

KEY PENINSULA METROPOLITAN PARK DISTRICT
D.b.a. KEY PEN PARKS
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Board Meeting Minutes
Monday, December 9, 2019

The Regular Meeting of Monday, December 9, 2019, was preceded by a 6:30 PM study session. Steve Duh from Conservation Technix came and went through the first draft of the 2020 update to the Key Pen Parks Park and Recreation Comprehensive Plan. He requested that Commissioners forward their comments in a timely manner via Executive Director Scott Gallacher. Executive Director Scott Gallacher went over staff reports. The Board discussed the upcoming RCO grant cycle; one possible project was initial development of Manke East/Gateway Park. Executive Director Gallacher said he will apply for a Salmon Recovery Funds grant for the remainder of the Cramer/McCracken purchase (using the awarded Pierce Co. Conservation Futures Opportunity Fund grant as match).

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

Commissioners Present: Mark Michel, Ed Robison, John Kelly, Kip Clinton, and Shawn Jensen. Staff present for Key Pen Parks: Executive Director Scott Gallacher and Christina Hallock, Marketing & Grants.

Citizens present: Stan Moffett, Sami Jensen, Linda Parry and Dr. Art Jarvis.

1. Approval of Agenda: President Michel asked if there were any additions or corrections to the agenda; hearing none, the agenda was adopted as written.

2. Special Presentations: Dr. Art Jarvis, Peninsula School District Superintendent, spoke about the school district's educational programs and the Educational Programs & Operations Replacement Levy that is on the ballot in February of 2020.

3. Citizens Comments: Sami Jensen said she has been invited to participate on a new committee of the Key Peninsula Community Council. She said they have a new committee, they are calling the Key Peninsula Community Council Operations Committee, which is seeking input from the community on what they are doing right, opportunities, and what they can improve upon. She said she encouraged the KPCC to adopt a park as a way of being more active and visible in the community and stated that the idea was well-received and hopes that one of the council members will contact Executive Director Gallacher about what might be available to adopt.

4. Approval of Minutes: President Michel asked if there were any objections or corrections to the Nov. 12, 2019 meeting minutes; hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The November 2019 BIAS Financial balance was \$2,718,109.24. The Zoo Trek November deposit was \$16,296.64. Total 2019 Zoo Trek collections to date were \$170,608.81. 2019 Real and Personal Property Tax deposit was \$97,121.22 and total 2019 Real and Personal Property Tax collections to date were \$1,369,557.62. BIAS Expenditures for November 2019 were \$30,016.75. Executive Director Gallacher said the November Financial Report included a Pierce County warrant (check issued out of Key Pen Parks' Pierce County Budget and Finance account) for \$319,000.00 that was issued to purchase the 40 acre Cramer/McCracken property. It will be partially reimbursed through 2020 Pierce County

Conservation Futures Opportunity Funds (approximately \$225,000.00). President Michel asked if there were any corrections or objections to the November 2019 financial reports. Hearing none the financial report was adopted 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 Parks and Recreation Foundation Report: Executive Director Gallacher said the Foundation is in the process of interviewing potential new members. One Foundation board member will be stepping down from the board, but still plans to be active with the Foundation.

c. Trail Updates (Commissioner Michel): Commissioner Michel reported that there is a new bike/hike trail being built at 360 Trails by staff and volunteers that goes into the meadow area and is geared toward beginners.

d. Recreation Committee (Commissioner Kelly): For his last report as an outgoing commissioner, Commissioner Kelly wanted to encourage the Board to keep the idea of recreational opportunities for all in the forefront and consider what was learned from the surveys and other input. He also hopes the Board will continue to focus on parks being a safe place for older citizens to walk.

8. Board President Report: No report.

9. Unfinished Business/Gateway Park Phase 3 (Splash Pad, Pavilion, Amphitheater):

Executive Director Gallacher said the contractor recently poured concrete. Commissioner Robison said the change order has been done with the contractor to enlarge the scope of work to include additional grading, sidewalks and shade structures. He also said he will do most of the design work on the amphitheater between Christmas and New Year's. He encouraged the board to submit any design ideas or preferences this month, as next month will be too late.

10. Unfinished Business/Cramer/McCracken Property: Executive Director Gallacher said Board President Michel had signed the purchase/sale contract earlier in the day and the purchase of the property is scheduled to close on December 17, 2019.

11. New Business/Resolution R2019-16 Supporting Peninsula School District Educational Programs and Operations Replacement Levy: Commissioner Robison made a motion "that we adopt Resolution R2019-16 Supporting Peninsula School District's Educational Programs and Operational Replacement Levy". Commissioner Jensen seconded, the motion passed unanimously.

12. New Business/Nominations for 2019 Commissioner Positions as per Bylaws: President Michel nominated Commissioner Clinton to be Clerk. Commissioner Robison nominated Commissioner Jensen for Vice President. Commissioner Kelly nominated Commissioner Robison for President.

13. New Business/Volunteer Park Concession Stand Lease: Executive Gallacher said the current tenants would like to extend their lease to two years. Commissioner Robison made a motion "that we authorize the Executive Director to renegotiate the lease with the concessionaire for next year and up to a total of three (3) years". Commissioner Clinton seconded, the motion passed unanimously.

14. New Business/Taylor Bay Caretaker Agreement: Executive Director Gallacher said there were two (2) applicants for the caretaker position. Commissioners Jensen and Robison and Executive Director Gallacher interviewed and vetted both parties. Commissioner Robison made a motion "that we authorize the Executive Director to enter into negotiations on a caretaker

agreement with the Gustafsons for the caretaker position at Taylor Bay.” Commissioner Jensen seconded, the motion passed unanimously.

15. Other minor matters: Commissioner Robison said Santa will be making the rounds around the Key Peninsula.

16. Commissioners Comments/Good of the Order: President Michel recognized and thanked outgoing Commissioner John "Pat" Kelly for his term as a park commissioner and his strength as an advocate for the citizens he felt most passionate about. Commissioner Kelly was presented with a plaque by the commissioners commemorating his years of service. Commissioner Kelly said it has been an honor to serve the community and he hopes to continue to serve in some fashion.

17. Meeting Adjourned: The public meeting of December 9, 2019, was adjourned at 8:10 PM. The next regular meeting will be held on Monday, January 13, 2020 at 7:30 PM at Volunteer Park. The meeting may be preceded by a 6:30 PM or 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 Christina Hallock, Marketing & Grants, and Commissioner Kip Clinton, Board Clerk.

Disclaimer: Key Pen Parks' 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 Support/Event Coordinator's attention and corrected at the time the Board addresses and approves the minutes.