

KEY PENINSULA METROPOLITAN PARK DISTRICT
d.b.a. KEY PENINSULA METRO PARKS
P.O. Box 70, Lakebay, Wa. 98349
Board Meeting Minutes
Tuesday October 5, 2004

The meeting was called to order at 7:45PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Vice President Jerry Schick acting as chairman.

Commissioners Present: Jerry Schich, Ross Bischoff, Caril Ridley, Kip Clinton arrived 20 minutes late, Paula DeMoss arrived one hour late (excused because of work).

Citizens Present: Nancy Lind, Rich Henry (LL).

Minutes: Caril contested the reporting of her absences as "unexcused". She feels that because she has been doing activities which are pro-recreation and pro-parks when she has been absent or very late to the KPMPD meetings, these should count as "excused" absences. The minutes of September 21, 2004, were approved unaltered 4/1. Copies of the minutes are available for citizens to read at the Key Peninsula Library.

Financial Report: KPMPD has \$23,735.82 in its account with County Budget and Finance. The KPMPD Federal EIN is 51-0523520. Venture Bank, Pt. Fosdick Branch, is setting up a depository account for KPMPD; once that is done, KPMPD will get a credit card for most small purchases.

Park Director's Report: Jerry took new water samples in; it was decided that the negative reports may reflect and external contamination from the water spigots. The copy machine is broken; it is probably cheaper to replace it than repair it. Jerry has talked to a representative of Graybar Electric about security lighting for the buildings. Bob Jewett asked Jerry about lighting the horseshoe pit area; Jerry will include that in lighting proposals. The "new" lawn mower has a hydraulic leak. Eric is on vacation this week; Jerry is covering for him. Eric has noticed a lot of traffic going up to "Field 4" (the future field on the western edge of the property); he put up a temporary barrier—KPMPD WILL need to get gates. There was vandalism of the bases and pitcher's mound on the field closest to the entrance and KP Hwy; Jerry has repaired the damage. Nicholson Drilling came to look at the water system and will submit a proposal regarding the irrigation system; Bill Sehmel will also come out to look at the water system for KPMPD. The other contractors who have examined the water system have indicated that Wes Glessner has installed noncode pipe and the check valve (which is still no working correctly) was not needed in the place where it was installed. KPMPD will talk to KPPRD about Wes Glessner not performing in a timely and competent manner.

Communication Officer's Report: Caril has had no calls from the public about KPMPD activities.

Citizen's Comments: No outside citizen comments.

Old Business

1. Devil's Head/Conservation Futures/Land Acquisition Committee: Land Acquisition Committee Members are reminded that they will be meeting with DNR on Oct. 13, 2004 at 8:00AM at the Tacoma Sheraton Hotel—this meeting is not open to the public.

2. By-Laws/Mission Statement/Policy/Operational Procedures: It was decided to hold new public meetings to determine the direction the public wants KPMPD to go regarding a park system. The intention is to build upon the public park plan meetings that KPPRD held about two years ago. The first meeting will be at 7:00PM on Wednesday November 10, 2004. The location is yet to be determined; Caril will try to get the library at KP Middle School. The first meeting will discuss the expected KPMPD income will be vs. expenditures as well as starting up a "wish list" again. Rich Henry offered to print flyers about the meeting if KPMPD provided him with the copy and paper. Caril suggested that KPMPD join the Wa. State Parks Association; the membership cost is minimal and the benefits are great. Currently all other existing Metro Parks belong to it. KPMPD will consider this at a later date. Ross wants KPMPD to attempt to recover the \$300.00/house park impact fee that the county charges for new building permits; this is a future possible source of income.

3. Little League: Rich Henry said LL is meeting once a week to set up next season's schedule. They are hoping have summer and fall seasons in addition to the regular spring season. Jerry said there might be a conflict with the KP Com. Fair and the Clean and Sober Tournament; Jerry and Rich will adapt the schedule. Rich has a fee proposal for field usage; they are planning to use Fields 2 and 3 on Sundays for rainout makeup games. Any additional unforeseen costs by KPMPD would be billed to LL (lights, other??). LL will be using Field 1 on Fridays only; this should not conflict with Sandy Koufax League or Adult Softball. Lighting fees were discussed but no conclusion was reached. Caril asked where they are getting the teachers for the coaching clinic. Rich said that they are out of Puyallup and are very good (the LL out-of-pocket costs to setup the clinic are \$6000.00); they are locked into the dates. Caril suggested that LL also consider programs offered by/through the Wa. State Parks Association. LL wants to use the KPSCF Annex on Thursday October 7? (14?) at 7:30PM to 9:30PM for their meeting since the room they regularly use is not available; everyone agreed it would be OK.

4. Committee Lists: A new committee called the Park Administration Committee was formed. Its purpose will be to deal with employee hiring, investigate the cost and products involved in capital improvements at all the KPMPD parks, investigate the costs and products involved in general maintenance at all KPMPD parks and similar administrative operations. Jerry Schick, as Vice President/Park Director was appointed to be the Chair of the committee. Ed Taylor, Ben Thompson and John Glennon are committee members.

5. Park System Capital Improvements: The need for gates and security lighting was discussed. It was decided that when we are ready these projects should go out to bid.

6. Insurance: It is being paid monthly by KPPRD. KPMPD will take over payments when Volunteer Park is purchased.

7. Web Site: This would be a good project for the new Park Administration Committee (see PMPD's site at www.penmetparks.org).

8. Small Works Roster: Kip was directed to write a resolution to adopt KPPRD's small works roster; after KPMPD adopts it then KPMPD can solicit applications for new vendors in the newspapers' legal section.

9. Employee Job Specifications: Paula brought a copy of the employee manual from Peninsula Metro Parks courtesy of Curtis Hancock. KPMPD decided to adapt this manual to our needs and started to go through it page by page. PMPD's document did not mention a criminal background check which KPMPD will require. Paula will contact Curtis Hancock and mention this oversight. She will finish altering the document and KPMPD will discuss it at the next meeting. There was discussion about a benefits package, but KPMPD deferred any decision on this until an undetermined later date since any employee KPMPD hires will be covered by Wa. State L&I and Employment Security—and KPMPD does not have the budget that PMPD has (the Key Peninsula has a smaller population and the Park Sales Tax is a per capita disbursement). KPMPD wants to have an employee manual before it has an employee.

New Business/Additions to the Agenda

1. Adult Softball: No report.

2. Home Park and Rocky Creek: Nancy Lind said that the prison women were at Rocky Creek on Monday; they mowed around the entrance, picked up garbage and fixed damaged railings. She has the good highway signs from RC; state DOT made KPPRD take them down. KPMPD will look into sign permits so that they may be put back up on the highway. Home Park needs mowing and Nancy plans to burn the brush pile soon. She would like one of the picnic tables for RC and will arrange transportation; everyone agreed to this. Nancy saw a small pocket park in north Tacoma/Old Town which presented some good ideas for Home Park; they raised development money by selling personalized paving blocks. She will put together a presentation about this. Nancy will regularly report on Home Park and Rocky Creek Conservation Area.

3. KPPRD Dissolution: Lloyd Fetterly, atty., may handle the dissolution of KPPRD on a pro bono basis.

Executive Session

Meeting Adjourned: The public portion of the KPMPD meeting of October 5, 2004, was adjourned at 10:20PM and was followed by Executive Session. The next KPMPD meeting will be at the KPSCF (Volunteer Park) Annex at 7:30 PM on Tuesday, October 19, 2004. The next Joint KPMPD/KPPRD meeting will be on Monday October 11, 2004 at 7:30 PM in the KPSCF Annex (this meeting was cancelled due to the Holiday).

Respectfully submitted by Kip Clinton, Clerk/Financial Officer KPMPD.