

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 Meeting Minutes**  
**Monday, February 10, 2020**

The regular meeting of Monday, February 10, 2020, was preceded by a 7:00 PM study session. Executive Director Scott Gallacher gave an update on the Lakebay Marina situation. He also said that Pierce County had contacted him regarding Pierce Co. Parks' only two properties on the Key Peninsula, both of which are undeveloped; the Purdy Spit (south side) and Devils Head. He reported that concrete pouring had resumed at the Gateway Park Splash Pad project and tentative official public opening is scheduled for 10:30 am on May 30, 2020. The Board discussed Key Pen Parks projects which may be candidates for the 2020 RCO grant cycle.

**The Regular Board Meeting of Monday, February 10, 2020, was called to order at 7:34 PM at Volunteer Park by Executive Director Gallacher.**

**Board President Robison assumed chair of the meeting.**

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

**Citizens present:** Peter Hedin, Glen Ehrhardt and Sami Jensen.

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

**2. Special Presentations:** Glen Ehrhardt and Peter Hedin came to speak about the covered outdoor area for the Red Barn. They have received monetary support from several philanthropic agencies in the greater Gig Harbor area, including all local Rotary groups and the Angel Guild Thrift Shop, along with \$10,000 budgeted in 2020 from Key Pen Parks. They are still about \$11,000 short in fundraising. They discussed planned 2020 community-based fundraising events. Board members were shown photos of the existing site and schematic drawings and details of the proposed structure.

**3. Citizens Comments:** Sami Jensen announced that Ashes is having a fundraiser on May 16 from 4 to 7 pm at the Key Center Fire Station.

**4. Approval of Minutes:** President Robison asked if there were any objections or corrections to the January 13, 2020 regular meeting minutes or the January 27, 2020 special meeting minutes; hearing none, the meeting minutes were approved as submitted.

**5. Financial Report: Financial Report:** The January 2020 BIAS Financial balance was \$2,590,457.58. The Zoo Trek January deposit was \$15,084.64. The January Real and Personal Property Tax deposit was \$3,321, Interest Income was \$3,042.71 and Other (BIAS) Income was \$7,288.52. BIAS Expenditures for January 2020 were \$365,445.40. President Robison asked if there were any corrections or objections to the January 2020 financial report. 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 (President Robison):** Board President Robison stated Pierce County has again approached Key Pen Parks to possibly take over the management of Devils Head and the Purdy Spit. The board consensus is they do not wish to do that at this time.

**b. Key Peninsula Parks and Recreation Foundation Report:** Executive Director Gallacher said the Foundation is in the process of interviewing potential new members. If anyone knows someone who might be interested in participating on the Foundation Board, please pass their name(s) on to him. They also hope to have a new Foundation policy developed at each meeting.

**c. Trail Updates (Commissioner Michel):** Commissioner Michel said on Feb. 8, longtime trails volunteer and part-time trails employee Courtland Capwell was presented by Commissioner Michel with an engraved sign which says “Welcome to Court Land”; it will be placed along the main trail at 360 Trails to the right of the Y. About 30 people came for the presentation. He also said trail volunteers and staff are working to develop more connecting trails at Key Central Forest. He said the trails committee voted to turn the horse/pedestrian trails at 360 Trails into “all user” trails so they are better maintained. He also said Key Central Forest is becoming more popular and feels attention should be given to parking.

**d. Recreation Committee:** Commissioner Michel said the 360 Trails Raffle Ride is scheduled for Sunday, April 19. The Youth Mountain Bike Jamboree & Bike Rodeo is scheduled for June 20.

**8. Board Presidents Report President Robison:** No report. Board President Robison said things were going well at Key Pen Parks.

**9. Public Hearing on Comprehensive Parks & Recreation Plan 2020-2025:** The Second Public Hearing on the Key Pen Parks Comprehensive Parks & Recreation Plan 2020-2025 began and Executive Director Gallacher said the draft of the Comprehensive Plan was available on the Key Pen Parks website. He discussed changes requested by the Board during the First Public Hearing on January 27, 2020 at Volunteer Park. He welcomed citizens in attendance to ask questions or make a public comment about the draft plan. There were no comments or questions from the public. The Hearing concluded and the Regular Public Meeting of the Key Pen Parks Board of Park Commissioners resumed immediately.

**10. Unfinished Business/ Gateway Park Phase 3 (Splash Pad, Performance State, Amphitheater):** Board President Robison said construction is progressing and a ribbon cutting ceremony will be held at 10:30 am on Saturday, May 30, 2020. In regards to the amphitheater and performance stage pavilion, Board President Robison said he has a basic layout completed.

**11. Unfinished Business/Second Reading R2020-05 Adopting Key Pen Parks Comprehensive Parks & Recreation Plan 2020-2025:** Board President Robison made a motion “that we adopt R2020-05 Adopting the Comprehensive Parks & Recreation Plan 2020-2025 providing that minor corrections to grammar may still be made through Feb. 18, 2020.” Commissioner Michel seconded. The motion passed unanimously.

**12. Unfinished Business/Lakebay Marina Status and Update:** Executive Director Gallacher said there is still a capital request for legislative funding in Olympia, however the project was not as well received by the entire Pierce County delegation as was hoped. It is still being worked on.

**13. New Business/Accepting 2019 Year-End Reports for Contract for Services – Red Barn Youth Center/Key Peninsula Historical Society/Farm Tour:** Executive Director Gallacher said as a part of the Contract for Services, each organization is required to provide an annual report. Commissioner Clinton made a motion to “accept the Red Barn Youth Center report and the Key Peninsula Historical Society report.” Commissioner Parry seconded. The motion passed

unanimously. Board consensus was to have someone from the Farm Tour present a more detailed report at either the March or April Regular Park Board meeting.

**14. New Business/Accepting 2020 Contract for Services – Red Barn Youth Center/Key Peninsula Historical Society/Farm Tour:**

The board discussed increasing the contract for services payments made to the three organizations due to increased business expenses.

Commissioner Michel made a motion “that we approve a contract for services with the Red Barn for \$3,500 (an increase of \$500) and the Historical Society for \$2,500 (an increase of \$500).”

Commissioner Jensen seconded. The motion passed unanimously. The Farm Tour contract will be discussed after the Farm Tour presents their year-end report to the Park Board.

**15. New Business/Authorizing the Executive Director for Out of State Travel (Ohio) to Attend Special Park District Conference as Per Travel Policy:**

Commissioner Clinton made a motion “that we authorize the Executive Director’s request for out-of-state travel to attend the 2020 Special Park District Conference as per our travel policy.” Commissioner Jensen seconded.

The motion passed unanimously.

**16. Other minor matters:** None.

**17. Commissioners Comments/Good of the Order:** Commissioner Michel thanked Executive Director Gallacher for attending the “Welcome to Court Land” sign dedication. Commissioner Parry said she enjoyed the recent trip down to Olympia to speak with Legislators during Legislature Day.

**18. Meeting Adjourned:** The public meeting of February 10, 2020, was adjourned at 8:37 PM. The next regular meeting will be held on Monday, March 9, 2020 at 7:30 PM at Volunteer Park. The meeting may 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 Christina Hallock, Marketing & Grants, and Commissioner Kip Clinton, Board Clerk.

*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 Support/Event Coordinator’s attention and corrected at the time the Board addresses and approves the minutes.*