

KEY PENINSULA METROPOLITAN PARK DISTRICT

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

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**Board Meeting Minutes**

**Monday February 12, 2018**

The regular meeting was preceded by a 6:30 PM study session. Executive Director Gallacher went over staff reports and talked about Gateway Park project updates. Dr. Rob Manahan, Superintendent of the Peninsula School District, explained the School District's April 2018 capital bond levy.

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

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

**Citizens present:** Stan Moffett, Rob Home, Dianna Home, Tina Whittemore, Clint Rosson, and Bob Green.

**Pledge of Allegiance:** Recited.

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

**2. Special Presentations/Clint Rosson, Red Barn Executive Director:** Clint Rosson, Executive Director of the Red Barn Youth Center spoke about the growing number of kids using the Red Barn Youth Center. In the last 4 years, since it has been open, the number of kids in attendance has grown from roughly 12-15 students to about 50 students per day. He spoke about re-vamping a room in the building, once used for storage, to create a classroom to teach about small engines. Patriot Construction will donate volunteer labor and most of the construction materials. A few points that Mr. Rosson spoke about were; funding to continue operations of the Red Barn, clothing donations, and the need for a greenhouse. Commissioner Michel asked if there was an attendance cap for student occupancy. Mr. Rosson said not at this time.

**3. Citizens Comments:** Dianna & Rob Home, members of the Key Peninsula Parks and Recreation Foundation, introduced themselves to the board.

**4. Approval of Minutes:** President Robison asked if there were any objections or corrections to the January 8, 2018 meeting minutes; hearing none, the meeting minutes were approved as submitted.

**5. Financial Report:** The January 2018 BIAS Financial balance was \$1,924,078.62. The Zoo Trek January deposit was \$13,483.86. Total 2018 Zoo Trek collections to date were \$13,483.86 and total 2018 Real and Personal Property Tax collections to date were \$4,290.17. BIAS Expenditures for January 2018 were \$80,968.47. President Robison asked if there were any corrections or objections to the January, 2018, financial report, hearing none, the financials were adopted as submitted.

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

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

**a. Land and Improvement Committee (Commissioner Robison):** Commissioner Robison said that the purchase of the Taylor Bay property will close on Friday, February 16 and he would like to have it open to the public as soon as possible. Construction of the pavilion at Gateway Park continues; there is room in the playground for one more piece of equipment and Executive Director Gallacher is waiting for several vendors to respond with suggestions.

**b. Key Peninsula Park and Recreation Foundation Report:** Key Pen Parks and Recreation Foundation member Bob Green stated that the next Foundation meeting would be held on Tuesday, February 13. He said that the Foundation received funds from the Tremaine Foundation for the art enhancements of the pavilion at Gateway Park.

**c. Trail Updates (Commissioner Michel):** Commissioner Michel stated that the BUDU Mountain Bike race would take place on April 15<sup>th</sup> at Gateway/360 Trails, and the High School Student League race would stage at Horseshoe Lake Golf Course and take place at 360 Trails.

**d. Recreation Committee (Commissioner Kelly):** Commissioner Kelly stated that he was happy to know that Cinema Under the Stars would take place at Gateway Park on alternating Fridays in August.

**8. Board Presidents Report:** Commissioner Robison stated that Key Pen Parks is moving forward with several things and he would start sketching a preliminary design for the outdoor amphitheater and performance stage building for Gateway Park Phase 3.

**9. Unfinished Business/Resolution R2018-02 Updating Rental Fees:** Commissioner Clinton made a motion to “adopt Resolution R2018-02 Updating Rental Fees”. Commissioner Jensen seconded. The motion passed unanimously.

**10. Unfinished Business/Gateway Park Splash Pad Contract for Services Agreement with Robert W. Droll:** Commissioner Clinton made a motion to “award the Gateway Park Splash Pad Contract for Services Agreement with Robert W. Droll”. Commissioner Kelly seconded. The motion was adopted unanimously.

**12. New Business/Key Peninsula Little League Agreements:** Contracts for Field Use, Storage Container and Batting Cage at Volunteer Park were presented to the board. Commissioner Michel made a motion to “enter into Agreements with Key Peninsula Little League for Field Use, Storage Container, and Batting Cage use”. Commissioner Jensen seconded. The motion passed unanimously.

**13. New Business/ Resolution R2018-03 Surplus of 1998 Chevy Blazer:** Commissioner Clinton made a motion to “adopt Resolution R2018-03 Surplus of 1998 Chevy Blazer”. Commissioner Kelly seconded. The motion was adopted unanimously.

**14. New Business/Updating Commissioner Bylaws:** This was an introduction to the revised By-Laws of the Board of Park Commissioners of Key Peninsula Metropolitan Park District. Executive Director Gallacher stated that he expects no action at this meeting. He would like to take action at the March meeting and requested commissioners contact him with changes no later than a week prior to that meeting.

**15. Other minor matters:** None.

**16. Commissioners Comments/Good of the Order:** None.

**17. Meeting Adjourned:** The public meeting of February 12, 2018, was adjourned at 8:35 PM. The March meeting will be held at 7:30 PM on March 12, 2018 at the Volunteer Park Office and may be preceded by a 7:00 PM study session during which preliminary splash pad design may be discussed; a second March meeting about Gateway Park Phase 3 may be required due to RCO grant time constraints. 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 Commissioners 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 Support/Event Coordinator’s attention and corrected at the time the Board addresses and approves the minutes.***