

KEY PENINSULA METROPOLITAN PARK DISTRICT  
***D.b.a. KEY PEN PARKS***  
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253-884-9240 and answers@keypenparks.com  
**Board Meeting Minutes**  
**Monday, June 10, 2019**

The Regular Meeting of Monday, June 10, 2019, was preceded by a 7:00 PM study session. Executive Director Gallacher went over staff reports and talked about Gateway Park project updates. Commissioner Robison discussed possible designs for the future Gateway Park amphitheater and performance stage.

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

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

**Citizens present:** Stan Moffett, Bruce Cook, Tina Whittemore, Linda Weeks, Kim Wiley, Mike Wiley, Mike Woodford, and Sami Jensen.

**1. Approval of Agenda:** President Michel asked if there were any additions or corrections to the agenda. Executive Director Scott Gallacher asked if a True Merchandiser surplus request could be added under “New Business.” The agenda was adopted as amended.

**2. Special Presentations:** None.

**3. Citizens Comments:** None.

**4. Approval of Minutes:** President Michel asked if there were any objections or corrections to the May 13, 2019 meeting minutes; hearing none, the meeting minutes were approved as submitted.

**5. Financial Report: Financial Report:** The May 2019 BIAS Financial balance was \$2,824,666.78. The Zoo Trek May deposit was \$16,364.88. Total 2019 Zoo Trek collections to date were \$74,936.68. 2018 Real and Personal Property Tax deposit was \$105,246.60 and total 2019 Real and Personal Property Tax collections to date were \$751,886.14. BIAS Expenditures for May 2019 were \$272,677.22. Executive Director Gallacher stated that the April financial report did not have the correct interest amount from Key Pen Parks funds invested through Pierce County; the June financial report interest amount reflects this. It shows the April and May interest earned. President Michel asked if there were any other corrections or objections to the May 13, 2019 financial report. Hearing none, the financial report was adopted as submitted.

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

**a. Land and Improvement Committee (Commissioner Robison):** Commissioner Robison stated that permitting for the splash pad is moving forward and he does not anticipate any delays with the process; it should go relatively quick since there is no complex construction planned. He said most of any potential issues were addressed during Phase 1 construction. He mentioned that he is moving forward with the design of the amphitheater, which will have water and power and a stage area that sits lower than a natural landscaped tiered seating area. He mentioned to the board meeting attendees they are welcome to pass any ideas to him of what they would like to see incorporated into the amphitheater design. Fundraising still needs to be done for the

amphitheater, but Commissioner Robison feels that a great portion of the expense can be overcome by utilizing volunteer labor and he will donate the design work.

**b. Key Peninsula Parks and Recreation Foundation Report:** Executive Director Gallacher said the Foundation plans to be at the Fourth of July Community Hot Dog Social and will help with the water balloon toss. The Foundation is looking for names of potential board members.

**c. Trail Updates (Commissioner Michel):** Commissioner Michel mentioned the supports for the bridge decks that will replace the culverts required by the Department of Natural Resources (DNR) have been installed at Key Central Forest. Once the decking and the handrails are installed, the bridges will be open to non-motorized use. There is no timeline as to when this will be completed. He also mentioned that storm debris is being removed and cleared from Key Central Forest. Commissioner Michel said he is planning to schedule a work party there to work on building connecting trails. He also mentioned the Youth Mountain Biking Jamboree and Bike Rodeo happening on June 22 at 360 Trails. Commissioner Kelley said he has heard from the public there are too many mountain biking trails at 360 Trails and people have said they prefer to conserve the property from overuse. Commissioner Michel stated that a trail policy was created about seven years ago along with a trail committee that they try to adhere to in an effort to be inclusive of all user groups. If park users are looking for more seclusion, Commissioner Michel suggested Maple Hollow Park or Rocky Creek Conservation Area.

**d. Recreation Committee (Commissioner Kelly):** Commissioner Kelly said local citizens he has spoken with would like to see more free programs on the Key Peninsula where parents can drop off their kids for a few hours. He feels we should concentrate on developing those kinds of programs in the next few years. He also said he has heard a desire for more senior programs, such as yoga and hiking, keep seniors active and give them some social interaction. Executive Director Gallacher said the parks board in the past has directed him not to compete with local agencies who offer certain types of programs, but rather partner and collaborate with those agencies. Commissioner Michel said, as an example of partnering with other organizations to offer programs, a local youth mountain biking team called the Key Pen Pirates for middle and high school students has been formed and will be a year-round program at 360 Trails. He said Key Pen Parks can partner with that group to help recruit participants at the schools and provide loaner bikes as needed.

**7. Board Presidents Report President Michel:** There is a lot going on and he also reminded attendees to pass their ideas about the amphitheater design along to Commissioner Robison.

**8. Unfinished Business/Gateway Park Phase 3 (Splash Pad, Performance Stage, Amphitheater):** Commissioner Robison said there is no action to be taken on the splash pad at the moment because we are still waiting to complete the contract for the grant with the Washington State Recreation Conservation Office. He expressed in terms of the amphitheater performance stage, the desire is to construct a heavy timber frame structure. He hopes to start construction on the amphitheater in summer 2020; however, funds still need to be raised.

**9. New Business/ Children's Home Society Key Kids grant application:** Executive Director Gallacher said The Red Barn will not offer any middle school or high school programs during the summer, so the Children's Home Society is trying to put together a summer program for middle and high school students and is seeking a \$2,000 grant from Key Pen Parks.

Commissioner Robison made a motion to "approve granting \$2,000 to the Children's Home Society Key Peninsula Family Resource Center for the purpose of conducting this summer program." Commissioners Clinton and Michel seconded, the motion passed 5/0.

**10. New Business/Surplus True Merchandiser:** Commissioner Robison made a motion to “surplus out the old merchandizer and broken freezer and allow the Executive Director to make his best judgement on how to dispose of that equipment.” Commissioner Clinton seconded, the motion passed 5/0.

**11. Other minor matters:** None.

**12. Commissioners Comments/Good of the Order:** Commissioner Michel expressed appreciation to Commissioner Clinton, who has been busy attending local and regional meetings and sharing notes and information on what she has learned at those meetings. Commissioner Robison asked about the status of the creation of an off-leash dog park at Gateway Park. Executive Director Gallacher said once the maintenance staff complete some higher priority projects, he hopes to start construction on the first of two off-leash dog parks, in a “summer” location by the 360 Trails trailhead.

**13. Meeting Adjourned:** The public meeting of June 10, 2019, was adjourned at 8:15 PM. The next regular meeting will be held on Monday, July 10, 2019 at 7:30 PM in the Volunteer Park Office. The meeting 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 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.***