

Key Peninsula Metropolitan Park District
Dba Key Pen Parks



Resolution No R 2013-02

A RESOLUTION OF KEY PEN PARKS TO AUTHORIZE, THE EXECUTIVE DIRECTOR,
TO SURPLUS the following:

- 1996 TORO 3000-D, Grounds Master, 4WD, Diesel, rotary mower

Whereas the Key Pen Parks desires to remove said item from list of assets;

And whereas the items listed have limited value to Key Pen Parks.


Be it resolved by the Key Pen Parks Board of Commissioners to authorize the Executive Director to use his best discretion to surplus the above items.

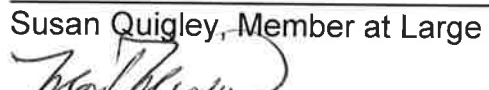
PASSED AND ADOPTED by the Board of Park Commissioners for Key Pen Parks at a regular meeting this 14th day of October, 2013.

Attest:

Key Pen Parks
Board of Commissioners
Pierce County, Washington


Bill Trandum, President


Kip Clinton, Clerk


Susan Quigley, Member at Large


Edward Robison, Member at Large


Mark Michel, Member at Large

Key Peninsula Metropolitan Park District
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A Note on Resolution No. R2013-02

Resolution No. R2013-02 "A Resolution of Key Pen Parks Adopting the Key Pen Parks Trail Policy" was adopted according to the minutes for the Board of Park Commissioners meeting on the 12th day of August in 2013. There is no record, however, of a signed and adopted Resolution No. R2013-02 "A Resolution of Key Pen Parks Adopting the Key Pen Parks Trail Policy."

There exists another resolution under the same number: Resolution No. R2013-02 "A Resolution of Key Pen Parks to Authorize, the Executive Director, to Surplus the Following: 1996 Toro 3000-D Rotary Mower." This resolution was signed and adopted on the 14th day of October in 2013.

Key Pen Parks Trails Policy

Policy

The Board and Staff of Key Peninsula Metro Parks are committed to develop facilities, areas and multi-use trails for walkers, runners, hikers, equestrians, and bicyclists. However, due to specific design features, safety considerations, and topographic or site specific environmental factors it may be necessary for Key Pen Parks to designate an area(s) as off-limits to certain park users. Examples of such exclusions would be off-leash dog areas, bicycle pump tracks, skateboard facilities, horse trailer parking areas, paddocks, ball fields, and similar specialized use areas.

Key Pen Park properties are defined as those properties which Key Pen Parks owns and/or manages under various agreement and conditions.

Adoption of this Trails Policy by the Board of Commissioners establishes a Trails Committee to be comprised of representatives from pedestrian, equestrian, trail running, and trail bicycling groups.

Any interested such group is invited to submit a request for inclusion on the Trails Committee to the Board of Commissioners. The Trails Committee shall be chaired by a voting elected or appointed Commissioner.

Key Pen Park's board of Commissioners will use the recommendations from the Trails Committee in deciding where trail-related facilities, and trails on and between Key Pen Park properties shall be developed.

In attempting to establish and preserve equity for all current and future users, Key Pen Parks establishes the following guidelines for creation and approval of future trails within Key Pen Parks properties:

- User groups wishing to create trail(s) within Key Pen Parks properties will submit their proposal to the Trails Committee.
- The Trails Committee shall work cooperatively and collaboratively to delineate trails which respect the Trails Policy.
- Trails delineated by the Trails Committee shall be approved by each of the representatives prior to being presented to Key Pen Parks Board of Commissioners.

Key Pen Parks Board of Commissioners will use the recommendations from the Trails and Land Improvements Committees in deciding where facilities, purpose-built and multi-use trails on Key Pen Parks properties shall be developed.

Purpose

This policy establishes Key Pen Parks procedures and practices to develop and construct trails.

Adherence to policies and procedures will ensure that the public has input on future development of trails that is open, fair, and at the least cost to the public.

Definitions

Trails under this policy are defined to include the following type of facilities:

- Trails on a specific Key Pen Parks property.

Trails shall be of natural surfaces unless a manufactured surface is determined to be appropriate for safety or other documented reasons.

- Linear Park Trails which go between different park properties or other areas on the Key Peninsula and can be natural surface, stone, or paved.

Linear Park Trails may incorporate Roadside Paths and interior trails which may follow property lines resulting in a backcountry-like experience.

Linear Park Trail easement acquisition should be acquired by mutual agreement when possible.

Authority

Key Pen Parks Board of Commissioners, with input from the public, Trails Committee, and Key Pen Parks staff, shall approve the implementation of new trails. Approval for trails on lands leased or otherwise used by Key Pen Parks under leases, easements, or other grant related conditions will be approved as required under terms of the lease, easement or grant.

Trail Construction Guidelines

General Concerns

New trails should be designed and construction overseen by experts to fulfill the guidelines in this Policy document. However, adopted existing trails may not fully comply with these guidelines; and may be left as-is where modification may not be feasible.

Trails should be located at least 6 feet from roadways, and, as described below in more detail, should avoid paralleling streambeds, known critical wildlife sites, riparian habitats, and other sensitive areas.

Surface Materials

Trail materials should be consistent with the surroundings and the type of intended usage. Existing natural materials from the local surroundings should be used as much as possible. Other considerations in the choice of materials are (1) minimizing water erosion, (2) resource protection, (3) safety (i.e. minimizing slipping in wet or dry conditions), and (4) disabled access (if applicable).

Subgrade: Existing soil is preferred, but a man-made layer of crushed stone may be applied over native soil if needed for drainage. The subgrade layer should be at least 4" to 8" deep, depending on native soil conditions and amount of traffic expected.

Tread: Native surface (soil and/or rocks) is preferred, but aggregate base material may be used in certain areas.

Trail Width

On undeveloped properties, trails should be only as wide as necessary for the intended traffic and required maintenance from 3 feet to 8 feet. Trails that interconnect different parks may deviate from this condition as necessary for emergency vehicles access and to serve as a fire road.

Overhead Clearance

Trails should provide a minimum unobstructed area and be free of tree trunks, projecting limbs and rocks, or other obstructions.

Integration with Terrain

Trails should follow natural contours, and incorporate turns and elevation changes to break up straight lines and provide visual interest.

Loop trails of various lengths are desirable, as are trails that go to a view or other interesting land point.

The priority for design is (1) provide access without harming natural resources, and (2) aesthetics. Resource values always take precedence. If a compromise needs to be made, it should be in trail design, not the natural resources.

Signage

Obvious but unobtrusive signage should be used to (1) describe regulations for use and traffic control, (2) warn of hazards, and (3) provide navigational and interpretive information. Signs should be constructed of highly durable materials that will require minimal maintenance in the expected conditions.

Slopes

Trails should be contoured across any slope such that the grade does not exceed half the grade of the fall line ("50% rule"). Grade reversals and out sloped tread should be incorporated to minimize water running along a trail (see next section, Grading for Drainage).

Grading for Drainage

Designing for proper drainage to prevent erosion is the most important design feature of a trail. Surface drainage of trail tread is accomplished by out-sloping, frequent grade dips, and in-sloping with rock-lined drainage tails at switchbacks.

Grade reversals, water breaks, subsurface drainage, and other features can be incorporated to facilitate drainage and prevent erosion. Natural materials should be placed diagonally across the trail from the cut bank side to the outer edge to carry off surface water.

Trails should be out sloped 2% to 10% to minimize water accumulation and gullies along the trail.

Trails employ four basic drainage methods (in order of preference):

- Sheet flow disperses water evenly over the side of the trail.
- Berming uses small berms to direct flow off or away from trails.
- Open system uses swales/shallow drainage channels adjacent to trail (most natural cost effective).
- Closed system uses underground structures, catch basins, culverts etc.

Drainage is affected by soil type. Drainage feature selection and placement shall consider the soil type, density, slope and vegetation. The drainage shall be laid out so as to prevent runoff from causing damaging erosion.

Drainage reaches along trails shall be minimized. Berming, where necessary, should be used along sides of trails to prevent water from flowing onto the trails and across trails to direct flow off of the trails. Swales, when used, shall be as short as practical to properly protect the trail and terminate by either dispersing or infiltrating the water or discharging to a natural drainage channel. Culverts may be used where necessary to convey drainage under trails and shall either disperse water or discharge to a natural drainage channel. Culvert sizing shall be approved by the district prior to installation. Use of other closed systems should be avoided and shall be designed by a qualified individual with approval by Key Pen Parks.

Streambeds

Trails should attempt to avoid streambeds and proximity to streambeds. Trails should attempt to avoid riparian habitats and other typical nesting locations. If proximity to a streambed is unavoidable, the trail should be built above the normal high water mark.

Trailheads

Trailheads should be located away from sensitive areas and areas of biological significance. Trailheads can provide amenities for users, including trail information, interpretative information, trash cans, water source, restrooms, and hitching rails.

Vehicle parking for an appropriate number of vehicles and staging areas for horse trailers should be located near trailheads.

Signs explaining trail policies should be located at each end of trails.

Trail Maintenance

Maintenance

Baseline inspections and inventories should be conducted for all trail assets. The priority of maintenance activities is visitor safety, and protection of the natural resources and trail investment. It is preferable to close the trail during maintenance to protect trail users and workers.

Key Pen Parks will maintain possession of all trail records, which will be available upon request as appropriate, although nominal copy costs may be charged.

Responsibility for trail maintenance will be clearly delineated when a trail is created or adopted. Project maintenance should be done by professionals, skilled trail workers, or unskilled volunteers overseen by qualified personnel. Annual maintenance can be done by Washington Conservation Corps, the Youth Conservation Corps, "Adopt a Trail" groups, prison labor, and court ordered community service workers, other groups, staff or volunteers. There are many community and statewide groups trained in trail maintenance and available for hire or volunteer work parties.

TRAIL RULES

Key Pen Parks welcomes you to this facility, hopes that you enjoy your visit and we ask patrons to observe the following rules.

Open during daylight hours only (Dawn to Dusk)

The following items are prohibited:

- Dumping of trash
- Overnight parking and camping
- ATV and other motorized vehicles
- Collecting, gathering or harvesting natural resources or other materials (unless with special permit)
- Destruction of park property or plant life
- Hunting
- Campfires
- Alcoholic beverages and drugs
- Firearms, paintball, or fireworks
- Loitering in vehicles

All domestic animals must be kept on a leash no longer than 8ft. Owners MUST clean up after their animals, horses included.

Key Pen Parks is not responsible for damage or theft of vehicles and/or personal property in park or parking areas. Patrons assume all risk in use of Key Pen Parks' facilities.

This facility is regularly inspected by Key Pen Parks. Should you see any problems, or have concerns regarding the safety of this facility, please call 253-884-9240 to advise.