

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 Special Meeting Minutes**  
**Monday February 24, 2014**

**There was no study session/staff report.**

**The public meeting was called to order at 7:00 PM in the Volunteer Park Office by President Bill Trandum.**

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

**Citizens present:** No citizens present.

**Pledge of Allegiance:** Recited.

**Approval of Agenda:** The Agenda was approved as written.

**Special Presentations:** There were no special presentations.

**Citizen Comments:** No citizens' comments.

**Business Meeting**

**1. Board Committee and Advisory Council Reports:**

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

**b. Key Peninsula Park and Recreation Foundation Report (Commissioner Trandum):** No report.

**c. Trail Updates (Commissioner Michel):** No report.

**2. Board President's Report:** No report.

**3. Unfinished Business/Park System Comprehensive Plan 2014-2019:** Executive Director Gallacher reviewed the Park System Plan elements discussed to date. Commissioner Kelly asked that an additional column be added to the Park Facility Matrix showing public restrooms. Commissioner Robison stated the reason the LOS Goal for Developed Park Property should be 10 acres per 1000 people; consensus was to use this goal. Commissioner Trandum requested a "key" be added to explain LOS grading levels. Commissioner Michel stated that a fifth category should be added to Guiding Principles regarding responsible use. Executive Director Gallacher advised the Board that the Introduction/ Executive Summary still remained to be drafted, he would be moving the Guiding Principles chapter to the Executive Summary/Introduction, and that he would work on it before the March meeting; because it is a summary, lack of this chapter will not affect the validity of the rest of the plan's previously approved elements. After finishing the Introduction he will assemble the chapters/elements in order, insert maps and photos submit it to the RCO and "publish" the Key Peninsula Parks Park System Plan 2014-2019 online.

**4. New Business/RCO Self Certification Form:** Commissioner Robison moved "that we approve the Executive Director to complete the RCO Self Certification Form for submission to the RCO." Commissioner Clinton seconded the motion which passed 5/0.

**5. New Business/Resolution R2014-03 Adopting the 2014-2019 Park System Comprehensive Plan:** Commissioner Robison moved "that we adopt Resolution R2014-03 adopting the 2014-2019 Park System Comprehensive Plan as written." Commissioner Kelly seconded the motion which passed 5/0.

**6. Approval of other minor matters:** No other minor matters.

**7. Commissioners Comments/Good of the Order:** Commissioner Clinton mentioned that Nancy Lind passed away and that she was instrumental in developing the current Metropolitan Park District.

**8. Meeting Adjourned:** The special public meeting of February 27, 2014, was adjourned at 7:35 PM. The regular March meeting will be on Monday March 10, 2014 at 7:30 PM at the Volunteer Park building and will be preceded by a 7:00 PM 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: Kip Clinton, Clerk/Commissioner Key Pen Parks.

***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.***