

**KEY PENINSULA METROPOLITAN
PARK DISTRICT AGENDA
SEPTEMBER 7, 2004**

Introductions

Additions to the Agenda

Minutes

Financial Report (Deposits to date \$27,847.00 less expenses \$10,454.99=\$17,392.34 balance; these expenses include purchase of Home Park for \$10,000.00+304.64 taxes; Kip made an error in the payee and amount for the Home Park voucher and will correct it—Co. Budget was informed and explained how to proceed with the correction)

Park Director's Report (Nancy Lind's memo, well, Mud Bowl)

Communications Officer Report

Joint Meeting KPMPD/KPPRD (Mike requested a joint meeting to discuss communications officers)

Citizen's Comments

Old Business

By-Laws/Policies and Operational Procedures/Mission Statement (Conflict of interest and appearance of fairness when non-KPMPD entities are soliciting park board support of a non-KPMPD initiated project and a Board Commissioner is a member of that entity; requirements for a non-KPMPD entity to present a project to KPMPD for consideration; publication policy re. such projects for sufficient public notice and comment; similar considerations for KPMPD initiated projects beyond strictly maintenance; discuss number of commissioners assigned to any KPMPD initiated committee—one to avoid inadvertently creating a quorum if another commissioner decides to sit in, also everyone's time is stretched already; policy re. unexcused absences and who issues excuse; policy re. third party gifts/installations of fixtures in/on/to any park facilities or equipment)

Committee Lists (Home Park; Rocky Creek; Volunteer Park; small works purchase research committee; grant writers and/or grant writing committee; any group interested in forming any other recreation oriented or park function committee which wishes KPMPD recognition and support)

Park System Capital Improvements (North Gate and interior gates; remove reader board and install old sign at entrance; security lighting and remove the old Field 1 lights fixtures; start capital improvements list for the system for our existing facilities)

Devils Head/Conservation Futures/Land Acquisition Committee (Presentation by Greater Peninsula Conservancy, Don DuPrey, Director Conservation Programs, on Tuesday Sept. 21 at 7:30PM; KPPRD commissioners and Ed Taylor/Land Acquisition Committee members will be requested to attend)

Key Peninsula Community Fair (KPMPD representatives; Ed Taylor's committee lists?)

501C3 Nonprofit Status (Paula's report)

Picnic Tables (Members of the Peninsula cross-country track team helped get 12 more tables to Volunteer Park on August 31)

Insurance

Web Site

New Business/Additions to the Agenda

Small Works Roster (Authorize Kip or Jerry to issue a legal notice in the 3 or 4 main regional newspapers to solicit a small works roster for park grounds, ball field, building maintenance and office equipment, supplies, materials and services)

Employee Job Specifications (Jerry has the materials that Tacoma Metro Parks sent to Ross; Ross got additional job specifications for grounds keeper from the City of Tacoma)

Executive Session