



KEY PENINSULA METROPOLITAN PARK DISTRICT
D.b.a. KEY PEN PARKS

Board Meeting

(Meetings may be videotaped or recorded)

AGENDA

November 13, 2023

7:00 PM – Regular Meeting

Meeting Room, Key Peninsula Fire District 16 – Station 47 (Home)
1921 Key Peninsula Hwy NW, Home WA 98349

Public Comment is available in person or via Zoom by calling (253) 215-8782 with
Meeting ID: 830 9986 8216 Passcode: 041286

Hybrid Meeting may be available but not guaranteed due to technology
<https://us06web.zoom.us/j/83099868218?pwd=2T1GDgUNBmN1SJhTPJVSBU5XDNH8f.1>

Members of the Board of Park Commissioners

Linda Parry, President

Mark Michel, Vice President
Kip Clinton, Clerk

Shawn Jensen, Member-at-Large
Ed Robison, Member-at-Large

Regular Meeting – 7:00 PM

1. Call to Order

2. Roll Call

Present	Excused	Comment
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Position 1 - Linda Parry		
Position 2 - Shawn Jensen		
Position 3 - Mark Michel		
Position 4 – Ed Robison		
Position 5 – Kip Clinton		

3. Pledge of Allegiance

4. Approval of Agenda

5. Special Presentations

- a. None

6. Public Comments: *Limited to 3 minutes per issue per person. Speaker will state name and their address. If providing handouts, need to provide 10 copies for Commissioners and Staff.*

PUBLIC PARTICIPATION IN BOARD MEETINGS – Anyone may address any resolution for final consideration the agenda. Public comment on any other items on the agenda shall be at the discretion of the President. To ensure equal opportunity for the public to comment, the President may impose a time limit on each speaker. Questions must be directed to the President.

Under no circumstance shall any person be allowed to address the board on matters in which the District or a District official is a litigant. Speakers are requested to address the board with decorum.

7. Approval of the Minutes

- a. Regular Meeting, October 9, 2023, and Special Meeting, October 31, 2023

8. Financial Report

October 2023 Financial Report

Total expenditures \$102,031.24

• Accounts Payable	\$68,953.29	Check
• First Citizens	\$	EFT's
• <u>Payroll/Benefits</u>	\$32,905.89	EFT's
• <u>Pierce County Claim</u>	\$	EFT's
• <u>Petty Cash</u>	\$0	Cash
• <u>Bank service fees</u>	\$172.06	EFT's

Total Revenue \$558,042.89

• Other Revenues	\$1,690.08
• Zoo Trek	\$23,308.00
• Property Tax	\$522,537.27
• Investment	\$9,782.76
• Leasehold Excise	\$724.78
• Timber Excise Tax	\$0
• Sale of Tax Title Property	\$0

9. Executive Director's Report

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee

- b. Trail Committee

11. Board President's Report

12. Unfinished Business

- a. Approval of Change in Sign Fees for Key Peninsula Little League Agreement

13. Public Hearing

- a. Continuation of Public Hearing on 2024 Budget and Adoption of Resolution R2023-05 Adopting the 2024 Fund Budget
- b. Public Hearing and Adoption of the Resolution R2023-06 the Regular Property Tax Levy for Collection in Calendar Year 2024

14. New Business

- a. Authorizing Out of State Travel for Executive Director Perkosky to travel to Colorado for NRPA Director School and Maintenance Worker II Kreman to travel to Florida for Sportsfield Management Conference in 2024
- b. Consideration of Trail Names
- c. Direction on Scott Gallacher Memorial Spray and Play Park Signage
- d. Approve revision to Statement C-4 of the 2022 Annual Financial Report.

15. Other minor matters

16. Good of Order/Comments by Board Members

17. Next Regular Meeting December 11, 2023, at Station 47, Community Room, 1921 Key Peninsula Hwy, NW, Home, WA

18. Adjournment



Meeting: November 13, 2023

Item # 7

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2023

Subject: Approval of Minutes

Background

This is a routine item and includes the meeting minutes from the Regular Meeting on October 9, 2023, and Special Meeting on October 31, 2023.

Minutes from March, April and May 2023 remain outstanding.

Recommended Action: Approve meeting minutes.

Attachment 1: Minutes from the October 9, 2023, Regular Meeting

Attachment 2: Minutes from the October 31, 2023, Special Meeting



Key Peninsula Metropolitan Park District (Key Pen Parks)

MINUTES - DRAFT

Board of Park Commissioners

Monday, October 9, 2023 @ 7:00 PM

Meeting Room, Key Peninsula Fire Protection District 16, Station No 47,
1921 Key Peninsula Hwy NW, Home WA 98349

1, 2, 3. Call to Order, Pledge of Allegiance & Roll Call

Executive Director Tracey Perkosky called the meeting to order at 7:00 PM

Present: President Parry, Vice President Michel, Clerk Clinton, Commissioner Jensen, and
Commissioner Robison

Absent & Excused: None

4. Meeting Agenda Approval

Agenda approved with no changes.

5. Special Presentations

None

6. Public Comment

None

7. Approval of Minutes

Regular Meeting Minutes for September 11, 2023

Recommended Action: Approve meeting minutes.

MOTION: Clerk Clinton moved to approve the minutes as submitted. Seconded by
Commissioner Jensen. Motion Carried 4-0-1 (Jensen abstained).

8. Financial Report

The September Financial Report was approved.

9. Executive Director Report

Director Perkosky updated on the progress of removing the encroaching fence near Gateway Park, removal of logging show poles from Gateway Park and Disc Golf Course construction in Volunteer Park. The rest of the report was presented in written form.

10. Board Committee And Advisory Council Reports

a. Land and Improvements Committee – Committee desires to set up a meeting about signage for Scott Gallacher Memorial Splash Pad. Director Perkosky responded to questions on the Zeren Acquisition.

b. Trail Committee Update – Vice President Michel commented on trails along TPU corridor. When the Trail Committee meets, they will work on trail naming in 360 Trails.

11. Board President's Report

None

12. Unfinished Business

a. Trust Land Transfer Update – Executive Director Perkosky confirmed that the application has been duly acknowledged and received by the DNR. She reviewed letters of support and updates on input from the Puyallup Tribe of Indians.

Recommendation: Provide direction on the request from the Puyallup Tribe of Indians

Board directed Executive Director Perkosky that should the Trust Land Transfer be approved to move forward with an MOU with the Puyallup Tribe of Indians to preserve their treaty rights.

13. Public Hearing, Proposed 2024 Budget

President Parry opened the Public Hearing.

Public Comment:

Stan Moffett – spoke regarding a push to put into a strategic plan a trail just west into Mason County.

Executive Director Perkosky presented the 2024 proposed budget during the open public hearing and responded to questions. The public hearing will continue during the next meeting on November 13, 2023.

14. New Business

a. Direction on the Potential Land Acquisition at 10615 Wright Bliss Road NW, Gig Harbor – Executive Director Perkosky provided a summary and responded to questions.

Recommended Action: Provide direction on potential property acquisition.

Board directed staff to move forward with acquisition via appraisal and evaluation.

MOTION: Clerk Clinton moved to approve Board direction. Seconded by President Parry. Motion carried 5-0.

15. Other minor matters

Vice President Michel discussed tree down in 360 Trails, KPLL agreement, parking lot at Gateway Park during the Apple Squeeze, Red Bard ride on the 27th, and Saturday birdwatching.

16. Good of the Order/Comments by Board Members

President Parry expressed appreciation for Executive Director Perkosky's budget presentation.

17, 18. Next Meeting and Adjourn

Regular Meeting on November 13, 2023, in the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349

Adjourn at 10:06 PM

Respectfully submitted by Office Coordinator Holly Manning. Reviewed by Tracey Perkosky, Executive Director.

Disclaimer: Key Pen Parks minutes are not official until approved by the Board of Commissioners. Discrepancies or errors in the unofficial minutes may be corrected at the time the Board addresses and approves the minutes.



Key Peninsula Metropolitan Park District (Key Pen Parks)

SPECIAL MEETING MINUTES - DRAFT

Board of Park Commissioners

Tuesday, October 31, 2023 @ 6:00 PM

Administrative Office, Key Pen Parks

5514 Key Peninsula Hwy NW, Lakebay WA 98349

1, 2, 3. Call to Order, Pledge of Allegiance & Roll Call

Executive Director Tracey Perkosky called the meeting to order at 6:01 PM

Present: President Parry, Vice President Michel, Clerk Clinton (via Zoom), and Commissioner Jensen (Via Zoom)

Absent & Excused: Commissioner Robison

4. Meeting Agenda Approval

Agenda approved with no changes.

5. Public Comment

None

6. Unfinished Business

a. Authorize Executive Director to Execute the Purchase and Sale Agreement and Associated Addendums for 10613-19 Wright Bliss Road NW – Executive Director Perkosky presented the negotiated offer package regarding this property and responded to questions. The District will apply for a waiver of retroactivity for possible grant application from RCO.

Recommendation: Authorize the Executive Director to Execute the Purchase and Sale Agreement and all Addendums for 10613-19 Wright Bliss Road NW, Gig Harbor with substantially the same terms contained in the draft agreement.

MOTION: Vice President Michel moved to approve recommendation. Seconded by Clerk Clinton. Motion carried 4-0.

7. New Business

a. Authorize the Executive Director to Purchase (1) F250 Pickup Truck from Bud Clary Ford through WA State DES Agreement # 05916. Executive Director Perkosky responded to questions.

Recommendation: Authorize the Executive Director to Purchase (1) F250 Pickup Truck from Bud Clary Ford through WA State DES Agreement #05916.

MOTION: Vice President Michel moved the recommendation. Seconded by Commissioner Jensen. Motion carried 4-0

17, 18. Next Meeting and Adjourn

Regular Meeting on November 13, 2023, in the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349

Adjourn at 6:31 PM

Respectfully submitted by Tracey Perkosky, Executive Director.

Disclaimer: Key Pen Parks minutes are not official until approved by the Board of Commissioners. Discrepancies or errors in the unofficial minutes may be corrected at the time the Board addresses and approves the minutes.



Meeting: November 13, 2023

Item # 8a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Via: Laura Armstrong, Fiscal Specialist

Date: November 13, 2023

Subject: Approval of Finances

Background

This report includes a summary of the financial information from October 2023 for Board approval.

October 2023 Financial Report

Total expenditures \$102,031.24

• Accounts Payable	\$68,953.29	Check
• First Citizens	\$	EFT's
• <u>Payroll/Benefits</u>	\$32,905.89	EFT's
• <u>Pierce County Claim</u>	\$	EFT's
• <u>Petty Cash</u>	\$0	Cash
• <u>Bank service fees</u>	\$172.06	EFT's

Total Revenue \$558,042.89

• Other Revenues	\$1,690.08
• Zoo Trek	\$23,308.00
• Property Tax	\$522,537.27
• Investment	\$9,782.76
• Leasehold Excise	\$724.78
• Timber Excise Tax	\$0
• Sale of Tax Title Property	\$

TREASURER'S REPORT

Fund Totals

Key Peninsula Metro Parks District

Time: 11:13:44 Date: 11/09/2023

10/01/2023 To: 10/31/2023

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	5,403,893.36	558,042.89	102,031.24	5,859,905.01	4,790.95	8,913.31	0.00	5,873,609.27
	5,403,893.36	558,042.89	102,031.24	5,859,905.01	4,790.95	8,913.31	0.00	5,873,609.27

TREASURER'S REPORT

Account Totals

Key Peninsula Metro Parks District

10/01/2023 To: 10/31/2023

Time: 11:13:44 Date: 11/09/2023

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	First Citizens Checking	18,063.44	1,690.08	17,126.21	2,627.31	0.00	0.00	2,627.31
2	First Citizens Payroll	41,186.01	68,563.46	68,953.29	40,796.18	0.00	0.00	40,796.18
3	Pierce County	5,304,548.26	573,306.96	215,528.67	5,662,326.55	0.00	0.00	5,662,326.55
4	Petty Cash	170.63	0.00	0.00	170.63	0.00	0.00	170.63
5	First Citizens AP	39,925.02	146,965.21	32,905.89	153,984.34	0.00	13,704.26	167,688.60
Total Cash:		5,403,893.36	790,525.71	334,514.06	5,859,905.01	0.00	13,704.26	5,873,609.27
		5,403,893.36	790,525.71	334,514.06	5,859,905.01	0.00	13,704.26	5,873,609.27

TREASURER'S REPORT

Outstanding Vouchers

Key Peninsula Metro Parks District

10/01/2023 To: 10/31/2023

As Of: 10/31/2023 Date: 11/09/2023

Time: 11:13:44 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	962	10/12/2023	Claims	5	2551	Merry Makers	3,593.70	Balance of contract for Hallows Eve 2023 contract
2023	990	10/19/2023	Claims	5	2554	EPIC Business Essentials	201.96	Office Supplies such as banker boxes and copy paper
2023	1000	10/27/2023	Claims	5	2559	Canon Financial Services, INX	121.22	Image Cannon copier and fax unit charge for 10/01/2023 - 10/31/2023
2023	1001	10/27/2023	Claims	5	2560	Copiers Northwest	37.31	Rental contract additional prints for 09/14/2023 - 10/13/2023
2023	1002	10/27/2023	Claims	5	2561	Wesley Giddings	61.80	Full shelter refund - electric wasn't provided.
2023	1003	10/27/2023	Claims	5	2562	Heritage Electric Company Inc	339.55	Labor and material costs with re-terminating cooktop circuit at Gateway Park
2023	1004	10/27/2023	Claims	5	2563	Peninsula Light Company	310.41	Electric service charge from 09/15/23 - 10/15/23 at Gateway Park
2023	1005	10/27/2023	Claims	5	2564	Purdy Topsoil and Gravel LLC	125.00	Premium lawn mix for Gateway Park
2023	999	10/27/2023	Payroll	5	2565	Health Care Authority PEBB Health Insurance	7,998.65	Pay Cycle(s) 09/01/2023 To 09/30/2023 - PEBB Health Insurance
2023	1006	10/30/2023	Payroll	5	2566	Health Care Authority PEBB Health Insurance	914.66	Amount due for retroactive health care for Vidovic (September 2023)
							13,704.26	

Fund	Claims	Payroll	Total
001 General Fund	4,790.95	8,913.31	13,704.26
	4,790.95	8,913.31	13,704.26

TREASURER'S REPORT

Signature Page

Key Peninsula Metro Parks District

10/01/2023 To: 10/31/2023

Time: 11:13:44 Date: 11/09/2023

Page: 4

We the undersigned officer for the Key Peninsula Metropolitan Park District, have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: _____ Signed: _____
Commissioner / Date Fiscal Specialist / Date

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 16:11:52 Date: 11/06/2023

10/01/2023 To: 10/31/2023

Page: 1

Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
942	10/04/2023	Tr Rec	2208	1823	1	The Snack Shack	365.68	Rent, electric, and leasehold tax for October 2023 from VP concession building rental.
943	10/04/2023	Tr Rec	2209	1824	1	Kyle Armstrong	500.00	Rent, electric, and leasehold tax for October 2023 from Taylor Bay caretaker rental. 1 of 2 money orders.
944	10/04/2023	Tr Rec	2210	1825	1	Kyle Armstrong	268.20	Rent, electric, and leasehold tax for October 2023 from Taylor Bay caretaker rental. 2 of 2 money orders.
949	10/06/2023	Tr Rec	2211	1826	1	General Customer	61.80	Rental of Gateway Pavilion on 11-4-2023 from 2pm -4pm for (Tyner)
950	10/06/2023	Tr Rec	2212	1827	1	General Customer	46.35	Rental of Gateway Pavilion on 9-30-2023 from 11am -1pm for (Steinbacher) Paid for by (Adsero)
951	10/06/2023	Tr Rec	2213	1828	1	General Customer	61.80	Rental of Gateway Pavilion on 10-29-2023 from 12pm -2pm for (Donovan)
952	10/09/2023	Tr Rec	2214	1829	1	General Customer	36.05	Rental of Home Shelter on 10-6-2023 from 4pm -6pm for (Charrouf)
953	10/09/2023	Tr Rec	2215	1830	1	General Customer	36.05	Rental of Volunteer Park Shelter on 10-7-2023 from 1pm -3pm for (Haney)
980	10/13/2023	Tr Rec	2216	1831	1	General Customer	46.35	Rental of Gateway Park pavilion on 10-14-2023 from 2pm to 4pm for (Painter)
981	10/13/2023	Tr Rec	2217	1832	1	General Customer	61.80	Rental of Gateway Park pavilion on 10-15-2023 from 2pm to 4pm for (Stoner)
982	10/13/2023	Tr Rec	2218	1833	1	General Customer	206.00	Rental of a section of trails at Gateway Park 360 trails on 10-17-2023 from 12pm to 7pm for (Special Event SNSC XC Meet) Morga
1009	10/31/2023	Tr Rec	2221		3	Pierce County Budget and Finar	522,537.27	Property Tax of \$520,268.31 and delinquent year of \$2,268.96
1036	10/31/2023	Tr Rec	2224		3	Pierce County Budget and Finar	23,308.00	Zoo Trek
1037	10/31/2023	Tr Rec	2225		3	Pierce County Budget and Finar	724.78	Leasehold Excise Tax
1038	10/31/2023	Tr Rec	2226		3	Pierce County Budget and Finar	9,782.76	Investment Interest
310 Taxes							546,570.05	
360 Long Terms							11,472.84	
001 General Fund							558,042.89	
							558,042.89	

October 2023 AP Expenditures

Key Peninsula Metro Parks District

Time:

10:01:45 Date: 11/06/2023

10/01/2023 To: 10/31/2023

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Department of Revenue	998	10/23/2023	Claims	5	1,495.86	3rd Quarter Leasehold tax for Taylor Bay, Gateway, and VP concession building.
EFT Department of Revenue	1041	10/31/2023	Claims	5	5.00	Annual business license renewal.
231002001 AMI Graphics	954	10/09/2023	Claims	5	111.67	New signs for Oversized Parking area at Gateway Park.
231002002 Alstead Trielle E	955	10/09/2023	Claims	5	38.65	Mileage for September 2023
231002003 D.M. Recycling Co	956	10/09/2023	Claims	5	229.10	Recycle pickup service at Gateway Park.
231002004 Murreys Disposal Company	957	10/09/2023	Claims	5	698.14	Trash pickup service at Volunteer park and Gateway park.
231002005 PCRCD, LLC	958	10/09/2023	Claims	5	88.70	Old signs to large for dumpster from VP taken to dump.
231002006 Peninsula Light Company	959	10/09/2023	Claims	5	1,081.92	Electric service fees for VP, Taylor Bay and Home Park
231002007 Verizon Wireless	960	10/09/2023	Claims	5	577.12	Cell phone service for park business.
231003001 Compensation Connections LLC	961	10/12/2023	Claims	5	330.00	Professional services regarding HR policies
231003002 Merry Makers	962	10/12/2023	Claims	5	3,593.70	Balance of contract for Hallows Eve 2023 contract
231003003 US Bank	963	10/12/2023	Claims	5	13,218.22	US Bank statement 10/06/2023
231005001 Astound	989	10/19/2023	Claims	5	177.16	Phone and Internet for VP
231005002 EPIC Business Essentials	990	10/19/2023	Claims	5	201.96	Office Supplies such as banker boxes and copy paper
231005003 Express Septic Service	991	10/19/2023	Claims	5	599.41	Septic Pumping for Taylor Bay property on abandoned septic system.
231005004 H.D. Fowler	992	10/19/2023	Claims	5	15.60	Nozzles and Tape Measure
231005005 Rose David	993	10/19/2023	Claims	5	400.00	Traffic Control for All Hallows Eve
231005006 Washington Water Service Company	994	10/19/2023	Claims	5	135.08	Water utilities for Gateway Park
231009001 Canon Financial Services, INX	1000	10/27/2023	Claims	5	121.22	Image Cannon copier and fax unit charge for 10/01/2023 - 10/31/2023
231009002 Copiers Northwest	1001	10/27/2023	Claims	5	37.31	Rental contract additional prints for 09/14/2023 - 10/13/2023
231009003 Giddings Wesley	1002	10/27/2023	Claims	5	61.80	Full shelter refund - electric wasn't provided.
231009004 Heritage Electric Company Inc	1003	10/27/2023	Claims	5	339.55	Labor and material costs with re-terminating cooktop circuit at Gateway Park
231009005 Peninsula Light Company	1004	10/27/2023	Claims	5	310.41	Electric service charge from 09/15/23 - 10/15/23 at Gateway Park
231009006 Purdy Topsoil and Gravel LLC	1005	10/27/2023	Claims	5	125.00	Premium lawn mix for Gateway Park
231008001 PEBB Health Insurance Health Care Authority	999	10/27/2023	Payroll	5	7,998.65	
231010001 PEBB Health Insurance Health Care Authority	1006	10/30/2023	Payroll	5	914.66	
Total Checks:					32,905.89	

October 2023 Payroll Expenditures

Key Peninsula Metro Parks District

Time:

10:00:55 Date: 11/06/2023

10/01/2023 To: 10/31/2023

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT EFTPS	947	10/04/2023	Payroll	2	5,662.41	
EFT WA State Department of Retirement	948	10/04/2023	Payroll	2	7,876.65	
EFT Employee Paycheck	926	10/10/2023	Payroll	2	1,697.17	
EFT Employee Paycheck	927	10/10/2023	Payroll	2	2,299.30	
EFT Employee Paycheck	928	10/10/2023	Payroll	2	754.69	
EFT Employee Paycheck	929	10/10/2023	Payroll	2	1,710.83	
EFT Employee Paycheck	930	10/10/2023	Payroll	2	2,599.74	
EFT Employee Paycheck	931	10/10/2023	Payroll	2	1,439.47	
EFT Employee Paycheck	932	10/10/2023	Payroll	2	1,819.33	
EFT Employee Paycheck	933	10/10/2023	Payroll	2	1,377.34	
EFT Employee Paycheck	934	10/10/2023	Payroll	2	2,985.59	
EFT Employee Paycheck	935	10/10/2023	Payroll	2	684.78	
EFT Employee Paycheck	936	10/10/2023	Payroll	2	1,302.57	
EFT Department of Labor & Industries	983	10/19/2023	Payroll	2	7,198.63	
EFT EFTPS	984	10/19/2023	Payroll	2	5,901.10	
EFT ESD-Long Term Care	985	10/19/2023	Payroll	2	768.26	
EFT ESD-PFLMA	986	10/19/2023	Payroll	2	886.29	
EFT Employment Security Department	987	10/19/2023	Payroll	2	1,575.03	
EFT United Concordia	988	10/19/2023	Payroll	2	552.50	
EFT Department of Licensing	997	10/23/2023	Claims	2	30.00	Annual Driving record check for Armstrong; Driving record request for Manning
EFT Employment Security Department	1042	10/24/2023	Claims	2	0.01	Adjustment for round off on 3rd quarter unemployment.
EFT Employee Paycheck	966	10/25/2023	Payroll	2	1,697.17	
EFT Employee Paycheck	967	10/25/2023	Payroll	2	2,299.30	
EFT Employee Paycheck	968	10/25/2023	Payroll	2	754.69	
EFT Employee Paycheck	969	10/25/2023	Payroll	2	1,900.82	
EFT Employee Paycheck	970	10/25/2023	Payroll	2	117.47	
EFT Employee Paycheck	971	10/25/2023	Payroll	2	2,599.74	
EFT Employee Paycheck	972	10/25/2023	Payroll	2	1,439.48	
EFT Employee Paycheck	973	10/25/2023	Payroll	2	1,659.49	
EFT Employee Paycheck	974	10/25/2023	Payroll	2	1,507.24	
EFT Employee Paycheck	975	10/25/2023	Payroll	2	447.80	
EFT Employee Paycheck	976	10/25/2023	Payroll	2	117.47	
EFT Employee Paycheck	977	10/25/2023	Payroll	2	2,985.59	
EFT Employee Paycheck	978	10/25/2023	Payroll	2	1,002.77	
EFT Employee Paycheck	979	10/25/2023	Payroll	2	1,302.57	
Total Checks:					68,953.29	

TRANSACTION JOURNAL

Key Peninsula Metro Parks District

Time: 10:08:32 Date: 11/06/2023

10/01/2023 To: 10/31/2023

Page: 1

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
1039	10/31/2023	10/31/2023	1	EFT	Ser Chge		First Citizens	92.00	Bank Service fees
	576 80 49 003	Banking Fees		001	General Fund			92.00	Bank Service fees
1040	10/31/2023	10/31/2023	1		Ser Chge		Merch Bankcard service	80.06	Credit card processing fees
	576 80 49 003	Banking Fees		001	General Fund			80.06	Credit card processing fees
Records Printed: 2									
Adjustments:								0.00	
Beginning Balance:								0.00	
Revenues:								0.00	
Warrant Expenditures:								0.00	
Non Warrant Expenditures:								172.06	
Interfund Transfers:								0.00	
Redemptions:								0.00	
Deposits:								0.00	
Withdrawals:								0.00	
Stop Payments:								0.00	
Fund	Adjustments		Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 General Fund	0.00		0.00	0.00	0.00	172.06	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	172.06	0.00	0.00	0.00

2023 CASH FLOW - YEAR TO DATE

y Peninsula Metro Parks District

Time: 15:41:10 Date: 11/07/2023

January To October

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General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
10 00 000 Taxes, Real & Person	3,846.25	37,790.34	78,033.33	561,455.93	135,996.76	12,839.99	8,090.78	8,669.21	18,820.78	522,537.27	0.00	0.00	1,388,080.64	1,494,356.00	93%
17 00 000 Taxes, Zoo Trek Excis	22,106.46	25,380.71	20,510.65	20,322.27	23,306.37	21,453.65	23,232.07	25,137.28	23,838.45	23,308.00	0.00	0.00	228,595.91	245,000.00	93%
20 00 000 Taxes, Leasehold Exc	0.00	52.28	0.00	0.00	60.65	0.00	0.76	58.55	21.32	724.78	0.00	0.00	918.34	1,000.00	92%
40 00 000 Taxes, Forest Excise 1	0.00	0.00	0.00	0.00	2,350.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,350.91	2,500.00	94%
00 00 000 Other Tax (REET)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	0%
Taxes	25,952.71	63,223.33	98,543.98	581,778.20	161,714.69	34,293.64	31,323.61	33,865.04	42,680.55	546,570.05	0.00	0.00	1,619,945.80	1,802,856.00	90%
02 70 001 Pierce County Parks	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0%
Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0%
60 00 003 Program Fees, Prog	0.00	0.00	359.54	851.00	157.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,367.54	800.00	171%
Park Fees	0.00	0.00	359.54	851.00	157.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,367.54	800.00	171%
11 00 000 Investment Interest	7,585.27	7,204.87	8,289.00	8,415.56	9,017.42	8,847.71	9,273.31	9,495.87	9,302.44	9,782.76	0.00	0.00	87,214.21	4,000.00	***%
40 00 004 S&F Rentals, 360 Fie	240.00	770.00	2,057.79	6,160.00	4,176.35	4,233.15	979.20	1,731.80	1,290.00	470.00	0.00	0.00	22,108.29	18,000.00	123%
40 00 005 S&F Rentals, Home I	0.00	0.00	0.00	65.00	100.00	70.00	0.00	35.00	35.00	35.00	0.00	0.00	340.00	400.00	85%
40 00 006 S&F Rentals, Volunte	0.00	0.00	0.00	0.00	0.00	168.68	50.00	0.00	35.00	35.00	0.00	0.00	288.68	1,000.00	29%
50 00 001 S&F Rentals, Conces	365.68	365.68	591.36	591.36	591.36	591.36	591.36	591.36	365.68	365.68	0.00	0.00	5,010.88	7,000.00	72%
50 00 002 S&F Rentals, Gatewa	1,287.88	1,292.98	1,274.79	1,269.04	1,251.25	1,203.75	1,172.75	1,174.35	2,378.15	0.00	0.00	0.00	12,304.94	14,400.00	85%
50 00 004 S&F Rentals, Sportsf	0.00	8,647.55	0.00	0.00	0.00	0.00	0.00	8,217.82	0.00	0.00	0.00	0.00	16,865.37	8,000.00	211%
50 00 005 S&F Rental, Taylor B:	768.20	768.20	768.20	768.20	768.20	768.20	768.20	818.20	818.20	768.20	0.00	0.00	7,782.00	9,180.00	85%
00 00 000 Contributions & Dor	500.00	0.00	500.00	1,500.00	2,000.00	0.00	38,660.47	4.00	0.00	0.00	0.00	0.00	43,164.47	7,500.00	576%
00 00 001 Event Sponsorship F	0.00	0.00	0.00	0.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00	150.00	0.00	0%
91 00 000 Other Revenue	588.79	23.10	898.86	239.43	130.11	763.61	1,042.00	51.15	742.46	16.20	0.00	0.00	4,495.71	2,000.00	225%
91 01 000 Usage Of Fund Balan	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550,000.00	0%
10 00 000 Refundable Deposits	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	1,500.00	33%
Long Terms	11,335.82	19,072.38	14,880.00	19,008.59	18,034.69	16,646.46	52,687.29	22,119.55	14,966.93	11,472.84	0.00	0.00	200,224.55	622,980.00	32%
00 00 000 Special or Extraordir	0.00	0.00	0.00	0.00	0.00	0.00	31,733.96	0.00	0.00	0.00	0.00	0.00	31,733.96	0.00	0%
Special or Extraordinary Items	0.00	0.00	0.00	0.00	0.00	0.00	31,733.96	0.00	0.00	0.00	0.00	0.00	31,733.96	0.00	0%
JD REVENUES:	37,288.53	82,295.71	113,783.52	601,637.79	179,906.38	50,940.10	165,744.86	55,984.59	57,647.48	558,042.89	0.00	0.00	1,903,271.85	2,426,636.00	78%
80 10 001 Commissioner Wage	512.04	384.03	0.00	640.05	256.02	384.03	896.07	256.02	640.05	256.02	0.00	0.00	4,224.33	7,500.00	56%
80 10 002 Administrative Wage	23,105.94	24,893.91	23,517.02	24,888.25	24,775.19	21,441.68	20,608.08	21,274.02	21,586.86	20,558.83	0.00	0.00	226,649.78	301,983.00	75%
80 10 003 Park Operations Wa	12,615.27	12,986.01	19,230.63	26,587.74	28,082.85	28,819.17	26,545.56	27,860.07	32,595.33	29,957.85	0.00	0.00	245,280.48	380,292.00	64%
80 10 004 Park Operations - Te	644.38	454.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,099.31	0.00	0%
80 20 001 Commissioner Perso	50.63	29.40	0.00	59.76	19.60	29.38	83.92	19.58	48.98	41.11	0.00	0.00	382.36	678.00	56%
80 20 002 Administrative Bene	7,418.45	8,362.87	7,060.90	9,073.04	6,009.41	5,693.22	7,336.98	5,426.02	5,561.06	6,665.36	0.00	0.00	68,607.31	109,190.00	63%
80 20 003 Park Operations Ben	9,677.88	5,265.75	5,988.86	13,571.11	14,099.58	11,553.21	18,463.29	10,121.58	10,938.50	20,834.22	0.00	0.00	120,513.98	184,765.00	65%
80 20 004 Park Operations - Te	577.95	112.78	0.00	149.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	840.13	0.00	0%
80 20 006 Uniforms/Safety Gee	0.00	0.00	0.00	46.39	0.00	0.00	100.00	215.80	599.53	144.24	0.00	0.00	1,105.96	4,000.00	28%
80 31 001 Office Supplies	144.35	357.87	351.03	680.95	484.81	218.75	20.00	254.25	323.51	491.39	0.00	0.00	3,326.91	5,500.00	60%
80 31 002 Maintenance Suppli	7,296.39	4,681.12	3,945.94	7,097.00	10,044.80	2,489.95	18,942.51	13,208.21	17,677.43	2,554.55	0.00	0.00	87,937.90	107,000.00	82%
80 31 003 Equipment Mainteni	0.00	221.71	56.46	923.34	0.00	1,008.54	0.00	36.41	72.82	0.00	0.00	0.00	2,319.28	3,520.00	66%
80 31 004 Vehicle Maintenance	0.00	0.00	0.00	0.00	6.51	177.58	0.00	0.00	9.44	105.93	0.00	0.00	299.46	2,000.00	15%

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General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
80 31 130 Supplies, Special Eve	0.00	0.00	0.00	177.99	180.09	-25.41	0.00	0.00	285.96	0.00	0.00	0.00	618.63	600.00	103%
80 31 140 Supplies, Special Eve	0.00	1,027.30	453.41	605.69	761.96	63.47	1,083.84	1,216.23	0.00	2,446.79	0.00	0.00	7,658.69	8,850.00	87%
80 31 150 Supplies - Volunteer	0.00	0.00	0.00	0.00	0.00	0.00	113.22	19.92	0.00	0.00	0.00	0.00	133.14	500.00	27%
80 32 000 Park Operations Fue	281.39	746.60	983.30	1,341.70	1,407.77	1,447.90	1,789.71	1,916.77	1,297.97	1,687.63	0.00	0.00	12,900.74	22,000.00	59%
80 35 000 Small Tools & Equip	0.00	0.00	1,199.34	0.00	624.24	3,118.02	802.18	0.00	472.81	2,576.85	0.00	0.00	8,793.44	10,400.00	85%
80 41 000 Professional Services	5,272.50	49.00	148.20	653.43	0.00	30.00	0.00	0.00	0.00	174.10	0.00	0.00	6,327.23	12,500.00	51%
80 41 001 Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	935.00	550.00	330.00	0.00	0.00	1,815.00	20,000.00	9%
80 41 002 Professional Services	0.00	13,981.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,981.46	16,000.00	87%
80 41 004 Professional Services	50.00	0.00	128.00	675.00	297.00	0.00	384.00	64.00	1,876.00	0.00	0.00	0.00	3,474.00	10,450.00	33%
80 41 005 Professional Services	0.00	465.70	0.00	2,120.28	1,497.43	6,077.29	2,188.50	26.00	2,799.90	4,049.20	0.00	0.00	19,224.30	49,513.00	39%
80 41 007 Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0%
80 41 008 Professional Services	0.00	0.00	0.00	0.00	4,503.60	0.00	0.00	583.20	2,332.80	0.00	0.00	0.00	7,419.60	7,500.00	99%
80 41 009 Election Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	0%
80 42 001 Communications, Ph	939.12	705.83	813.72	601.13	828.86	863.20	613.13	618.82	637.02	1,367.61	0.00	0.00	7,988.44	9,500.00	84%
80 43 001 Travel, Commissione	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
80 43 002 Travel, Staff	72.50	83.06	336.50	397.22	562.69	2,439.45	414.91	86.29	68.78	47.65	0.00	0.00	4,509.05	15,000.00	30%
80 44 001 Taxes And Operatio	0.00	316.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	316.34	2,000.00	16%
80 45 000 Equipment Rental\ I	326.03	144.96	1,478.05	268.48	903.29	593.44	483.66	2,433.84	453.36	158.53	0.00	0.00	7,243.64	8,000.00	91%
80 46 000 Insurance, General L	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39,713.00	0.00	0.00	0.00	0.00	39,713.00	45,000.00	88%
80 47 000 Utility Services, For /	3,029.13	1,655.88	4,238.56	3,269.14	1,450.11	4,917.16	1,762.69	4,151.45	1,656.54	2,578.83	0.00	0.00	28,709.49	37,485.00	77%
80 47 001 Utility Services, For	0.00	0.00	82.78	85.15	0.00	134.73	0.00	0.00	35.48	0.00	0.00	0.00	338.14	1,000.00	34%
80 48 000 Repairs & Maintena	1,382.65	2,566.41	5,047.48	33,081.31	1,714.66	2,001.36	993.21	568.20	2,706.92	2,419.69	0.00	0.00	52,481.89	29,810.00	176%
80 49 001 Licenses & Permits	2,148.00	64.00	0.00	1,006.50	74.49	0.00	37.00	331.10	0.00	619.93	0.00	0.00	4,281.02	6,000.00	71%
80 49 002 Dues & Subscription	29.78	1,313.44	466.15	603.22	923.92	1,078.66	1,459.60	601.90	2,058.81	23.77	0.00	0.00	8,559.25	7,500.00	114%
80 49 003 Banking Fees	85.00	128.19	137.58	134.46	203.51	242.60	222.90	166.01	163.35	172.06	0.00	0.00	1,655.66	1,700.00	97%
80 49 004 Other Expenses	0.00	0.00	45.00	0.00	478.32	509.05	245.00	15.00	0.00	91.80	0.00	0.00	1,384.17	4,000.00	35%
80 49 006 Training, Staff	19.95	590.00	480.00	1,362.46	140.00	975.00	450.00	70.00	1,614.00	658.23	0.00	0.00	6,359.64	7,000.00	91%
Parks	75,679.33	81,588.55	76,188.91	130,100.19	100,330.71	96,281.43	106,039.96	132,188.69	109,063.21	101,012.17	0.00	0.00	1,008,473.15	1,455,236.00	69%
10 00 000 Refund Deposits - O	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0%
00 00 999 Payroll Liability Accc	-1,290.56	-994.72	-1,255.26	-1,169.19	-869.15	-950.10	-1,244.18	-1,318.03	-1,364.43	-476.79	0.00	0.00	-10,932.41	0.00	0%
30 00 000 Other Non-Expendit	1,508.32	0.00	0.00	1,470.18	0.00	0.00	1,521.54	0.00	0.00	1,495.86	0.00	0.00	5,995.90	4,900.00	122%
Non-Expenditures	217.76	-994.72	-1,255.26	300.99	-869.15	-950.10	277.36	-1,318.03	-1,364.43	1,019.07	0.00	0.00	-4,936.51	6,400.00	77%
76 70 000 G.O. Bond Principal	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00	100%
76 83 000 G.O. Bond Interest	0.00	0.00	0.00	0.00	0.00	10,375.00	0.00	0.00	0.00	0.00	0.00	0.00	10,375.00	20,000.00	52%
	0.00	0.00	0.00	0.00	0.00	40,375.00	0.00	0.00	0.00	0.00	0.00	0.00	40,375.00	50,000.00	81%
76 61 000 Capital Expenditures	0.00	0.00	0.00	0.00	209.50	0.00	3,950.00	0.00	0.00	0.00	0.00	0.00	4,159.50	0.00	0%
76 62 001 Capital Improvemen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	0%
76 62 020 Capital Improvemen	-50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-50.00	470,000.00	0%
76 62 024 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	0%
76 63 001 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	0%
76 64 001 Capital Equipment -	0.00	0.00	0.00	0.00	0.00	5,907.89	0.00	0.00	0.00	0.00	0.00	0.00	5,907.89	120,000.00	5%
Capital Expenditures	-50.00	0.00	0.00	0.00	209.50	5,907.89	3,950.00	0.00	0.00	0.00	0.00	0.00	10,017.39	915,000.00	1%

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General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
JD EXPENDITURES:	75,847.09	80,593.83	74,933.65	130,401.18	99,671.06	141,614.22	110,267.32	130,870.66	107,698.78	102,031.24	0.00	0.00	1,053,929.03	2,426,636.00	43%
JD GAIN/LOSS:	-38,558.56	1,701.88	38,849.87	471,236.61	80,235.32	-90,674.12	55,477.54	-74,886.07	-50,051.30	456,011.65	0.00	0.00	849,342.82		
JD NET POSITION:	-38,558.56	-36,856.68	1,993.19	473,229.80	553,465.12	462,791.00	518,268.54	443,382.47	393,331.17	849,342.82	849,342.82	849,342.82			

2023 FUND TOTALS

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REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
General Fund	37,288.53	82,295.71	113,783.52	601,637.79	179,906.38	50,940.10	165,744.86	55,984.59	57,647.48	558,042.89	0.00	0.00	1,903,271.85	2,426,636.00	78%
	37,288.53	82,295.71	113,783.52	601,637.79	179,906.38	50,940.10	165,744.86	55,984.59	57,647.48	558,042.89	0.00	0.00	1,903,271.85	2,426,636.00	78%
EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
General Fund	75,847.09	80,593.83	74,933.65	130,401.18	99,671.06	141,614.22	110,267.32	130,870.66	107,698.78	102,031.24	0.00	0.00	1,053,929.03	2,426,636.00	43%
	75,847.09	80,593.83	74,933.65	130,401.18	99,671.06	141,614.22	110,267.32	130,870.66	107,698.78	102,031.24	0.00	0.00	1,053,929.03	2,426,636.00	43%
N/LOSS:	-38,558.56	1,701.88	38,849.87	471,236.61	80,235.32	-90,674.12	55,477.54	-74,886.07	-50,051.30	456,011.65	0.00	0.00	849,342.82		
POSITION:	-38,558.56	-36,856.68	1,993.19	473,229.80	553,465.12	462,791.00	518,268.54	443,382.47	393,331.17	849,342.82	849,342.82	849,342.82			



Regular Meeting: November 13, 2023

Item # 9

To: Board of Park Commissioners
From: Tracey Perkosky, Executive Director
Date: November 13, 2023
Subject: Executive Director's Report

The maintenance team continues their work on leaves and the final mowings of the year. The irrigation system and splash pad were winterized before the early freeze warnings in October. They have also installed split rail fencing around various areas of the Gateway parking lot and along the TPU access area on 302. It looks great and will hopefully discourage inappropriate parking in addition to trespassing on private property.

The team has also been working on brushing back trails in 360 and Key Central Forest. The porta-potty is now removed for the winter season at Taylor Bay and will be installed come spring. The main gates to Maple Hollow and Taylor Bay are now closed for the season. Park users may park safely outside the gates and walk-in during park hours (7:00 AM to legal sunset). Maintenance has also been preparing the soccer fields and their season ends on November 11th.

The entire District staff worked hard in the preparation and execution of All Hallows Eve. The freezing temps had folks leaving around 7pm and over 800 cups of cocoa were consumed! Estimated attendance was about 900-1000 people. There was positive feedback on the crafts, candy, pumpkin bowling and apple sling shot, face painting, cotton candy and the hayride! We appreciate everyone's hard work so that the community could come out for a great evening.

As mentioned in October, the open space off 126th (Minter Creek) was closed to fishing due to the large number of anglers the Hatchery/Fish & Wildlife were sending to the open space following a complaint from a nearby private property owner regarding angler behavior. Fish & Wildlife recently reached out to the District to confirm our issues with human feces and waste, as well as bank degradation from the anglers. They indicated that are likely to close that area to fishing (unless in a boat) since the Hatchery is now the only place that fishing is allowed since the remainder of the tidelines are private owned or fishing prohibited.

Parks & Facilities Manager Howarth and Outreach and Event Coordinator Alstead are working on a formal volunteer program since we have had an uptick in interest over the last few months. Coming soon is an update on the Trust Land Transfer process for the community. Since the last meeting, Representative Hutchins has agreed to provide a letter of support for the 360 Trails project.

The Director's primary focus has been on negotiating the Purchase and Sale Agreement for Wright Bliss, hosting a Special Meeting, securing appraisers, reading multiple documents on leases, well information, disclosures, etc. The property inspection and water testing is scheduled for November 15th,



The Fiscal Specialist has been instrumental in securing our final pieces of capital equipment for the budget year including mowers, trucks and utility vehicles.

Disc Golf Update: no further action on this project this month due to the Wright Bliss Acquisition
EMBA Agreement: Meeting on 11/9 to review indemnification language, will have revisions to District on 11/13.

The most recent monthly safety meeting topic was hypothermia.



Regular Meeting: November 13, 2023

Item: 12a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2023

Subject: Approval of Change in Sign Fees for Key Peninsula Little League Agreement

In August 2023, the Board of Park Commissioners approved the terms of the Key Pen Peninsula Little League (KPLL).

In mid-October the Director met with members of the KPLL Board to review the terms of the agreement which had previously been shared via email.

We agreed that we would use 2024 as a “test year” for the non-exclusive use of the fields to determine good timelines for deadlines and how to handle scheduling. This is a good step for both organizations to see how this can be best managed.

KPLL also requested that their sign fees be reduced. The fee was instituted because heavy wood signs were formally hung on the fence year-round causing damage. Now, the signs are lightweight vinyl which are only hung for Little League season to allow space for Harbor Soccer or other youth sports to acknowledge their sponsors. Given this and the opportunity for KPLL to devote more resources to their scholarship program, staff recommends reducing the sign fee to a flat \$150 per season. The previous fee was based on the number of signs and ranged from \$800 to \$1,125 annually (not including the covid years).

There was also extensive discussion in the meeting on reviving KPLL’s active volunteerism on the fields. They are appreciative of the infield work this summer and are hearing more interest in the community from that project.

Recommendation: Approve the reduction in the signage fees for KPLL



Regular Meeting: November 13, 2023

Item # 13a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2023

Subject: Second Public Hearing and Adoption of 2023 Budget

Background

The Proposed 2023 Budget includes \$2,254,216 in revenues, \$1,851,935 in operating expenses, \$53,375 in Bond payments, \$2,256,490 for capital projects, and \$1,912,984 in fund balance usage.

Some changes from the draft budget presentation into the 2024 Budget:

- Addition of \$2500 to use the professional services e-bidding of MRSC (proposed budget presentation only included fees for construction portion), and extra \$50 for WRPA dues increase.
- Addition of \$1,150,000 to cover acquisition of Wright Bliss property (purchase price, closing, fees, surveys, reports, etc.) and associated planning costs for Zeren Acquisition.
- Staff COLA proposed at 5% but recent trends do not show a slow down in inflation and revised upwards to 6%. Final numbers are released on November 14th.

Some key items include:

- Addition of \$1,150,000 for costs association with the acquisition of the Wright Bliss Property and planning costs for the acquisition of Zeren property.
- Increase in arborist costs for tree removal
- Replacement leaf blower, mulcher, jack hammer and concrete mixer
- Consultant assistance with human resources, project management, trails maintenance (mountain biking and multi-purpose), forester, Cramer McCracken trails design, and land survey for RCO for Taylor Bay (with BARS changes these were moved from Capital in prior years).
- Acquisition of replacement sand-pro for ballfield maintenance
- Includes .5 FTE Maintenance Worker I only to be hired once trails are constructed in Manke East and Cramer McCracken
- Robust community event schedule based on community survey results
- Funding for building repairs at Gateway Maintenance Yard and Rental House (carry over from 2023)
- Includes 6.0% COLA increase for staff
- Increases staff training levels to allow for out-of state travel for NRPA's Director's School and Sportsfield Management Conference; reflects increases in registration fees
- Increase for aging vehicle repair costs
- Geotech/design on Field 3 at Volunteer Park (carry over from 2023)
- Design & Construction of ADA ramps at Admin Office and Volunteer Park parking lot (carry over from 2023)
- Capital Facilities Plan with regional emphasis for Park Impact Fees (carry over from 2023)



- Increased Software Costs (Adobe, Microsoft, Anti-Virus, etc.)
- Addition of MRSC Rosters e-bid software
- Home Park Playground replacement (including swing set); Volunteer Park swing set replacement
- Emergency Trail markers in 360, Key Central Forest, Maple Hollow and Rocky Creek. (carry over from 2023 budget)

Not Included in the 2024 Budget:

- Additional staffing for Wright Bliss Property
- Funds for any needed extensive repairs, fencing, land clearing for Wright Bliss Property
- Property Management costs for Wright Bliss Property

Recommended Action: Adopt Resolution R2023-05 for the 2024 Operating, Bond and Capital Budgets

Attachment 1: Resolution R2023-05 Adopting the 2024 Annual Budget

Key Peninsula Metropolitan Park District
Dba Key Pen Parks



Resolution No R 2023-05

A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE KEY PENINSULA METROPOLITAN PARK DISTRICT ADOPTING THE 2024 ANNUAL BUDGET AT THE FUND LEVEL FOR THE CALENDAR YEAR 2024

WHEREAS, the Executive Director of the Key Peninsula Metropolitan Park District (“Key Pen Parks”) has recommended a balanced budget and estimate of monies required to meet public expenses for the 2024 calendar year; and

WHEREAS, the Clerk of the Board did cause to be published notices in the Tacoma News Tribune on September 13, 2023, and on the Key Pen Parks Website on October 5, 2023 and November 9, 2023 that the Board of Park Commissioners of the Key Pen Parks would meet on October 9, 2023, and November 13, 2023, giving taxpayers an opportunity to be heard regarding the proposed 2024 Budget; and

WHEREAS, the Board of Park Commissioners did meet at the times specified and offered the opportunity for interested taxpayers, citizens, and residents to comment on the proposed budget as detailed below:

October 9, 2023	Public Hearing on Preliminary 2024 Budget
November 13, 2023	Public Hearing on 2024 Budget
November 13, 2023	Public Hearing on Property Tax Levy; and

WHEREAS, the proposed 2024 Budget, and estimated expenditures set forth in the budget being necessary to provide park and recreation services to the citizens and residents of the Key Peninsula during the 2024 calendar year;

NOW THEREFORE BE IT RESOLVED by the Board of Park Commissioners of Key Pen Parks approves the 2024 Budget in the amount noted in Appendix A at the fund level attached to and incorporated in this resolution.

PASSED AND ADOPTED by the Board of Park Commissioners for Key Pen Parks at a regular meeting held at the Home Fire Station (No. 47), 1920 Key Peninsula Hwy NW, Lakebay, WA, this 13th day of November 2023.

Attest:

Key Peninsula Metropolitan Park District
Board of Park Commissioners
Pierce County, Washington

Linda Parry, President

Mark Michel, Vice President

Kip Clinton, Clerk

Shawn Jensen, Member-at-Large

Ed Robison, Member-at-Large

Appendix A

Key Pen Parks 2024 Budget

General Fund Budget Amount: \$1,857,332

G.O. Bond Principal & Interest Amount \$53,375

Capital Program Amount: \$2,256,490

Total: \$4,167,200



Regular Meeting: November 13, 2023

Item # 13b

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2023

Subject: Public Hearing and Adoption of Resolution R2023-06 for the Highest Lawful Tax Levy for Collection in Calendar Year 2024

Background

After careful consideration of the budget and expected demand for new recreation services such as acquisition of new parks and open space, development of recreation facilities and programs desired by local residents as identified in Key Pen Parks' Park System Comprehensive Plan that an increase in the regular property tax levy is needed for the 2024 tax year. The dollar amount of the increase over the actual levy amount from the previous year will be a percentage increase of 0.841401% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made.

Recommended Action: Adopt Resolution R2023-06 for the Highest Lawful Tax Levy for Collection in Calendar Year 2024

Attachment 1: Resolution 2023-06 Adoption of the Highest Lawful Property Tax Levy for Collection in Calendar Year 2024

Key Peninsula Metropolitan Park District
Dba Key Pen Parks



Resolution No R 2023-06
RCW 84.55.120

**A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE KEY PENINSULA
METROPOLITAN PARK DISTRICT ADOPTING THE HIGHEST LAWFUL PROPERTY
TAX LEVY FOR COLLECTION IN CALENDAR YEAR 2024**

WHEREAS, the Board of Park Commissioners of the Key Peninsula Metropolitan Park District (“Key Pen Parks”) has met and considered its budget for the calendar year 2024; and,

WHEREAS, Key Pen Parks’ actual levy amount from the previous year was \$1,494,881.31; and,

WHEREAS, the population of the District is more than 10,000; and,

NOW THEREFORE BE IT RESOLVED by the Board of Park Commissioners of Key Pen Parks that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2024 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be \$12,577.95 which is a percentage increase of 0.841401% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made.

RESOLVED by the Board of Park Commissioners that Key Pen Parks protects future levy capacity available in future years pursuant to RCW 84.55.092 and as otherwise permitted by law. Further the Board of Park Commissioners has determined that the Executive Director shall have authority to modify the highest lawful levy amount in this resolution, if necessary, to match new figures to be supplied by the Pierce County Assessor in December 2023 by his or her sole signature.

PASSED AND ADOPTED by the Board of Park Commissioners for Key Pen Parks at a regular meeting held at the Home Fire Station (No. 47), 1920 Key Peninsula Hwy NW, Lakebay, WA, this 13th day of November 2023.

Attest:

Key Peninsula Metropolitan Park District
Board of Park Commissioners
Pierce County, Washington

Linda Parry, President

Mark Michel, Vice President

Kip Clinton, Clerk

Shawn Jensen, Member-at-Large

Ed Robison, Member-at-Large



Meeting: November 13, 2023

Item # 14a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2013

Subject: Authorizing Out of State Travel for Executive Director to travel to Colorado for NRPA Director School and Maintenance Worker II Kreman to travel to Florida for Sportsfield Management Conference in 2024

Background

Key Pen Parks' Travel Policy requires Board of Park Commissioners approval for all out-of-state travel. Staff is requesting permission for Maintenance Worker II Kreman to attend the Sportsfield Management Conference in Daytona Beach, FL from January 22 to January 25, 2024. The expenses which include airfare, shuttle/rental car, hotel and per diem are included in the 2023 and 2024 Budget.

This conference will expand Mr. Kreman's knowledge of sportsfields, turf, maintenance and repairs. He is becoming our sports field expert having recently finished The Ohio University's online learning with Distinction in ballfield maintenance.

Staff is also requesting permission for Executive Director Perkosky to attend Year 1 of 2 of the National Parks and Recreation Association (NRPA)'s Director's School. This is March 3 to 7, 2024 in Denver, CO. Topics covered include Director's Role in Community Development, Human Capital Management, Master & Strategic Planning, Park Planning & Development, Creating a Data Driven Organization, and more. The tuition covers the learning, hotel and most meals. This request covers airfare, per diem and shuttle and these funds are included in the 2024 budget.

Recommended Action: Approve out-of-state travel for Maintenance Worker II Kreman to Attend the Sportsfield Management Association Conference in Daytona Beach, FL in January 2024 and Executive Director Perkosky to Attend Year 1 of NRPA's Director's School in March 2024

Attachment 1: Session Descriptions for Sportsfield Management Association Conference

Attachment 2: Description of NRPA Director's School

2024 SFMA CONFERENCE EDUCATION

[← Back](#)

2024 SFMA CONFERENCE EDUCATION

Welcome to the Conference Education page! Here you will find presentations and handouts for education sessions occurring at SFMA's 2024 Conference and Exhibition.

Tracks (key): Turfgrass Management (TM), Water (W), Research and Technology (RT), Professional Development/DEI (PD/DEI), Baseball (B), Synthetic (S), Pest Control (PC)

MONDAY, JANUARY 22

1:15-5 PM – PRE-CONFERENCE EDUCATION

Brush up on the Basics

Enjoy a relaxed, reception-style atmosphere where you can interact with academics for a refresher in the basics of turfgrass management.

- Turfgrass Math 101 – Adam Thoms, Ph.D. (Iowa State University)
- Records and Photos for Problem Solving – Leah Brilman, Ph.D. (DLF USA)
- Pure Live Seed: Does that Even Matter – Cale Bigelow, Ph.D. (Purdue University)
- Avoiding Herbicide Mishaps – Travis Gannon, Ph.D. (North Carolina State University)
- Pesticide Application Errors/Drift Management – Chrissie Segars, Ph.D. (PBI Gordon Corporation)
- Fertilizer 101 – AJ Lindsey, Ph.D. (University of Florida)
- Irrigation Basics – Marco Schiavon, Ph.D. (University of Florida)

TUESDAY, JANUARY 23

8-9:30 AM – GENERAL SESSION

Expert Baseball Panel: Player Perspectives, Special Events, Rule Changes, and More!

We have assembled a panel of experts bringing many years of experience and expertise in this area. The panel will discuss how baseball has changed over the years, insight into player perspective, workplace challenges and where it is headed in the future for the sports field manager.

- **Phil Bradley** was a Major League Baseball player for the Mariners, Phillies, Orioles and White Sox. He was an American League All-Star in 1985 and spent a season with the Yomiuri Giants in Japan before retiring in 1991. He currently serves as a special assistant for international and domestic player operations.
- **Ryan Woodley** – Senior Director of Grounds, Milwaukee Brewers
- **Matt Brown** – Director of Field Operations, Pittsburgh Pirates
- **Dan Kiermaier** – Head Groundkeeper, Chicago Cubs

9:45-10:45 AM – CONFERENCE EDUCATION

(B) Starting from Scratch: Complete MiLB Field Renovation

Keith Winter-Head Groundskeeper, Fort Wayne TinCaps

With Major League Baseball (MLB) requiring a field audit of all 120 Professional Development License (PDL) minor league teams, fields that do not meet the established criteria must come into compliance by the 2025 season. Parkview Field, home of the Fort Wayne TinCaps, Class A affiliate of the San Diego Padres, undertook a complete renovation in the fall of 2023 to meet all future requirements.

Learning Outcomes:

- A comprehensive study, which involved testing and analysis of field grading, drainage, and materials, preceded recommendations to fix the problems.
- Public bids and contractor selection with detailed specifications paved the way for the best possible outcome, which is a state-of-the-art field for the long-term of MiLB baseball at Parkview Field.
- What do quality control protocols and due diligence look like in a hands on approach as a sports field manager.

(TM) Parks and Recreation: Situations Encountered in a Municipal Setting

Derek Hollanitsch – Maintenance Crew Leader, City of Saint Paul Parks and Recreation Department

The presentation will highlight situations encountered in facility maintenance. This will

include videos and pictures with narration related to challenges hosting a large-scale event. The attendees will see the before, during, and aftereffects of the event.

Attendees will learn about the following:

- › Challenges related to maintaining facilities in a Northern climate.
- › Showing how proper maintenance techniques can ensure safe playing surfaces.
- › Importance of providing equitable recreational opportunities for a diverse community.

(PD/DEI) Embracing Diversity in Sports Turf Management: Why it Matters

Alpha Jones, CSFM – Director of Field Operations, Fayetteville Woodpeckers

Maritza Martinez – Associate Director of Grounds, St Louis City SC

Turfgrass management is a critical aspect of maintaining safe, healthy, and aesthetically pleasing sports fields, however, the industry has struggled with diversity and inclusivity, with many positions being filled by individuals from similar backgrounds and experiences. This presentation proposes that diverse hiring in sports turf management, including improved decision-making, creativity and problem-solving, will assist in solving the challenges that exist in the sports turf industry. The presentation will also highlight successful diversity initiatives and best practices that can be implemented by sports turf managers to improve diversity and equity in their workplaces, from first-hand experiences.

Learning Outcomes:

- › Diverse hiring in sports turf management can lead to numerous benefits, including improved decision-making, creativity, and problem-solving, as well as better communication, understanding, and relationships with athletes, coaches, and fans.
- › Ways to achieve diversity in both sports turf management and the attendee's perspective companies by combating challenges and barriers that must be overcome. Topics such as the lack of representation in the industry, the difficulty of entering the field, and unconscious biases in the hiring processes will be discussed and will be taught on how to overcome these barriers.
- › Ways to successfully find diversity initiatives that have been implemented, such as creating training programs and internships for underrepresented groups and implementing diversity and inclusion training for staff.

(RT) Quantifying How Natural Grass Sequesters Carbon

Scott Bills, CSFM – President, Sports Fields Solutions LLC/Project EverGreen

Cindy Code – Executive Director, Project EverGreen



This presentation will introduce the “Clean Air Calculator” to sports field managers and explain how it can be used to quantify how natural grass sequesters carbon. The tool will help the sports field manager advocate for the need to responsibly manage natural grass and green spaces.

Attendees will learn about the following:

- › The science behind the Clean Air Calculator.
- › How the sports field manager can apply the Clean Air Calculator’s findings.
- › How to communicate the findings to further advocate for the proper management of public and private green spaces.

(RT) Optimizing Rootzone Conditions: Warmed Air, Air Consistency and Pipe Technology

Mark Heinlein, MSc, CFB – Director of Technical Projects and Research, Motz
Amy Fouty, CSFM – Field Consultant, Motz

While we can’t control Mother Nature, we can establish an environment where a natural grass rootzone can flourish. By using cutting-edge technology below the surface, focused on consistent, temperature-controlled air and moisture levels through an intricate pipe matrix, you can manage the system underground to produce an optimal playing surface.

Session objectives:

- › Discuss how forced air systems have evolved over time to enhance field performance and optimize playing conditions.
- › Convey the purpose and key benefits of natural grass vacuum/ventilation (forced air) sports field systems as well as soil warming technology.
- › Explain how Vac/Vent/soil warming systems benefit the natural grass playing surface by maximizing the ability to maintain consistent soil temperatures and soil moisture levels to accomplish your desired goals.

(TM) Soil Testing Interpretation and Application

Travis Shaddox, Ph.D. – President, Bluegrass Art and Science, LLC

Soil testing is a common management practice used by sports field managers. However, understanding and applying soil test results continues to be a challenge. In this presentation, we will discuss the various soil testing methods, explain why one test does not fit-all, and explain which test is most appropriate for your course. We will walk through several soil tests and explain step-by-step which variables are useful and which are not. We

will walk through an actual soil test interpretation report, and we will explain in detail how these results should or should not be applied to your nutrition program.

Session objectives:

- › Attendees will better understand why, when, and how they should soil test.
- › Attendees will better understand which soil tests they should use and which they should avoid.
- › Attendees will better understand which soil test components they should use and which they should ignore.

11 AM-12 PM – CONFERENCE EDUCATION

(TM) Practical Applications for Testing in Turfgrass Systems

Kyle Foreman – Consultant, FGS Consulting

This presentation will offer information on how to generate practical and actionable data using various testing methods for turfgrass. Attendees will learn valuable procedures to generate site-specific data to improve decision making in management practices.

Attendees will:

- › Gain a new perspective on how site-specific testing can help improve management decisions over time.
- › Learn of the importance of proper sampling practices to produce valuable data.
- › Learn at least three new things about evaluating testing reports.

(W) Turfgrass Irrigation: Water Quality, Quantity, and Lack of Thereof

Marco Schiavon, Ph.D. – Assistant Professor in the Environmental Horticulture Department, University of Florida

Irrigation is the single most important maintenance practice to keep turfgrass alive. However, with water restrictions being progressively enforced and rising water costs, sufficient irrigation may not be available. Strategies that will be covered include the use of alternative sources to potable water, deficit irrigation, wetting agents and sufficient nitrogen fertilization.

Presentation Objectives:



- › Learning appropriate crop coefficient for each species depending on the environment.
- › Learning options available on the wetting agent market.
- › Learning proper fertilization practices for drought stressed turf.

(RT) New Approaches for Testing Sports Field Safety and Performance

Gerald Henry, Ph.D. – Athletic Association Endowed Professor of Environmental Turfgrass Science, University of Georgia

Erick Begitschke – Second year Ph.D. student, University of Georgia

Safety and performance are at the forefront of sports field management. Previous performance testing methods have relied on hand-held sensors to describe field characteristics like surface hardness, soil compaction, and traction. New research has aimed at utilizing athletes with wearable sensors to more accurately describe “real-time” interactions between players and field attributes both in the lab and in the field.

Learning Outcomes:

- › Understand the basic premise of performance testing, its application, and potential benefits to athletic field management.
- › Comprehend the influence that turfgrass (traction, cover, etc.) and soil (surface hardness, compaction, soil moisture, etc.) characteristics have on field playability and player safety.
- › Become familiar with current athlete-surface interaction research (motion capture systems, wearable sensors, etc.) and the implications it may have on player safety and field maintenance.

(RT) SmartTeam Project: Unlocking Secrets Behind Athlete Performance and Safety

Thayne Munce, Ph.D., FACSM – Assistant Scientist / Manager in the Environmental Influences on Health & Disease Group and Director of the Athletic Health and Performance Lab, Sanford Research

This presentation will introduce the audience to the SmartTeam Project by discussing program objectives and key milestones. The central goal of the SmartTeam Project is to provide key insights through athlete monitoring, analytics and surface testing that optimize total athlete performance and safety, giving our partners a competitive edge.

Presentation Objectives:



- › Describe the SmartTeam Project.
- › Give examples of key performance and safety indicators the SmartTeam Project is measuring.
- › Explain how the SmartTeam Project provides meaningful and actionable information to its partners.

(TM) Sustainability in Turfgrass Management

Crystal Rose-Fricker – President, Pure Seed, Pure-Seed Testing Inc. and Pure Valley Solutions

This presentation will discuss the pathway of seed to the sports field and how everyone is doing their part to be sustainable: breeders, farmers, distributors, & sports turf managers.

Learning Outcomes:

- › Educate through telling YOUR story: a personal story resonates with people and will get the point across better.
- › We need to engage, encourage, educate, and empower each other to show all our work as an industry on sustainability.
- › Sustainability is a moving target: we can't become complacent and all need to continue pushing to become more sustainable every year.

(PD/DEI) Athletic Administration: Learning to Speak Their Language

Marc Moran, CSFM – Agriculture/Horticulture Instructor, Atlee High School
Ryan Molloy – Director of Student Activities, Atlee High School

The dynamics of working with administration can be challenging, especially if your goals do not align. This presentation will discuss this dynamic and how to effectively build a relationship to achieve cohesion and reach the goal.

After attending this presentation, the attendee will be able to:

- › Establish a trusting relationship with their athletic administration.
- › Develop a set of goals where both parties benefit.
- › Create a plan that addresses potential problems, both long and short term.

12-2 PM – F.I.E.L.D. FORUM LUNCHEON (FORMERLY THE WOMEN'S FORUM)



(PD/DEI) Inclusion on the Turf: Fostering Space Where All Can Grow

Brandon Bell, M.Ed. – Equity, Diversity and Inclusion (ED&I) Lead, Syngenta North America

When people think of sport, we often overlook the unifying, galvanizing and engaging power athletics can have. Coupled with the practice of equity, diversity and inclusion leaders across functions in the industry of sport have an incredible opportunity to leverage ED&I for business success and build stronger communities. Join us for an engaging dialogue where you can dive into ED&I, explore best practices and work force development and begin to explore how you can contribute to a more vibrant community.

By participating in this session attendees will:

- › Acquire a foundational understanding of DEI
- › Better understand how DEI practices support and advance workforce development
- › Discover how ED&I and sport can build stronger communities

2-3:15 PM – CONFERENCE EDUCATION

(TM) Sustainable Turfgrass Management for Municipalities and ISD's

Phil Lozano, MCPTM – Director of Parks and Recreation, The City of Highland Village

This session will address challenges with building and funding a sustainable program and the resources needed. Session topics include communicating with stakeholders, how to tell your story, plan and program development, staffing and equipment needs and establishing non-negotiables and expectations with maintenance and construction of a new field.

Participants will learn:

- › How to build a sustainable program.
- › How to communicate with stakeholders.
- › How to budget a building process.

(PD/DEI) Let's Talk About Mental Health

Lisa Goatley, MS, LPC – Licensed Professional Counselor, Private Practice

Jason Bowers, CSFM – Sports Turf Supervisor, Montgomery Parks

Willis Coulson – Teacher, Coach, Field Manager, Georgia Christian School

Mental health issues cost the global economy \$1 trillion annually in lost productivity, absenteeism, and staff turnover (HelpGuide). Addressing and improving mental health has become a priority topic in today's workplace and in society in general. This presentation will address how to identify mental health issues, strategies to improve mental health, outline the benefits of improved mental health in the workplace and in our personal lives, and

provide a forum for an open dialogue about the role of mental health in the sports field management industry. You will hear from a Licensed Professional Counselor and two sports field managers as they share their personal experiences in addressing mental health issues. An extended period for questions and answers will be offered.

Presentation objectives:

- Attendees will learn the signs and symptoms of mental health issues.
- Attendees will be presented with specific strategies to improve mental health.
- Attendees will have an opportunity to engage in an open dialogue about mental health in the sports field industry and hear from two sports field managers who have personal experience in managing mental health issues successfully.

(TM) Soils 201: Athletic Field Soils and How to Manage Them

Cale Bigelow, Ph.D. – Professor specializing in Turf Science and Ecology in the Horticulture and Landscape Architecture Department, Purdue University

Barry Stewart, Ph.D. – Professor of Agronomy, Mississippi State University

This presentation will give an overview of the key physical, chemical and biological properties affecting soils for natural grass athletic fields.

Attendees will:

- Learn the key physical properties to evaluate and monitor to maintain healthy turf.
- Identify key chemical properties affecting soil and turf health and calculating potential needs.
- Be familiar with the biological properties in sports field soil.

(B) Back to Basics: Infield Edging and Renovation

Trevor Warner – Assistant Supervisor of Sports Fields, City of Woodstock

This presentation will refresh your memory on the “how-to” when edging baseball fields. If you have a renovation project in the future, join Trevor and learn how infield renovations, bullpen renovations, mound and Homeplate renovations can be accomplished in-house.

Learning Outcomes:

- Proper layout of baseball fields for edging, mound rubbers, and home plates.
- Different techniques for edging and cleaning edges.
- Tried and true practices of renovating infields, mounds, bullpens, and home plates.

(RT) Hybrid Systems and Hybrid Pitches

Ryan Bearss – Ph.D. Candidate, Michigan State University

Jackie Guevara – Ph.D. Candidate, Michigan State University

This presentation will compare hybrid systems and hybrid pitches and give an overview of the history and progression of each. The current available hybrid options will be discussed in detail.

Presentation objectives:

- Learn about the history of hybrid pitches.
- Learn about today's hybrid options.
- How are these systems similar? How are they different?

(RT) Back to Basics: Understanding Weather Concepts and Making Weather-Based Decisions

Brad Jakubowski, MS, CIT – Professor, Penn State University

Matt Neri – Sports Turf Manager, State College Spikes

This interactive seminar will help sports field managers to understand basic meteorological concepts and usefully apply them to their own situations when trying to make the best day-to-day management decisions possible. They will learn how to maximize labor and resources and how to handle the stress of impending weather on game-time decisions.

Learning Outcomes:

- To identify and utilize critical weather information impacting their facility.
- To maximize labor and resources by learning how to schedule projects and daily work.
- Learn how to handle the stress of making game-time decisions based on impending weather impacting games at that moment.

3:30-5PM – CONFERENCE EDUCATION

(TM) Prevention Beats Intervention in Sports Field Management

Mike Goatley, Ph.D. – Turfgrass Specialist, Virginia Tech School of Plant and Environmental Sciences

Jim Puhalla – Sports Field Consultant, Natural Grass Sports Fields

We will detail the situations in sports field design and construction that simply **MUST** be done properly, and if they are currently limiting at your facility, how to fix them. We will present plenty of pictures and designs of the mistakes, the preferred methods of design and

installation, and the steps and strategies to rectify previous mistakes.

Presentation Objectives:

- Learn about the most important concepts in initial field design components, including surface and subsurface drainage, irrigation, soil selection and modification, and grassing options.
 - Learn about the importance of developing specifications that meet budgetary restrictions in construction AND maintenance.
-

(PC) Basamid for Athletic Field Renovations

Travis Gannon, Ph.D. – Professor, North Carolina State University

Fred Yelverton, Ph.D. – Professor, North Carolina State University

Athletic field renovations are very labor-intensive and require significant resource allocation to ensure they are successful. Adequately controlling the existing turf species is the first and arguably the most critical step in a renovation requiring nonselective herbicides and/or fumigants. Basamid is a granular soil fumigant that reacts with water to produce a gas that controls various fungi, insects, nematodes, and weeds.

Attendees will learn:

- How Basamid fits into renovation programs.
 - Different application techniques for optimum efficacy.
 - Other related issues around herbicides and fumigants used for athletic field renovations.
-

(PD/DEI) Common Pitfalls to Avoid During Field Construction Projects

Michael Boekholder – President, Boekholder & Associates

Chris McGill – Director of Operations SE Region, SCG Fields, LLC

Jamie Mehringer – Senior Executive Advisor, Advanced Turf Solutions

This presentation will cover identifying and avoiding common pitfalls when planning and executing a construction project to achieve successful outcomes. Learn the most common issues projects tend to have, how to avoid them, and how to best work with a project team. Learn to become part of the construction team, not an outsider!

Learning Outcomes:



- › How to successfully work with architects and designers to get the field YOU want.
- › Identify common problem areas on projects and how to avoid them.
- › Learn how to make yourself part of the construction team, not an outsider looking in on your own job.

(S) Synthetic Baseball Infields: Research and Real Game Impacts

Kyley Dickson, Ph.D. – Associate Director for the Center for Athletic Field Safety, University of Tennessee

Jody Gill, CSFM – Facilities Superintendent, PBR Tournaments Midwest

Kennie Holmes – Facilities Superintendent, PBR Tournaments Midwest

The presentation will cover the basis of research of synthetic turf and how it impacts the performance of the surface. Attendees will learn how high-level baseball play on synthetic baseball surfaces can impact the safety and longevity of the surface and the importance of quality and consistent maintenance. Actual game data and impacts of high-level baseball played over multiple days in a high-end tournament baseball complex will be discussed and illustrated. In addition, a college baseball umpire will provide a unique perspective of how the maintenance level of synthetic baseball infields impacts the game.

Attendees will learn:

- › What the research shows about the importance of proper and consistent maintenance on all synthetic turf surfaces.
- › How does heavy use impact the safety and longevity of synthetic baseball infields.
- › Strategies to improve synthetic surface performance, safety and longevity through proper maintenance and condition evaluation.

(TM) What's New in Bermudagrass Winter Overseeding

Cale Bigelow, Ph.D. – Professor, Turf Science and Ecology in the Horticulture and Landscape Architecture Department, Purdue University

Jada Powlen, Ph.D. – Turfgrass Research Associate, Purdue University

This presentation will provide a rapid overview of trends, tips and tricks for bermudagrass winter overseeding.

Learning Outcomes:

- › Why do turfgrass managers overseed?
- › What's new in winter overseeding species and establishment methods?
- › What are the key considerations when transitioning out of the overseeding?

(W) Total Toolbox Troubleshooting for Irrigation: Sights, Sounds, Shovels and Circuits!

Brad Jakubowski, MS, CIT – Professor, Penn State University

Matt Neri – Sports Turf Manager, State College Spikes

How many of you have been stuck in a muddy hole trying to put things together when you realize the part doesn't fit or is just the wrong part? Or a portion of your system simply won't operate? In this hands-on and interactive workshop, attendees will learn the fundamentals of troubleshooting an irrigation system before and after we start digging! You are also encouraged to bring your own scenarios we can discuss in an open forum!

Learning Outcomes:

- The fundamentals of troubleshooting an irrigation system before and after they start digging!
- The fundamentals of irrigation fittings and parts and how to best utilize them.
- To use multimeters to identify electrical problems with controllers, solenoids, and wiring to minimize system down time.

WEDNESDAY, JANUARY 24

8-9:15 AM – CONFERENCE EDUCATION

(TM) The ABCs of PGRs for Turfgrass

Aaron Hathaway – Technical Services Manager, NuFarm

Regulating excess vertical turf growth with plant growth regulators (PGRs) can reduce inputs like mowing while increasing overall plant health and quality. However, some growth is necessary. Available PGRs will be explained, and different use patterns presented so managers can be more prepared to achieve just enough growth.

Learning Outcomes:

- Understand the different PGRs available, how they are similar, and how they are different from each other.
- Implement plans to effectively maintain even growth regulation when desired, using calculated reapplication intervals and different rates, to reduce other inputs, increase quality, and maintain a safe and effective playing surface.
- Be prepared to use PGRs effectively to reduce grassy weeds such as annual bluegrass and suppress seedheads when and where desired.

(PD/DEI) Organizational Shift – Changing the Culture of a Workplace

Eric Harshman, CGM – Turfgrass Manager

Josh Koss, CSFM – Sales Agronomist, Wilbur-Ellis Agribusiness

New to a role where you are responsible for a culture change, or feel like a culture change is needed with your team? Hear from two seasoned managers on their successes and failures in changing cultures with large grounds maintenance teams. Even if you are a role player on a team, you can impact culture change.

Attendees will take home:

- Strategies used by other managers to gain credibility and impact culture change.
- Everyone has a role in culture change – from upper management to the everyday role player.
- Knowing, listening and learning from your team will bring your organization to new heights with time, patience and perseverance.

(B) Rejuvenating Your Baseball Field for a New Season

Paul Cushing – Agronomist/Owner, Paul Cushing Sports Turf Agronomic Consulting Services

The presentation on “Rejuvenating Your Baseball Field for a New Season” will provide Sports Field Managers and attendees with a comprehensive blueprint from A-Z on how to how to make improvements and prepare a baseball field for a new season. Topics to be discussed will be turfgrass selection and management, soil testing, understanding & balancing soil chemistry, aerification & cultural practices, proper mowing height of cut, mound preparation, irrigation strategies, preparing infield dirt as well as many other helpful “tools of the trade” to manage a baseball field for a season.

Attendees will learn:

- Comprehensive understanding of turfgrass management from turf types, proper height of cut, frequency of mowing and soil fertility practices.
- Dirt strategies: batter’s box preparation, mound management.
- Infield dirt practices and moisture management programs.

(TM) Potentially Reduce Fertilizer and Irrigation Inputs on Athletic Fields

AJ Lindsey, Ph.D. – Assistant Professor in the Department of Environmental Horticulture, University of Florida



Sustainable and environmentally friendly management practices have garnered much interest within the turfgrass industry and the general public. Additionally, fertilizer and irrigation restrictions also have the potential to change and dictate management practices. This presentation covers some of the recent research trials conducted with soil amendments and alternative fertilizers. It will also explore how these can be incorporated into management practices to reduce overall fertilizer and irrigation use, and potential nutrient losses on athletic fields.

Learning Outcomes:

- › Soil amendments have the potential to improve soil quality and reduce inputs.
- › Humic containing fertilizers with reduced nitrogen rates maintain turfgrass quality and cover compared to higher nitrogen rates.
- › Alternative (natural, organic) fertilizers are an effective and sustainable fertilizer source that provides adequate turfgrass quality.

(PD/DEI) Visibility Matters: How Branding Can Impact Your Crew, Career & Community

Meg Kruger – Content Marketing Lead, Pioneer Athletics

Dive into how authenticity, consistency and Turf Twitter can elevate your career while simultaneously making a positive impact on your crew and the industry. Discover how branding and social media can help you recruit new employees, justify costs, and labor and build a portfolio of your skills.

Attendees will learn:

- › Social Media recruiting for sports field managers.
- › How to build a personal and crew portfolio using social media and branding.
- › How to earn yourself a seat at the table with social media and branding.

(TM) Pushing the Limits: Sprigging Bermudagrass North of Chicago

Zach Simons – Director of Grounds and Sports Turf, Northwestern University

This presentation will explain the issues faced with cool season football fields, go through the options they had to repair the field, then explain why they chose to use bermudagrass. Zach will go through sprigging process and how the field performed in season compared to our cool season field. He will also show weather data used to convince using sprigging bermudagrass that would work at his location.

Learning Outcomes:

- › Problem Solving: Using a creative idea to solve a problem.
- › Warm Season grass establishment and management in a cool season zone.
- › Communication: Explain the issue to your supervisor and explain what options can be done to solve that problem.

9:30-10:45 AM – CONFERENCE EDUCATION

(TM) You Want to Put What on the Field?

Rob Sikma – Groundskeeper, LA Memorial Coliseum

Learn about the process and the impact/outcome of having a NASCAR racetrack built on top of the playing surface at the LA Memorial Coliseum. Also, learn about the management practices we have employed for maintaining our field through a wide array of events, both in and out of USC football season.

Attendees will learn:

- › Strategies and practices implemented to maintain a functional and profitable playing surface in the face of an ever-increasing event load.
- › How many of the challenges and issues we deal with for major events are relevant to most people working in our industry, not just those working in major stadiums.
- › For those who don't work in a stadium or other large venue, it will provide a "view behind the curtain" as to what all goes into turning a football field into an asphalt racetrack and back again in just under 3 months.

(PD/DEI) Learning by Failing

Kevin Mercer, CSFM, CGM, LICM – Landscape and Grounds Manager, Denison University

All sorts of tasks become easier — and faster — through teamwork. Working together enables us to be consistent and build trust while working with your team towards goals. But what is teamwork, and how you can encourage a collaborative atmosphere in the workplace? A book written by Patrick M. Lencioni "The Ideal Team Player" has three principles that will work for any team if applied correctly. I am excited to show you with great success using three key words which are being smart, humble and being driven. These three things have helped me establish myself by having the best grounds team in the business. I look forward to sharing my success story with you all.

Participants attending this presentation, will learn:



- Maintaining employee retention.
 - Employee motivation.
 - Employee production.
-

(TM) Fixing Florida's Largest Sports Field System- A Cinderella Story

Greg Brown – Parks and Athletic Services Manager, Hillsborough County Parks and Recreation

Hear the story of what it takes to transition Florida's largest sports field system from 50 years of league control and field care to all County care. In the last 4 years, Hillsborough County has sodded over 180 of its 291 fields to raise the standard of care on all fields to Celebration Bermuda while converting ten fields to synthetic turf, along with a host of other systematic improvements.

Presentation objectives:


- Learn how to balance an unprecedented amount of field renovations with the league use needs of 40,000 youth each night.
 - Learn the perfect storm that set the stage to provide for County care and improve the standard of field care.
 - Hear about lessons learned during the transition and how it is all cared for today.
-

(PC) Keeping Tools in the Toolbox: How to Talk about Pesticides

Megan Provost – President of RISE (Responsible Industry for a Sound Environment)

As a professional managing green spaces for the recreational use of the public, or for collegiate or professional sports teams, you know why you use the products that you use. But how do you talk about pesticides with people that might not know? Join RISE (Responsible Industry for a Sound Environment) to learn about the public's perception of pesticides, and how to talk about specialty pesticides! We'll cover how to begin the conversation and frame your message to tell your story in a way that resonates.

Three main things attendees will take away from this class:

- How the public perceives pesticides and how SFMA members can utilize those findings.
 - How to lead with benefits and other key messages when talking about pesticides, and how SFMA members can use communication techniques like blocking and bridging to steer the conversation.
 - Legislative issues that could impact SFMA members' access to products.
- 

(PC) The Pesticide Timeline: From Lab to Shelf

Chrissie Segars, Ph.D. – Research Scientist, PBI/Gordon Corporation

Jeff Marvin, Ph.D. – Research Scientist, PBI/Gordon Corporation

Presenters will provide an un-biased, in-depth discussion on the timeline of pesticide commercialization. The presentation will include insights into the process of acquiring or sourcing new active ingredients, the formulation process, lab and field research, and the final registration process. This will be an interactive presentation where the audience will be polled with pesticide timeline questions and asked about their experiences with formulations, regulations, etc.

Presentation objectives:

- Attendees will learn the timeline it takes to bring a new product to market.
- Attendees will learn the formulation process and see in-depth examples of what happens in the lab, as well as differences between formulations.
- Attendees will learn the basics of federal and state regulatory rules. Why are products not registered in all states? How tough is it to get a pesticide registered?

(TM) Using a Robotic Mower on a High-Level Professional Field

Wes Ganobcik – Field Source

This presentation will provide an honest assessment of using a robot mower on a high level professional athletic field. Benefits, as well as struggles will be discussed.

Learning Outcomes:

- Attendees should expect to learn about the benefits of using the robotic mower.
- They should also expect to learn about challenges with the new technology, and how one may try to overcome those.
- Finally, they should expect to learn about the impact on the budget and work schedule.

11 AM-12 PM – KEYNOTE

Beyond the Field: Utilizing History, Technology and Mentorship to Define the Future of Sports Field Management

Mike Goatley, Ph.D. – Turfgrass Specialist, Virginia Tech School of Plant and Environmental Sciences

Chad Price, CSFM, CFB – President, Carolina Green Corp.



Abby McNeal, CSFM, CPRP – Parks Superintendent, City of Louisville

Leah Withrow – Head Groundskeeper, Reno Aces

Travis Hogan – Head Groundskeeper, Kansas City Chiefs

This presentation includes an expert panel with diverse experiences to highlight the importance of understanding how historical aspects, new technology and mentorship can shape the landscape of sports field management, taking it above and beyond.

Learning Outcomes:

- › Understanding the history of the industry
- › Gaining knowledge on new technologies and its effects
- › Learning the benefits of participating in a mentorship program

THURSDAY, JANUARY 25

8-10 AM – CONFERENCE EDUCATION

(PD/DEI) Panel Discussion: Why Schools Should Invest in Athletic Fields: A CFO's Perspective

Barry Gardner – Director of School Services, Policy Analytics LLC

Jamie Mehringer – Senior Executive Advisor, Advanced Turf Solutions

This presentation will walk through diagrams to discuss how Wayne Township School District was in a position for athletic field improvements. Barry Gardner, CFO, will illustrate how the district formed a plan for renovations, maintenance improvements, staffing improvements, and future plans for facility and equipment maintenance and replacement. Lastly, a discussion on how forms of school funding was used to finance this project.

Learning Outcomes:

- › How school officials can view, plan and pay for playing surface renovations.
- › Data that can be collected to support projects.
- › How to take a district from being re-active to pro-active when it comes to sports turf surface maintenance.

(TM) Panel Discussion: Ballfields on a Budget: Get More Bling for Less Cha-Ching!

Travis Shaddox, Ph.D. – President, Bluegrass Art and Science, LLC

Ryan DeMay, CSFM – Founder, Field Source

The prices of everything seems to be skyrocketing these days, yet our fields still need to be

maintained at levels that make them look good and are also safe for athletes. This presentation will focus on the practices that are critical for healthy turfgrass and discuss other practices that may be reduced based on labor and budget. We will cover PGRs and biostimulants and debate if they have a role in a limited budget sports field. We will dig into soils and talk about how the importance of soil testing may be changing and what this means to you in terms of your fertility budget. We will also break down fertilizer blending to help sports field managers create a nutrient program that can save them considerable money. Finally, we will discuss newer products and practices that may help to reduce the need for traditional applications.

Attendees will:

- › Learn how to create custom fertilizer blends.
- › Understand the basic needs of the plant that are non-negotiable, regardless of budget.
- › Recognize new technologies that can save you money.

(TM) Panel Discussion: Hybrid Turf and What the Data Tells Us

Kieran O'Donnell – Director, Sports Labs North America

John Sorochnan, Ph.D. – Distinguished Professor of Turfgrass Science and Management in the Plant Sciences Department, University of Tennessee

Kyley Dickson, Ph.D. – Associate Director for the Center for Athletic Field Safety, University of Tennessee

Ian Craig – UEFA Pitch Expert, Champions League Final

A panel discussion on hybrid turf and what the research/testing data is telling us. The panel will discuss research, testing results, trends, carpet hybrid vs stitched hybrid and feedback from international events. This deeper insight into hybrid turf will give the audience a better understanding of Hybrid turf and the way the turf system differs from a normal turf field. When is hybrid turf a good option for a venue and what events may require hybrid turf.

Learning Outcomes:

- › How hybrid turf differs from a normal field
- › A better understanding of how hybrid turf performs from a data perspective
- › The role hybrid can play for a venue for elite sporting events

(S) Panel Discussion: Synthetic Turf Expert Panel

Jason DeMink, CSFM – Sports Turf Specialist, University of Michigan Athletic Department

Cody Gustafson – Field Service Specialist, FieldTurf

Ryan Hillert – Project Manager for Synthetic Turf Care, NYC Parks

Wade Radde – Grounds Foreman, Wayzata Public Schools



Panel discussion on fixing, maintaining, and repairing synthetic turf at different levels and different budgets. Presenters will include specialists at the K-12, community, collegiate, and professional levels.

Attendees will gain a better knowledge of:

- Synthetic turf maintenance.
- Repairs.
- Daily use.

(PD/DEI) Panel Discussion: Future of Sports Field Management

Drew Miller – Program Director, Brentsville Turfgrass Management Program

Leah Withrow – Head Groundskeeper, Reno Aces

Ryan Bjorn – Field Superintendent, Gillette Stadium

This Panel will be discussing how to recruit, retain, and grow the next generation of Sports Field Managers. Each panelist has a unique viewpoint from high school student to tenured NFL Groundskeeper. There are many different tools and strategies taught to bring back to improve your crew.

Presentation objectives:

- Understand what the next generation wants and is looking for when entering the Sports Field Industry.
- Take away new strategies focused on the use of social media to recruit and retain the next generation of sports field managers.
- Understand how critical it is to develop a culture where individuals want to be a part of something bigger and have a large impact on their community.

1:30-3 PM

CONFERENCE EDUCATION (REPEAT SESSIONS)

(TM) Parks and Recreation: Situations Encountered in a Municipal Setting

Derek Hollanitsch – Maintenance Crew Leader, City of Saint Paul Parks and Recreation Department

The presentation will highlight situations encountered in facility maintenance. This will include videos and pictures with narration related to challenges hosting a large-scale event. The attendees will see the before, during, and aftereffects of the event.

Learning Outcomes:



- › Challenges related to maintaining facilities in a Northern climate.
 - › Showing how proper maintenance techniques can ensure safe playing surfaces.
 - › Importance of providing equitable recreational opportunities for a diverse community.
-

(PC) Keeping Tools in the Toolbox: How to Talk about Pesticides

Megan Provost – President of RISE (Responsible Industry for a Sound Environment)

As a professional managing green spaces for the recreational use of the public, or for collegiate or professional sports teams, you know why you use the products that you use. But how do you talk about pesticides with people that might not know? Join RISE (Responsible Industry for a Sound Environment) to learn about the public's perception of pesticides, and how to talk about specialty pesticides! We'll cover how to begin the conversation and frame your message to tell your story in a way that resonates.

Three main things attendees will take away from this class:

- › How the public perceives pesticides and how SFMA members can utilize those findings.
 - › How to lead with benefits and other key messages when talking about pesticides, and how SFMA members can use communication techniques like blocking and bridging to steer the conversation.
 - › Legislative issues that could impact SFMA members' access to products.
-

(PD/DEI) Let's Talk About Mental Health

Lisa Goatley, MS, LPC – Licensed Professional Counselor, Private Practice

Jason Bowers, CSFM – Sports Turf Supervisor, Montgomery Parks

Willis Coulson – Teacher, Coach, Field Manager, Georgia Christian School

Mental health issues cost the global economy \$1 trillion annually in lost productivity, absenteeism, and staff turnover (HelpGuide). Addressing and improving mental health has become a priority topic in today's workplace and in society in general. This presentation will address how to identify mental health issues, strategies to improve mental health, outline the benefits of improved mental health in the workplace and in our personal lives, and provide a forum for an open dialogue about the role of mental health in the sports field management industry. You will hear from a Licensed Professional Counselor and two sports field managers as they share their personal experiences in addressing mental health issues. An extended period for questions and answers will be offered.

Presentation objectives:



- › Attendees will learn the signs and symptoms of mental health issues.
- › Attendees will be presented with specific strategies to improve mental health.
- › Attendees will have an opportunity to engage in an open dialogue about mental health in the sports field industry and hear from two sports field managers who have personal experience in managing mental health issues successfully.

3:15-4:15 PM**CHAPTER LEADERSHIP TRAINING**

Jason Bowers, CSFM – Sports Turf Manager, Montgomery Parks

All SFMA chapter board members and executive leaders are invited to attend this panel discussion chapter leadership / management models, including the challenges they face, and how they have overcome obstacles.

POST CONFERENCE VIRTUAL EDUCATION

WEEK 1 – TUESDAY, JANUARY 30**2-3 PM ET****(W) Take the Million Gallon Challenge!**

Brad Jakubowski, MS, CIT – Professor, Penn State University

Water efficiency is important no matter the source or method of use! This seminar challenges turf managers to conserve one million gallons or more throughout the course of a season by improving irrigation efficiency and by implementing various outdoor and indoor water saving practices throughout the entire facility. In addition to reducing costs, saving one million gallons promotes environmental stewardship and enhances public relations with a water conscious public. Be a standout Sports Turf Manager; take on the Million Gallon Challenge today!

Learning Outcomes:

- › Identify and monitor a facility's water use areas.
- › Increase irrigation efficiency of turfgrass and landscape areas and implement water saving practices throughout the facility.
- › Improve their stock as a turfgrass manager by reducing costs and improving public perception.

3:15-4:15 PM ET

(TM) Turfgrass 101: Focusing on the Basics

Greg Munshaw, Ph.D. – Director of Agronomy for PARC Research and Consulting

What is photosynthesis and why should I care about it? What happens to plants when I fertilize? Why am I getting so much thatch on my field? Sport field managers have a lot going on but sometimes don't always understand why certain practices are necessary or what happens in the plant or soil when we do certain things. This presentation will break down how plants function, why various maintenance practices are necessary, and how season can affect everything. Understanding how plants function is critical to knowing how to manage them. From germination through plant maturity, I'll discuss what is going on in the plant. I will break down seasonal variation in growth habits to identify optimum timing of various maintenance practices. The impact that specific practices such as fertilizing, watering, and mowing have on turfgrass will be discussed. I will also explain how maintenance practices affect plant health and how this in turn influences pest pressure.

Attendees will:

- Gain an understanding of plant growth and development.
- Appreciate how their management decisions impact plant growth and how this affects disease, insect and weed pressure.
- Understand the comprehensive plan for best management practices throughout the seasons.

WEEK 2 – TUESDAY, FEBRUARY 6

2-3 PM ET

(PD/DEI) Sports Turf Managers and Government Relations

Jason Bowers, CSFM – Sports Turf Manager, Montgomery Parks

Patrick Coakley, CSFM – Business Development Mid-Atlantic, DuraEdge Products

This presentation will discuss the process of helping to create the BMP books and the next step of hiring a lobbyist and our continuing work to keep SFM relevant in Government relations.

Attendees will learn:

- The importance of a BMP.
- The continuation of up keeping the BMP and using it for educating superiors and politicians.
- The importance of getting involved in local government and having a "seat at the table".

3:15-4:15 PM**(TM) Using NTEP Data to Select Turfgrass Varieties for Sports Fields**

Geoffrey Rinehart – Lecturer, University of Maryland

This presentation will include an overview of how improved turfgrass varieties are critical to a sound management program and will include an overview of the National Turfgrass Evaluation Program, the process for evaluating turfgrass cultivars, and steps on how to use NTEP's website and database to select improved turfgrass varieties for athletic fields.

Learning Outcomes:

- › Attendees will receive a greater appreciation for the scientific process of evaluating turfgrass varieties for practitioner use.
- › Attendees will learn the practical basics of using National Turfgrass Evaluation Program data sets to select cultivars based upon a sports field manager's regional conditions.
- › Attendees will be introduced to the NTEP Turfgrass Trial Explorer tool via demonstration and learn how this can help facilitate the sports turf manager in turfgrass variety selection and analysis.

WEEK 3 – TUESDAY, FEBRUARY 13**2-3 PM****(TM) Fraise Mowing – Uses, Effects and Recovery**

Raymond McCauley, Ph.D.

Fraise mowing is an aggressive cultural practice that is not for the faint of heart. This presentation will prime field managers for fraise mowing and will cover fraise mowing's uses, effects, and recovery.

Learning objectives:

- › The what, when, where, and how of fraise mowing will be covered.
- › Fraise mowing's positive and negative effects will be presented.
- › How to hasten bermudagrass recovery following fraise mowing will be presented.

3:15-4:15 PM**(S) Real People, Fake Grass: An Overview of Social Science & Synthetic Turf**

Michael Barnes, Ph.D. – Researcher and Lecturer in the Department of Horticultural Science at the University of Minnesota Twin Cities

Synthetic turf is in the spotlight with intertwined concerns around sustainability, safety, performance, and maintenance. Research has focused on environmental, sports performance, and health aspects, but social factors (e.g. perceptions) are lacking. This talk will summarize the current social science research and changing policy context related to synthetic turf.

After attending, participants will:

- › Understand the current state of how individuals perceive synthetic turf.
- › Understand the current state of policymaking related to synthetic turf.
- › Articulate the future direction of social science research and policymaking as it relates to synthetic turf.

WEEK 4 – TUESDAY, FEBRUARY 20

2-3 PM

(TM) Regenerative Athletic Field Management

Barry Stewart, Ph.D. -Professor, Mississippi State University

The basis of regenerative agriculture is a land management philosophy that improves soil health while building nutrient density and crop resilience. This talk will focus on how soil health parameters tests can be evaluated to give insights into the health of our turfgrass soils and turfgrass stands.

Learning Outcomes:

- › Attendees will be more comfortable discussing soil health parameters.
- › Attendees will be able to discuss how their athletic field functions in the fixing, and removal of carbon from the atmosphere and the cycling of soil nutrients.
- › Attendees of this presentation will be better able to design management programs that work with the soil microbial community to provide healthier stands of turfgrass.

3:15-4:15 PM

(PC) Managing Common Insect Pests in Cool-season Athletic Fields

Geoffrey Rinehart – Lecturer, University of Maryland

This presentation will cover the common insect pests of cool-season sports fields in the



transition zone and northern zones, including the white grub complex, chinch bugs, billbugs, cutworms, and sod webworm. I will briefly discuss the life cycles of these insects, the plant and "stand" symptoms associated with them, and basic IPM concepts.

After this presentation, attendees will:

- Be able to identify major cool-season turfgrass insect pests such as white grubs (including masked chafers, Japanese beetles, green June beetle, etc.), chinch bugs, billbugs, cutworms, armyworms, etc.
- Understand the life cycle of major cool-season turfgrass insect pests and the species on which they are more (or less) likely to occur.
- Be able to identify characteristic damage symptoms resulting from different insect activity.
- Understand how to utilize a variety of IPM practices to manage common cool-season turfgrass insect pests with an emphasis on cultural, biological, and biorational control techniques.

ORDER SFMA BRANDED CUSTOM APPAREL! CLICK THE PICTURE BELOW TO GO THE THE STORE FRONT.





Directors School

The NRPA Directors School is an exclusive two-year professional development opportunity that prepares new and potential park and recreation directors to be effective leaders. Students who complete the program will leave with the knowledge and confidence to navigate emerging challenges, improve operations and maximize positive impact on their communities.

Who Should Apply?

Current park and recreation directors, assistant/deputy directors, or mid-level managers working towards a park and recreation director position.

For more information about program content, contact education@nrpa.org.



2024 Application and Registration Information

Please note that as of September 15, 2023, Year 1 is officially sold out! Any Year 1 applicants after 9/15 will be waitlisted. Scholarship applications for both years will be open through October 31, 2023.

Thank you to The Toro Company for being generous sponsors.



Key Subjects Covered

Year 1

- Diversity and Cultural Awareness
- Economic Benefits of Parks and Recreation
- Facility Operations Strategy
- Qualities of Effective Leadership
- Creating a Data Driven Organization
- Director's Role in Community Development
- Human Capital Management
- Master & Strategic Planning
- Park Planning and Development
- Responding to Community Needs

Year 2

- Crisis & Risk Management
- Developing a High Performance Culture
- Developing Capital Improvement Plans
- Fundraising in Parks and Recreation
- Healthy Partnerships
- Building Political Capital through Advocacy
- Climate Resilient Communities
- Business Management for Financial Sustainability
- Impactful Marketing and Communications
- Driving Creativity and Innovation at your Organization

What do graduates say?

“To reach my goal to become a P&R Director and compete in the ultra-competitive recruitment process, I needed every edge possible. Directors School helped me gain that edge. It provided me basic knowledge and tools to use, demonstrated to the hiring city manager that I was dedicated to the industry and gave me the confidence to share my skills at the highest level. If it’s your desire to become a P&R director, you should be at this school.” — former participant

“This has been an awesome and wonderful experience. I only wish I had attended sooner. The classmates, instructors, accommodations and observers were great. The diversity of the school is an invaluable asset as practices, views, philosophies, differences, and commonalities are all brought together for the enrichment of all. My spark is now a healthy flame that is burning bright and hot and my aim is to re-light the flame in those I manage and lead in hopes of motivating in spite of our challenges. Thank you NRPA for a wonderful experience.” — former participant

“The expertise offered during Directors School is exceptional and the networking opportunity is invaluable.” — former participant



Meeting: November 13, 2023

Item # 14b

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2013

Subject: Consideration of trail names

Background

There has been a desire by staff to have all of the District's trails named to assist with maps, maintenance and emergency response. During the Trails Committee meeting on November 7th, the Committee is recommending several trail names for Board Consideration.

Trails Committee Members present for the discussion included:

Equestrian Representatives: Devyn Adcock

Mountain Biker, Bicyclist, E-bike Enthusiast Representatives: Jessica Combs and Cory Ferencik

Birder, Wildlife Group, Naturalist Representatives: Neal Vandervoorn

Walker, Runner, Cross-trainer, Hiker Representatives: None

During this meeting the Committee focused on 360 Trails with the intention of reviewing additional trails/parks at future meetings.

Per the Park & Facility Naming Policy names should ranked by:

L. Names should be ranked in the order of the following conditions:

1. Neighborhood or geographical identification
2. Community name or widely accepted name,(e.g." Home Park, Maple Hollow, Volunteer Park)
3. Natural or geological feature (e.g., Taylor Bay)
4. Historical or cultural significance
5. The name may include an individual, family, or organization that has made a significant land and/or monetary contribution to the park and recreation system, or has performed significant public service which made a tangible contribution to Key Pen Parks system justifying a permanent memorial.

During the Trails Committee meeting there was also a recommendation to name a trail in Rocky Creek Conservation Area after Marilyn Hartley, a long-time volunteer. However, Ms. Harley passed away in June 2022, making June 2024 the first opportunity to review this request.

There was also a proposal to name part of Key Central Forest, Huckleberry Ridge.



Per the Naming Policy, there is a 4-month wait period for additional consideration from when a name is proposed and when the Board may formally adopt the name.

It is up to the Board to determine if the proposed trail names meet the Park & Facility Naming Policy. These have not been vetted by staff in advance of this proposal.

Recommended Action: Provide direction on acceptability of the proposed names or to return to Trails Committee for additional discussion.

Attachment 1: 360 Trails Map with proposed names

Attachment 2: Key Pen Parks Park and Facility Naming Policy





Meeting: November 13, 2023

Item # 14c

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: November 13, 2013

Subject: Direction on Scott Gallacher Memorial Spray and Play Park Signage

Background

During the April Regular Meeting of the Board of Park Commissioners, a Resolution was adopted naming the splash pad/playground area the “Scott Gallacher Memorial Spray and Play Park”. Per the naming policy, signage was added in late May to the spray park rules. This signage is in the small grassy triangle near the playground fence and just above the bronze memorial plaque for Mr. Gallacher. During several recent Board meetings, there has been a request to add additional signage to the area reflecting the facility name.

While signage falls under operations, staff is requesting Board direction on additional signage to ensure efficient use of staff resources and funds.

Recommended Action: Provide direction on additional signage for Scott Gallacher Spray and Play Park.

Attachment 1: Photos of existing signage





Welcome to Scott Gallacher Memorial Spray and Play Park!

The Splash Pad is an unsupervised facility, and all persons using the Splash Pad do so at their own risk. The Splash Pad is open to the public, and reservations for large groups or parties are not accepted.

The SPLASH PAD RULES are for your own protection and the safe and sanitary operations of the Splash Pad. Key Pen Parks reserves the right to remove individuals from the premises who fail to comply with these rules and regulations.

The Splash Pad is open Memorial Day to Labor Day,
10:00AM to 6:00PM.

To start the Splash Pad, touch the "Activator" button on either of the two yellow flower posts.

Children 12 years and under must be accompanied by an adult 18 years or older at all times.

EMERGENCY - DIAL 911

Please report any maintenance issues to the Parks and Facilities Manager at (253) 225-9552 (call or text) or the Main Office at (253) 884-9240.



Splash Pad Rules



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To start the Splash Pad, touch the "Activator" button on either of the two yellow flower posts.

Children 12 years and under must be accompanied by an adult 18 years or older at all times.

EMERGENCY - DIAL 911

Please report any maintenance issues to the Parks and Facilities Manager at (253) 225-9552 (call or text) or the Main Office at (253) 884-9240.



Splash Pad Rules

- Persons refusing to obey rules are subject to removal from the premises.
- Use by anyone with communicable disease is prohibited.
- Use by anyone who has been ill with vomiting or diarrhea within the last two weeks is prohibited.
- Use by anyone under the influence of alcohol or drugs is prohibited.
- Everyone must take a cleansing shower before using the Splash Pad.
- Consumption of food, drink, or gum in the Splash Pad area is prohibited.
- All diapers must be changed in the restroom (designated changing area) and must have a tight-fitting protective cover.
- Do not sit on, stand, cover, or block any water jets.
- No running, horseplay, rough play, or foul language.
- No glass containers of any kind.
- No pool toys, beach balls, noodles, etc. allowed.
- No bathing in the Splash Pad. No soap, detergent, or shampoo.
- Splash Pad may be closed at any time due to weather, maintenance, or other park activities.
- Nearest phone/first aid kit: Fire Station 44, 10320 WA 302 NW, Gig Harbor (across the street).



Meeting: November 13, 2023

Item # 14d

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Via: Laura Armstrong, Fiscal Specialist

Date: November 13, 2023

Subject: Approve revision to Statement C-4 of the 2022 Annual Financial Report.

Background

During the May 10, 2023, Regular Meeting of the Board of Park Commissioners, the District's 2022 Annual Financial Report was approved for submittal.

However, as part of a routine payroll review, it was determined that a balance of -\$86.57 had remained under the payroll liability account at the end of 2022. The payroll liability account holds funds that are withdrawn from employee paychecks and then used to pay liabilities such as taxes or benefits.

Since the Annual Financial Report cannot have any negative numbers, Staff's solution during the preparation of the 2022 report was to move these funds to 2023 payroll liability account. This was the proper solution however it was completed incorrectly in the General Ledger. The unintended result was an error in the back-up documents which are used to prepare the 2022 Annual Financial Report.

Once the error was identified, Staff contacted Springbrook for assistance, and they corrected the error in the General Ledger. The funds were then properly allocated for tax/benefit charges due in 2023.

As a result of the General Ledge change, the District's Statement C-4 needs a minor adjustment. The Line item for Fund 570 in the original approved report showed expenditures of \$1,022,257.76 and the corrected form C-4 will now show Fund 570 as \$1,022,171.19 to account for the \$86.57.

Recommendation: Approve revision to Statement C-4 of the 2022 Annual Financial Report.

Attachment 1: Original Statement C-4 and corrected C-4, with selected back-up

FOR COMPARISON USE ONLY, NOT FOR FILING

For Year Ending: December 31, 2022

1 Of 1

BARS CODE	Total For All Funds 001 - General Fund			
		Total Amount	Actual Amount	Actual Amount
Beginning Cash and Investments				
308.21	Nonspendable	0.00	0.00	0.00
308.31	Restricted	0.00	0.00	0.00
308.41	Committed	0.00	0.00	0.00
308.51	Assigned	0.00	0.00	0.00
308.91	Unassigned	4,331,404.06	4,331,404.06	0.00
388/588	Net Adjustments	0.00	0.00	0.00
Revenues				
310	Taxes	1,745,020.25	1,745,020.25	0.00
320	Licenses and Permits	0.00	0.00	0.00
330	Intergovernmental Revenues	0.00	0.00	0.00
340	Charges for Goods and Services	2,665.09	2,665.09	0.00
350	Fines and Penalties	0.00	0.00	0.00
360	Miscellaneous Revenues	117,205.58	117,205.58	0.00
Total Revenues:		1,864,890.92	1,864,890.92	0.00
Expenditures				
510	General Government	0.00	0.00	0.00
520	Public Safety	0.00	0.00	0.00
530	Utilities	0.00	0.00	0.00
540	Transportation	0.00	0.00	0.00
550	Natural and Economic Environment	0.00	0.00	0.00
560	Social Services	0.00	0.00	0.00
570	Culture and Recreation	1,022,257.76	1,022,257.76	0.00
Total Expenditures:		1,022,257.76	1,022,257.76	0.00
Excess (Deficiency) Revenues over Expenditures:		842,633.16	842,633.16	0.00
Other Increases				
391-393, 596	Debt Proceeds	57,964.05	57,964.05	0.00
397	Transfers-In	0.00	0.00	0.00
385	Special or Extraordinary Items	0.00	0.00	0.00
386,389	Custodial Activities	0.00	0.00	0.00
381,382,395,398	Other Increases	500.00	500.00	0.00
Total Other Increases		58,464.05	58,464.05	0.00
Other Decreases				
594-595	Capital Expenditures	105,852.34	105,852.34	0.00
591-593	Debt Service	109,792.59	109,792.59	0.00
597	Transfers-Out	0.00	0.00	0.00
586, 589	Custodial Activities	5,880.72	5,880.72	0.00
585	Special or Extraordinary Items	0.00	0.00	0.00
580,596,599	Other Decreases	500.00	500.00	0.00
Total Other Decreases		222,025.65	222,025.65	0.00
Increase (Decrease) in Cash and Investments		679,071.56	679,071.56	0.00
Ending Cash and Investments				
508.21	Nonspendable	0.00	0.00	0.00
508.31	Restricted	0.00	0.00	0.00
508.41	Committed	0.00	0.00	0.00
508.51	Assigned	0.00	0.00	0.00
508.91	Unassigned	5,010,475.62	5,010,475.62	0.00
Total Ending Cash and Investments		5,010,475.62	5,010,475.62	0.00

The accompanying notes are an integral part of this Statement

Key Peninsula Metro Parks District

STATEMENT C-4

FOR COMPARISON USE ONLY, NOT FOR FILING

For Year Ending: December 31, 2022

1 Of 1

BARS CODE	Total For All Funds 001 - General Fund			
		Total Amount	Actual Amount	Actual Amount
Beginning Cash and Investments				
308.21	Nonspendable	0.00	0.00	0.00
308.31	Restricted	0.00	0.00	0.00
308.41	Committed	0.00	0.00	0.00
308.51	Assigned	0.00	0.00	0.00
308.91	Unassigned	4,331,404.06	4,331,404.06	0.00
388/588	Net Adjustments	0.00	0.00	0.00
Revenues				
310	Taxes	1,745,020.25	1,745,020.25	0.00
320	Licenses and Permits	0.00	0.00	0.00
330	Intergovernmental Revenues	0.00	0.00	0.00
340	Charges for Goods and Services	2,665.09	2,665.09	0.00
350	Fines and Penalties	0.00	0.00	0.00
360	Miscellaneous Revenues	117,205.58	117,205.58	0.00
	Total Revenues:	1,864,890.92	1,864,890.92	0.00
Expenditures				
510	General Government	0.00	0.00	0.00
520	Public Safety	0.00	0.00	0.00
530	Utilities	0.00	0.00	0.00
540	Transportation	0.00	0.00	0.00
550	Natural and Economic Environment	0.00	0.00	0.00
560	Social Services	0.00	0.00	0.00
570	Culture and Recreation	1,022,171.19	1,022,171.19	0.00
	Total Expenditures:	1,022,171.19	1,022,171.19	0.00
	Excess (Deficiency) Revenues over Expenditures:	842,719.73	842,719.73	0.00
Other Increases				
391-393, 596	Debt Proceeds	57,964.05	57,964.05	0.00
397	Transfers-In	0.00	0.00	0.00
385	Special or Extraordinary Items	0.00	0.00	0.00
386,389	Custodial Activities	0.00	0.00	0.00
381,382,395,398	Other Increases	500.00	500.00	0.00
	Total Other Increases	58,464.05	58,464.05	0.00
Other Decreases				
594-595	Capital Expenditures	105,852.34	105,852.34	0.00
591-593	Debt Service	109,792.59	109,792.59	0.00
597	Transfers-Out	0.00	0.00	0.00
586, 589	Custodial Activities	5,880.72	5,880.72	0.00
585	Special or Extraordinary Items	0.00	0.00	0.00
580,596,599	Other Decreases	500.00	500.00	0.00
	Total Other Decreases	222,025.65	222,025.65	0.00
	Increase (Decrease) in Cash and Investments	679,158.13	679,158.13	0.00
Ending Cash and Investments				
508.21	Nonspendable	0.00	0.00	0.00
508.31	Restricted	0.00	0.00	0.00
508.41	Committed	0.00	0.00	0.00
508.51	Assigned	0.00	0.00	0.00
508.91	Unassigned	5,010,562.19	5,010,562.19	0.00
	Total Ending Cash and Investments	5,010,562.19	5,010,562.19	0.00

The accompanying notes are an integral part of this Statement

ADJUSTMENT TRANSACTION RECORD

Key Peninsula Metro Parks District

Date: 12/30/2022

Year: 2022

Trans: 1175

For: Zeroing out the payroll clearing account for annual report

Acct:

Amount:

Account	Fund	Amount	Job	Contract	Remark
576 80 20 002 Administrative Benef	001 General Fund	-86.57			
589 00 00 999 Payroll Liability Acco	001 General Fund	86.57			

ADJUSTMENT TRANSACTION RECORD

Key Peninsula Metro Parks District

Date: 01/02/2023

Year: 2023

Trans: 398

For: Moving money back to the payroll clearing account, after zeroing out the payroll clearing account for annual report purposes. See Txn 1175 dated 12/30/22.

Acct:

Amount:

Account	Fund	Amount	Job	Contract	Remark
576 80 20 002 Administrative Benef	001 General Fund	86.57			
589 00 00 999 Payroll Liability Acco	001 General Fund	-86.57			