

**KEY PENINSULA METROPOLITAN PARK DISTRICT
d.b.a. KEY PENINSULA METRO PARKS**

**P.O. Box 70, Lakebay, Wa. 98349
253-884-9240**

**Board Meeting Minutes
Monday, December 26, 2005**

The public meeting of the Key Peninsula Metropolitan Park District was preceded by a 7:00PM study session. The commissioners discussed the Little League contract. Paula reminded the board that they dropped the LL fees for 2005 because the facilities were in such poor condition but that it was made clear at the time that those fees were for one year only.

The public meeting was called to order at 7:30PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Paula DeMoss, President KPMPD.

Commissioners Present: Paula DeMoss, Kip Clinton, Ross Bischoff, Jerry Schick; also present for KPMPD was Scott Gallacher, Executive Park Director. Caril Ridley is excused from December meetings for business reasons.

Citizens Present: Kurt Self LL, Scott Russell LL, Deanna Russell LL, Marty Price LL,

Approval of Agenda: The Agenda was amended to move The LL contract discussion to Special Presentations and to defer Wauna Post Office discussion to a later date and the amended agenda was approved 4/0.

Special Presentations by Committees or Citizens: New Business

1. LL 2006 Contract: Scott Gallacher and Kurt Self have been reviewing the 2006 contract over the last few months. LL is confused and concerned by a perception that KPMPD has been changing the terms at each contact. It was decided that the confusion resulted from both Scott and Kurt being "new" to their positions and having no understanding of the history of past years' negotiations. Paula said that the 2005 fees were decreased from \$25.00 to \$15.00 per reserved game and from \$10.00 to \$5.00 per reserved 1½ hour practice because of the poor condition of the fields. She explained about the improvements KPMPD has done to VP facilities (\$7000.00 Turface soil conditioner for the infields with \$6000.00 professional application; improvements and repair the concession building preparatory for a new concessionaire) and will continue to do. There was discussion about the field maintenance fee required by KPMPD. Because LL in the past had received an extra discount for raking out the chalk lines and filling holes in the infield areas around the bases, pitcher's mound and running lanes between games and at the end of the day and LL often did not do the work KPMPD is requiring a field maintenance refundable deposit of \$500.00. Scott pointed out that the reason the fields need to be raked and holes filled in at the end of each day is so that rain water does not puddle in the holes at night resulting in a later start time for the first morning game. Paula said that 3 things need to be decided upon:

1. The procedure on how LL communicates with the KPMPD Board.
2. The 2006 fee structure.
3. The days that LL wants the fields reserved and how they share the fields with other "select" teams (Scott proposed the following "select categories in order of preference; KPMPD sponsored programs, other childrens' programs, other activities not covered by the preceding two categories).

KPMPD asked LL to have a representative come to one KPMPD meeting a month to give KPMPD a report on how their programs are going, problems, issues, suggestions for any improvements and other ideas they have about KPMPD and the parks. Paula suggested the 2nd Monday of each month might fit well with LL's schedule. There was discussion about LL's use of the Annex meeting room; Jerry said that in the past LL would turn up the heat and not reduce i

after finished using the building. He suggested a solution would be installing a programmable thermostat in that section of the Annex. Concern was expressed by all commissioners about the security of any keys passed out to LL. It was moved, seconded and passed 4/0 to allow LL to use the Annex meeting room free of charge with the following conditions:

1. KPMPD will do a key check out to a LL Board Member and the key must be returned the following day.
2. If LL needs to use the Annex meeting room several days in a row (tournaments) the key is to be returned on the day immediately following the last day the use of the key is needed.
3. The penalty for violating the above conditions, loss of the key or allowing the key to be copied will be that LL will be required to pay for having the locks changed in the Annex.

There was discussion about field fee increases. Paula proposed that fees be returned to 2004 levels. It was explained that LL has traditionally used the fields in March on a first-come-first-serve basis and have not had to reserve practice times for that month (lack of demand due to weather). There was discussion about Field 1 light use fees. KPMPD estimated that it electric rate costs are about \$20.00/hr./month to use the lights 2 hours per night 5 days per week. This amount does not include maintenance costs expected in the next few years (estimate to replace all of the light bulbs is \$10,000.00 and expected use life is 5 to 7 years). There was discussion about LL reimbursing KPMPD for light use (similar to 2005 practice) and pro-rating the costs of other light users. Scott said that KPMPD's Adult Softball League budgets the cost of field lights into the participation fee. Kip proposed a 10% surcharge to bank for maintenance costs. Scott said that a method of logging hours the lights are used by LL is easily solved; LL will call KPMPD/Scott's voice mail when they turn the lights on and again when they turn the lights off—the voice mail automatically gives the telephone call was placed. The one year contract's agreed upon fees for regular field use are: \$20.00 for the first reserved game per day per field with the field dragged but not lined and \$15.00 for each reserved sameday game thereafter; \$10.00 for each 1 ½ hour reserved practice game per field and \$10.00 per game for use of the T-ball field; \$30.00 for the first reserved game per day per field with the field fully prepped and lined and \$20.00 for each reserved sameday game thereafter with the field lined. (KPMPD paint lines the T-ball field and moves the bases from time to time but not on a regular basis.) LL Tournament fees for KPMPD morning prepped fields (KPMPD to collect camping fees) will be: \$450.00 for 2 days on 2 fields; \$550.00 for 3 days on 2 fields; \$550.00 for 2 days on ALL fields; \$650.00 for 3 days on ALL fields. It is understood that KPMPD will have staff on duty during part of each tournament day (Scott said that typically staff starts work on tournament mornings at 5:30AM to 6:00AM for field prep and restroom maintenance). The sign fees will remain at \$25.00 for a small sponsor sign and \$50.00 for a large sponsor sign; signs to be hung in a manner so as to not damage field fences. It was moved, seconded and passed 4/0 to accept the aforementioned LL tournament fees with the understanding that KPMPD will be prepping the fields in the morning and cleaning the facilities and that KPMPD staff will be present for only a part of the day. There was discussion about abuse of the tennis court and batting cage privileges in 2005: LL people removed the tennis nets and baseballs were deliberately hit into the tennis nets and chain link surrounding the tennis courts. Signs will be posted that the tennis court is for tennis only; it was stressed that if use of the tennis court area is abused, the batting cage will be removed. It was agreed that LL would provide 120 volunteer hours in a one day work party with prescheduled and pre-assigned projects prior to start of LL's regular season opening. LL's field use under the contract will end of June 30, 2006. They will alternate Sunday field use with other KPMPD users; Scott will adjust the Sunday field scheduling. LL will use Field 1 on Mondays, Wednesdays and Fridays during the season with other users to use Field 1 on Tuesdays and

Thursdays. The refundable reserved field maintenance fee will be \$500.00 with \$50.00 deducted from the account each time the required field maintenance is not done by LL; KPMPD will notify LL's Executive Board anytime any LL team does not perform the required field maintenance; KPMPD will hold a preseason field maintenance training session for LL coaches, staff and officials; the field maintenance fee reserve will be maintained by LL at \$500.00 with any monies remaining in the reserve fund at the end of the season/contract to be refunded to LL. There was discussion about how to enforce "Field Closed" signs. It was agreed that any team violating a "Field Closed" sign/determination would be reported to LL's Executive Board and that team as a whole would suffer a one game suspension with no between game practices allowed; if the team violates the suspension LL will be assessed a \$150.00 penalty. It was moved, seconded and passed 4/0 to accept the aforementioned game and practice fees, conditions, light fees, field usage and season times, and penalties.

Special Presentations by Committees or Citizens: Old Business

- 1. Land Acquisition Committee:** No report; discussion on future planning deferred to a later date.
- 2. DNR 360:** The next meeting will be on January 18 at 7:00PM at the Key Center Fire Station. The definition of "recreation" by DNR is ambiguous and open to interpretation.
- 3. Community Plan:** No report.
- 4. Citizen's Comments/Good of the Order:** Fred Ramsdell made a new sign for Rocky Creek Conservation Area listing KPMPD as the managing agency—thanks Fred!!

Staff Report (See Attached Report)

- 1. Home Park:** The materials purchased using the \$2000.00 that Terry Lee got for Home Park development are stored in the Annex basement.
- 2. Concession Stand:** Dana's Heating started installing the heating system on Dec. 23.
- 4. Equipment:** The Kubota was returned on Dec. 23.
- 5. Turface Application:** Scott got a quote from Greenshield Systems to regrade Field 1 and install the Turface on all 3 fields for \$5850.00 + tax +bonding requirements.
- 6. Miscellaneous Topics:** Scott and Bob have been remodeling the office in the Annex—the wall between the two small office rooms has been partially removed.
- 7. Programs:** A Youth Basketball Clinic will began on January 28, 2006 at the Civic Center and an adult open gym basketball league organized by Scott will also begin in January at the Civic Center.

Business Meeting

- 1. President's Report:** No report.
- 2. Minutes:** The minutes of December 12, 2006 were deferred until the next meeting.
- 3. Financial Report:** KPMPD has an estimated \$40,000 surplus; the December Zoo/Trek funds deposited to KPMPD's fund at Pierce Co. Budget and Finance were about \$11,500.00.
- 4. Unfinished Business/2006 Budget:** It was moved and seconded to adopt Resolution R2005-15 formally adopting KPMPD's 2006 budget which was approved on December 12, 2005. The motion passed 4/0.
- 5. Unfinished Business/Park Rental Fees:** This topic was deferred until a later date.
- 6. New Business/Board Retreat:** It was decided to hold and out of district retreat on Sunday January 29, 2005 at 1:00PM in an as yet unspecified location. Topics discussed will be the DNR 360 and the 20 year plan for the park district.

7. Oath of Office for Newly Elected Board Member: Paula administered the Oath of Office to Kip; KPMPD will inquire whether the Oath of Office must be notarized before taking a copy to the County Auditor's office.

8. Board Member Comments/Good of the Order: A number of meetings that might impact the park district are happening in January.

Jan. 9, 2006 at 7:30PM at VP regular KPMPD meeting.

Jan. 18, 2006 at 7:00PM at Key Center Fire Station; fourth DNR 360 Committee meeting.

Jan. 23 at 7:30PM at VP regular KPMPD meeting.

Jan. 29 at 1:00PM Board Retreat at a yet-to-be-determined location.

Meeting Adjourned: The public portion of the KPMPD meeting of Dec. 26, 2005, was adjourned at 10:40PM. The first January meeting will be on January 9, 2006, at 7:30PM; the second January meeting will be on January 23, 2006 at 7:30PM.

Respectfully submitted by Kip Clinton, Clerk KPMPD.