

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday, December 10, 2007

The public meeting was called to order at 7:38PM in the Volunteer Park Annex Building by President Caril Ridley.

Commissioners Present: Caril Ridley, Ross Bischoff, Elmer Anderson, Greg Anglemyer. Kip Clinton arrived at 7:55PM; Commissioner Anglemyer kindly took notes until Clerk Clinton arrived. Also present for KPMPD was Scott Gallacher, Executive Park Director.

Citizens Present: Rick Sorrels, Barbara Rowland, Bob Hicks, Glen George (KPLL); Commissioner-elect Bruce Nicholson arrived at 8:05PM.

Approval of Agenda: The agenda was amended to include "New Business/Add Past Commissioners to Web Site. The Amended Agenda was approved 4/0.

Swearing In of Commissioner Greg Anglemyer: Commissioner Anglemyer was sworn-in to Position #3 by President Caril Ridley.

Nominations for 2008 District Offices: The nominations were postponed until after Commissioner Clinton arrived. During the Business Meeting section of the Meeting, Commissioner Elmer Anderson was nominated for the position of Board President in 2008, Commissioner Greg Anglemyer was nominated for the position of 2008 Board Vice-President, and Commissioner Kip Clinton was nominated for the position of 2008 Board Clerk. A second round of nominations will be held at the January 14, 2008 regular meeting at which time the KPMPD Board of Commissioners will vote on 2008 officers.

Citizen Comments: Rick Sorrels said that the Pierce County Council will be changing their Ethics Code regarding lobbying the Council. He said that KPMPD should pay attention to the definition of "lobbyist".

Good of the Order: No remarks.

Special Presentations by Committees or Citizens: New Business

Glen George of the Key Peninsula Little League gave a presentation on KP Little League's proposal to build 2 permanent batting cages end-to-end adjacent to the southern parking lot just south of the 3rd base to home plate fence of Field 1 (the lighted ball field). A budget and plans for the project was presented. No action was taken at this meeting. Further discussion is planned at the 2008 January or February meeting.

Special Presentations by Committees or Citizens: Old Business

Commissioner Elmer Anderson is chairing the Playground Committee. He is recruiting members from the general public; the committee currently consists of Commissioners Anderson and Anglemyer and citizen Barbara Rowland. Commissioner Anderson plans an initial meeting in January with recruiting advertising in the KP News and posters/flyers at local businesses.

Staff Report (See Attached Report)

1. Home Park: Executive Director Gallacher was directed to continue soliciting bids for the site excavation/grading work. Currently KPMPD has only received one bid.

2. Volunteer Park: Staff has been working on the parking lot/skate park security lighting project; installation of light poles and fixtures is scheduled for Dec. 19, 2007.

3. Rocky Creek: No report.

4. **DNR Trust Land Transfer Properties:** DNR has been marking trees on the 360 for the upcoming timber sale (root rot in the remaining stands).
5. **Programs:** The Holiday Trip to Seattle was cancelled. Staff is taking registrations for a pre-K through 2nd grade basketball skills camp which is to begin in late January.
6. **Grants:** The Youth Athletic Facilities Grant for Field 1 application has been completed and sent to the Wa. State Recreation Conservation Office (formerly known as the IAC) for review; ranking is expected in February 2008. See Unfinished Business/Taylor Bay for the discussion about the SRF grant.
7. **Meetings/Training Opportunities:** Executive Director Gallacher attended a number of meetings regarding the Taylor Bay properties in November. The Children's Home Society spoke with him about submitting a grant request to KPMPD for financial support to pay for a meeting facility. The court date regarding the field vandalism at Volunteer Park was postponed again.
8. **Staff:** No remarks.
9. **Other:** No remarks.

Business Meeting

1. **President's Report:** President Caril Ridley said that her term was ending and she has put a number of years into parks and the Park District and that a lot has been accomplished. However a lot more needs to be done. She called upon the District to be proactive. She said that the essentially defunct Trails Committee (a non-affiliated private group), of which she is president, has amassed \$6000.00 from the sales of books about different "trails" on the Key Peninsula (they published a Historical Sites Car Tour book and a Kayak Trail book). She would like to see that money used to attract volunteers toward the development of an interconnected trail system on the Key Peninsula and trail infrastructure. Commissioner Anglemyer inquired whether it should go into KPMPD's regular fund or should go into the future 501c3 affiliated non-profit park system group which will be formed in 2008. Consensus was that it should go into the future 501c3. Commissioner-Elect Nicholson suggested a future trail be named in honor of Caril.

2. **Minutes:** The minutes of October 8, 2007 should be corrected on Page 2; Barbara Rowland was misnamed. Rick Sorrels disputed that there was a discussion about trailer deck material; the commissioners affirmed that that discussion did indeed take place as reported in the minutes. It was moved, seconded and passed 5/0 to approve the corrected minutes of October 8, 2007. It was moved, seconded and passed 5/0 to approve the minutes of November 13, 2007. The minutes of November 26, 2007 were deferred until the January 14, 2008 meeting.

3. **Financial Report:** The balance in Pierce County Budget and Finance is \$28,203.79 to date; this figure does not reflect December 11, 2007 vouchers (approximately \$). Zoo/Trek deposits to the KPMPD Pierce County Budget and Finance fund were \$12,464.07. The Venture Bank depository account has a balance of \$21,973.14 of which \$16,725.86 is reimbursement for skate park expenditures. There was discussion about requesting a state audit in 2008. Commissioners Anderson and Anglemyer think it would be an important tool to further improve KPMPD's service to the community. Executive Director Gallacher said that in his experience, state audits happen every 3 years; KPMPD has never been audited. Scott will look into this issue in 2008. Commissioner Anglemyer asked whether the KP Fair Association has paid for the 2007 Fair rent and facility repairs. Executive Director Gallacher responded that they had not, but they just changed accountants; he was instructed to pursue this issue. It was moved, seconded and passed 5/0 to approve the financial report.

4. **Other Minor Matters:** The Washington Governmental Entity Pool, KPMPD's insurers, e-mailed their annual "pool" information report to Clerk Clinton who forwarded it to the District office and thereby the other Board members. The report is strictly letter-of-the-law procedural on WGEP's part.

5. Unfinished Business/Home Park Permit: Only one bid has been received to date although Scott had met with 4 contractors (they have the bid specifications). The corrected dimension of the drainage swale, as required by PALS for storm water detention, is 163' long by 3' wide by 3' deep to provide runoff drainage for 3 on site off street parking stall (one for ADA). Scott was directed to remove the necessary trees and continue to solicit site excavation/grading bids.

6. Unfinished Business/Taylor Bay: The SRF grant is conditioned upon covenants and restrictions upon the 32 upland acres. Executive Director Gallacher requested a "hold-out" of a total of 3 acres for trails, access road and a small parking area based upon the existing logging road. The trails are envisioned to be narrow with a natural surface (dirt, wood chips, hog fuel) to minimize environmental impact. If the other two non-contiguous saltwater-front parcels are acquired through Pierce County Conservation Futures more extensive parking would be sited there with connecting trails/paths to the upland acreage. Rick Sorrels noted that the legal description of the land parcel in the SRF document is erroneous and he recommended that KPMPD have its attorney review the SRF document before final KPMPD approval. Upon reading the SRF document the Board of Commissioners concurred that the legal description was wrong and it would have to be re-drafted. Commissioner-Elect Nicholson asked about title insurance; the Trust for Public Land will acquire it since they are acting as a "pass-through" entity; Commissioner Anglemeyer speculated that since TPL will acquire clear title before passing the property on to KPMPD, the District would not have to worry about title insurance. TPL will be removing an exclusive legal access easement before passing the property to KPMPD. The final SRF meeting will be on Dec. 13 and 14 in Bremerton. The final Pierce County Conservation Futures ranking was #10, however 2 parcels higher up in the rankings are farmland purchase/development right purchase; these two projects are expected to be reimbursed by state Farm Fee funds and therefore not expected to actually reduce the total CF funds available to other projects. Because Taylor Bay is "ready-to-go" it will probably be funded before other projects in spite of its low ranking.

7. Unfinished Business/Resolution 2007-10 The Key Peninsula Metropolitan Park District 2007—2013 Comprehensive Plan: Scott had forwarded the final draft to the RCO; they had no issues with it. It was moved, seconded and passed 5/0 to approve R 2007-10. Elmer and Caril congratulated staff and everyone on completion of the plan.

8. Unfinished Business/KP Little League 2008 Contracts: Executive Director Gallacher changed the name of the facility in the contracts to Volunteer Park from the old Key Peninsula Sport Center and Fairground, otherwise the contracts were the same as 2007. KPLL requested that the batting cage contract be changed to allow the installation of 2 batting cages with an electrical line extension (previously one batting cage was set up in the new skate park area). Consensus was to defer the batting cage contract because of the alteration presented by KPLL. The commissioners approved and signed the other KPLL contracts.

9. Unfinished Business/Resolution 2007-13 Amending the By-Laws to change the *d.b.a.* Name to Key Pen Parks: It was moved, seconded and passed 5/0 to change the *d.b.a.* name to Key Pen Parks. Rick Sorrels challenged the motion; the Board, Commissioner-Elect Nicholson, and Barbara Rowland said that the topic had been discussed at the regular November meeting. :

10. New Business/Children's Home Society's Grant Request: The Children's Home Society requested a grant to help sponsor their Summer Fun Day Camp in 2008. They had previously used donated space but the landlord required a break-even fee in 2008. They hoped to hold their Summer Fun Day Camp in one of the Volunteer Park buildings for free however the only suitable space is leased exclusively to the concessionaire in the summer. Scott suggested that KPMPD grant the Children's Home Society \$500.00 to lease space in Evergreen Elementary School. He stated that supporting a recreation program like the Summer Fun Day Camp is within the purview of KPMPD. It was moved, seconded and passed 5/0 to grant the Children's Home Society

\$500.00 to lease space at Evergreen Elementary School for their 2008 Summer Fun Day Camp Program.

11. New Business/Letter of Intent with DNR for the Horseshoe Lake Property (DNR 360) and Maple Hollow: KPMPD received a letter of intent for the current biennium. Commissioner Clinton stated that she saw Senator Derek Kilmer at the WSDOT Hwy 302 meeting at the KP Civic Center. He said to contact him during the 2008 legislative session so that he might sponsor legislation to remove the 80:20 ratio from the Trust Land Transfer Bill.

12. New Business/Web Site: Commissioner Anderson suggested that past commissioners be added to the web site. There were no objections to this suggestion. He also recommended that the design/layout of the web site be changed to make it more users friendly. Executive Director Scott Gallacher has been managing the web site and essentially set it up; Commissioner Anglemyer will work with Scott to update and alter the web site. President Ridley suggested that other people important to the establishment of KPMPD and parks on the Key Peninsula be added to the site; Commissioner Anglemyer said that the Board should discuss this topic at a later date.

14. Commissioners Comments: The Board of Commissioners presented departing President Caril Ridley with a Certificate of Appreciation and gift. Commissioner Clinton gave a report on the WSDOT Highway 302 at the Civic Center; she also said the Pierce County is purchasing the Old Spadoni Gravel Pit properties across 144th/Pole Line Road from their north KP gravel pit (which is adjacent to the DNR 360). They plan on moving their west county public works maintenance facility there and selling the Gig Harbor properties to finance development.

15. Executive Session: No executive session.

Meeting Adjourned: The regular public meeting of December 10, 2007, was adjourned at 9:25pm. The regular January meeting will be on January 14, 2008 at 7:30pm at Volunteer Park and may be preceded by a 6:30PM study session. 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.