

**KEY PENINSULA METROPOLITAN PARK DISTRICT**  
**d.b.a. KEY PENINSULA METRO PARKS**  
**P.O. Box 70, Lakebay, Wa. 98349**  
**Board Meeting Minutes**  
**Tuesday September 7, 2004**

The meeting was called to order at 7:35PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by President Paula DeMoss.

**Commissioners Present:** Paula DeMoss, Jerry Schick, Kip Clinton, Ross Bischoff, Caril Ridley.

**Citizens Present:** Mike Salatino, Wes Glessner, Nancy Lind, John Glennon, Rich Henry.

**Minutes:** The minutes were approved 5/0. Copies of the minutes are available for citizens to read at the Key Peninsula Library.

**Financial Report:** Deposits to date are \$27,847.00 less expenses of \$10,454.99 leaving a balance of \$17,392.34; these expenses include the purchase of Home Park for \$10,304.64. Kip erred in the payee and amount for Home Park; she will correct it and issue a new warrant. Paula and Mike met regarding the KPPRD account and have talked with Cran McCutcheon. He will review the KPPRD books and depending upon what needs to be done, he will either charge a minimal fee or donate his time to the Park Districts. Jerry, Paula, Mike and Cran McCutcheon will meet at Mike's house on Sept. 18, 7:00PM to go over the KPPRD books. It was agreed that KPMPD will need the books to be reviewed annually for accuracy to avoid any potential audit problems and to insure public confidence. (KPPRD has not yet billed Little League for the 2004 season; Paula said she would review her LL records and help Jerry develop a billing statement.) **KPMPD PURCHASED HOME PARK TODAY!**

**Park Director's Report:** Jerry said the Mud Bowl will be next weekend and the horseshoe pits will be roped off to prevent damage. A refundable damage deposit of \$250.00 was discussed and it was suggested that the Jerry (Park Director) and the Mud Bowl sponsor do a before and after walk-through of the park to prevent disagreements about any damage charges...KPPRD needs to address this since Volunteer Park is still THEIR facility.

**Communication Officer's Report:** The other KPMPD Commissioners had concerns about erroneous information in the newspapers. Caril said the first was in Hugh McMillan's article and the second indicated that KPMPD sponsored Caril's hikes—**KPMPD is not sponsoring Caril's hikes!** The hikes are Caril's personal project. Caril was instructed to correct the information in the newspapers.

**Citizen's Comments:** Nancy Lind presented a memo to the Park Districts saying that she and Bob don't have the energy to continue volunteering at the same pace as they have done in the past. They will continue to store the trailer for the Park Districts and will be happy to put in part days supervising the women prisoners when they come to clean Rocky Creek Conservation Area, but full days and heavy work are getting to be too much for them. She will still keep an eye on Home Park for KPMPD. All of the Park Commissioners thank Nancy and Bob Lind for their extensive efforts for parks. John Glennon stated that they are 'caretakers' for Volunteer Park and have nothing to do with security—this is in response to an erroneous statement made by Kip to the Gateway.

### **Old Business**

**1. By-Laws/Mission Statement/Policy/Operational Procedures:** There has been confusion about who issues statements to the press for KPMPD; Caril moved that the President of the Board is the official spokesperson. The motion was seconded and passed 5/0. The appearance of fairness and conflict of interest were discussed in regard to outside organizations and the KPMPD Board. It was decided that one of the official policies of KPMPD would be: A commissioner may bring a proposal **originating in an outside group to which that commissioner belongs** to the KPMPD Board and participate in discussion on the subject but, to prevent the appearance of a conflict of interest, that commissioner **may not** vote on that proposal and **must** recuse themselves. Another policy of the KPMPD will be: The President of the Board may excuse a Board member from attending a regularly scheduled KPMPD Board Meeting for

illness, work, scheduled vacations, and reasonable emergencies; a commissioner may be asked to resign from the board if they 3 unexcused absences.

**2. Committee Lists:** There was discussion about the number of Commissioners who should serve on each committee; some of the concern about having 2 commissioners on a committee were time and creating a unplanned quorum if another commissioner who was not a regular member of that committee decided to attend. "One" may be the preferred number. John Glennon said that he wanted to be on the Master Plan Committee for Volunteer Park.

**3. Park System Capital Improvements:** Mike said that KPMPD/KPPRD have the opportunity to restripe the parking lot using DOC community service labor. Diagonal parking along the east-west parking area driveway would increase capacity. It was moved, seconded and passed 5/0 to allow Mike Salatino to purchase paint and be reimbursed by KPMPD for the paint and materials needed to complete the project as described, keeping the 4 existing handicapped spots unchanged. Wes Glessner discussed his work on the water system and bid and additional price to change the irrigation system. Mike said that Mike Nieman of M&P Electric will volunteer to upgrade the pump wiring. It was move to allow Wes to upgrade the irrigation system with a cap of \$1500.00. Seconded and passed 4/0/1Abstained. There was a discussion about a future partnership with the school district regarding fire flow, the school's well, a KPMPD water tower and REET funds; Mike wanted to know if he could continue with these discussions with KPMPD approval and authorization. Everyone agreed this would be a good idea.

**4. Land Acquisition Committee/Devils Head/Conservation Futures:** The Land Acquisition Committee will be meeting with DNR, at DNR's request, on Oct. 13, 2004 at 8:00AM at the Sheraton Hotel in Tacoma; the meeting is not open to the public. Paula reminded us to be careful about expanding too fast.

**5. 501c3 Status:** Mike pointed out that Municipal Corporations cannot become nonprofit entities; if KPMPD wants to go after grants available to nonprofits only it needs to form an umbrella group.

**6. Picnic Tables:** The Peninsula High School Cross Country Team helped move 12 more tables to Volunteer Park. Kip donated use of her business' truck and delivery driver. We now have 16 "new" picnic tables. The Key Bank employees will be asked to help refurbish the tables on Sept. 15.

**7. Insurance:** The insurance expires 8/31/04; they will prorate KPPRD's insurance monthly until KPMPD takes over.

**8. Web Site:** No report.

#### New Business/Additions to the Agenda

**1. Small Works Roster:** Jerry has done research on a state pool with Wa. GSA which KPMPD can join. It was moved, seconded and passed 5/0 to authorized Jerry and Kip to publish a small works roster request in the legal sections of the four main regional papers (The Bremerton Sun, The News Tribune, The Olympian, The Peninsula Gateway) as well as the KP News.

**2. Employee Job Specifications:** No discussion.

**3. Little League:** Rich Henry came representing LL. They have concerns that their investment in park improvements will be forgotten when KPMPD purchases Volunteer Park. There was discussion about the old contract regarding the lights and LL's expectations; Commissioners are also concerned about equity for Adult Softball. LL would like a contract with KPMPD as soon a possible before 2005.

**Meeting Adjourned:** 10:10PM. The next KPMPD meeting will be at the KPSCF Annex at 7:30 PM on Tuesday, September 21, 2004. The next Joint KPMPD/KPPRD meeting will be on Monday September 13, 2004 at 7:30 PM in the KPSCF Annex.

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