

**KEY PENINSULA METROPOLITAN PARK DISTRICT  
d.b.a. KEY PENINSULA METRO PARKS**

**P.O. Box 70, Lakebay, Wa. 98349**

**253-884-9240 and info@keypeninsulaparks.com**

**Board Meeting Minutes**

**Monday, December 11, 2006**

**The public meeting was preceded by a 6:30PM study session.** Mike Kruger and Mike Galizio of Pierce County Planning and Land Services explained the status of the KP Community Plan to the Commissioners. They said that the KPCPB recommended that land be acquired for future development of Boat Launches and associated parking. A RV parking lot and associated public restroom are recommended in Key Center. The document obligates Pierce County to assist KPMPD in the development of park and recreational facilities. Shoreline parks are a priority; the Recreation Element is geared toward marine shoreline development. There is a strong emphasis on trail acquisition and development—the “Head-to-Toe Trail” is mentioned. Mike Kruger thought that a off road trail between the Purdy Sandspit and Lake Kathryn Village Shopping Center should be specifically include—it is not currently mentioned. Land Banking for future parks (active and wildlands) is recommended and the plan encourages private land owners to take advantage of the tax category of “Current Use Open Space”. (Scott Gallacher mentioned that DNR would probably be willing to lease Maple Hollow to KPMPD—because IAC granted funds to DNR for campground development DNR cannot sell it.) Rick Sorrels reminded KPMPD that it and Pierce County Public Works could end up being partners in maintaining signs, public parking places, and public restrooms. The Transportation Element contains language about roadway improvement. There are no maps of a new route for Hwy. 302 in the KPCP; WSDOT is going to prepare an EIS in 2007 addressing 5 alternate routes based upon their 1994 community study sessions. The plan directs Public Works and PALS to consult with KPMPD when updating roadways. It directs non-motorized travel, such as equestrians and walkers, be accommodated when roads are improved. It recommends a Roadside Trail along any new Hwy. 302 corridor. A Roadside Path is a paved 6’ wide pedestrian/bike walkway in public road right-of-ways; a Roadside Trail is 10’ to 12’ wide paved multiuse trail within the road right-of-way. They are paved because of ADA requirements. KPMPD was concerned that equestrian interests were ignored; KPMPD may write a letter requesting a gravel pathway adjacent to the outside edge of any Roadside Path or Trail to accommodate horsemen. Maintenance of Roadside Paths and Trails are the responsibility of PC Public Works; maintenance of away from public roadways are the responsibility of the park district. A number of Roadside Trails were reduced to the category of Roadside Paths to minimize adjacent property owner impact. The only recommended Trails are along 144<sup>th</sup> (Pole Line Road) and Hwy. 302. Mike Kruger and Mike Galizio invited the KPMPD Commissioners to attend the remaining KP Community Plan sessions. The Board thanked them for updating KPMPD on the KP Community Plan.

**The public meeting was called to order at 7:48PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Clerk Kip Clinton.**

**Commissioners Present:** Kip Clinton, Elmer Anderson, Ross Bischoff, Caril Ridley; also present for KPMPD was Scott Gallacher, Executive Park Director. President Paula DeMoss was excused due to work.

**Citizens Present:** Rick Sorrels, Chris Fitzgerald (KP News), Kurt Self (KPLL), Chuck West (KP Fire District and KPCP Board Member), Michael Hayes (KP Community Fair).

**Approval of Agenda:** The agenda was approved 4/0.

**Citizen Comments:** No citizen comments.

**Good of the Order:** Ed Robison did drainage swale design and other engineering work for Home Park on a pro bono basis. Dick Hassan is working on the fencing around Field 2 and plans on moving the dugouts. Kurt Self said he could get volunteers to help move the dugouts next weekend. Kip suggested placing an ad in the KP News to thank all of the 2006 park volunteers and donors.

**Special Presentations by Committees or Citizens: New Business**

**1. KP Metro Park System Plan:** Discussion is deferred until after the KP Parks System Survey is published and the returned surveys are analyzed in the spring of 2007.

**Special Presentations by Committees or Citizens: Old Business**

**1. Land Acquisition Committee:** No report.

**2. DNR 360:** A January meeting between Pierce Co. Parks, Wa. DNR, KPMPD, Terry Lee (Pierce Co. Council #7), Rep. Pat Lantz (26<sup>th</sup> District WSHRep), Rep. Larry Seaquist (26<sup>th</sup> District WSHRep) and Senator Derek Kilmer (26<sup>th</sup> District WSSenate). Kurt Self suggested that potential user groups be invited to attend; consensus of the KPMPD Board was to have staff contact the public agencies and arrange a meeting to discuss the DNR 360 sometime in January or February of 2007.

**3. Community Plan:** There was a building/community design charet last weekend at the Civic Center to assess the community's ideas regarding building architecture. Caril said that the KPCP is very general regarding parks. Rick Sorrels advised the Commissioners to submit a detailed letter about parks and development.

**Staff Report (See Attached Report)**

**1. Home Park:** The Lions Club met with Terry Lee on Dec. 7 to discuss the progress of the Home Park picnic shelter permit. Attending for KPMPD were Scott Gallacher, Elmer Anderson and Ross Bischoff. Citizens at the meeting were Mike Salatino, Ed Robison, Rick Sorrels, Chuck West, Hugh McMillan, Bruce Nicholson and Mike Colello (Peninsula Gateway). Citizens expressed frustration with the PALS process and apparently changing regulations which make it difficult for any non-developer with a project to receive a permit through PALS. Terry Lee expressed concern, but has limited authority regarding the daily operation of PALS—Pierce County Executive John Landenberg is the county CEO. Scott mentioned that KPMPD had been informed that a Flood Boundary Delineation Survey would not be required. Ed Robison assisted Scott in calculating the impervious surface area and preparing a storm water drainage plan, which Scott submitted Dec. 8, 2006. If there are no further requirements, KPMPD should have the permits by Christmas.

**2. Volunteer Park:** Staff is working with WGEP (insurance) and the Sheriff's office to determine damage costs due to last month's damage by a vandal to the gates and fields. During that time, a set of park keys were lost and the two way radios were stolen; the keys were subsequently recovered from Peninsula High School students; all locks have since been changed. The retaining wall project (thanks to George Robison) is complete except for some access steps behind Field 2 home plate. A local contractor has volunteered to install the new concession building windows and door, staff has insulated the ceiling water pipes and blown-in fiberglass ceiling insulation will be installed by a contractor on Dec. 14.

**3. Rocky Creek Conservation Area:** The wooden fence is damaged beyond repair; Scott has contacted the Pierce County Public Works about installing some sort of barrier at the tail head to prevent vehicles accessing the trails. Staff repaired the kiosk roof by replacing shingles.

**4. Programs:** Scott has issued game cancellation refunds to the Fall Softball teams. He will be organizing an Adult Men's 3-on-3 Basketball program at the Civic Center. He is also organizing

a repeat Winter Break basketball camp for grades 1—7. The Pee Wee Basketball skills program (which was so well received last winter) will begin Jan. 20, 2007. Parks Appreciation Day is scheduled for Saturday April 28, 2007.

**5. Program Guide:** Scott has spoken to Rodika Tollefson of the KP News about ideas for funding a program guide and the best time to publish one. No action has been taken.

**6. Meetings:** Scott represented KPMPD at the Peninsula School District Facilities Task Force on Nov. 14, the KGI Watershed retreat on Nov. 18, the Cushman Trail Phase II meeting in Gig Harbor on Dec. 6, the Home Park permit meeting (See Staff Report 1. Home Park) on Dec. 7 and spoke with various planners at PALS regarding Home Park on Dec. 8.

### **Business Meeting**

**1. President's Report:** No report.

**2. Minutes:** Approval of the minutes of Oct. 9, 20, 30, Nov. 13 and Nov. 27 were deferred until the January 8, 2007 regular meeting.

**3. Financial Report:** The estimated balance with Pierce County Budget and Finance is \$25,000.00. November Zoo/Trek deposits to the KPMPD fund were about \$11,950.00 (KPMPD had not yet received the end of November statement). The Venture Bank depository account balance is about \$14,600.00. Commissioner Elmer Anderson requested a budget sheet be presented for the past 3 years; staff will attempt to have it for the January 2007 meeting. KPMPD financials are now up-to-date in Quickbooks.

**4. Unfinished Business/KPLL 2007 Contract:** Kurt Self (KPLL President) requested some changes to the contract. In the Field Use Agreement (non-tournament use) they requested a (Page 1, Clause 1.) Field Start Time change to 3PM; it was moved, seconded and passed 4/0 to approve a start time of "4:00pm, weather permitting". On Page 2, Clause 3, it was moved, seconded and passed 4/0 to remove the phrase "a field will not be considered reserved until all fees are paid"; commissioners agreed that this phrase was redundant since KPLL prepays a portion of the annual use and is billed for actual use on a monthly basis. There was discussion about KPLL having a key to the maintenance shop so that they may irrigate the fields when staff is not present; Scott said that was impossible due to liability concerns regarding access to the water cistern tank. Elmer suggested KPMPD investigate a water spray tank for the Kubota; staff will look into this. On Page 2, Clause 4 it was moved, seconded and passed 4/0 to change the wording to "games rescheduled/cancelled immediately prior to game time due to weather do not apply". In Appendix A it was moved, seconded and passed 4/0 to add the wording per "Little League requirements" in regard to the placement of the bases and the pitcher's mound. KPLL committed to paying the difference between regular bases and breakaway bases (which will be required by LL rules in 2008); Scott stated that he budgeted for replacement regular bases in 2007. It was moved, seconded and passed 4/0 to add the clause "Install mounds per Little League rules on agreed upon Fields" to Appendix A. KPLL contracts separately for placement of a batting cage in Volunteer Park. In the past, the batting cage had been located in the unused tennis court (now called the multipurpose court); the intention for 2007 is to locate it in the Agrivision area. KPLL has already done some volunteer work to improve the drainage with this purpose in mind. KPLL requested the Batting Cage contract be amended to provide for and alternate site if the Agrivision placement doesn't work. It was moved, seconded and passed 4/0 to add the words " or another mutually agreed upon location" to Clause 1 of the Batting Cage Special Use Agreement. KPLL requested permission to place a prefabricated shed along the eastern edge of Field 2/3 for storage of chalk and lining equipment; the commissioners suggested instead that after the existing dugouts are moved and extension be added to one of them for material storage. Scott and Kurt will discuss this option. Scott will draft the changes into the contracts and forward copies to

KPLL for their Board approval. The contract will be signed at the KPMPD January meeting.

**5. Unfinished Business/2007 KP Community Fair Contract:** Michael Hayes (KPCF) said that KPCF wanted to be certain that they would not be charged for field lighting if KPMPD staff turned on the lights; KPMPD staff will be directed to NOT TURN ON ANY LIGHTS FOR THE FAIR EVEN IF REQUESTED TO DO SO. Ross asked the Fair to keep livestock and other animals off of the ballfields (sanitation). Staff was requested to make the required changes for January final approval and signing.

**6. Unfinished Business/Resolution 2006-08 (revised) Protection of Future Levy Capacity:** Scott said that an erroneous number was used in the version of Resolution 2006-08 which KPMPD passed on November 27, 2006; Pierce county staff brought the error to KPMPD's attention. It was moved, seconded and passed 4/0 to approve R2006-08 (revised).

**7. Unfinished Business/Skate Park:** Commissioner Elmer Anderson suggested that Chuck West bring a design plan, materials list, along with cost estimates to KPMPD before KPMPD can officially approve of a location for the proposed Skate Park. KPMPD has NOT YET approved a location for the Skate Park; there has been discussion to put it in the multipurpose court. Security and lighting issues need to be addressed as well as some sort of roof or cover. There was discussion about liability issues; Scott will contact WGEP about it. Consensus was to have Chuck West bring a design proposal (based upon probable location in the multipurpose court) to KPMPD for discussion and approval in 2007.

**8. Unfinished Business/Park System Survey:** There was discussion about how to maximize the response to the survey. The survey will be approved in January 2007 with the intention of publishing it in the February issue of the KP News.

**8. New Business/2007 Legal Council Contract:** KPMPD will have to sign a contract extension for 2007. Disend and Disend's contracts are for each calendar year. There are no changes in the 2007 contract extension. It was moved, seconded and passed 4/0 to approve the 2007 contract extension. The 2007 extension could not be signed at this meeting because President Paula DeMoss was absent and KPMPD's by-laws specify that only the President of the Board can contractually obligate KPMPD (the Executive Director in his day-to-day duties can obligate KPMPD without Board approval up to \$5000.00 and up to \$15,000.00 for regular business expenses with previous Board approval).

**9. Commissioners Comments:** Ross wished to mention to staff that the men's restroom look much better since they have been painted.

**Meeting Adjourned:** The regular public meeting of December 11, 2006, was adjourned at 10:20PM. The January meeting will be on January 8, 2007 at 7:30PM in the Key Peninsula Sport Center and Fairground (Volunteer Park) in the Annex building and may be preceded by a 6:30pm study session.. The fourth Monday of each month is reserved for special topic meetings should any be required.

Respectfully submitted by Kip Clinton, Clerk KPMPD.

*Disclaimer: KPMPD'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 Clerk's attention and corrected at the time the Board addresses and approves the minutes. The Clerk wishes to apologize to the public and other Commissioners for any errors which may occur in the unofficial minutes; she cannot talk and take notes at the same time.*