



Key Peninsula Metropolitan Park District (Key Pen Parks)

MINUTES

Board of Park Commissioners

Monday, April 10, 2023 @ 7:00 PM

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

Study Session: Began at 6:05 PM. Topic: Role of advisory committees and discussion on current policies, examples of other policies to refine the purpose of the Trails Committee.

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

Executive Director Tracey Perkosky called the meeting to order at 7:01 PM

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

Absent & Excused: None

4. Meeting Agenda Approval

Robison added "Employee Morale and Retention" and Jensen added Financial Report which was in packet but omitted from agenda. Correction to RCW for Executive Session which should be RCW 42.30.100.c1(F). Agenda approved as amended.

5. Special Presentations

None

6. Public Comment

Veronica Grandt: provided copy of resignation letter and thanked Board for her time at Key Pen Parks

Jose Reyes: complained about working environment at Key Pen Parks

Sami Jensen: commented on volunteer groups coming forward with ideas but then not following through, also commented on how Key Pen Parks can do better to encourage volunteering. Said family could sponsor part of July event and requested follow-up contact.

Jud Morris: appreciated naming of spray park in honor of Scott Gallacher is nice but thinks re-naming Gateway Park would have been better. As part of the Greater Gig Harbor Foundation asked for an update on how 2020 funds have been spent.

7. Approval of Minutes

Minutes from Regular Meeting of February 13, 2023. Requested amendment to item to have public comment follow Pen Met style of simply naming people who spoke or using an action minute style. President Parry called for approval of minutes correcting to “ad hoc” committee. Further discussion on action minutes. Commissioner Robison moved to adopt the minutes changing to “ad hoc” committee and striking all comments in “other minor matters”. Seconded by Clerk Clinton. Motion passed 5-0.

8. Financial Report

The March Financial Report was submitted as written.

MOTION: Report was approved as submitted.

9. Executive Director Report

Executive Director Perkosky reported on recent theft of T-ball fence from Volunteer Park, the poor weather at the Egg Hunt and the community frustration over the event. She also commented on a conversation with DNR that the trails in 360 and Key Central Forest had never been formally approved, there is no rush on this but at some time in the future to complete SEPA and formally adopt trail locations. The rest of the report was submitted in writing.

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee: No report.
- b. Key Peninsula Parks & Recreation Foundation Report: Foundation continues to wind down. Scholarship funds were given out to student pursuing a Parks and Recreation degree.
- c. Trail Update: Bell Lap event approved and went very well. Next week is Washington Student Cycling League.

11. Board President’s Report

President Parry reported that she and Director are scheduling a monthly meeting to ensure good communication.

12. Unfinished Business

- a. Approval of Resolution R2023-01 Official Naming of the Scott Gallacher Memorial Spray and Play Park. Commissioner Robison thanked Jud Morris

Recommendation: Approve Resolution R2023-01 which officially names the area encompassing the playgrounds and splash pad in Gateway Park, the “Scott Gallacher Memorial Spray and Play Park”.

MOTION: Vice President Michel moved to approve R2023-01. It was seconded by Commissioner Robison with a correction to be “The Scott Gallacher Memorial Spray and Play Park. Passed 5-0.

13. New Business

a. Approval of Resolution R2023-02 to Update Purchasing Policy and Rescind Resolution R20198-12. Director Perkosky explained reason for change in policy to describe a process for a missing section of Public Works procurement.

Recommendation: : Approve Resolution R2023-02 to update the purchasing policy and rescind Resolution R2019-12

MOTION: Commissioner Robison moved recommendation, seconded by Clerk Clinton. Passed 5-0.

b. Approval of Community Contracts for Services for Red Barn Youth Center, Farm Tour, and Key Peninsula Historical Society

Recommendation: Approve partnership agreements with various agencies.

MOTION: Commissioner Robison moved recommendation. Seconded by Vice President Michel. Passed 5-0.

d. Approval of 2022 Annual Financial Report for Submittal to WA State Auditor’s Office (added). Fiscal Specialist Armstrong gave a verbal report on the work and attachments.

Recommendation: Approve the 2022 Annual Financial Report for submittal to the WA State Auditor’s Office

MOTION: Commissioner Robison moved approval of the report. Clerk Clinton seconded. Passed 5-0.

d. Employee Morale and Retention (added): Commissioner Robison questioned staff on their thoughts.

14. Executive Session

Per RCW 42.30.110.(1)(f). Anticipated end time 8:55PM. Extended 10 minutes to 9:05 PM. Extended 10 minutes to 9:15 PM. Extended 5 minutes to 9:20 PM. Resumed Meeting at 9:20 PM.

15. Other minor matters

None.

15. Good of the Order/Comments by Board Members

President Parry expressed condolences to Outreach Coordinator Alstead on her grandfather and welcomed Parks & Facilities Manager Howarth. Commissioner Robison agreed. Vice President Michel thanked Jud Morris for recognizing Scott Gallacher and pushing for a memorial.

16, 17. Next Meeting and Adjourn

Regular Meeting on May 8, 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 9:21 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: Special Meeting, January 11, 2024

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays: None

Abstain: None