

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

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

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Board Meeting Minutes

Monday September 14, 2015

The regular meeting was preceded by a 6:30 PM study session. Executive Director Gallacher reported that he is meeting with school district personnel regarding a live-on-site caretaker/gatekeeper for Volunteer Park and KP Middle School. Commissioner Robison asked about long term tracking for the Gateway Park state grant requirements; he requested that such a document be created. The Key Peninsula Historical Society requested permission to relocate a donated historical farm house to Gateway Park; Executive Director Gallacher informed the Board that the Gateway Park RCO purchase grant would prohibit that though the building could be stored there temporarily. He said that the Gateway Park/Manke Acquisition expansion, potentially funded through a Pierce County Conservation Futures grant, has a designated area for KP Historical Society use. The Board suggested the KP Historical Society research other short term storage options for the farm house (2 stories with a 16'x24' footprint) pending Key Pen Parks acquisition of the Manke A and B properties.

The public meeting was called to order at 7:30 PM in the Volunteer Park Office by President Michel; Executive Director Gallacher left close to 7:00 PM to catch a flight for a NRPA conference.

Commissioners Present: Mark Michel, Bill Trandum, Ed Robison, John Kelly, and Kip Clinton. Staff present for Key Pen Parks: Executive Director Scott Gallacher left close to 7:00 PM for the NRPA conference, Administrative Assistant Laura Armstrong.

Citizens present: Paul Michaels, Claudia Jensen, Shawn Jensen, Susan Quigley, Christine Anderson, and Stan Moffett.

Pledge of Allegiance: Recited.

Approval of Agenda: Agenda approved as submitted.

Special Presentations: None.

Citizen's comments: None.

Business Meeting

1. Minutes: President Michel asked if there were any objections or corrections to the August 10, 2015 meeting minutes; hearing none, the meeting minutes were approved as written.

2. Financial Report: The August 2015 BIAS Financial balance was \$2,381,132.17. The Zoo Trek August deposit was \$13,646.82. Total Zoo Trek collections to date were \$95,293.99. August's Real and Personal Property Tax and delinquent property tax collections were \$4313.29. Total 2015 Real and Personal Property Tax collections to date were \$490,891.24. Expenditures for August 2015 were \$64,315.48. Commissioner Michel asked if there were any corrections or objections to the August 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): Commissioner Robison stated that he has been getting appraisals done so that the Park District can make a submission to Manke for the purchase of the Manke Property. He stated that the Park District is also awaiting a response from Pierce County Conservation Futures to see if we will be awarded grant funding.

b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum): Commissioner Trandum stated that the Foundation has laid out a fundraising plan to support the building of a playground at Gateway Park. Foundation President Susan Quigley stated that they have a new website going up, October 1st, with a big fundraiser commencing in October.

c. Trail Updates (Commissioner Michel): Commissioner Michel stated that the 36@360 Mountain Bike Race will be held on Halloween this year. He also stated that during negotiations with TPU regarding Power Line Road/144th St. KPN trail access he found a new contact person; Commissioner Michel reached out to one of the TPU commissioners about attaining a 2.6 mile trail easement between 360 Trails and Rocky Creek Conservation Area. The Key Central Forest Western Access Road just got built into the DNR 480 property (Key Central Forest).

d. Recreation Committee (Commissioner Kelly): No report.

5. Board Presidents Report: No report.

6. Unfinished Business/ Gateway Park Master Update: Covered in staff report.

7. Unfinished Business/ Resolution R2015-06 Employee Handbook Revision: Commissioner Robison made a motion, "That we adopt Resolution R2015-06 adopting the employee handbook as edited." Commissioner Clinton seconded, the motion was passed 5/0.

9. New Business/ Allowing Commissioner Clinton to be spokesperson on Pierce County Conservation Futures issue to Pierce County Council: Commissioner Robison made a motion: "That we appoint Commissioner Clinton to be our official spokesperson on the Pierce County Conservation Issues to Pierce County Council." Commissioner Trandum seconded, the motion was passed 5/0

10. Other minor matters: none.

11. Commissioners Comments/Good of the Order: None.

12. Meeting Adjourned: The public meeting of September 14, 2015, was adjourned at 7:41 PM. The October meeting will be held at 7:30 PM on October 12, 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: 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.