

KEY PENINSULA METROPOLITAN PARK DISTRICT

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

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**Board Meeting Minutes**

**Monday June 11, 2012**

**The regular meeting was preceded by a study session/staff report:** The study session started at 7:03 PM. Staff report was covered during study session.

**The public meeting was called to order at 7:30 PM in the Volunteer Park Annex/Office Building by President Greg Anglemyer.**

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

**Citizens Present:** Barbara Rowland

**Pledge of Allegiance:** Recited.

**Approval of Agenda:** Commissioner Anglemyer asked if there were any objections or changes to the agenda, hearing none, the agenda was approved.

**Special Presentations:** none

**Citizen Comments:** none

**Business Meeting**

**1. Minutes:** Commissioner Anglemyer asked if there were any corrections or objections to the May 14, 2012 meeting minutes, hearing none, the May 14th meeting minutes were accepted as written.

**2. Financial Report:** The May 31, 2012, Pierce Co. Budget and Finance balance was \$1,179,278.97. The Zoo Trek deposit was \$9,959.13, a decrease of \$115.52 from the same time period in 2011. Total Zoo Trek collections to date are \$46,616.00. Real and personal property tax collections were \$59,199.04 and 2011 delinquent property tax was \$5,722.00. Total 2012 real and personal property tax collections to date are \$356,597.00. Total delinquent property tax collected for 2011 was \$20,378.00. The First Citizens Bank balance shows \$7,266.32 as of May 31, 2012. May's expenses totaled \$54445.30.

**3. Staff Report:** The staff report was covered during the study session.

**4. Board Committee and Advisory Council Reports:**

**a. Land and Improvement Committee (Commissioner Trandum):** Commissioner Trandum stated that he is still waiting to hear from the owner of the Ketchum Property regarding the second appraisal.

**b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum):** Commissioner Trandum stated that the Foundation will be sending out a mailing of informational letters to the summer/vacation property landowners by mid July.

The Commissioners discussed whether having Key Pen Parks Recreation Coordinator Jessica Smeall placed on a Foundation Committee would be of benefit to either of the organizations. The Board felt that the Recreation Coordinator should not be on a committee and District recreation programs should be kept separate from the Foundation.

**5. Board President's Report:** Commissioner Anglemyer thanked everyone for all their hard work and thanked the Executive Director for all the work on current grant programs.

**6. Unfinished Business/ Resolution R2012-06 Key Pen Parks Donor Recognition Policy:** A type error (wrong word typed in) on the policy was corrected by changing the incorrect word from 'Donation' policy to 'Donor' policy. Commissioner Robison moved "to adopt resolution 2012-06 as amended", Commissioner Clinton seconded the motion and the motion was passed 5/0.

**7. Unfinished Business/Resolution 2012-07 Key Pen Parks Facility Naming Policy:**

Commissioner Trandum moved "to adopt resolution 2012-07 as currently written", Commissioner Robison seconded the motion and the motion was passed 5/0.

**8. Unfinished Business/State Hwy 302 and Future Trail Planning:** Talked about during staff report. Consensus was to continue to monitor the situation.

**9. Unfinished Business/ Resolution 2012-08 Key Pen Parks Purchase of Anderson Property:**

Commissioner Trandum moved "to adopt resolution 2012-08", Commissioner Robison seconded the motion and the motion was passed 5/0.

**10. Unfinished Business/Resolution 2012-09 Form of Reimbursement with State of Washington LOCAL Program:** This resolution will allow Key Pen Parks to refinance the Anderson Property for 20 years at a fixed rate between 3.75 and 4.25 established by the market. Commissioner Robison moved "to adopt resolution 2012-09 as written", Commissioner Clinton seconded the motion and the motion was passed 5/0.

**11. Unfinished Business/Resolution 2012-10 Form of Authorizing Resolution Property Acquisition and Financing for Anderson Property:** Commissioner Clinton moved "to adopt resolution 2012-08 as written", Commissioner Robison seconded the motion and the motion was passed 5/0.

**12. New Business/Washington State Department of Natural Resources Agreement for Invasive Species Removal.** DNR approached Key Pen Parks with an offer to supply funds to hire temporary workers for removal of invasive species on the 360 and 480 properties. Commissioner Robison made a motion "to allow Commissioner Anglemyer to sign the agreement with the Washington State Department of Natural Resources Agreement for Invasive Species Removal". Commissioner Trandum seconded the motion and the motion was passed 5/0.

**13. Approval of other minor matters:** none

**14. Commissioners Comments/Good of the Order:** none

**15. Meeting Adjourned:** The regular public meeting of June 11, 2012 was adjourned at 8:25PM. The regular July meeting will be on July 9, 2012 at 7:30PM 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.*