



## **Key Peninsula Metropolitan Park District (Key Pen Parks)**

### **MINUTES**

#### **Board of Park Commissioners**

**Monday, November 13, 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. Clerk Clinton moved to approve, and Commissioner Jensen seconded. Motion Carried 5-0.

#### **5. Special Presentations**

None

#### **6. Public Comment**

None

#### **7. Approval of Minutes**

Regular Meeting Minutes for October 9, 2023, and Special Meeting Minutes for October 31, 2023. Minutes were discussed and scrivener's errors were corrected including 1 truck purchased and clarification on abstained vote.

Recommended Action: Approve meeting minutes.

MOTION: Commissioner Robison moved to approve the minutes as edited. Seconded by Commissioner Jensen. Motion Carried 5-0.

#### **8. Financial Report**

The October Financial Report was approved following questions about revenue from sports field rentals.

MOTION: Clerk Clinton moved to approve, and President Parry seconded. Motion Carried 5-0.

### **9. Executive Director Report**

Executive Director Perkosky updated on the progress of the contract with Evergreen Mountain Bike Alliance that has been submitted to be signed. She also updated on the progress of the Wright Bliss Acquisition. The rest of the report was presented in written form.

### **10. Board Committee and Advisory Council Reports**

- a. Land and Improvements Committee – None
- b. Trail Committee Update – A Trail Committee was held and resulted in having recommended names for 15 trails. DNR suggested marking the trails at Key Central Forest prior to logging so the logging company knows to reserve the trails. President Parry suggested doing a narrated video recording of the trails.

### **11. Board President's Report**

None

### **12. Unfinished Business**

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

Recommended Action: Approve the reduction in the signage fees for KPLL.

MOTION: Commissioner Robison moved to approve, and Vice President Michel seconded. Motion Carried 5-0.

### **13. Public Hearing**

- a. Continuation of Public Hearing on 2024 Budget and Adoption of Resolution R2023-05 Adopting the 2024 Fund Budget.

Public Comment: Public comment was opened. No comments. Public comment was closed.

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

Discussion and comments on 2024 Budget. Draft resolution amended to add in \$81,400 in capital equipment funds for acquisition of new dump truck. Other changes discussed included addition of land acquisition funds, additional funds for MRSC Small Rosters Program and increase in WRPA dues.

MOTION: Commissioner Robison moved to approve the budget as amended, and Commissioner Jensen seconded. Motion Carried 5-0.

- b. Public Hearing and Adoption of Resolution R2023-06 the Regular Property Tax Levy for Collection in Calendar Year 2024.

Public Comment: Public comment was opened. No comments. Public comment was closed.

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

MOTION: Vice President Michel moved to approve, and Clerk Clinton seconded. Motion Carried 5-0.

#### **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 Sports field Management Conference in 2024.

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 School in March 2024.

MOTION: Commissioner Robison moved to approve, and Commissioner Jensen seconded. Motion carried 5-0.

- b. Consideration of Trail Names – Trail Names for 360 Trails, Key Central Forest and Rocky Creek Conservation Area were presented. Director Perkosky and Trail Committee Chair Michel responded to questions.

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

Direction: Return item to next agenda for additional discussion including discussion on existing map names for 360 Trails.

- c. Direction on Scott Gallacher Memorial Spray and Play Park Signage.

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

DIRECTION: The Board would like to further discuss having a larger sign or public art in the future.

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

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

MOTION: Commissioner Robinson moved to approve, and Clerk Clinton seconded. Motion carried 5-0.

**15. Other minor matters**

None

**16. Good of the Order/Comments by Board Members**

President Parry congratulated Commissioner Jensen on his election result for the fire commission, and congratulated Clerk Clinton for her election result for Key Pen Parks.

**17, 18. Next Meeting and Adjourn**

Regular Meeting on December 11, 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 8:42 PM

Respectfully submitted by Office Coordinator Manning and 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, December 11, 2023

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays: None

Abstain: None