

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, November 9, 2020

*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 7:31 PM by Executive Director Tracey Perkosky. She turned the meeting over to Board President Robison after 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. Hearing none, the agenda was adopted as written.

2. Special Presentations: No special presentations.

3. Citizen Comments: None.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the October 12, 2020, regular meeting minutes. Hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The October 2020 BIAS Financial balance was \$3,255,366.09. The Zoo/Trek October 2020 deposit was \$16,586.38. Total 2020 Zoo/Trek collections to date were \$152,130.21. The October 2020 Real and Personal Property Tax deposit was \$471,649.59. 2020 Real and Personal Property Tax collections to date were \$1,293,186.56. BIAS Expenditures for October 2020 were \$78,714.73. President Robison asked if there were any corrections or objections to the October 2020 financial report. Hearing none the financial report was adopted as submitted.

6. Executive Director's Report: Executive Director Perkosky reported that maintenance staff are working on clearing fallen trees (a couple of dozen), fallen leaves, and facility repairs (focusing on the Gateway Park barn). She reminded the public that all Key Pen Parks facilities are "no hunting" areas and that the parks close at sunset. She thanked the Red Barn Youth Center for their help making the All Hallows Eve drive-through event a success and said staff are working with FD16 on a drive-through Letters to Santa event. In addition, Special Events Coordinator Grandt has completed the first in a series of craft videos for youth (of all-ages); it is on how to create salt-dough Christmas ornaments. Commissioner Robison asked about increased trash dumping at Rocky Creek Conservation Area; Executive Director Perkosky said that several refrigerators were dumped over the ravine edge into Rocky Creek and staff removed them back up the hill prior to disposal at an approved facility.

7. Board Committee and Advisory Council Reports:

a) Land and Improvement Committee (Commissioner Robison): No report.

b) Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):

Commissioner Michel was unable to attend the most recent Foundation meeting;

Executive Director Perkosky attended in his stead. She reported that the Foundation will be sending an "ask" letter soon. Commissioner Michel asked about a memorial bench in

honor of Key Pen Parks' former Executive Director, Scott Gallacher; Executive Director Perkosky said the Foundation is working on it and discussed potential locations at Volunteer Park. Commissioner Jensen asked about the date of the next Foundation meeting; they take place on the third (3rd) Tuesday of each month via Zoom.

- c) **Trail Committee (Commissioner Michel):** Commissioner Michel commended maintenance staff on the excellent and speedy job they had done clearing fallen trees blown down in the October and November wind storms. He introduced trail building volunteers Ben Combs, Shawn Bornhoeft and Nick Marvick to the Executive Director.
- d) **Recreation Committee (Commissioner Michel):** Commissioner Michel commended Special Events Coordinator Grandt for her creativity in developing programs and events designed to engage the public while "social distancing". He also questioned whether a "Recreation Committee" was needed and suggested that a "Special Events Committee" would be more appropriate; consensus was that this is a good idea.

8. Board President's Report (President Robison): Board President Robison stated that the Key Pen Parks Board of Commissioners will be holding a Special Meeting on November 19, 2020, for its final 2021 Budget Hearing.

9. Unfinished Business:

- a) **Draft Policy Review for Adopt-a-Park Program Changes:** Executive Director Perkosky recommended a title change to "Adopt-a-Park, Trail or Amenity Program" since that more accurately reflects the intent of the policy. There was discussion about required volunteer hours by different categories of Adopters and how to publicly recognize their efforts. A final draft of the policy will be presented for Board approval at the regular December Board meeting.
- b) **Draft Policy Review for Temporary Art in the Park Program:** Executive Director Perkosky presented a simple-to-understand policy regarding temporary art installations at Key Pen Parks' facilities. There was discussion about the number of art installations and how they are to be displayed. The final draft of the policy will be presented for Board approval at the regular December Board meeting.

10. New Business: No new business.

11. Other minor matters: None.

12. Commissioners Comments/Good of the Order: Commissioner Michel commended Key Pen Parks' staff on the great job they did clearing up after the two wind storms. Commissioner Robison thanked staff for all they did at the All Hallows Eve event.

13. Meeting Adjourned: The public Zoom meeting of November 9, 2020, was adjourned at 8:36 PM. The next regular meeting will be held on Monday, December 14, 2020, at 7:30 PM via Zoom per Governor Inslee's "Stay at Home, Stay Healthy" directive. The meeting may be preceded by a 7:00 PM study session. A Special Single Topic Meeting/Budget Hearing will take place on Thursday, November 19, 2020, at 7:30 PM. 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.