

KEY PENINSULA METROPOLITAN PARK DISTRICT
D.b.a. KEY PEN PARKS
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Board Meeting Minutes
Monday, October 14, 2019

The Regular Meeting of Monday, October 14, 2019, was preceded by a 6:30 PM study session. Jim Nelson of D.A. Davidson came to speak to the board about future financial options to continue building the Key Peninsula park system, including the types of bonds, interest rates, case examples, and preparing for ballot measures. Don Campbell of Robert W. Droll and Associates presented the preferred splash pad layout. Executive Director Gallacher went over staff reports; the 2020 budget was discussed.

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: Don Campbell, Bruce Cook, Stan Moffett, Jim Nelson, Linda Weeks, and Tina Whittemore.

1. Approval of Agenda: President Michel asked if there were any additions or corrections to the agenda. The duration of the Executive Session was changed from 10 minutes to five minutes with the option to extend if needed. The agenda was approved as modified.

2. Citizens Comments: None.

3. Approval of Minutes: President Michel asked if there were any objections or corrections to the Sept. 9, 2019 meeting minutes; hearing none, the meeting minutes were approved as submitted.

4. Financial Report: Financial Report: The September 2019 BIAS Financial balance was \$2,596,232. The Zoo Trek September deposit was \$16,035.12. Total 2019 Zoo Trek collections to date were \$138,224.74. 2019 Real and Personal Property Tax deposit was \$23,903.07 and total 2019 Real and Personal Property Tax collections to date were \$798,259.25. BIAS Expenditures for September 2019 were \$109,169.46. President Michel asked if there were any corrections or objections to the September 2019 financial reports. Hearing none the financial report was adopted as submitted.

5. Staff Report: Covered in study session.

6. Board Committee and Advisory Council Reports:

a. Land and Improvement Committee (Commissioner Robison): Commissioner Robison said the off leash dog park at Gateway Park is almost complete and should be usable to the public in the next couple of weeks.

b. Key Peninsula Parks and Recreation Foundation Report: Executive Director Gallacher said the Foundation is in the process of interviewing five candidates to join its board. Key Pen Parks Commissioner, Position 1 Candidate Bruce Cook expressed interest in the Foundation.

c. Trail Updates (Commissioner Michel): Commissioner Michel stated there have been middle school and high school cross country races held at Gateway Park/360 Trails. There has been more trail development and layout completed at Key Central Forest. The keypad entry procedure

has been changed slightly. Anyone wishing to gain the code should contact Scott Gallacher. A large supply of wayfinding and trail identification signs have been ordered for 360 Trails and will be delivered in the next few weeks.

d. Recreation Committee (Commissioner Kelly): Commissioner Kelly said at the last Key Peninsula Community Council meeting he had a chance to speak with the outreach manager for CHI Franciscan about the possibility of working together on programs surrounding childhood obesity and physical activity. Commissioner Michel said the Red Barn and Key Pen Parks organized an impromptu biking outing. A quick coordination between six agencies presented an opportunity for students from the Red Barn Youth Center to go mountain biking at 360 Trails for three to four hours after a school half day. Four students signed up for the outing. Trips for Kids donated the use of bicycles. The Red Barn worked with the kids and their parents. Fire District 16 supplied bike helmets. Waypoint Church donated the use of their passenger van to transport the students to the park. Key Pen Parks supplied a staff member chaperone and the Key Pen Pirates provided a coach who came out and showed the students some fundamentals of riding trails before the group headed out. Commissioner Michel said the enthusiasm from the students was infectious; he would like to see these kinds of programs grow and this would be one way to combat youth obesity on the KP.

7. Board President Report: There is a lot of good opportunity to work together to move some positive things forward.

8. Unfinished Business/Gateway Park Phase 3 (Splash Pad, Pavilion, Amphitheater): Commissioner Robison made a motion to “authorize the Executive Director to proceed with the consultant in developing a change order to add the proposed amenities (shade structures and additional sitting activity space) around the splash pad and other additional grading up to \$150,000”. Commissioner Clinton seconded, the motion passed unanimously.

9. Unfinished Business/Cramer/McCracken Property: At its October 8 meeting the Pierce County Council approved using Pierce County Conservation Futures Opportunity Funds to conserve the 40 acre Cramer/McCracken property (Gateway Park Expansion). Executive Director Gallacher said he had received the appraisal.

10. Executive Session—Lease or Purchase of Real Estate if there is a likelihood that disclosure would increase the price RCW 42.30.110(1)(b), expected duration 5 minutes: The Board adjourned to Executive Session at 7:42 pm to discuss the appraisal. Executive Session was extended by 5 minutes; citizens waiting for the regular business meeting to reconvene were informed of the extension. The meeting was reconvened at 7:53 pm. Commissioner Robison made a motion to “authorize the Executive Director to proceed with negotiating the purchase of the Cramer/McCracken property in relation to the appraisal. Commissioners Clinton and Kelly seconded; the motion passed unanimously.

11. New Business/Update of Purchasing Policy: Executive Director Gallacher said there were some conflicting things in the Purchasing Policy and state law had changed, so he worked with legal to get those items straightened out. If there are no questions, he said, he would bring a resolution regarding the Purchasing Policy to the November board meeting.

12. New Business/Resolution R2019-11 Requesting Review by Health Care Authority to Participate in Washington State Insurance Plans: Commissioner Robison made a motion “that we approve Resolution R2019-11 Requesting Review by Health Care Authority to Participate in Washington State Insurance Plans”. Commissioner Clinton seconded, the motion passed unanimously. Commissioner Robison said the purpose of this resolution is to help the park district get a more competitive price for the employee healthcare plans.

13. 2020 Budget Hearing as per RCW 84.55.120: The budget hearing began at 7:57 pm. Executive Gallacher said a resolution to adopt the budget will be presented at the November 2019 meeting. Commissioner Robison inquired about the projected tax rate for 2020. Executive Gallacher said the 2019 tax rate was \$0.52 per \$1,000 but he won't know next year's tax rate until Pierce County wraps up their year-end projections. There was discussion about the potential for the park district doing a levy lid lift.

14. Other minor matters: Commissioner Robison asked about when a rough draft of the Comprehensive Park System Plan Update should be expected; Executive Director Gallacher said January 2020.

15. Commissioners Comments/Good of the Order: None

16. Meeting Adjourned: The public meeting of October 14, 2019, was adjourned at 8:16 PM. The next regular meeting will be held on Tuesday, November 12, 2019 at 7:30 PM in 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 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.