

KEY PENINSULA METROPOLITAN PARK DISTRICT

*d.b.a.* KEY PEN PARKS

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Board Meeting Minutes

Monday October 10, 2011

**The regular meeting was preceded by a study session/staff report:** The study session started at 7:03PM. Staff report was covered during study session.

**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, Kip Clinton, Ed Robison. Staff present for Key Pen Parks; Executive Director Scott Gallacher and Administrative Assistant Laura Armstrong.

**Citizens Present:** Mary Blythe

**Pledge of Allegiance:** Recited.

**Approval of Agenda:** Commissioner Anglemyer asked if there were any objections or changes for the agenda. Hearing none, the agenda was approved 5/0.

**Special Presentations:** none

**Board President:** none

**Citizen Comments:** none

**Business Meeting**

**1. Minutes:** Commissioner Anglemyer asked if there were any corrections or objections to the September 12<sup>th</sup> or the September 26<sup>th</sup> 2011 meeting minutes, hearing none; the September 12<sup>th</sup> and the September 26<sup>th</sup> 2011 meeting minutes were accepted as written.

**2. Financial Report:** The September 2011, Pierce Co. Budget and Finance balance was \$782,009.42. The Zoo Trek deposit was \$9410.94; a decrease of \$197.45 from the same time period in 2010. Total Zoo Trek collections to date are \$85,660.00. Real and personal property tax collections were \$9,145.17 and 2010 delinquent property tax was \$1,203.47. Total 2011 real and personal property tax collections to date are \$347,793.00. Total delinquent property tax collected in 2011 was \$25,063.00. The First Citizens Bank balance shows \$4,219.14; as of September 30, 2011. September expenses totaled \$44,275.19. Commissioner Anglemyer asked if there were any corrections or objections to the September, 2011 financial report, hearing none; the September, 2011 Financial Report was accepted as written.

**3. Staff Report:** The staff report was covered during the study session.

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

**a. Land and Improvement Committee (Commissioner Trandum):** Commissioner Trandum stated that during a meeting he had with Key Peninsula Civic Center's Board members he proposed a 3-year plan regarding installation of new playground equipment on the Civic Center's property. During the 1<sup>st</sup> year, 2012, Key Pen Parks will have playground equipment installed and the Civic Center will work on obtaining permits for a Picnic Shelter for year 2. 2<sup>nd</sup> year, 2013, Key Pen Parks will work with the Civic Center to put up a picnic shelter and Civic Center will work on permits for a vault toilet for year 3. 3<sup>rd</sup> year Key Pen Parks will work with Civic Center to put in a vault toilet. This will be presented at the next Civic Center Board meeting for a vote to move ahead with the proposed project. If the Civic Center Board votes yes then Commissioner Trandum, will work with the Civic Center Board and write up a memorandum of understanding between Key Pen Parks and Key Peninsula Civic Center before the end of the 2011 calendar year.

**b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum):** Commissioner Trandum attended his first meeting with the Key Peninsula Park and Recreation Foundation board. He felt there was not an agreement among the Foundations board members

regarding what the Foundation's function should be; whether to go after small donations or work on large donations. The foundation still needs to get word out to the public regarding what the foundation is about and announcing that it is up and running; Commissioner Trandum feels that this as well as a written memorandum of understanding, should be a joint effort between the Foundation and Key Pen Parks.

**5. Board President's Report:** Commissioner Anglemyer thanks the board for all their hard work while he was absent.

**6. Unfinished Business/Pierce County Flood Control District:** Executive Director Gallacher had no update at this time for the commissioners.

**7. Unfinished Business/Key Center fitness for Recreation Programs:** Consensus among the commissioners was not to pursue the Key Center Fitness building for use of recreation programs.

**8. New Business/Pierce County Council Creating Park District Leadership Task Force:** Executive Director Gallacher explained that Pierce County is looking to form a Metropolitan Park District in the remainder of the county (unincorporated areas in Central Pierce County). This will allow them to take Pierce County Parks off their general fund budget. Executive Director Gallacher received a phone call from Pierce County Council legislative staff asking for a representative from Key Pen Parks to be on the leadership committee. Executive Director Gallacher stated that with so many possibilities that could affect Key Pen Parks, a representative from Key Pen Parks should be on the committee and has volunteered himself. Executive Director would like Commissioner Trandum to be the Park Districts backup representative. The Commissioners directed Executive Director Gallacher to move forward as representative.

**9. New Business/Horseshoe Lake:** Commissioner Robison talked to one of the Kitsap County Commissioners and asked her what their plan was for Horseshoe Lake Park. She informed Commissioner Robison that she was never informed by their park staff of Key Pen Parks' offers to assist at Horseshoe Lake. Executive Director Gallacher stated that he attempted multiple times to extend the offer of assistance to Kitsap County's park board but he has not had any response back since last year. The consensus among the Key Pen Parks commissioners were they would wait for Kitsap County's park board to contact them if they wanted to seek assistance maintaining Horseshoe Lake Park.

**10. New Business/Resolution R2011-06 Key Pen Parks Position on Redistricting:** The resolution supports the redistricting maps which keep the Key Peninsula in the 26<sup>th</sup> Legislative District. Commissioner Robison made a motion to adopt Resolution R2011-06 as currently formulated. Commissioner Clinton seconded the motion and the motion was passed 5/0.

**11. Executive Session/Property Acquisition:** The executive session started at 8:18 PM. Commissioner Robison made a motion to keep the executive session going for an additional 20 minutes if needed. Commissioner Clinton seconded the motion and the motion was passed 5/0. The executive session ended at 8:48 PM. No citizens were present at the restart of the regular meeting.

**12. Approval of other minor matters:** none

**13. Commissioners Comments/Good of the Order:** Commissioner Robison stated that the school district is in the process of developing their next levy proposal. He stated they are only looking at doing an operational and maintenance levy at this time but will increase the amount they are asking for due to lost revenue from state cuts.

**14. Meeting Adjourned:** The regular public meeting of October 10, 2011, was adjourned at 8:52PM. The second Budget Hearing meeting will be on October 24, 2011, at 7:00PM at Volunteer Park, The Regular November meeting will be on November 14, 2011 at 7:30pm and may 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.***