

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday November 8, 2010

The regular meeting was preceded by a Study Session/Staff report: The study session started at 7:02PM. The Key Pen Parks staff report was reviewed at this time. Executive Director Gallacher discussed the small parcel at Minter Creek and is looking to submitting a request for a 30-foot easement from the road to the property owned by Key Pen Parks. Executive Director Gallacher also updated the board regarding the Pierce County Flood Control District meeting. Pierce County Boundary Review Board voted 3/1 in favor of the new flood control district. There is a 30-day deadline for anyone wishing to appeal this decision. Executive Director Gallacher has not heard if any of the other agencies is looking to appeal 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, Ed Robison, and Kip Clinton, Mark Michel excused. Staff present for Key Pen Parks; Executive Director Scott Gallacher, Administrative Assistant Laura Armstrong and Dustin Harrison (work study program).

Citizens Present: Barbara Rowland, Judy Mills, Joyce Niemann, and Aaron Mann.

Pledge of Allegiance: Recited.

Approval of Agenda: Executive Director Gallacher requested that the agenda be amended add a special presentation from the Key Peninsula Historical Society. Commissioner Clinton requested that the Flood Control District and the 2011 Concessioner rental be added to "Unfinished Business". Commissioner Anglemyer asked if there were any objections for the amended agenda, hearing none, the amended agenda was approved.

Special Presentations/ Key Peninsula Historical Society: Judy Mills (Special Projects Coordinator) and Joyce Niemann (President of the Key Peninsula historical Society) presented the commissioners with a final report for the 2010 contract with Key Pen Parks based on "Marine Life through the years on the Key Peninsula". Joyce Niemann also informing the board of the Historical Society's title choice for the new 2011 contract, "Picnics, Parties, and Ice Cream Socials from the Past."

Citizen Comments: none

Business Meeting

1. Minutes: Commissioner Anglemyer asked for any corrections or objections with the October 11th meeting minutes, hearing none; The October 11, 2010 meeting minutes was accepted as written.

2. Financial Report: The October 31, 2010, Pierce Co. Budget and Finance balance was \$679,485.86. The Zoo Trek deposit was \$9,378.25; an increase of \$316.25 from the same time period in 2009. Total Zoo Trek collections to date are \$93529.00. Real and Personal property tax collections were \$187,784.61. 2009 delinquent property tax collections were \$1427.33. Total 2010 Real and Personal property tax collections to date are \$506,195.00. Total delinquent property tax collected in 2010 was \$17,109.00. The Venture Bank balance shows \$9,213.83 as of October 31, 2010. September's expenses totaled \$46,044.48 using voucher #'s 338813 to 338848, this includes; \$6,287.20 signs for Home Park, Volunteer Park and Maple Hollow, \$4,169.20 3rd quarter L & I taxes, and \$5,532.42 for purchase of a tilt trailer. Commissioner

Anglemyer asked for any concerns or objections with the October 11th financial Report, hearing none; The October 11, 2010 Financial Report was accepted as submitted.

3. Staff Report: See study session.

4. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Trandum): Commissioner Trandum asked the board to make a decision on the pursuit of the Anderson/Manke properties.

Commissioner Robison made a motion to authorize the Land and Improvement Committee Chairman (Commissioner Trandum) to pursue the acquisition of the Manke and Anderson properties and to negotiate a reasonable purchase price for the properties or other method of acquisition. Commissioner Clinton seconded the motion and the motion was passed 4/0.

Commissioner Trandum discussed Kitsap County Parks' Horseshoe Lake Park stating he knows that this is an important park to the community and suggested that the Park District look into the possibility of getting control of the land by having it transferred to Key Pen Parks. Commissioner Anglemyer stated that this kind of proposal would have to come from Kitsap County. A problem with this approach is the current boundary lines and whether they could be moved to incorporate this area within the Key Pen Park District. Executive Director Gallacher has made mention of similar ideas to Kitsap County Park District during general discussion but has not heard anything back from them to date. The Commissioners agreed that this issue can be addressed again in the future if they are contacted by Kitsap County Park District.

b. Trails Committee (Commissioner Clinton): Commissioner Clinton attended the 2010 Washington State Trail conference on Saturday October 9th. Commissioner Clinton wrote up and e-mailed an informational report from the conference to each of the commissioners. Commissioner Clinton also offered copies of this report to the citizens who were at the park board meeting.

5. Board President's Report: President Anglemyer stated he attended the NRPA Congress Conference and found it very informative and encourages the other commissioners to attend one in the future.

6. 2011 Budget Hearing: Executive Director Gallacher had presented the commissioners with the updated 2011 draft budget that included change requests made from the October 8th meeting. Commissioner Anglemyer discussed the amount budgeted for maintenance of Kitsap County's Horseshoe Lake Park; it was stated in the last meeting that if the Park District did not get a respond from Kitsap County the funds would be moved to another area in the budget. Commissioner Anglemyer asked the board if they wanted to leave it in the budget as is (under Horseshoe Lake) and move it later if needed. The Commissioners agreed to leave this item as is pending future contact with Kitsap County Park District. The issue on raising the current levy amount for 2011 was discussed. Commissioner Robison stated that the Park District might want to wait until 2012 to increase the levy since the Park District has been able to put money into reserves over the last few years. Commissioner Anglemyer disagreed stating that putting off raising the levy will put the Park District in debt down the road in terms of trying to manage projects. The Park District has only taken about half of what it is allowed to take over the last few years. He went on to say that, the Park District has not taken an increase because they have not had specific needs. He feels that if the Park District takes the increase now it will avoid having to borrow money later on that will incur interest. If the Commissioners vote to increase the levy, the money would be put into capital improvement on the 2011 budget.

7. Unfinished Business/Key Peninsula Parks and Recreation Foundation: The Foundation held its first meeting on Monday, October 18th at 7:00 PM at the Volunteer Park Office. Office positions were selected at this time. Through discussions with other park foundations Commissioner Anglemyer found that one of the main methods foundations use to raise funds is by the local park district giving the foundation naming rights to equipment and some types of facilities. Consensus was that Key Pen Parks needs a Naming Policy before any naming rights agreement can be entered with the Key Peninsula Parks and Recreation foundation. The Key

Peninsula Parks and Recreation Foundation asked Commissioner Anglemeyer for a list of items the Park District wants most (with costs). The Foundation also asked for a memorandum of understanding; for such things as naming rights and items donated or purchased for the park. Consensus was to approve the list proposed by Commissioner Anglemeyer.

8. Unfinished Business/Park Enhancement Grant Program: The Commissioners reviewed the current Key Pen Parks Grant package, the following changes were made; under Grant Program Criteria; a line was added "has organization received a Key Pen Parks grant in the past? If so when?" This has also been added to the information sheet. Some items on the information sheet will be made bold so that important information stands out. Important dates for Applications deadlines and availability will remain the same with the year 2011 updated.

9. Unfinished Business/ Pierce County Flood Control District: Commissioner Clinton asked if the Park District wanted to pursue contesting the Key Peninsula as being designated as part of the overall flood control district by joining up with another organization if someone else appeals. The Commissioners felt that the Park District needs to stay involved and directed Executive Director Gallacher to contact the other agencies in the area to see what they were planning to do. Commissioner Robison made a motion that we join in any appeal implemented by other agencies concerning the Flood Control District boundaries not to exceed the 2010 budget set for legal fees. Commissioner Clinton seconded the motion and the motion was passed 4/0.

10. Unfinished Business/Concessionaire for 2011: Commissioner Clinton felt that the issue for a 2011 concessioner needed to be addressed due to the 2011 start date for KP Little League's season. Executive Director Gallacher was directed to advertise for a new concessionaire as well as talk to local non-profit organizations to see if he can find an interested party. The Commissioners felt that if no one came forward to lease this space, Key Pen Parks would drop the idea of having a concessionaire for 2011.

11. New Business/Resolution R2010-17 regular property tax collected for 2010 and banking future levy capacity: Commissioner Trandum moved to increase the tax levy from \$600,000.00 to \$650,000.00. Commissioner Clinton seconded the motion and the motion was passed 4/0. This is an 8.33% increase and will be added to the "capital acquisitions" area of the 2011 budget.

12. New Business/Resolution R 2010-16 2011 Budget: Commissioner Trandum moved to approve the 2011 budget as revised. Commissioner Clinton seconded the motion and the motion was passed 4/0.

13. New Business/Levy Certification: Executive Director Gallacher read and signed the Levy Certification document for the County Legislative Authority (Department of Revenue for the State of Washington) requesting \$650,000.00 regular levy amount for 2011.

14. New Business/Draft of Demand Analysis for Comprehensive Plan: Executive Director Gallacher stated that the Park District was in the process of making amendments to the 2007-2013 Comprehensive Plan. Dustin Harrison (student of the University of Washington Tacoma work-study program) has been tasked with doing a demand analysis of the Key Peninsula area. Executive Director Gallacher stated that this was the one area that the Comprehensive Plan was weak. Mr. Harrison presented a draft report to the commissioners and stated that he will be putting this information into a map form. The commissioners gave suggestions on what items should be included on the map and what is not needed.

15. Executive Session: Was not needed/held at this meeting.

16. Approval of other minor matters: None

17. Commissioners Comments/Good of the Order: Executive Director Gallacher stated that Terry Bouck (Key Peninsula School Superintendent) and Chuck Cuzzetto (Assistant Superintendent) would like to attend the Key Pen Parks board meeting in December to discuss their upcoming levy campaign. They will be placed under special presentation.

18. Meeting Adjourned: The regular public meeting of November 8th, 2010, was adjourned at 9:18PM. The regular November meeting will be on December 13, 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.