

KEY PENINSULA METROPOLITAN PARK DISTRICT

d.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday February 14, 2011

The regular meeting was preceded by a study session/staff report: The study session started at 6:30PM. A presentation on "Dog Parks" was given by Kris Fitzgerald. This presentation ended at 7:00PM; Kris did not stay for the regular park board meeting. General review of staff report was presented by Executive Director Gallacher.

The public meeting was called to order at 7:17 PM in the Volunteer Park Annex/Office Building by President Greg Anglemyer. Due to severe weather and power outage at the Volunteer Park office (lights were supplied by a portable generator, no heat was available) the commissioners felt for safety reasons it was in the best interest to start the meeting early.

Commissioners Present: Greg Anglemyer, Bill Trandum, Kip Clinton, Mark Michel, and Ed Robison. Staff present for Key Pen Parks; Executive Director Scott Gallacher, Administrative Assistant Laura Armstrong.

Citizens Present: None

Pledge of Allegiance: Not Recited.

Approval of Agenda: Commissioner Anglemyer added the following discussions; Minter Creek property to Unfinished Business and an Executive Session regarding a property matter to the agenda. Executive Director Gallacher suggested adding the Executive Session to the end of the meeting; since the meeting was started early and it would give anyone who may show up later a chance to know what was going on. Commissioner Anglemyer asked if there were any other objections or additional changes for the agenda, hearing none, the amended agenda was approved.

Special Presentations: none

Citizen Comments: none

Business Meeting

1. Minutes: Commissioner Anglemyer asked if there were any corrections or objections with the January, 2011 meeting minutes, hearing none; the January 13, 2011 meeting minutes were accepted as written.

2. Financial Report: The January, 2011, Pierce Co. Budget and Finance balance was \$671,378.54. The Zoo Trek deposit was \$9,071.00; an increase of \$786.00 from the same time period in 2010. Total Zoo Trek collections to date are 9,071.00. Real and personal property tax collections were \$12.00 and 2010 delinquent property tax was \$4,343.00. Total 2011 real and personal property tax collections to date are \$12.00. Total delinquent property tax collected in 2011 was \$4,343.00. The First Citizens Bank balance shows \$4,107.41 as of January 31, 2011. January's expenses totaled \$32,771.44. December 2010 additional expenses were \$7,710.90; these items were incurred in 2010 and applied to the 2010 budget calendar year. Commissioner Anglemyer asked if there were any corrections or objections with the January, 2011 financial report, hearing none; the January, 2011 Financial Report was accepted as written.

3. Staff Report: covered during study session.

4. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Trandum): no report

b. Trails Committee (Commissioner Clinton): no report

5. Board President's Report: none

6. Unfinished Business/Resolution R2011-02 Park Commissioner's Retreat/Study Session

Dates: The Park Board has chosen to do a retreat/study session to discuss the current and future administration and operations of Key Pen Parks in two sessions. The dates chosen for these

sessions are February 28 and March 28, 2011. These sessions are open to the public.

Commissioner Robison moved to approve R2011-02 as written, Commissioner Clinton seconded the motion, and the motion was passed 5/0.

7. Unfinished Business/Resolution R2011-03 Update of Key Pen Parks By-laws regarding

Commissioner Compensation: The By-Laws will be amended by the addition of a dead line for submitting a request for compensation. If commissioners do not submit their request on a compensation tracking form within 30 days of official business, they will forfeit compensation for the official business they performed. Commissioner Robison moved to approve R2011-03 as written, Commissioner Clinton seconded the motion, and the motion was passed 5/0.

8. Unfinished Business/Minter Creek Property: The Commissioners discussed the options of holding on to or selling the 5 acres parcel at Minter Creek. The Park District has still not been able to obtain the additional 3 acres connected to the 5 acres. Commissioner Robison felt the Park District should hold onto the 5 acres and move forward with the reimbursement grant since its features; good waterfront for public fishing and being a good habitat area, gave this property value. Commissioner Robison made a motion that the Park District proceed with the acquisition process with the grant, to complete the terms of the grant, and seek reimbursement also to drop the pursuit of the additional 3 acre. Commissioner Trandum seconded the motion and the motion was passed 5/0.

9. New Business/ 2011 Key Peninsula Little League Contracts: The Annual Little League Contract was presented to the commissioners for review. Commissioner Robison moved to approve the Little League Contract for field use, batting cage, and storage unit for the 2011 calendar year. Commissioner Clinton seconded the motion, and the motion was passed 5/0.

10. New Business/2011 Key Pen Parks Grant Enhancement: Organizations that have applied for 2011 Grants; Children Home Society and Farm Tour. Commissioner Clinton moved to approve the Children Home Society and Farm Tour grant applications. Commissioner Robison seconded the motion and the motion was passed 5/0.

11. New Business/2011 Volunteer Park Concession Stand Lease: Commissioner Robison moved to approve the concession stand lease for Murph's as written, Commissioner Clinton seconded the motion, and the motion was passed 5/0. Executive Director Gallacher will issue a press release announcing the new concessioner.

12. Approval of other minor matters/Awarding of On Call Survey Contract: Executive Director Gallacher is looking at an on call land survey contract for the Park District. He has posted a request for qualifications and received back 18 proposals; current he has reviewed 4 out of the 18. This will be an on call contract for time and material basis only and would be for the 2011 calendar year with a possible optional renewal of up to 2 years. No motion was needed at this time since proposals are still being reviewed.

13. Executive Session/ property: Commissioner Anglemyer called the Board into Executive Session at 7:35pm. He stated this session was to discuss a property matter, expected time is 5 minutes, with no action expected. Executive Session ended at 7:43pm. Executive Director Gallacher announced, "No action is needed".

14. Commissioners Comments/Good of the Order: Commissioner Robison stated that the LIC has repaired the marina and they are having a ribbon cutting on February 21, 2011 at 1:00PM.

15. Meeting Adjourned: The regular public meeting of February 14, 2011, was adjourned at 7:54PM. A Retreat/Study meeting will be held on February 28th at 7:30. The regular March meeting will be on March 14, 2011, at 7:30PM at Volunteer Park 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.