

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PENINSULA METRO PARKS

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Board Meeting Minutes

Monday, November 13, 2006

The public meeting was preceded by a 6:30PM study session. The design and content of the draft Park System Survey developed by Rick Sorrels was discussed.

The public meeting was called to order at 7:40PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Clerk Kip Clinton.

Commissioners Present: Kip Clinton, Elmer Anderson, Ross Bischoff; also present for KPMPD was Scott Gallacher, Executive Park Director. President Paula DeMoss was excused due to illness; Commissioner Caril Ridley was absent.

Citizens Present: Rick Sorrels.

Approval of Agenda: The agenda was approved 3/0.

Citizen Comments: No citizen comments.

Good of the Order: The Board of Commissioners thanks George Robison, Ben Thompson, Bill Onstad and Dick Hassan for working on the retaining wall around the backstop of Field 2; they have donated 144 volunteer hours to the project. Dick Hassan also purchased and donated 4 pallets of Manorstone blocks for the retaining wall project.

Special Presentations by Committees or Citizens: New Business

No new business by Committees or Citizens.

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- 1. Land Acquisition Committee:** No report.
- 2. DNR 360:** Scott has talked to DNR re. Doug Sutherland's letter; no new information.
- 3. Community Plan:** No report.

Staff Report (See Attached Report)

- 1. Home Park:** Pierce Co. Building Dept. will require a portable toilet on site from April through September. PALS will require a Flood Boundary Delineation Survey and application review; a separate Driveway Approach Application off 8th Street is needed; the existing Site Development Application will need to be amended to reflect the newly added impervious surfaces (ADA pathway and driveway) for a Surface Water Management Plan ("D" type soils with poor drainage).
- 2. Volunteer Park:** A vandal used a vehicle to break 2 gates and damage Fields 1 and 3; the criminal was caught because of the vigilance of Wendy and John Glennon. The estimated damage is \$5000 to \$10,000; WGEP will cover all but the deductible. The retaining wall around Field 2's backstop is almost complete; Dick Hassan has expressed interest in helping move the dugouts north along the fence line. Elmer has a concern with a hole between the retaining wall blocks; Scott will check it out and fix it. Replacement windows and doors are ready to be installed in the concession building along with donated security bars for the windows. Insulation will be installed in the ceiling over the winter. Kristi Adams has requested KPMPD put up "No Smoking" signs around the concession building.
- 3. Rocky Creek Conservation Area:** There has been vandalism at the trail head and Scott talked to a citizen using an ORV on the trails. Kip mentioned that all public Pierce Co. trails are non-motorized by law; Scott sent contact information to Grant Griffin, Pierce Co. Parks, and P.C.

Land Assets Manager's office. KPMPD will have to talk to P.C. about installing forest gates on the trail entrances. Rick suggests putting vertical posts in concrete at the entrance to the trails to help restrict entrance.

4. Programs: Pee Wee Soccer had 56 participants of various ages. Adult Co-ed Softball was able to complete 6 of an 8 game season; the others were cancelled due to the weather. A 3-on-3 Adult Men's Basketball season will be offered at the Civic Center along with children/youth basketball programs later in the season.

5. Grants: Scott applied for the Lu Winsor grant through Pen Light/KPBP for Rocky Creek signage and trail maintenance tools. Rick suggested applying for Russel Foundation environmental grants (Richard Wu); Scott felt that type of grant should be reserved for large projects—perhaps if KPMPD came to some agreement with DNR regarding Maple Hollow.

Business Meeting

1. President's Report: No report.

2. Minutes: The minutes of July 24, August 14, August 28, September 11 and September 25, 2006 were approved 3/0 plus 1 with President Paula DeMoss voting by telephone.

3. Financial Report: No financial report; Scott is working at entering the data into Quickbooks for easier reporting. He has gotten through the 3rd quarter, 2005.

4. Unfinished Business/2007 Concessionaire Contract: It was moved, seconded to approve the 2007 concessionaire contract with the changes approved in October (\$500.00 monthly rent with a start date of March 1, 2007 and end date of August 31, 2007, with all other terms the same as the 2006 contract). The motion was approved 3/0.

5. Unfinished Business/2007 Budget: The budget requires two meetings for approval. The budget must be turned into Pierce Co. by the first of December. Scott presented a draft budget to the commissioners; it is out of balance by several thousand dollars. Scott mentioned that the Kubota Utility Vehicle will be paid in full in mid 2007. A second budget meeting is set for the fourth Monday in November, Nov. 27, 2006, at 7:30PM. There was also discussion about the "Ad Valorem" tax that KPMPD could unilaterally impose; notice about this tax must be turned into Pierce Co. at the same time as the budget. There was discussion about imposition of a property tax without a public vote. Rick said that the park system survey should gauge public sentiment about any type of property tax. The issue was tabled at this meeting.

6. Unfinished Business/Program Guide: Scott met with Rodika Tollefson of the KP News; she said if a third party would bankroll the program guide, that would reduce time pressure. Bruce Nicholson brought a program guide over during the study session, was here for 10 minutes, but he left without leaving it. Rick suggested piggybacking the program guide onto an existing KP News insert. No action was taken on this issue.

7. Unfinished Business/2007 KP Community Fair Contract: The KPCF would like a "5 month no penalty cancellation" clause. Scott said that clause would unfairly penalize KPMPD because the fields are scheduled 6 to 10 months out and it would be very difficult to reschedule the park to recoup lost revenue. Consensus was to have wording in the contract indicating that if the KPCF cancels prior to the 5 month period there would be no penalty but if it cancels after the 5 month period they are obligated in the full contractual amount (less any fees re-couped by KPMPD booking the facility to another party). Elmer was also concerned that the contract did not specify insurance indemnifying KPMPD and its Commissioners. Consensus was to have all future contract beginning with the KPCF contract specify \$2,000,000.00 insurance. Scott noted that the KPCF original contract state the Fair is responsible to the park for all rental costs if within 5 months of the reserved date; current rent is \$1550.00 as per the original contract. Consensus was to do an "either/or" clause in the contract re. cancellation.

8. Unfinished Business/Skate Park: Chuck West and Scott went to Lakewood to see their above ground pre-fab Skate Park equipment for potential installation in the multipurpose court.

9. Commissioners Comments: Ross wished to mention to staff that the restrooms look much better since they have been painted.

Meeting Adjourned: The regular public meeting of November 13, 2006, was adjourned at 10:15PM. There will be a special budget November meeting on the fourth Monday, November 27, 2006, at 7:30PM in the Annex building at the Key Peninsula Sport Center and Fairground (Volunteer Park). The December meeting will be on December 11, 2006 at 7:30PM. The fourth Monday of each month is reserved for special topic meetings should any be required.

Respectfully submitted by Kip Clinton, Clerk KPMPD.

Disclaimer: KPMPD'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 Clerk's attention and corrected at the time the Board addresses and approves the minutes. The Clerk wishes to apologize to the public and other Commissioners for any errors which may occur in the unofficial minutes; she cannot talk and take notes at the same time.

