

KEY PENINSULA METROPOLITAN PARK DISTRICT

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

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**Board Meeting Minutes**

**Monday, August 10 2009**

**The public meeting was preceded by a 6:30PM study session on the Volunteer Park Master Plan.** Present at the study session were Greg Anglemyer, Bill Trandum, Kip Clinton, Scott Gallacher and Laura Armstrong.

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

**Commissioners Present:** Greg Anglemyer, Bill Trandum, Bruce Nicholson and Kip Clinton. Also present for Key Pen Parks were Executive Director, Scott Gallacher and Administrative Assistant Laura Armstrong. Commissioner Anderson was excused due to being out of State.

**Citizens Present:** Rick Sorrels, Barbara Rowland, Ed Robison and Kyle Chapman.

**Approval of Agenda:** The agenda was approved as is.

**Citizen Comments:** Mr. Sorrels stated that the community council suggested that the county look at putting a roundabout at the Key Center intersection.

**Special Presentations by Citizens: New Business**

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**Business Meeting**

- 1. Minutes:** Commissioner Trandum moved to approve the minutes as corrected; Commissioner Clinton seconded the motion. The minutes were approved 4/0.
- 2. Financial Report:** The July, 31 2009, Pierce Co. Budget and Finance balance was \$6771.63 The Zoo Trek deposit was \$9840.85; a reduction of \$1803.88 from the same time period in 2008. Total Zoo Trek collections to date are \$73942.00. Real and Personal property tax collections were \$2,601.70. 2008 delinquent property tax collections were \$432.42. Total 2009 Real and Personal property tax collections to date are \$308509.00. Total Delinquent property tax collected in 2009 was \$13,541.00. The Venture Bank balance shows \$6771.63 as of July 31, 2009. July's expenses were \$53348.44. Major expenses in addition to 3 payroll expenses this period were: \$1695.72 for Septic services and dump fees for Maple Hollow and Home Park, \$6095.24 for Manor stones and concrete for retaining wall and disc golf, \$4000.00 appraisal for 2 parcels at Minter Creek.
- 3. Staff Report (see report)**
  - a. Disc Golf:** Commissioner Anglemyer asked if staff currently had an opening date set for the opening of the disc golf course. Staff stated that it would still take a few weeks before setup would be completed. Commissioner Anglemyer suggested trying to get a few holes finished so the community could start trying it out. He also suggested posting information about disc golf at the skate park.
  - b. Taylor Bay Property:** The stewardship plan for the uplands is now complete.
  - c. Volunteer Park:** Commissioner Anglemyer asked about Adult softball participation for this year and how it differed from last year. Staff stated that there were 11 teams who signed up for this season but he did not know if that was up or down from last year, this information would have to be looked up. Commissioner Clinton asked how the teen dance went. Staff stated that they had about 26 participants, the program seemed to go ok and that Key Pen Parks will possibly offer this activity again in the future.
  - d. Home Park:** The one year birthday party celebration is set for September 12, from 11am to 2pm. Planned activities include a BBQ lunch, lawn games, music and face painting.

**e. National Public Lands Day:** This event will take place at Rocky Creek and Maple Hollow on September 26, 2009. Commissioners are encouraged to participate if available.

**f. Maple Hollow/360:** Commissioner Anglemyer wanted to know if anyone from the public has called with questions, excitement or interest regarding these properties. Staff stated that he has only received one call regarding concerns of activity happening on a few nights at Maple Hollow. Staff will try to post signs around this property; he has informed the police department and requested they drive by as often as they can.

**g. Staff:** The Washington Parks & Recreation conference will be on November 20, 2009 in Seattle; Commissioner Anglemyer stated that he will be attending.

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

**a. Land and Improvement Committee (Commissioner Trandum):** Commissioner Trandum stated that as a result of last month's park board meeting they have revived the criteria of the plan with respect to water, electricity and a few other items. He stated these items were not necessary for the consideration of a property but the board would like to be able to take these factors into consideration. Commissioner Trandum feels the policy is ready and needs to be adopted; the policy will be presented later during this meeting. Commissioner Trandum gave an update regarding the meeting with Pierce County on the Transfer Station land. He stated that this is a 60 acres lot, owned by Pierce County and managed by Pierce County roads. Commissioner Trandum was told at that meeting that Pierce County's present position was if Key Pen Parks wanted to use this land they would either have to purchase it at fair market value or lease it. The commissioners felt that the citizens of the Key Peninsula already owned park land as well as this piece of land adjoined to the park referred to as the Transfer Station land. Paying for it would be like having the public pay them self for land that has not been used since 1974 nor does it have any current extended plans for its use. Commissioner Trandum asked Pierce County to obtain the current value figures of this land. This could be used for Key Pen Parks to be able to evaluate the possibility of adding an ingress road to help with the flow of traffic at Volunteer Park. Commissioner Anglemyer stated that they informed Pierce County that the park has no desire to spend public money to buy public land when they have other public agency's trying to give the park land.

**b. Trails Committee (Commissioner Clinton):** Commissioner Clinton presented maps of the Key Peninsula with conceptual possibilities of future trails throughout the Key Peninsula. In making this rough draft map Commissioner Clinton tried to run markings down property lines, and included state parks and public lands. She stated that like any other trail system it is a matter of stitching things together by trying to find who will give easements and who will not. Commissioner Trandum stated that this was a great start and Commissioner Anglemyer asked if Commissioner Clinton would try to find someone who has been on a trail board/committee that has developed trails to come speak at one of Key Pen Park's board study session before a meeting.(as an informational meeting).

#### **5. Board President's Report: No report**

**6. Unfinished Business/Volunteer Park Expansion/Transfer Station update:** See notes under Land and Improvement committee.

**7. Unfinished Business/Community Garden:** Commissioner Anglemyer met with ACHIVE this month. Metro Parks in Tacoma is working on their final community plan and they are still playing around with some tax relief for people who allow their property to be used. Commissioner Anglemyer is looking at having some updated information in about the next 2 months.

**8. Unfinished Business/ Equipment "Discussion on Truck":** Executive Director Gallacher spoke to PenMet Park's staff that recently did bids for trucks of similar size to what Key Pen Parks will be looking to acquire and they found that the State of Washington contract price was about \$4000.00 less than bids from local dealers. Commissioners assigned Executive Director Gallacher to move forward on the purchase of a truck.

**9. Unfinished Business/ Land and Improvements Committee Policy:** Commissioner Clinton moved to approve the Land and Improvement policy as written. This motion was seconded by Commissioner Trandum. Commissioner Nicholson stated that “the part about is it large enough to service a number of people is getting into talking about a level of service standard which the size of the property is not as important as its location to urban densities and how many people are going to be able to use it”. Commissioner Trandum asked what changes he would like to make to the policy. Commissioner Nicholson wanted to see the question what level of service criteria does it meet. Executive Director Gallacher pointed out that this is covered in other parts of the policy using different language. Commissioner Anglemeyer, Commissioner Trandum and Commissioner Clinton all felt that using technical language would cause confusion and that it needed to be kept simple for the potential sponsors whom would be using this policy to submit their referrals. The motion on the table was passed 4/0.

**10. Unfinished Business/Resolution R 2009-11 (Volunteer Park Field 1 Fencing/ADA Access/Safety netting/Removal of 6 Non-working light poles and fixtures Bid)** Key Pen Parks received only 2 bids for this project. The award bid went to Dumpman Construction in the amount of \$69,000.00. Commissioner Trandum moved to adopt resolution R2009-11, Commissioner Clinton seconded the motion and the vote passed 4/0.

**11. Unfinished Business/Resolution R 2009-12 (Negotiate a contract with most qualified firm for master plan of Volunteer Park).** Key Pen Parks received 17 proposals for the RFP’s Master Plan of Volunteer Park. After reviewing all proposals 6 were chosen for interviews. Of the 6 Bruce Dees and Associates was found by a unanimous vote by a panel of 5 people; Commissioner Anglemeyer, Commissioner Trandum, Executive Director Gallacher, Engineer Ed Robison and Mark Markmichel to be the most qualified for the development of the master plan. This resolution directs Executive Director Gallacher to negotiate a contract with Bruce Dee’s and Associates. Commissioner Trandum moved to approve Resolution 2009-12. Commissioner Clinton seconded the motion and the vote was passed 4/0

**12. New Business/ 2010 Budget Schedule:** Executive Director Gallacher stated that in the past key Pen Parks has held 2 meetings in November for discussion of the budget. He felt that the board should hold one meeting in October and one in November. These special meetings would take place at the end of the regular park board meetings in the months stated. The commissioners agreed and Executive Director Gallacher informed the board that he would have a rough draft for them to review at the September 14<sup>th</sup> meeting.

**13. Commissioners Comments/Good of the Order:**

**20. Meeting Adjourned:** The regular public meeting of August 10, 2009, was adjourned at 8:43PM. The regular September meeting will be on September 14, 2009 at 7:30PM at Volunteer Park and may be preceded by a 6:30PM study session. Key Pen Parks 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: 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.*

