

Key Peninsula Metropolitan Park District
Db a Key Pen Parks



Resolution No R 2023-02

A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE KEY PENINSULA METROPOLITAN PARK DISTRICT TO ADOPT TRAILS COMMITTEE POLICY AND RESCIND RESOLUTION R2013-02 "A RESOLUTION OF KEY PEN PARKS ADOPTING THE KEY PEN PARKS TRAIL POLICY"

WHEREAS the Board of Park Commissioners met in May and June 2023 to discuss the structure of the Trails Committee; and,

WHEREAS the Board of Park Commissioners reviewed drafts of the previous policy because a clerical error resulted in a missing copy of the final adopted Trails Policy from Resolution R2013-02; and

WHEREAS the Board of Park Commissioners discussed the structure and purpose of the Trails Committee; and

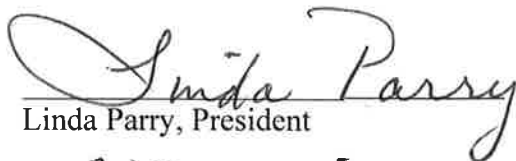
WHEREAS the Board of Park Commissioners desires to continue to have a Trails Committee as outlined in Exhibit "A" with a review of the Policy in 2024.

NOW THEREFORE, BE IT RESOLVED by the Board of Park Commissioners of Key Pen Parks adopts the Trails Committee Policy (Exhibit "A") and rescinds Resolution R2013-02.

PASSED AND ADOPTED by Board of Park Commissioners of Key Pen Parks at a Regular Meeting held at Key Peninsula Fire District Station 47, 1921 Key Peninsula Hwy NW, Home WA, held this 10th day of July 2023.

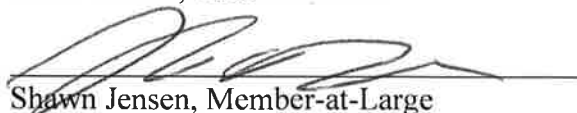
Attest:

Key Pen Parks
Board of Park Commissioners
Pierce County, Washington


Linda Parry, President


Mark Michel, Vice-President


Kip Clinton, Clerk


Shawn Jensen, Member-at-Large


Edward Robison, Member-at-Large



Exhibit "A"

Trails Committee Policy

- I. Overview
 - a. Committee shall be an ad-hoc committee created by the Board of Park Commissioners. It may be ended at any time via a vote of the Board.
 - b. Committee is advisory only, with any recommendations thoroughly vetted by the entire Board of Park Commissioners in a Regular or Special Meeting before a decision is made. The final decision is the sole responsibility of the Board of Park Commissioners.
 - c. Committee does not direct staff on operational issues regarding trails.

- II. Trails Committee subject areas:
 - a. All trails such as multi-purpose, equestrian, mountain biking, walking and any other future trail designation which may be built.
 - b. All trails under the purview of Key Pen Parks including, but not limited to, 360 Trails, Key Central Forest, Maple Hollow, Volunteer Park, and Rocky Creek Conservation Area.
 - c. Trails Committee shall advise, to the greatest extent possible that trails should be located, designed, and built to minimize the impact on surrounding terrain, vegetation, and wildlife.

- III. Committee Members may assist with:
 - a. Soliciting input from the public-at-large or user groups and advising the Board of Park Commissioners on the current needs and future wish list items relating to trails.
 - b. Serving as a clearinghouse for trail ideas or proposals which may then be submitted for planning, budget and staffing review via the Board of Park Commissioners
 - c. Suggesting names for trails per the Park Naming Policy.
 - d. Identifying potential volunteer groups.
 - e. Suggesting budget allocations or projects to be included in the annual budget via the annual budget process.
 - f. Gathering information on potential events including potential interest in such events, which are then vetted through the annual budget process.

- IV. Committee Composition and Term
 - a. Committee Chair is a member of the Board of Park Commissioners and appointed by the Board President.
 - b. Committee is a maximum of 8 members, with a maximum of 2 members from each user group.



- c. User groups are:
 - i. Equestrians
 - ii. Mountain Bikers, Bicyclists, eBike enthusiasts
 - iii. Birders, wildlife groups, naturalists
 - iv. Walkers, runners, cross-trainers, hikers
 - d. Each term is one year, with unlimited renewals.
 - e. Members are encouraged to be residents, business owners, or property owners of the Key Pen Parks District area. Non-residency is permitted at the discretion of the Committee Chair as long as no more than 50% of the committee members reside outside of the Key Pen Parks District.
- V. Meeting Information & Membership Selection
- a. Meetings shall be posted on the Key Pen Parks website/social media.
 - b. A regular meeting time and frequency will be established by the Committee.
 - c. Meetings shall be held in a public location.
 - d. Committee member vacancies shall be posted on the Key Pen Parks website with information on how to apply for a position.
 - e. Committee members are selected by the Committee Chair.
- VI. Key Pen Parks website shall include:
- a. Names of committee members with their user group designation.
 - b. Adopted agendas and meeting minutes.
 - c. Public notices of meetings.
- VII. Other
- a. Any written email communication between one or more members of the Trails Committee, or a member of the public, regarding Trails Committee matters must be copied to a general trails committee email to assist with public records. Repeated failure to do so will result in removal from the Committee.
 - b. This policy will be reviewed by the Board of Park Commissioners one year from its adoption to determine if any revisions are needed.