

KEY PENINSULA METROPOLITAN PARK DISTRICT

**D.b.a. KEY PEN PARKS**

P.O. Box 70, Lakebay, WA. 98349

253-884-9240 and answers@keypenparks.com

**Board Meeting Minutes**

**Monday, March 8, 2021**

*This public meeting was a digital Zoom meeting due to Washington State's COVID-19 "Stay Home, Stay Healthy" mandate.*

**The regular public Zoom meeting was called to order at 7:30 PM by Executive Director Tracey Perkosky.** She turned the meeting over to Board President Robison after the Pledge of Allegiance and roll call.

**Commissioners Present:** Ed Robison, Shawn Jensen, Mark Michel, Linda Parry and Kip Clinton. Staff present for Key Pen Parks: Executive Director Tracey Perkosky.

**Citizens present via Zoom:** Stan Moffett.

**1. Approval of Agenda:** President Robison asked if there were any additions or corrections to the agenda. Commissioner Michel requested the addition of "13. New Business b) City of Gig Harbor Grant Proposal". Hearing no objections, the agenda was adopted as amended.

**2. Special Presentations:** No special presentations.

**3. Citizen Comments:** Stan Moffett commended the Board and Executive Director Perkosky regarding the ease of accessing the Key Pen Park Board meeting via Zoom and that the agenda packet was readily available for citizen review prior to a scheduled meeting. He hoped that more KP citizens take advantage of the opportunity and attend Zoom meetings.

**4. Approval of Minutes:** President Robison asked if there were any objections or corrections to the February 8, 2021, regular meeting minutes; hearing none, the meeting minutes were approved as submitted.

**5. Financial Report:** The February 2021 Springbrook financial balance was \$3,302,923.69. The Zoo/Trek February 2021 deposit was \$19,380.79. Total 2021 Zoo/Trek collections to date were \$35,769.44. The February 2021 Real and Personal Property Tax deposit was \$44,231.95. 2021 Real and Personal Property Tax collections to date were \$48,970.24. Springbrook Expenditures for February 2021 were \$50,853.58. Commissioner Michel asked if there were any upcoming large expenses in 2021. Executive Director Perkosky said not initially but the capital balance will be depleted later in the year because of the Gateway Park Master Plan Update. She said she also budgeted \$600,000.00 toward the Gateway Park Amphitheater project and a horse area. President Robison asked if there were any corrections or objections to the February 2021 financial report. Hearing none the financial report was adopted as submitted.

**6. Executive Director's Report:** Executive Director Perkosky said the planned Easter Egg Hunt for Kids will be held in conjunction with Kiwanis of Gig Harbor. It will be a timed event so registration is required. She commended Events Coordinator Grandt for planning and implementing the event, given COVID mandates. Executive Director Perkosky stated, in light of the recent February snow event, she will be working with staff to create a snow access/response plan for the parks (toward safe sledding and snow play). She will be interviewing applicants for the new Volunteer & Office Coordinator position on Wednesday March 10. The gates to the Taylor Bay Park and Maple Hollow parking lots are now open for the spring/summer/early fall season. Commissioner Robison asked if, with the garbage dumping problem at Home Park,

there is a security camera on site; Executive Director Perkosky said “yes, but that hasn’t helped”. She stated that locking the gate at night and locking the restroom decreased garbage dumping.

**7. Board Committee and Advisory Council Reports:**

- a) **Land and Improvement Committee (Commissioner Robison):** Commissioner Robison said that he hadn’t started designing the Gateway Park Amphitheater due to business commitments.
- b) **Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):** Commissioner Michel reported that the Foundation has some funds for Key Pen Parks. Executive Director Perkosky said she is talking to the Foundation about sponsoring some events like a 5K walk/fun-run. She also said that the Foundation has voted in some new members.
- c) **Trails Committee Report (Commissioner Michel):** Commissioner Michel reported there are no work parties planned for the near future. Executive Director Perkosky said that someone dumped the bodies of two llamas at Key Central Forest and an adjacent private property; either the owner or a scavenger had removed the carcass in Key Central Forest.
- d) **Events Committee (Commissioner Michel):** Commissioner Michel said he was unaware of any upcoming events. Executive Director Perkosky reprised the listed Key Pen Parks spring events from her written report (See Key Pen Parks Board Meeting Agenda Packet March 8, 2021). The events listed were as follows:  
Egg Hunt for Kids in partnership with Gig Harbor Kiwanis on March 27 (Gateway Park); Ride 4 KP Kids mountain bike event on April 17 (Gateway Park); Pop-Up Story Walk in partnership with Pierce Co. Libraries (Gateway Park) April 15 – May 15; Peninsula High School Cross Country practices Tues./Thurs. through March 18 (Gateway Park); Peninsula High School Cross Country Meet on March 13 (Gateway Park); BuDu Mountain Bike Race on April 11 (Gateway Park); and the Key Peninsula Little League season is beginning March 8 (Volunteer Park).

**8. Board President’s Report (President Robison):** Board President Robison said “we are finally seeing some progress in emerging from the COVID-19 shutdown. Key Peninsula Little League will see some (sort of) season and some events are scheduled to take place. Also some (sort of) spray park opening. That is progress.”

**9. Unfinished Business:** No Unfinished Business.

**10. New Business:**

- a) **Resolution 2021-03 Updating Authorization for Individuals with Limited Authority at First Citizens Bank:** The resolution updates the individuals who are authorized to ask questions, get bank statements for reconciliation, set-up meetings with bank officials, etc., from Key Pen Parks’ three accounts with First Citizens Bank to include Fiscal Specialist Laura Armstrong and Executive Director Tracey Perkosky and removes any previously authorized individuals. Park Board Commissioners have signing authority. Commissioner Jensen moved to approve Resolution 2021-03 Updating authorization for individuals with limited authority at First Citizens Bank; Commissioner Parry seconded the motion. The motion passed unanimously.
- b) **Approval of Letter in Support of City of Gig Harbor’s Pierce County Conservation Futures Grant Application for Acquisition of 11.5-acre Parcel adjacent to Donkey Creek for Conservation/Habitat/Indigenous Cultural Purposes and as a Connector Trail to the Cushman Trail:** Commissioner Clinton

moved to approve the letter of support; President Robison clarified the motion stating “To approve the letter [of support] for the City of Gig Harbor’s 11.5 acre acquisition grant application.” Commissioner Michel seconded the motion. The motion passed unanimously.

**11. Other minor matters:** No minor matters.

**12. Commissioners Comments/Good of the Order:** Commissioner Michel thanked the Board for being patient with him during his recent family loss. Commissioner Robison said he wanted to thank Executive Director Perkosky for getting employee training and safety protocols better and getting our organization, Key Pen Parks, functioning at a higher level.

**13. Meeting Adjourned:** The public Zoom meeting of March 8, 2021, was adjourned at 8:15 PM. The next regular meeting will be held on Monday, April 12, 2021, at 7:30 PM via Zoom per Governor Inslee’s “Stay Home, Stay Healthy” directive. The regular meeting may be preceded by a 7:00 PM study session. Key Pen Parks reserves the fourth Monday of each month for special topic meetings should any be needed. Should any regular meeting date fall on a public holiday, the substitute date is the Tuesday following the regular meeting date.

Respectfully submitted by Commissioner Kip Clinton, Board Clerk.

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