System was included in the document. Commissioner Kip Clinton reported that Co. Planner Mike Kruger indicated that it would still be possible for KPMPD to add to the Plan's Potential Conservation Futures Acquisition Properties; KPMPD should discuss the issue and then contact Mike Kruger's office for a meeting with the cartographer. He indicated that sooner was better than later. Consensus was to hold a special purpose public meeting on Monday July 17, 2006 at 7:00PM in the Annex building meeting room at the Key Peninsula Sport Center and Fairground (Volunteer Park) to map potential Conservation Futures properties/easements/development right acquisitions.

4. Good of the Order: Kip Clinton reported that the "Mystery Mower" kindly mowed the sides of the roads in and around Home on Sunday, June 25, and they looked very neat; Chris Fitzgerald said that the roadside around Lakebay had been similarly mowed. Kip wished to thank whoever that unknown person is.

Staff Report (See Attached Report)

1. Home Park: Dan Wojatloa of AHBL will be working on the required landscape plan for HP Picnic Shelter project over the next few weeks; some paving for ADA access and parking areas will be required under Planning and Land Services regulations.

2. Volunteer Park: There were two problems with the well system resulting in calls to Nicholson Water Systems for repairs; it should be noted that the water tests over the past year have shown good results. The concession building was broken into in June resulting in some inventory losses for the concessionaire and damage to the windows in the building. Brent Adams, through his business, researched tempered glass prices to replace most, if not all, of the concession area windows. The estimates are \$1400 to \$1500 not including tax or installation. Commissioner Jerry Schick recommended that KPMPD install laminated glass because of its toughness but there was no estimated cost. Commissioner Schick said he would research prices WITH installation in time for the July 10 regular KPMPD meeting.

3. Programs: Adult Co-ed Softball has 7 teams signed up; Cheer Camp has 7 girls to date; some of the other sports camps may have to be cancelled due to low numbers of participants. There was discussion about whether KPMPD wants to try another Movie Night at the Park this year. Director Scott Gallacher suggested toward the end of August because of more consistent weather and more local people back from their vacations and looking for something to do before school begins; he plans to set up next to the South Parking Lot so it will be somewhat like a "Drive-In Movie". The estimated out-of-pocket cost for equipment and movie rentals would be \$1000.00. Scott will try to get sponsors from the Business Association and he will also ask Tacoma Metro if KPMPD may borrow some of their equipment. Commissioner Schick suggested that KPMPD revisit the topic later in July. Consensus was to proceed as Commissioner Schick suggested.

4. Outside Meetings: Scott Gallacher attended a meeting of most western Wa. metro park directors. The purpose of the group is to network, work on issues of mutual importance, They discussed holding a September retreat to gather their respective Boards together to network.

Business Meeting

1. President's Report: No report.

2. Minutes: The minutes of May 22, 2006, were approved as written; the minutes of June 12 were amended under "Citizens Comments"

3. Financial Report: Scott Gallacher reported that LL was billed for March and April, but not for May or June yet; he was waiting for the for the Field 1 light bill. It was moved, seconded and passed 4/0 to approve the Voucher Transfer Letters of May 9, 16, 22, the two different VTL of May 23, and May 30. The May balance in the Co. Fund was \$5881.93, June Zoo/Trek deposits were \$11,286.75 and June expenses to date were \$7692.10 leaving a balance of \$9476.58. The Venture Bank depository account had a balance of \$9607.27 at the end of May and June deposits to date were approximately \$3020.00. KPMPD had approximately \$19,000.00 between the two accounts. There was a discussion about getting Quickbooks and installing it in the district's computer then soliciting a volunteer to enter the data into the program. There was additional discussion about getting a desktop computer to be left permanently at the district's office for this purpose and the data would be backed-up onto the laptop. No action was taken. Pierce County Budget and Finance sent a letter stating that they were going to an electronic/e-mail voucher

system; Commissioner Schick volunteered to research the system and sign up himself, Commissioner Kip Clinton and Park Director Scott Gallacher as authorized individuals.

4. Unfinished Business/Memorial Policy: Consensus was to form a committee to research and advise KPMPD on a Memorial Policy. Park Director Scott Gallacher will be one member, George Robison will be a member (he has already volunteered), Tim Kiezel will be invited to join the committee, and a request for interested parties will be published in the legal section of the Gateway and the News Tribune.

5. Unfinished Business/National Recreation and Parks Conference October 10—14: It is being held in Seattle and consensus was that it would be valuable to attend at least once. There was discussion about the most cost effective way to send Park Director Scott Gallacher and one Commissioner to attend. Consensus was to tender dues for 2 professional memberships (2@ \$150 each) and prepay (before August 18) attendance for two members. The estimated cost, not including mileage, meals, overnight rooms or similar expenses, is \$1000.00. Commissioner Caril Ridley suggested that KPMPD may wish to set up a display to attract possible benefactors. There may be a discount if staff volunteers at the conference.

6. Unfinished Business/Financial Officer Position: Deferred to an unspecified later date.

7. Unfinished Business/Fair Contract: The KPCF has formed a group to review the contract terms; Park Director Gallacher stated that he had e-mailed Ed Taylor, one of our few Fair Board member contacts, and requested a response from the Fair President. As of June 26 no response had been received. The material differences between the 2005 contract and the 2006 contract, besides the "form", were that the concession building was excluded, prevailing wages be paid for labor to repair any damages caused by the fair, and KPMPD has the option of having a booth at no cost. The reason KPMPD believes a new contract with the KPCF is required is that the KPCF changed the dates of the Fair, which KPMPD feels is a material change and therefore requires a new contract. Mary Graves, KPCF's manager, was requested at KPMPD's April 10 regular public meeting to ask the KPCF to provide KPMPD with a new contract. KPCF did not bring a new contract to KPMPD, as requested, and because time was running out KPMPD wrote a contract based upon its baseball tournament contracts. A separate special use contract for the tent was written. (The tent was donated to KPPRD some years ago by Jim Bosch. Replacement cost for a similar sized new tent is \$8000.) There was some concern about the tent suffering possible tear damage because the KPCF drapes it over the side of part of the tennis court; consensus was to ask them to use flexible plastic pipe with a slot cut in it over the top of the chain link wire of the tennis court to protect the tent fabric. Scott Gallacher will talk to Phil Bauer of the Civic Center about it. Scott will also work on getting some sort of response from the KPCF about the rental contracts by the July 10 KPMPD meeting.

9. New Business/Resolution R 2006-04 to Surplus the Xerox XC 1875 and Panasonic FP 1540 Copy Machines: The Board had previously passed a motion to surplus these copy machines and Resolution R 2006-04 formalizes the motion. It was moved, seconded and passed 4/0 to approve R 2006-04.

10. New Business/Discussion on Distribution of Meeting Minutes: Commissioner Kip Clinton said it was her understanding that anything discussed at a public meeting has to be available for citizens attending the meeting; she has added a disclaimer to the minutes stating that they are not official until approved by the Board. There was discussion about using some sort of video or digital voice recorder to insure accuracy.

Meeting Adjourned: The KPMPD meeting of June 26, 2006, was adjourned at 9:30PM. The first July meeting will be on Monday, July 10, 2006, at 7:30PM in the Annex building at the Key Peninsula Sport Center and Fairground (Volunteer Park) and may be preceded by a 6:30PM study session; the second July meeting will be on July 24, 2006 at 7:30PM. A special purpose meeting

on the topic of Key Peninsula Community Plan Parks and Recreation Element Mapping of Potential Conservation Futures Acquisition Properties/Easements/Other Property Interests will be held on Monday July 17, 2006, at 7:00PM in the Key Peninsula Sport Center and Fairground (Volunteer Park) Annex building.

Respectfully submitted by Kip Clinton, Clerk KPMPD.

Disclaimer: KPMPD'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 Clerk's attention and corrected at the time the Board addresses and approves the minutes. The Clerk wishes to apologize to the public and other Commissioners for any errors which may occur in the unofficial minutes; she cannot talk and take notes at the same time.