

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday, August 11, 2008

The public meeting was preceded by a 6:30PM study session. Commissioners Elmer Anderson, Greg Anglemyer and Bill Trandum were present at the start of the study session. Susan Reed, of Visual Dame, discussed options for a district logo. She is currently re-designing the District web site to make it more user friendly. The three commissioners liked the "porthole" concept logo with the "3-D" fir tree effect. Commissioner Kip Clinton arrived at 7:08PM toward the end of Susan Reed's presentation. The 2008 budget was discussed; Commissioner Trandum offered to work with staff to revise the budget document to make it easier to understand.

The public meeting was called to order at 7:30PM in the Volunteer Park Concession Building by President Elmer Anderson.

Commissioners Present: Elmer Anderson, Greg Anglemyer, Bruce Nicholson, Bill Trandum, Kip Clinton. Also present for KPMPD was Scott Gallacher, Executive Park Director, and Administrative Assistant Laura Armstrong.

Citizens Present: Rick Sorrels, Barbara Rowland, Kyle "Doc" Chapman, P.J. Callahan of the KP News and Tim Kezele of the KP News/Civic Center.

Approval of Agenda: The agenda was approved 5/0.

Citizen Comments: Doc Chapman had applied for the previously vacant commissioner position and he explained that due to an emergency he was unable to attend the July Board. Vice President Greg Anglemyer thanked Doc Chapman for applying for the position.

Special Presentations by Citizens: New Business

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Business Meeting

1. Minutes: The minutes of July 14, 2008, were approved 5/0.

2. Financial Report: The balance in KPMPD's Pierce Co. Budget and Finance fund is \$255,029.00. The Zoo/Trek Sales Tax deposit to the fund was \$10,290.71 and the Property Tax deposit was \$2470.49; \$309,719.00 of Property Tax has been deposited to date. The Venture Bank balance is \$28,020.83. Staff is working with a local attorney who offered his service pro bono to assist in creation of a 501(c)3 non-profit to benefit park projects on the Key Peninsula.

3. Staff Report (see attached report)

a. Home Park: The picnic shelter is almost complete thanks to the Lions Club and volunteers. Playground equipment installation was delayed due to missing parts; the new installation date is August 18. Concrete cubing for the play area will be framed and poured in August after equipment installation. New permits have been submitted to the Pierce Co. Health Department for the concrete restroom installation. A neighbor wrote a negative letter to the Editor of the KP News regarding the Home Park projects claiming no public process, that the old surface water hand dug "well" on the property was improperly decommissioned and that the "septic system" (a kind description of what actually was on site and was removed by the old park district and Pierce Co.) had not actually been removed.

b. Volunteer Park: Executive Director Gallacher has been writing an RFP for master plan work for Volunteer Park.

c. Equipment: The new John Deere tractor has arrived.

d. Taylor Bay: The cost difference between a 4' and 6' high black chain link fence is \$400.00; the fence company said there is no difference in longevity between galvanized chain link and black chain link.

e. Maple Hollow: No report.

f. Rocky Creek: The kiosk was destroyed by vandals who took a sledge hammer to it. Commissioner Clinton suggested that any future structures be "bomb-proof". Rick Sorrels said that Bo-Mac might be developing a new concrete product which looks like wood but has the durability of concrete.

g. Programs: The August 1 movie has 80 attendees and the August 8 movie had 35 attendees.

h. Grants: Executive Director Gallacher is still working out details with KPLL on the Youth Athletic Facilities Grant; the four other grants which KPMPD has applied for are under consideration by the WRCO.

i. Meetings: Staff will be making additional presentations in Olympia regarding the WRCO grants over the next two months.

j. Staff: Josh Pizzano is leaving the District for a new apprenticeship program with Seattle City Light; GOOD LUCK JOSH! Executive Director temporarily rehired Tyler Bottiger and hired Dustin Harrison as a seasonal worker. Executive Director Gallacher will be on vacation August 20—29 and will be back Sept. 2.

4. Board Committee and Advisory Council Reports:

a. Home Park Playground Committee (Commissioner Anderson, Chair): See Staff Report 3.a. Home Park. President Anderson said that the picnic shelter is 99% complete. He said a good sized crew showed up to participate and quite a few people driving past stopped to help—there was a lot of excitement and anticipation for the finished playground and picnic shelter.

b. Program Guide Committee (Commissioner Nicholson, Chair): Commissioner Nicholson has looked into putting out an internet program guide. The people he has contacted estimate it would cost \$5000.00 to \$8,000.00 to build a web site; the alternative is to purchase the Dreamscape program and do it in house. He suggested that KPMPD might want to do a Christmas issue insert in the KP News which would include winter-into-spring activities. Staff suggested that the web site be contracted out and that Commissioner Nicholson speak to Susan Reed regarding the web publication.

c. Human Resource Committee (Commissioner Anglemeyer, Chair): No report.

5. Board President's Report: No report.

6. Unfinished Business/Road Vacation: The Pappas's attorney is reviewing the document from KPMPD's attorneys.

7. Unfinished Business/REET (Real Estate Excise Tax): Staff had discovered that the \$150,000.00 in REET 2 funds were included in the 2003—2005 Pierce County Budget. Commissioner Nicholson asked whether the Skate Park funding was part of the VP REET 2 money; staff replied that came out of another Pierce County Council grant fund. There was discussion about NOT asking for part of the Transfer Station Property just north of VP in exchange for the missing REET 2 money because page 64 of the new 2008 Supplement to the Tacoma-Pierce County Solid Waste Management Plan (titled "Stepping Up to the Challenges) mentions assisting "the Key Peninsula Metropolitan Park District in the separation of solid waste and recreational uses on adjacent properties owned by Pierce County and the Park District." It further states "The Parks District will enter into a partnership to use the western portion of the Key Center property (which has not been used historically for solid waste purposes) for outdoor recreation programs." Commissioner Clinton presented a draft letter dated August 9 detailing the history behind the REET 2 and suggesting that, in exchange for the missing funds, KPMPD ask for the three Tiedmann Road KPS properties owned by Pierce County. Commissioner Trandum

moved to authorize staff and Commissioner Clinton to further develop the strategy advanced in Commissioner Clinton's August 9, 2008 draft letter and prepare a letter to Councilman Terry Lee in furtherance of the goal as stated in Commissioner Clinton's August 9, 2008, draft letter. Commissioner Nicholson requested that the motion include that the Board's final letter include the proposed uses for the requested Tiedmann Road KPS property (trails, natural space, wildlife habitat, aquifer recharge); Commissioner Trandum replied that it was his understanding that the letter does include these proposed uses. Commissioner Trandum's motion was seconded and passed 5/0.

8. Unfinished Business/John and Wendy Glennon Lease: Staff has discovered that KPMPD will have to apply to Pierce County Superior Court to remedy the land title problem.

9. Unfinished Business/2008 Budget Revision Update: See "Study Session". No action was taken on this topic. Commissioner Trandum and Executive Director will work on a resolution to update the actual budget document to reflect actual "to-date" 2008 expenditures and income.

10. Unfinished Business/Resolution 2008-16 Enrollment in the Municipal Research Service Center Small Works and Professional Services Roster: The text of the resolution was taken directly from the MRSC's web site. There was discussion about the maximum small works cap of \$200,000.00 in the draft resolution; staff expects small works projects of not more than \$100,000.00 in the foreseeable future. Barbara Rowland was concerned about screening out bad contractors; staff said one of the benefits of joining is that MRSC does that. Rick Sorrels asked if this resolution would preclude use of qualified local contractors; staff replied "no" but if a local contractor wished to get on the MRSC list, there might be a fee. Commissioner Anglemeyer asked staff to inquire of some of OUR local contractor if they are on the MRSC list and, if not, why not? Commissioner Clinton asked staff to get information of how difficult it would be for a local contractor to get on the list and the procedure and costs involved to do so. Commissioner Trandum said he was concerned about the limited advertising permitted by paragraph 4 on page 3 of the draft resolution. Commissioner Clinton said that the \$35,000.00 figure may not be in compliance with KPMPD's Purchasing Policy. President Anderson instructed Executive Director Gallacher to bring answers to the September 8 Board Meeting.

11. New Business/2009 Budget: Staff asked the Commissioners to forward proposals to staff by Sept. 3 for discussion at the Sept. 8 meeting.

12. New Business/New Retainer Contract with Parametrix: The \$5000.00 maximum expenditure limit specified in the Spring 2008 contract with Parametrix has been reached. The replacement contract is a "flat fee" contract of \$5000.00 whereas the previous contract was based on an hourly rate. The Commissioners asked that the difference in work expectations between a "hourly" rate and a "flat fee" rate be clarified. Commissioner Anglemeyer asked if, in the RFP for Volunteer Park, staff envisioned having the chosen planning consultant review/facilitate public meetings conducted by KPMPD itself or have the consultant conduct the meetings (a more expensive proposition). Staff recommended a general public meeting, a stake-holders meeting and then a final public meeting after synthesis of the results by the consultant. Commissioner Nicholson said that attendance at these meeting would be about having a "hot-button" issue; there was discussion about how to accomplish that goal. The choices were: #1 for KPMPD to conduct the pre-planning meetings itself and take the results to the planning consultant; #2 for the Board to take the basic concept to the planner and have the consultant conduct the meetings; #3 for the consultant do the whole project from scratch; #4 for KPMPD to hold the public meetings with a representative of the consultant attending the meetings. Commissioner Nicholson suggested that Volunteer Park be a baseball/softball facility only with soccer fields to be developed on the DNR 360 (when KPMPD gets control of it). There was confusion over what an RFP entailed; President Anderson instructed staff to provide the Commissioners with an example of an RFP.

13. Other Minor Matters: None.

14. Commissioners Comments/Good of the Order: Commissioner Clinton said that the Puyallup (Western Washington) Fair runs Sept. 5—21. Commissioner Nicholson asked Commissioner Anglemyer about the rescued eagle; Commissioner Anglemyer said that a Fish and Wildlife took it to an animal shelter which specializes in wild animal rehabilitation and that last time he saw the bird at the shelter it was doing fine. Commissioner Anglemyer reminded the Board to remember how important it is to preserve wildlife habitat.

15. Meeting Adjourned: The regular public meeting of August 11, 2008, was adjourned at 9:15PM. The regular September meeting will be on September 8, 2008 at 7:30PM at Volunteer Park and may be preceded by a 6:30PM study session. KPMPD reserves the fourth Monday of each month for single 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 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.