

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday October 11, 2010

The regular meeting was preceded by a Study Session/Staff report: The study session started at 7:00PM The Key Pen Parks staff report was reviewed at this time.

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

Commissioners Present: Greg Anglemyer, Bill Trandum, Mark Michel, Ed Robison, and Kip Clinton. Staff present for Key Pen Parks were Executive Director Scott Gallacher, Administrative Assistant Laura Armstrong and Recreation Coordinator Chad Harvell.

Citizens Present: Kris Fitzgerald and Jason Moberg

Pledge of Allegiance: Recited.

Approval of Agenda: Executive Director Gallacher moved to amend the agenda and add a special presentation regarding "Dog Parks" proposal by Kris Fitzgerald. This discussion will be placed under the agenda's Special Presentation area. The amended agenda was approved.

Special Presentations: Kris Fitzgerald asked the Park Board Commissioners if they had any plans to add a dog park at any of the parks properties. She felt that they are very popular in other areas and that the Key Peninsula would benefit from one. Commissioner Anglemyer asked Ms. Fitzgerald what she felt a great dog park was; in terms of size, fenced or open area, and location. Ms. Fitzgerald stated that if Key Pen Parks was open to the idea she would be happy to gather this information based on how other local dog parks are set up and maintained, she would then present it to the commissioners at a future meeting. The commissioners asked Ms. Fitzgerald to notify Executive Director Gallacher once she has all her information together and Executive Director Gallacher will add her to a park boards study session.

Citizen Comments: none

Business Meeting

1. Minutes: The September 13, 2010 and the September 27th special meeting minutes were both accepted as written.

2. Financial Report: The September, 2010, Pierce Co. Budget and Finance balance was \$506,241.22. The Zoo Trek deposit was \$9,608.39; an increase of \$377.53 from the same time period in 2009. Total Zoo Trek collections to date are \$84,151.00. Real and Personal property tax collections were \$7,758.63. 2009 delinquent property tax collections were \$632.58. Total 2010 Real and Personal property tax collections to date are \$318,410.00 Total delinquent property tax collected in 2010 was \$15,682.00 The Venture Bank balance shows \$23,904.93 as of September 30, 2010. September's expenses totaled \$56,150.48, this includes; \$1,571.80 for hazardous tree removal at Maple Hollow, 7,375.96 for trail work at the 360 property, and \$6,058.09 for permit applications for Maple Hollow Restoration.

3. Staff Report: See study session.

4. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Trandum): No Report

b. Trails Committee (Commissioner Clinton): No Report

5. Board President's Report: President Anglemyer wanted to thank all the Commissioners, the Executive Director and staff for all their hard work over the last year.

6. Unfinished Business/Rocky Creek Lease with Pierce County: Executive Director Gallacher had no updates at this time. Key Pen Parks is still on a month-to-month lease.

- 7. Unfinished Business/Affected Agency Letter for New Pierce County Flood Control District:** Executive Director Gallacher stated that the Boundary Review Board meeting was tomorrow (October 12) and Key Pen Parks would be the second to last to talk.
- 8. Unfinished Business/Key Peninsula Parks and Recreation Foundation:** The Foundation will be having its first meeting on Monday, October 18th at 7:00 PM at the Volunteer Park Office. Office positions will be selected at this time.
- 9. Unfinished Business/Dutcher Cove DNR's rule enforcement:** DNR is currently working on sign permits. These signs will be placed around the Dutchers Cove area to delineate the area boundaries for the tidelands.
- 10. Unfinished Business/Horseshoe Lake Park:** Executive Director Gallacher met with the Kitsap County Parks Director on October 11th. They are still in a budget crisis and will try to open Horseshoe Lake Park only 2 days a week starting the week before Memorial Day to the week after Labor Day, on Saturday and Sundays as planned. Executive Director Gallacher informed him that Key Pen Parks was still looking at helping out but that the Park District is non-union and would need flexibility to contract out work. Executive Director Gallacher gave him a dead line of November 8th to work out arrangements with their Teamsters Union due to Key Pen Park's budget dead line and the Commissioners having to make a decision whether or not to commit on helping out at Horseshoe Lake for 2011.
- 11. New Business/ Recreation Program Report:** Commissioners reviewed the current figures for program cost and earnings. Commissioner Anglemyer asked Recreation Coordinator Harvell if the cost figures included his time. Recreation Coordinator Harvell said it did not. Commissioner Trandum stated he would like to see this figure added in for a more accurate cost to earning overview. Executive Director Gallacher and Recreation Coordinator Harvell will work out what figures to add when instructing or supervising programs. Recreation Coordinator Harvell asked the commissioners about the possibility of putting in a basketball court in the area next to the skate park. This area currently has an old tennis court setup. The commissioners felt this was a great idea and instructed Executive Director Gallacher to look into the cost for adding this to the 2011 budget.
- 12. New Business/2011 Summer Day Camp proposal:** Key Pen Parks will not do a 9-week summer program at this time, but will look at adding some 1-week long camps during the 2011 calendar year.
- 13. New Business/Recreation Program continuation:** Key Pen Parks will continue to offer recreation programs.
- 14. New Business/Minter Creek Property:** Executive Director Gallacher talked to Mr. Markovich, legal counsel for the Minter Creek property owner. Mr. Markovich was going to talk to the property owner and get back with Executive Director Gallacher; Executive Director Gallacher has not heard anything back at this time.
- 15. New Business/Key Pen Parks current Park Enhancement Grant Program:** This item was tabled until the November 8th Park Board meeting. Commissioners will review the current grant program and make recommendations at that time.
- 16. New Business/360 Property:** Commissioner Trandum wanted to address the question regarding; should the Park District move ahead with a plan to purchase the 360, or if the Park District should consider the purchase of the property close to the 360. The consensus among the Commissioners was to purchase the Anderson property near the 360. Commissioners directed Executive Director Gallacher to come up with a cost for the 2011 budget to cover appraisals and house improvements alterations/remodeling.
- 17. New Business/Volunteer Park:** For 2011, Commissioners are looking at working on a joint water system with the Key Peninsula Middle School, the cost to start a trail system around the boundaries of Key Pen Parks and the K.P. Middle School, as well as adding a basketball court at Volunteer Park. Commissioner Anglemyer stated that Key Peninsula Middle School has allocated some money for their 2011 budget under capital site improvement assuming that the

2011 school bond passes, but they are very concerned about this bond passing. Commissioner Anglemyer feels Key Peninsula Middle School is very willing to work with the Park District on a water system. Commissioner Anglemyer also stated that during his meeting with Key Peninsula Middle School they stated that they would consider putting a ball field with artificial turf on the Key Peninsula at the Middle School, if the Park District would look into having the lights installed for the fields. Executive Director Gallacher was directed to look into what those costs would be. Administrative Assistant Armstrong asked about money in the 2011 budget for improvements to the Volunteer Park office building. Commissioner Anglemyer stated that if the park did decide to purchase the Anderson property the office could be moved to that location and that no major money should be put into the current park office building. Commissioner Anglemyer instructed Executive Director Gallacher to look into the minimal cost to improve any pressing issues for the Volunteer park office.

18. 2011 Budget Hearing: Executive Director Gallacher presented the Commissioners with a 2011 draft budget and a spreadsheet showing funds carried over for the past years. Changes that will be made to this document for the next 2011 budget meeting will include; funds for programs, money for Anderson property as well as Volunteer Park items discussed earlier in the meeting.

NOTE: At 9:30 pm, a motion to extend the meeting was made: Commissioner Clinton made a motion to extend the October 11, 2010 park board meeting up until 10:00 PM as needed.

Commissioner Michel seconded the motion; the motion was passed 5/0. The meeting continued at 9:31 pm. Commissioner Anglemyer asked if the administrative section of the budget included any new staff positions. Executive Director Gallacher stated that no new positions have been added but a section for an intern program has been included. Changes Executive Director Gallacher will be making to the draft budget include; removing the cost of a new trailer; a new one was purchased recently due to safety issues with the old trailer. The portable water container for \$1000.00 will come out since staff was able to purchase a portable water tote for \$100.00. Since the Park District is looking at upcoming trail work, Executive Director Gallacher might add the Toro Dingo back onto the 2011 budget; currently storage is the issue with this item. The commissioners discussed the topic regarding Horseshoe Lake Park; the question was, if the money should be kept in the budget for Horseshoe Lake. Currently the commissioners are undecided on this issue. Commissioner Anglemyer stated it will be left on the budget until the next meeting. He went on to state that if the Park District does not hear back from Kitsap Park District, or if they present a negative report showing they are not willing to work with Key Pen Parks before the next park board meeting, Horseshoe Lake will get dropped from the budget, otherwise this issue will be voted on at the next budget-hearing meeting. When asked by Commissioner Anglemyer if there were any other questions regarding the draft budget, Commissioner Clinton stated that she would like to see some money allocated to Taylor Bay property for a survey and/or ads to find out what the community would like to see done with this property. Commissioner Anglemyer suggested contacting Kayak groups and the Boy Scouts to see if they would like to get involved in developing and promoting usage of this property. Executive Director Gallacher added that there were ways to do this for free; Key Pen Parks website can add a survey on its homepage and Commissioner Anglemyer suggested the Park District get the newspapers to do some stories on the property. Key Pen Parks next 2011 Budget Hearing meeting will be held during the regular park board meeting on November 8, 2010.

19. Approval of other minor matters: None

20. Commissioners Comments/Good of the Order: Commissioner Clinton wanted to note the passing of a former park commissioner; Mike Salatino, who she said was a good parks promoter.

21. Meeting Adjourned: The regular public meeting of October 11th, 2010, was adjourned at 9:48PM. The regular November meeting will be on November 8, 2010, at 7:30PM at Volunteer Park and will be preceded by a 6:30PM 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: 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.