

KEY PENINSULA METROPOLITAN PARK DISTRICT
d.b.a. **KEY PEN PARKS**
P.O. Box 70, Lakebay, WA. 98349
253-884-9240 and answers@keypenparks.com
Board Meeting Minutes
Monday November 14, 2011

The regular meeting was preceded by a study session/staff report: The study session started at 7:00PM. 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, Mark Michel, Kip Clinton, Ed Robison, and Bill Trandum (excused: sick). Staff present for Key Pen Parks: Executive Director Scott Gallacher and Administrative Assistant Laura Armstrong.

Citizens Present: Mary Blythe, Judy and Don Mills (Key Peninsula Historical Society Board Members) Barbara Rowland, Max Michelson, and Siegfried and June ?????

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 4/0.

Special Presentations/ Key Peninsula Historical Society: final 2011 contract report and 2012 contract proposal. The 2011 final contract report was presented to Key Pen Parks for review. Judy and Don Mills, Key Peninsula Historical Society Board Members proposed the following display contract for 2012: "Penrose Park, Past and Present." Commissioner Anglemyer suggested having a display created for the newly acquired 480 property that is located near Key Center. He also noted that Penrose is a State owned park not maintained by Key Pen Parks. Commissioner Anglemyer asked if some focus could be placed on the old railroad tracks located on part of the 480 property. Key Pen Parks staff will work on writing up the 2012 contract for the Key Peninsula Historical Society.

Board President: none

Citizen Comments: Max Michelson, a member of the Key Peninsula Youth Council, stated he would like Key Pen Parks to create an area at Volunteer Park for playing soccer. Executive Director Gallacher informed Max that last year he had contacted Harbor Soccer about having soccer games at Key Pen Parks and Harbor Soccer Board said no. Executive Director Gallacher recommended Max go to the Harbor Soccer Board to present his suggestions; Executive Director Gallacher also informed Max that he would be willing to accompany him to a meeting.

Don Mills, from Key Peninsula Historical Society, stated he would like to see Key Pen Parks merge with the Civic Center. Commissioner Anglemyer informed Mr. Mills that Key Pen Parks was approached about this topic and discussed it with the Civic Center Board in 2010. Two major concerns addressed were: 1) if Key Pen Parks took over the Civic Center Building it would have to be totally renovated to meet Municipal Local Government standards and be very costly. 2) The Civic Center's Board was concerned with losing all control should they merge with Key Pen Parks. Commissioner Anglemyer stated that even if the current park board commissioner made an agreement with the Civic Center it would not be guaranteed to remain in effect as new commissioners are appointed. After discussing the pros and cons, the Civic Center's Board responded "no" when asked if they were still interested in exploring this topic.

Business Meeting

1. Minutes: Commissioner Anglemyer asked if there were any corrections or objections to the October 10th, 2011 and the October 24th, 2011 meeting minutes, hearing none, the October 10th, 2011 and the October 24th, 2011 meeting minutes were accepted as written.

2. Financial Report: The October 2011, Pierce Co. Budget and Finance balance was

\$962,437.61. The Zoo Trek deposit was \$9,425.10, an increase of \$46.85 from the same time period in 2010. Total Zoo Trek collections to date are \$95,085.00. Real and personal property tax collections were \$218,025.33 and 2010 delinquent property tax was \$1,596.34. Total 2011 real and personal property tax collections to date are \$565,818.00. Total delinquent property tax collected in 2011 was \$26,659.00. The First Citizens Bank balance shows \$6,527.36 as of October 31, 2011. October's expenses totaled \$48,877.39. Commissioner Anglemyer asked if there were any corrections or objections to the October 2011 financial report, hearing none, the October 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): Siegfried ????? asked for information on the Park Districts' future plans for the property currently known as the 480 located near Key Center on the Key Peninsula. Siegfried stated that he and his wife June have been utilizing the property for many years as a trail system but noted that over the last couple years the trails are no longer easily passable for walking and that DNR has blocked most of the entrance points. Commissioner Anglemyer stated that the Park District had currently been active in exploring development of the 480 property for better access and trail development. Siegfried and June offered their assistance to the Park District since they are very familiar with the property. Commissioner Michel will contact Siegfried and make arrangements to meet and walk the property as soon as possible.

b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum):

Commissioner Anglemyer stated that he was told by Mike Hays, Board President of the Foundation, that an article announcing the Foundation would be in the newspaper in December or at the latest by January.

5. Board President's Report: Commissioner Anglemyer congratulated Commissioner Clinton and Commissioner Michel on being re-elected as Key Pen Park Board Commissioners and thanked them for their continued support and service.

6. Unfinished Business/Resolution 2011-07 adopting the annual budget for calendar year 2012: Commissioner Robison made a motion to "adopt Resolution R2011-07 adopting the annual budget for calendar year 2012". Commissioner Clinton seconded the motion and the motion was passed 4/0.

7. Unfinished Business/Resolution 2011-08 adopting the regular property tax levy for collection in calendar year 2012: Commissioner Robison made a motion to "adopt Resolution R2011-08 adopting the regular property tax levy for collection in calendar year 2012."

Commissioner Clinton seconded the motion. Barbara Rowland asked, "How much is that?" Commissioner Clinton read resolution 2011-08 out loud; the amount of the levy was included in the resolution which showed an increase of \$45,726.00 from the previous year. Key Pen Parks will only be receiving \$0.37-\$0.39 per \$1,000.00 and has not increased the levy to the voter approved \$0.75 per \$1,000.00 as permitted by law. The Board had voted last year to increase the levy request each year by a small amount for development and acquisition of land and due to possible changes within the State funding system that could cause Key Pen Parks to lose access to the ability of receiving in the future the full amount the voters approved: \$0.75 per \$1,000.00. Commissioner Anglemyer explained that if changes were made by the State, it may create a situation where any funds not used by Key Pen Parks could end up being used someplace else and not for the citizens of the Key Peninsula. With no further discussion, the motion was passed 4/0.

8. Unfinished Business/2012 Levy Certification: Executive Director Gallacher presented the commissioners with the 2012 Levy certification letter for their review. This certification letter is signed by the Executive Director and no action is needed by the commissioners.

9. Unfinished Business/Horseshoe Lake: Executive Director Gallacher has made contact with one of the Kitsap County Commissioners and informed her that Key Pen Parks has placed funds

in the 2012 budget for Horseshoe Lake, but it will be up to them to initiate any request for staffing support from Key Pen Parks.

10. Unfinished Business/Pierce County Flood Control District: Executive Director Gallacher stated that he reviewed a letter from the City of Gig Harbor that included the list of names including: Key Pen Parks, Fire District 5, and the City of Gig Harbor as not being in support of the Pierce County Flood Control District.

11. New Business/ Review of Memorandum of Understanding with Key Peninsula Parks and Recreation Foundation: Commissioner Clinton suggested several changes she marked on her copy of the Memorandum of Understanding and questioned areas she felt needed clarification. After reviewing these corrections the consensus was to send the Memorandum of Understanding, with the suggested corrections, back to the Key Peninsula Parks and Recreation Foundation Board to allow them to make the corrections, once Executive Director Gallacher receives the updated document it will be turned over to the Key Pen Parks' attorney for review.

12. New Business/2011 Financial Note to incorporate in to annual/financial report: This note satisfies the State Auditor's requirement regarding pool membership and self-insurance.

Commissioner Clinton made a motion to "accept and incorporate the Endures 2011 Financial note to incorporate into our annual financial report, thereby satisfying the State Auditors' requirement regarding pool membership and self-insurance." Commissioner Michel seconded the motion and the motion was passed 4/0.

13. Executive Session/Property Acquisition – 20 minutes; no action anticipated: The executive session started at 9:00 PM. The executive session ended at 9:22 PM. No citizens were present at the restart of the regular meeting.

14. Approval of other minor matters: none

15. Commissioners Comments/Good of the Order: Commissioner Anglemyer thanked everyone for all their work on the 2012 budget.

16. Meeting Adjourned: The regular public meeting of November 14, 2011 was adjourned at 9:25PM. The regular December meeting will be on December 12, 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.