

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

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

253-884-9240 and answers@keypenparks.com

Board Meeting Minutes

Monday June 8, 2015

The regular meeting was preceded by a 6:30 PM study session.

The staff reports were discussed. During the study session, the Board and Executive Director Gallacher interviewed 2 potential renters who applied for the Gateway Park house rental.

The public meeting was called to order at 7:30 PM in the Volunteer Park Office by President Mark Michel.

Commissioners Present: Ed Robison, John Kelly, Mark Michel, and Bill Trandum. Kip Clinton arrived at 7:45pm. Staff present for Key Pen Parks: Executive Director Scott Gallacher, Administrative Assistant Laura Armstrong.

Citizens present: Shawn Jensen, Jennifer Sandman, Donald Sandman, Lisa Rodside, Gar Rodside

Pledge of Allegiance: Recited.

Approval of Agenda: Agenda was approved as amended.

Special Presentations: none

Citizen's comments: none

Business Meeting

1. Minutes: President Michel asked if there were any objections or corrections to the May 11, 2015 meeting minutes; hearing none, the meeting minutes were approved as written.

2. Financial Report: The April 2015 BIAS Financial balance was \$2,526,582.87. The May 2015 BIAS Financial Balance was unavailable due to Pierce County not having tax information available at this time. The Zoo Trek April deposit was \$10,492.49. Mays deposit for Zoo Trek was unavailable at this time. Total Zoo Trek collections to date were unavailable at this time. April's Real and Personal Property Tax and delinquent property tax collections were \$326,948.06. Mays deposit was unavailable at this time. Total 2015 Real and Personal Property Tax collections to date were unavailable at this time. Expenditures for May's 2015 were \$72,205.69. Commissioner Michel asked if there were any corrections or objections to the Mays financial report, hearing none, the financials were accepted as submitted.

3. Staff Report: Covered in study session.

4. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Robison): No report.

b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum):

Commissioner Trandum stated that the Foundation is preparing for an upcoming fundraiser for a playground at Gateway Park. He then stated that the Foundation will be losing a few members and are currently looking to fill those positions, preferably with a younger demographic.

c. Trail Updates (Commissioner Michel): Commissioner Michel state that the mountain bikers have been working on cutting back brush in the lower southwest area of 360 Trails recently, and that work on the south east end is next on the agenda.

d. Recreation Committee (Commissioner Kelly): Commissioner Kelly stated that he is going to contact Recreation Coordinator Christina Hallock in regards to attaining volunteers for the Fourth of July picnic.

5. Board Presidents Report: No report.

6. Unfinished Business/ Gateway Park Master Update: Executive Director Gallacher stated that he attended a meeting with PALS on May 14, Commissioner Michel also attended. Executive Director Gallacher stated that the consultants are working on determining base level flood elevations and hope to reduce the FEMA Flood Plain level. If the FEMA Floodplain base level cannot be lowered the planned Phase 1 parking area would possibly be redesigned. Executive Director Gallacher suggested that Key Pen

Parks consider purchasing the 16 acres immediately east of Gateway Park and redesigning the Master Plan if, Key Pen Parks has to do a Flood Basin Plan.

7. Unfinished Business/ Updating Mission Statement: Commissioner Robison made a motion to, "Update Key Pen Parks' mission statement to "Preserve, Protect, & Play." Commissioner Clinton seconded and the motion was passed 5/0.

8. New Business/ Executive Session Qualifications of Caretaker for Gateway Park: Executive session started at 8:00pm, action expected at conclusion. Board Meeting resumed at 8:10pm; Commissioner Robison made a motion to, "Authorize the Executive Director to enter into contract negotiations with the Rodside family to become the caretakers at Gateway Park." Commissioner Trandum seconded, Commissioner Clinton recused herself from this decision as she was not present for the interview process; the motion was passed 4/0/1.

9. New Business/ Establishing of Playground Committee for Gateway Park: Executive Director Gallacher stated that he envisions establishing a committee consisting of 6-8 community members, himself as Executive Director of Key Pen Parks and at least one commissioner. They would reach out to the community in various ways including the newspaper and our social media pages. Commissioner Kelly and Commissioner Robison both volunteered to serve on the committee. The first meeting is planned for some time in August.

10. New Business/ Approval of out-of-state travel to attend conference as per travel policy: Commissioner Robison made a motion, "To approve out of state travel for the Executive Director to go to the National Park & Recreation Conference in Las Vegas, Nevada on September 15th through 17th, and authorize reimbursement for travel funds and per diem." Commissioner Trandum seconded and the motion was passed 5/0.

11. New Business/ Apply for Recreation Conservation Office –Youth Athletic Facilities Grant Cycle for Field Lights on Fields 2 & 3 and retrofitting Field 1: Commissioner Trandum made a motion to, "To authorize the Executive Director to seek the Youth Athletic Facilities Grant Cycle for field lights at Volunteer Park on fields 2 & 3 and a retrofitted one on field 1." Commissioner Kelly seconded and the motion was passed 5/0.

11. Other minor matters: Commissioner Clinton stated that the County Council is meeting at the Gig Harbor Civic Center on June 23, 2015. Commissioner Clinton and board candidate Shawn Jensen reported on Pierce County Conservation Futures scoring and ranking of projects.

12. Commissioners Comments/Good of the Order: none.

13. Meeting Adjourned: The public meeting of June 8, 2015, was adjourned at 8:27 PM. The July meeting will be held at 7:30 PM on July 13, 2015 and will be preceded by a 6:30 PM 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: and Karen Armstrong, Office Assistant/Rec Support and Financials 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.