

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Tuesday, November 13, 2007

The public meeting was preceded by a 6:45PM study session. Changes to the Key Peninsula Comprehensive Parks Plan were discussed. On page 25, the "45% fee" reference should be dropped. On pages 26 and 27 the term "sale of property" should be dropped. Page 17 should change "3 miles" to "whenever practical within 3 miles" and Miracle Ranch and Horseshoe Lake Golf Course should be added to the Inventory/Private Facilities. Many of these changes were suggested by the public at the 3 hearings KPMPD had on the Draft KP Comprehensive Parks Plan. The next step is for staff (Executive Director Scott Gallacher) to finalize the document and forward it to the Wa. Recreation Conservation Office (name changed from IAC). RCO will review the plan for compliance and return it to KPMPD with comments before KPMPD formally adopts it. The study session ended at 7:00PM.

The public meeting was called to order at 7:30PM in the Volunteer Park Annex Building by President Caril Ridley.

Commissioners Present: Caril Ridley, Ross Bischoff, Elmer Anderson, Greg Anglemyer; Kip Clinton arrived at 7:00PM. Also present for KPMPD was Scott Gallacher, Executive Park Director.

Citizens Present: Rick Sorrels, Barbara Rowland, Kristi Adams; Bruce Nicholson arrived at 7:40PM.

Approval of Agenda: The agenda was approved 5/0.

Citizen Comments: No citizen comments.

Good of the Order: Barbara brought snacks; THANK YOU BARBARA! KPMPD wishes to thank Star Rentals for the use of ditching equipment for digging ditches for the parking lot and skate park electric lines.

Special Presentations by Committees or Citizens: New Business

Special Presentations by Committees or Citizens

Staff Report (See Attached Report)

- 1. Home Park:** Scott has been attempting to get additional bids for removal of trees and site work; currently only one bid has been received. 5 playground equipment vendors have sent catalogues.
- 2. Volunteer Park:** The skate park, dugout and storage containers were tagged on Oct. 27. Staff removed the graffiti as much as possible. The Sheriff's Department was notified. Staff has been trenching to prepare for the installation of electrical conduit for the parking lot lighting. The hearing regarding last year's field damage/vandalism was postponed again with no date set.
- 3. Rocky Creek:** ORV's have been using the trails; Scott is working on a solution; Pierce County Ordinance state that all trails are non-motorized.
- 4. DNR Trust Land Transfer Properties:** Scott met with DNR staff regarding the upcoming timber sale on the 360. Bob Hicks had informed KPMPD that garbage had been dumped at Maple Hollow. DNR was informed and KPMPD staff cleaned it up. DNR installed a new lock on the gate.

5. Programs: Scott is working organizing a Holiday Experience Trip to Seattle; the cost will be \$25.00 per person. Indoor soccer ends Nov. 17; 1st grade had 25 participants, kindergarten had 25 participants and pre-school had 20 participants.

6. Grants: Scott and KPLL have a presentation to the Youth Athletic Facilities grant staff on Friday Nov. 17; this is not the final presentation but instead an opportunity for YAF to give the applicants feedback so that corrections and improvements to the grant application may be made. KPMPD has been told that applicants who take advantage of this opportunity have a better chance of their grant being approved.

7. Meetings/Training Opportunities: Scott attended the Livable Key 2020 group on Oct. 17 and the Pierce County Parks and Recreation workshop for parks-and-recreation providers about Pierce County Parks and Recreation's update to THEIR park system plan. He also attended the Oct. 19 KP Business Association meeting and gave testimony at the Pierce County Council's Community Development Committee's Oct. 29 regarding Conservation Futures and Taylor Bay. He was at KPMPD's 3 Comprehensive Park Plan meetings on Oct. 30, Nov. 7 and Nov. 8. He also met with Pierce Co. Parks staff and Trust for Public Lands regarding the acquisition of the 3 Taylor Bay properties using Conservation Futures funds. WRPA's mid-year conference is on Nov. 14; Forever Green is sponsoring a trails mini conference on Nov. 29; WRPA is having a Risk and Trails workshop on Dec. 5. Staff does not expect to have time to attend because of the KPMPD Comprehensive Parks Plan.

8. Staff: Mark Conniff and Josh Pizzano have been working steadily trenching for the lights and staffing the weekend tournaments. The Volunteer Coordinator has had jury duty for the past 4 weeks and has not visited VP.

9. Other: The web site was updated Oct. 28 (draft plan).

Business Meeting

1. President's Report: No report.

2. Minutes: It was moved, seconded and passed 5/0 to approve the minutes of Sept. 10 and Oct. 22, 2007, and to defer the minutes of Oct. 8, 2007 to the next regular meeting.

3. Financial Report: The balance in Pierce County Budget and Finance is \$31,516.35; this figure does not reflect vouchers to be turned into the County dated Nov. 13 (approximately \$21,500.00). These vouchers include \$16,200.00 in reimbursable skate park expenses. The Venture Bank depository account has a balance of \$14,517.68. Only \$13,500.00 remain in the skate park grant from Pierce County. Scott located the misplaced re-bar bill and will submit it for reimbursement.

4. Other Minor Matters: The new signature cards from Venture Bank arrived so Vice President Elmer Anderson and Clerk Kip Clinton signed them; Kip will file them with the bank.

5. Unfinished Business/Home Park Permit: Only one bid for site excavation/tree removal has been submitted at this time. Staff recommends that a licensed contractor do the excavation because of the water infiltration system required by PALS (14 truck loads of rock 9' wide by 3' deep and up to 120' in length) for the picnic shelter and 2 off street parking stalls. Estimated cost is \$20,000.00. KPMPD is budgeting a start date for 2008; currently there are enough in reserves to cover initial expenses, but finances will be tight until the first levy installment payment comes in. Scott has contacted 5 playground equipment vendors and received catalogues. It was moved, seconded and passed 5/0 to have Vice President Elmer Anderson chair a Playground Committee. Commissioner Greg Anglemeyer will be on the committee and Barbara Rowland also will participate in that committee. The southwest corner of the flatland in HP was mentioned; it was noted that all equipment must have a 6' fall zone around it. Scott was instructed to put an announcement about the Playground Committee in the KP News.

6. Unfinished Business/Taylor Bay: SRF's final funding decision will be on Dec. 13 and 14, 2007; currently the project is number 2. The Pierce County Councils' final decision on Pierce County Conservation Futures will be on Nov. 27, 2007; at the Community Development Committee meeting they moved projects around and bumped Taylor Bay to #9. The advantage Taylor Bay has over the other projects is that Trust For Public Lands has done the negotiating already—the only thing lacking for the transfer of title is funding. SRF will require covenants and restrictions to be permanently placed on the title of the 32 upland acres; trails and parking may not exceed 3 acres total (KPMPD expects the uplands to remain forestland). The question is what KPMPD may do with the other 2 waterfront parcels. Rick Sorrels said that KPMPD should define "trails" since some people expect trails to be wide and paved, not narrow with natural footing (wood chips/dirt). Scott recommended that the Commissioners attend the Pierce County Council meeting and show their support for the project. Rick asked about Devils Head; it is #16 on the CF list. Tim Jopp is asking \$6,300,000.00 for the property and has it listed with a realtor. Commissioner-elect Bruce Nicholson asked about how the Conservation Futures Program functioned.

7. Unfinished Business/2008 Concession Stand Lease: The Non-Consecutive Events Contract is based upon events not yet scheduled. There was discussion about whether KPMPD could use the dining area for other functions during the effective time of the Non-Consecutive Events Contract if the kitchen were gated-off; Kristi Adams said that she didn't have a problem amending the NCEC to permit KPMPD to use the dining area as a meeting room provided KPMPD installs a secure removable barrier to the kitchen. It was moved, seconded and passed 5/0 to approve the concession building contracts with Kristi Adams with an addendum to the Non-Consecutive Events Contract allowing KPMPD to use the dining area as a meeting room when the Concessionaire is NOT using the facility providing KPMPD installs a secure barrier between the dining area and the kitchen.

8. Unfinished Business/KPMPD Comprehensive Parks Plan: See changes noted in the study session. Consensus was to approve these changes to the draft document. It was mentioned that Pierce County Parks currently owns the Wauna/Purdy Sandspit, 1 acre at Herron Point near the Ferry Dock, and 3 landlocked acres of waterfront just south of Penrose Point State Park. Public participation at the first meeting was 1 citizen (Rick Sorrels), at the second meeting was 9, and at the third meeting was 0.

9. Unfinished Business/2008 Budget: Rick Sorrels asked if an increase in Scott's medical benefit was in the 2008 budget. Rick also suggested that KPMPD reduce user fees; Clerk Kip Clinton stated that currently user fees are very competitive. Commissioner Greg Anglemyer said that currently KPMPD is re-investing in VP and in the community so any user fees are justified because of the greater community benefit. The draft budget is some \$15,500.00 over budget; consensus was that Property Purchases be cut by that amount. Scott requested the Commissioner review the 2008 Budget document before the Nov. 26, 2007 single topic budget meeting. There was a discussion about Professional Fees/Accounting. There was discussion about a Reserve/Emergency Fund; consensus was to have a \$50,000.00 reserve and to move the money from the Field #1 retaining wall to the reserve fund.

10. Unfinished Business/2008 Athletic Facility Matching Grant: See "Staff Report/Grants". Executive Director Scott Gallacher requested authority to sign this document; it was pointed out that as Executive Director, Scott has day-to-day administrative authority. The granting agency has sent a draft resolution which KPMPD cannot alter. This must be passed and signed by Dec. 7, 2007. The time frame for project funds require that this reimbursable fund grant be used by the end of 2008. It was moved, seconded and passed 5/0 to approve the Resolution 2007-11 for the Athletic Field Match Grant (2008 time frame).

11. New Business/KP Little League 2008 Contract: Commissioner Greg Anglemyer had a question about the Field Contract regarding the Sponsorship Signs—on page 4 clause 14 the phrase “if so asked” should be deleted because it is redundant. The Batting Cage Contract and Storage Container Contract were discussed; the wording of first paragraph regarding the conditions required to void the contract was felt to be confusing. There was discussion about how to reword the paragraph to more clearly convey the intent.

12. New Business/Park District *d.b.a.* Name Change to Key Pen Parks: Vice President Elmer Anderson suggested KPMPD change its *d.b.a.* name from Key Peninsula Metro Parks to Key Pen Parks. It was moved, seconded and passed 5/0 to amend the By-Laws to change the *d.b.a.* name to Key Pen Parks. Discussion about a logo was deferred to Dec. 10, 2007.

13. New Business/ 2008 Officer Nominations: Deferred to 2008.

14. Commissioners Comments: President Caril Ridley thanked Rick Sorrels for his volunteer work on the KPMPD Comprehensive Parks Plan. Vice President Elmer Anderson congratulated Commissioner-elect Bruce Nicholson on his election to the KPMPD Board of Commissioners.

Meeting Adjourned: The regular public meeting of November 13, 2007, was adjourned at 9:48PM. The next meeting will be on Monday, November 26, 2007, at 7:30pm in the Annex building at Volunteer Park; the topic will be the 2008 Budget. The regular December meeting will be on December 10, 2007 at 7:30PM at Volunteer Park and may be preceded by a 6:30PM study session. No second meeting is planned for December. KPMPD reserves the fourth Monday of each month for single 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 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.