

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday September 12, 2016

The regular meeting was preceded by a 6:30 PM study session. Executive Director Gallacher reviewed staff reports at this time. Don Campbell, the consultant for the Gateway Park Project was present to answer questions regarding project development. Don Campbell said that now is a very good environment for bidding out projects. There was discussion about the bidding process; the bid document will be edited to delete tree removal along Hwy. 302 since Key Pen Parks has already arranged it and to reflect Key Pen Parks intent to direct purchase the playground equipment.

The public meeting was called to order at 7:30 PM in the Volunteer Park Office by President Michel.

Commissioners Present: John Kelly, Kip Clinton, Ed Robison, Shawn Jensen and Mark Michel. Staff present for Key Pen Parks: Executive Director Scott Gallacher and Veronica Grandt Office/Recreation Assistant.

Citizens present: Claudia (Sami) Jensen, Susan Quigley and Don Campbell.

Pledge of Allegiance: Recited.

1. Approval of Agenda: President Michel asked if there were any additions to the agenda; hearing none, the agenda was approved as submitted.

2. Special Presentations: None.

3. Citizens Comments: Don Campbell gave kudos to Executive Director Gallacher and Marketing Coordinator/Recreation Specialist Christina Hallock for their excellent RCO grant application presentation for the Gateway Park Phase 3 spray park.

4. Approval of Minutes: President Michel asked if there were any objections or corrections to the July 11, 2016 meeting minutes; hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The August 2016 BIAS Financial balance was \$2,466,434.77. The Zoo Trek August deposit was \$13,793.90. Total Zoo Trek collections to date were \$101,443.34. August's Real and Personal Property Tax and delinquent property tax collections were \$5,026.93. Total 2016 Real and Personal Property Tax collections to date were \$557,949.89. BIAS Expenditures for August 2016 were \$70,549.83. Commissioner Michel asked if there were any corrections or objections to the August financial report, hearing none, the financials were accepted as submitted.

6. Staff Report: Covered in study session.

7. Board Committee and Advisory Council Reports:

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

b. Key Peninsula Park and Recreation Foundation Report (Commissioner Michel): Susan Quigley stated that the Key Pen Parks Foundation had a great meeting last week and they are ready for Farm Tour. They would like to have goats for petting and helium filled balloons with animal faces at the event and are coming up with ideas for fund raising for donations. Susan Quigley also stated that she and Executive Director Gallacher met with the Greater Peninsula Land Conservancy and will be partnering with them on anything that is related to donations of land. Ms. Quigley announced that the Key Pen Parks Foundation has agreed to sponsor and get financing for one of the zip lines that will be installed at Gateway Park.

c. Trail Updates (Commissioner Michel): Commissioner Michel stated that he met with Courtland Capwell about the trails at the new properties (Manke). They are going to get together as a trail committee to go over the new land and come up with a trail plan. Commissioner Robison stated that the Lion's Club has showed an interest in wanting to help build the trails next door to Volunteer Park and also build a few bridges for the trails on the Manke properties.

d. Recreation Committee (Commissioner Kelly): Commissioner Kelly asked why the Harvester event at 360 trails was cancelled. Commissioner Michel responded that there were several unforeseen factors involved in cancelling the event and expects the event to be back in 2017.

8. Board Presidents Report: Board President Michel asked board members to handle personal differences privately, not on social media.

9. Unfinished Business/ Gateway Park Master Plan Update: The consultant is finalizing the bid documents for board review in October. Commissioner Robison would like to include an early completion bonus if the hardscapes are completed before July 1, 2017; the intent would be to conduct the planned volunteer build of the playground structures and picnic shelter in July. Don Campbell said that before we consider an early bonus he would like to speak with some earthwork contractors that Robert W. Droll Landscape Architects regularly works with and get their opinion regarding the proposed timeline.

10. Unfinished Business/Peninsula Athletic Association (PAA): Executive Director Gallacher stated that PenMet Parks will absorb Peninsula Athletic Association and they are willing to discuss collaboration with Key Pen Parks to take over the youth programs on the Key Peninsula in the future.

11. New Business: No new business.

12. Other minor matters: No other minor matters.

13. Commissioners Comments/Good of the Order: No commissioner's comments.

14. Meeting Adjourned: The public meeting of September 12, 2016, was adjourned at 7:54 PM. The October meeting will be held at 7:30 PM on October 10, 2016 and may be preceded by a 6:30 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 Veronica Grandt, Office/Rec 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 Office/Rec Assistant's attention and corrected at the time the Board addresses and approves the minutes.