

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

**P.O. Box 70, Lakebay, Wa. 98349
253-884-9240**

**Board Meeting Minutes
Monday, March 27, 2006**

The public meeting of the Key Peninsula Metropolitan Park District was preceded by a 6:30PM study session. The commissioners discussed the general public's confusion with the park district's name. The word "metro" has caused some citizens to confuse KPMPD with Tacoma Metro Park District; they seem to think KPMPD is part of Tacoma Metro Parks and can tap into their budget. There was discussion about adopting another "d.b.a." name by dropping the word "metro". The discussed new d.b.a. name would be "Key Peninsula Parks"; no action was taken on this issue. Commissioner Jerry Schick had designed a draft recreation survey which was distributed to the Board. The commissioners discussed what return would constitute a valid result, how to distribute a survey, and how to tabulate and interpret the results. It was suggested to contact U.W. Tacoma and Evergreen State College to see if they have any students who would take on the project as a class project. It was suggested that KPMPD might purchase a registered voter mailing list from the Co. Auditor's office, or distribute surveys as an insert in the mailed KP News or Peninsula Light Co. statements.

The public meeting was called to order at 7:30PM in the Key Peninsula Sport Center and Fairgrounds (Volunteer Park) Annex by Jerry Schick, Vice President KPMPD.

Commissioners Present: Jerry Schick, Ross Bischoff, Caril Ridley, Kip Clinton; also present for KPMPD was Scott Gallacher, Executive Park Director. Paula DeMoss was excused due to illness.

Citizens Present: Kristi and Brent Adams.

Approval of Agenda: The agenda was amended as follows: Unfinished Business/Concession Contract was moved to the top of the agenda; approval of the minutes of March 13 were deferred to the April 10 regular meeting; the minutes of Feb. 13, were previously approved; Unfinished Business/Payroll Discussion (changing the pay period) was tabled until a later date; New Business/Stipend for Commissioner was deferred until a later date; the Executive Session Topic/Property was clarified to refer to the DNR 360. The Amended Agenda was approved 4/0.

Special Presentations by Committees or Citizens: New Business

No new Special Presentations by Committees or Citizens.

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1. Concession Contract: KPMPD has had two meetings with the concessionaire (Kristi Adams) to negotiate the terms of the contract. Commissioner Jerry Schick noted that previous concessionaires left the building in poor condition and that KPMPD has spent \$20,000 to \$30,000 to repair the building but a "Maintenance and Repair" clause in the contract should address that issue. The contract will run from April 1 (pro-rated to Health Dept. inspection and approval) to August 31; fall events will be on special event contracts or on a month-to-month basis. It was moved, seconded and passed 4/0 to accept the contract as written. All commissioners present signed the contract; President Paula DeMoss is expected to sign the contract at a later date.

2. Land Acquisition Committee: There was no special presentation by the LAC; Scott informed the commissioners that he has submitted a letter of intent to IAC, with a grant application to follow, regarding potential acquisition of the 40 acres traversed by Minter Creek to

the NW of the DNR 360. Should KPMPD be able to purchase this property discussed uses are a natural area with some trails.

3. DNR 360: AHBL has volunteered to design a draft master plan for the DNR 360. It is understood that they are doing this on a pro bono basis; KPMPD will have to go to bid for all final site work (soil suitability, environmental concerns, traffic studies, actual site studies and architectural work, contract management, etc.) once the land is acquired and public hearings are held on proposed site uses (draft master plan). Consensus of the commissioners was that the site should have ball fields (baseball, soccer, football), a first class skate park, administration building with associated park maintenance facilities, a dedicated rental site for Renaissance Faire specific facilities, and a fairgrounds/event center/equestrienne facility to generate income for the district; some camp sites and trails are expected to be placed in parts of the undeveloped natural areas; at least half of the site is expected to remain in a somewhat natural state with intensive uses clustered toward the south end of the property. The commissioners discussed intensity of use; during fairs or certain other events speculated daily usage is between 5000 to 25,000 people on site; KPMPD expects to have a traffic signal with turn lanes at the intersection of 144th (Pole Line Road) and Hwy 302. Kip handed out a "Map-Your-Way" map of the Puyallup Fairgrounds to conceptualize what can be place on 50 acres and an article from the 2003 Pierce Co. Business Examiner about the Puyallup Fair's impact upon the economy; the main site of the W. Wa. Fair is only 50 acres with average daily mid-week Fair attendance being 55,000.

4. Community Plan: The next meetings are on Wed. March 29 and Wed. April 5, 2006 at 7:00PM at the Key Peninsula Middle School just south of Volunteer Park. Transportation policies are being discussed. Caril will present wording regarding non-motorized transportation. Scott has had conversations with Mike Galizio, Pierce Co. Public Works, Transportation, about paths and shoulders adjacent to public roads; he was assured that the draft Transportation Policy addresses these issues.

5. Citizen's Comments/Good of the Order: Fred Ramsdell kindly cut off the angle iron that stabilized the old flagpole in the middle of the parking lot!! Thanks Fred!!

Staff Report (See Attached Report-Summarized Below)

1. Home Park: Scott met with Dan W. from AHBL regarding a possible pro bono site design for submittal to PALS.

2. Volunteer Park: The concession building is almost ready for Health Dept. inspection; it is hoped the concessionaire will be able to be operating out of the building by the second weekend of April. The buildings windows and doors have been compromised due to previous damage; Jerry recommended that Scott install new laminated glass windows and outward opening steel frame part glass door(s) as replacement. Installing a commercial grade cleat/spike mat to protect the floor and prevent slipping was also discussed. KPLL had 90 volunteers on LL Volunteer Day and did over 200 hours of volunteer work (Scott is designing a "volunteer hours" form to track volunteer time re. future grant applications). Staff is putting up park rules signs. Mary Grieves, KP Community Fair, was requested to bring a proposal regarding installation of tractor pull clay on the westernmost field; she will be attending the April 10 KPMPD Board meeting. Scott was quoted a price of \$850 to fill the old flag pole site with asphalt. The commissioners instructed Scott to fill the hole with crushed rock at this time; it is expected that it will be asphalted this fall after the rock compacts.

3. KP Little League: Opening day is Saturday, April 1.

4. Rocky Creek: Scott is working on projects for Parks Appreciation Day; it has potential for a large number of volunteer projects. Caril volunteered at the last meeting to supervise RC work parties on April 22.

5. IAC Grants: See “Land Acquisition Committee” above. KPMPD may be able to submit the draft KPPRD Park System Plan to IAC; if KPMPD can amend and adopt that plan as its own and IAC accepts the plan as valid that would permit KPMPD to compete with other agencies and groups for IAC grants.

6. Programs: No teams to date have registered for spring Adult Softball. Scott is working on summer youth programs in conjunction with Pierce Co. Parks; these would be summer camps for baseball, basketball, soccer, cheer leading, and “Mini-Hawks” sports programs.

7. Other: Parks Appreciation Day/Earth Day (Saturday, April 22, 2006) activities are planned for Volunteer Park, Rocky Creek and Home Park. Forever Green is starting its Trails Advisory Group and will have a meeting at the Snake Lake Nature Center (So. 19th and Tyler/Stevens) in Tacoma on April 19 at 6:00PM. Scott plans to attend and Caril plans to be there also.

Business Meeting

1. President’s Report: No President’s Report.

2. Minutes: The minutes of February 27, 2006, under “Staff Report; Volunteer Park” were amended to read “**floor painted with two part two coat Epoxy paint**” regarding the concession building. It was moved, seconded and passed 4/0 to approve the amended minutes of February 27, 2006. Consideration of the minutes of March 13, 2006, was deferred until the next meeting on April 10, 2006.

3. Financial Report: Voucher Transmittal Letters of March 14, 2006 and March 22, 2006, were approved 4/0. Estimated remaining funds at Pierce Co. Budget and Finance are \$6000 to \$7000 at this time with another \$13,000 in the Venture Bank depository account.

4. Unfinished Business/Concession Contract: See Special Presentations by Committees or Citizens/Old Business.

5. Unfinished Business/Payroll Discussion: This topic refers to possibly changing the pay period for employees from a bi-monthly pay period to either a weekly or monthly pay period. This topic was deferred to an unspecified later date.

6. New Business/Recreation Survey Design: Scott was instructed to contact U. W. Tacoma and Evergreen to inquire if a student, class or professor would look over the draft survey pro bono and give KPMPD some suggestions.

7. New Business/Parks Appreciation Day Proclamation: It was moved, seconded and passed 4/0 to declare Saturday, April 22, 2006, as Parks Appreciation Day.

8. New Business/Stipend for Commissioners: Deferred to an unspecified later date.

9. Board Member Comments/Good of the Order: Commissioner Jerry Schick mentioned that KPMPD will need to establish a policy regarding accounting for cash payments to the park; currently numerical receipts are used.

Meeting Adjourned: The public portion of the KPMPD meeting of March 27, 2006, was adjourned at 8:55PM; it was followed by a 30 minute Executive Session the topic of which was the DNR 360. The first April meeting will be on April 10, 2006, at 7:30PM at the Key Peninsula Sport Center and Fairground (Volunteer Park); the second April meeting will be on April 24, 2006 at 7:30PM.

Respectfully submitted by Kip Clinton, Clerk KPMPD.

