



Key Peninsula Metropolitan Park District (Key Pen Parks)

ADOPTED MINUTES

Board of Park Commissioners

Monday, March 25, 2024 @ 7:00 PM

Meeting Room, Key Peninsula Fire Protection District 16, Station No 47
1921 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 7:00 PM.

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

Absent & Excused: None

4. Meeting Agenda Approval

MOTION: Commissioner Robison moved approval of agenda as submitted. Seconded by Vice President Michel. Motion Carried 5-0.

5. Special Presentations

None

6. Public Comment

None

7. Approval of Minutes

Regular Meeting minutes of February 12, 2024

Recommended Action: Approve meeting minutes.

Discussion occurred on noting scrivener's error where the first "6" should be "5".

MOTION: Commissioner Robison moved approval as corrected. Seconded by Vice President Michel. Motion carried 5-0.

8. Financial Report

Staff Recommendation: Approve the financial report as submitted for February 2024 and approve the following:

Accounts Payable Check numbers 2656 through 2672 Total: \$43,015.45

Payroll/Benefits ACH 2/01/2024 through 02/29/2024 Total: \$64,280.93

Bank Service Fees via Electronic Payments dates: 2/01/2024 through 02/29/2024 Total: \$156.82

MOTION: Vice President Michel moved to approve staff's recommendation to approve the financial report as submitted and for February 2024:

Accounts Payable Check numbers 2656 through 2672 Total: \$43,015.45

Payroll/Benefits ACH 2/01/2024 through 02/29/2024 Total: \$64,280.93

Bank Service Fees via Electronic Payments dates: 2/01/2024 through 02/29/2024 Total: \$156.82

Seconded by Commissioner Robison. Motion carried 5-0.

9. Executive Director Report

In addition to the written report provided in the agenda packet, Director Perkosky provided an update on the Key Central Forest timber harvest by the Department of Natural Resources (DNR); the Egg Hunt event including positive feedback on the new layout and the timeline for the two lost children; two complaints from residents on lack of programming/access to Pen Met programs with new pricing and registration timing changes; and electrical mast work scheduled for the administration office on March 28 & 29th.

Director Perkosky responded to questions on the Capital Facilities Plan Request for Proposal (RFP), on what recreational opportunities the parents were seeking for youth, and will provide follow-up information to President Parry on the number of acres included in the Key Central Forest harvest.

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee – None
- b. Trail Committee Update – Meeting set for March 18, 2024, was cancelled due to unanticipated absences by Committee members. Josh Siva has replaced Miguel Galeana as a Walker, Runner, Cross-trainer, Hiker representative and Gaylord Mingo will be temporarily replacing Neal Van Der Voorn as a Birder, Wildlife Group, Naturalist representative during his health issue. There were about 195 people who participated in the contracted mountain bike race hosted by Bell Laps. The warm weather brought out

high park usage. Evergreen Mountain Bike Alliance (EMBA) is doing great work per their contract.

11. Board President's Report

None

12. Unfinished Business

None

13. New Business

a. Direction on Wright Bliss Property.

Director Perkosky gave a brief overview of the Recreation and Conservation Office grant potential and impacts related to the three houses on the property. Commissioners discussed options such as keeping the blue cottage for staff use, using the septic tanks from the white cottage for a public restroom, and performing a boundary line adjustment to sell the houses and retain the rest of the property for park use.

Recommended Action: Provide direction about blue and white cottages on Wright Bliss property.

DIRECTION: Executive Director will secure appraisal to retain only the brown house (main house) on the property as a caretaker residence which would be excluded from a future grant application. The remaining two houses will be included in the application and, if successful, be demolished or removed.

b. Direction on Amending the Park Naming Policy

Director Perkosky turned this item over to Vice President Michel as he requested this item be added to the agenda. Vice President Michel gave an overview of the proposed amendment and why the current policy is too limiting given the number of trails requiring names. Several edits were made to the proposed language and Vice President Michel responded to questions on the policy change.

Recommended Action: Provide direction on amending the Park and Facility Naming Policy

MOTION: Commissioner Robison moved to direct the Executive Director to bring the amended policy to the Board for adoption at a future meeting. Seconded by President Parry. Motion carried 5-0.

15. Other Minor Matters

Commissioners required financial affairs reports are due to the Public Disclosure Commission by April 15, 2024, as reminded by Clerk Clinton.

16. Good of the Order/Comments by Board Members

Birthday wishes for Clerk Clinton and Easter greetings were shared by all. Vice President Michel complimented staff on the success of the Egg Hunt.

17, 18. Next Meeting and Adjourn

Regular Meeting on April 8, 2024, in the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349

Adjourn at 7:49 PM

Respectfully submitted by Executive Director Perkosky.

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.

Adopted: Regular Meeting, April 8, 2024

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays:

Absent:

Abstain:

 Clerk

Kip Clinton, Clerk of the Board