

KEY PENINSULA METROPOLITAN PARK DISTRICT

***D.b.a.* KEY PEN PARKS**

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**Board Meeting Minutes**

**Monday June 12, 2017**

The regular meeting was preceded by a 7:00 PM study session. Executive Director Gallacher told the Board that Tacoma Public Utilities offered to sell 2 strips of property beneath the Cushman Power Lines to Key Pen Parks for \$14,500.00 with a \$500.00 processing fee. The northern parcel extends from the SE corner of 360 Trails to the new Gateway Park playground and the southern parcel is immediately in front of the Wauna fire station (TPU reserves overhead, above and underground easements though a water line crossing right from the southern parcel is granted to Key Pen Parks). He also said the caretaker has moved out of the Gateway Park house and Key Pen Parks will be advertising for a replacement soon. He reminded the Commissioners that the 3<sup>rd</sup> Annual 4<sup>th</sup> of July Picnic will be held at Volunteer Park and he was looking for volunteers.

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

**Commissioners Present:** Mark Michel, Kip Clinton, Ed Robison, Shawn Jensen; John Kelly absent/unexcused. Staff present for Key Pen Parks: Executive Director Scott Gallacher and Veronica Grandt Event Coordinator/Office Support.

**Citizens present:** Stan Moffet, Sami (Claudia) Jensen, Susan Quigley.

**Pledge of Allegiance:** Recited.

**1. Approval of Agenda:** President Robison asked if there were any additions to the agenda; the topic of "Update Park Rules" was added to Item #13 "New Business. The agenda was approved as amended.

**2. Special Presentations:** None.

**3. Citizens Comments:** Sami Jensen thanked the Board for participating in building the new Gateway Park Playground; President Robison thanked Sami Jensen for mobilizing the volunteers.

**4. Approval of Minutes:** President Robison asked if there were any objections or corrections to the May 8, 2017 meeting minutes; a correction was made to Item 12 "New Business/ Certification of Match for Youth Athletic Facilities Grant". Executive Director Gallacher said that the Certification of Match submitted to the Washington State RCO was for Gateway Park's future Spray Park. The meeting minutes were approved as corrected and submitted.

**5. Financial Report:** The May 2017 BIAS Financial balance was \$2,672,449.39. The Zoo Trek May deposit was \$14,225.48. Total 2017 Zoo Trek collections to date were \$66,868.96. May's Real and Personal Property Tax and delinquent property tax collections were \$135,464.26. Total 2017 Real and Personal Property Tax collections to date were \$658,173.66. BIAS Expenditures for May 2017 were \$257,706.55. Executive Director Gallacher that the two largest payment vouchers issued by Pierce County Budget and Finance, acting as Key Pen Parks' bank, had not yet been returned to Key Pen Parks for disbursement to the Gateway Park contractors. He said that if Key Pen Parks doesn't receive them in the next few days, the existing vouchers will be voided and new ones issued. President Robison asked if there were any corrections or objections to the May financial report, hearing none, the financials were accepted as submitted.

**6. Staff Report:** Covered in study session.

**a. Land and Improvement Committee (Commissioner Robison):** Commissioner Robison reported that the development of Phases 1 and 2 of Gateway Park are proceeding, Tacoma Public Utilities has offered to sell two frontage parcels relevant to Gateway Park development to Key Pen Parks and that the survey of western Wright Bliss Rd. access to Key Central Forest is proceeding. The survey depth is 400' west to east for parking area design.

**b. Key Peninsula Park and Recreation Foundation Report:** Susan Quigley, former Foundation President, said the Angel Guild gave the Foundation an additional \$2500.00 toward the Gateway Park (GP) Playground's zip lines; they now have \$9000.00 for that project. The KP Business Association has donated \$250.00 toward the GP Pavilion. She is resigning from the Foundation, however the GP project has created interest in supporting parks and the Foundation is acquiring new members. Their next meeting is July 13 and she will facilitate them for a while. President Robison thanked Susan Quigley for her efforts supporting Key Pen Parks and parks on the Key Peninsula.

**c. Trail Updates (Commissioner Michel):** Commissioner Michel stated that Pierce County Health Department funded the pump track development and the official opening will be June 29, though it is available for use now. The Black Diamond Mountain Bike Trail has been signed and is open; it is a VERY advanced trail. Commissioner Michel stated that some members of the equestrian community would be willing meet with the engineer to discuss their needs regarding Key Central Forest.

**d. Recreation Committee (Commissioner Kelly):** No report.

**8. Board Presidents Report:** President Robison said that due to the Gateway Park project the community excitement is building. He said the citizens he talks to keep asking about the GP Spray Park and their desire to beat PenMet Parks to construction.

**9. Unfinished Business/Gateway Park Construction Update:** Executive Director Gallacher reviewed the updated budget for Gateway Park. In spite of a few change orders due to unexpected soil conditions, value engineering has saved about \$80,000.00 to date from the projected budget.

**10. Unfinished Business/Rocky Creek Area Properties:** Executive Director Gallacher told the owner of the landlocked 10 acre parcel (immediately west of Rocky Creek Conservation which fronts Pole Line Rd/144<sup>th</sup> NW) "no thanks" and the owner counter-offered \$10,000.00. Executive Director Gallacher recommended the Board decline; he said the Great Peninsula Conservancy is also talking to this person. Commissioner Robison asked if there was any concern about development on this property; Executive Director Gallacher said "no". Executive Director Gallacher said he had heard nothing further from the owners of the parcel east of Key Pen Parks' Pole Line Rd. forest reserve/wetland; he will follow up on it.

**11. Unfinished Business/Tacoma Public Utilities Parcels Near Gateway Park:** Executive Director Gallacher said that Key Pen Parks has been speaking with Tacoma Public Utilities about purchasing the Cushman Power Line strip of land in front of Gateway Park and the Wauna Fire Station to facilitate water line access. Commissioner Michel moved to "authorize the Executive Director to execute the deal as written, which would be a total compensation due to Tacoma Public Utilities of \$14,500 for the south parcel, the north parcel, and the crossing easement"; Commissioner Clinton seconded the motion. The motion passed 4/0.

**12. New Business/Authorizing the Executive Director to Travel Out-of-State to Attend the National Park & Recreation Conference (NRPA):** Commissioner Clinton moved "to approve authorization for the Executive Director to travel out of state to the National Park and Recreation Conference in New Orleans, LA, September 25-28, 2017"; Commissioner Jensen seconded the motion. The motion passed 4/0.

**13. New Business/Update Park Rules:** Executive Director Gallacher said that since the last update the state legislature has made some changes which affect Key Pen Parks' Park Rules. He is updating the signage to reflect that the "discharge of firearms is prohibited"; current signage says "firearms are prohibited". He said this oversight was brought to light by new public records request; there have been two recent public records requests. One required old archived data retrieval and the seconded requested information regarding commissioner training.

**14. Other minor matters:** None.

**15. Commissioners Comments/Good of the Order:** Commissioner Michel congratulated Executive Director Gallacher on the successful June 10 and 11 Gateway Park Playground Build.

**16. Meeting Adjourned:** The public meeting of June 12, 2017, was adjourned at 8:15 PM. The July meeting will be held at 7:30 PM on July 10, 2017 and may be preceded by a 7:00 PM study session (Executive Director Gallacher may be out of town; if so he will teleconference). 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, Event Coordinator/Office Support and Commissioner Kip Clinton.

***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.***