



KEY PENINSULA METROPOLITAN PARK DISTRICT  
D.b.a. KEY PEN PARKS

Board Meeting

(Meetings may be videotaped or recorded)

AGENDA

December 28, 2023

9:00 AM – Special Meeting

**Note: New location and time of meeting.**

Administrative Office, Key Pen Parks  
5514 Key Peninsula Hwy NW, Lakebay WA 98349

Public Comment is available in person or via Zoom by calling (253) 215-8782 with  
Meeting ID: 816 6477 3665 Passcode: 686252

Hybrid Meeting may be available but not guaranteed due to technology  
<https://us06web.zoom.us/j/81664773665?pwd=HJiuEKOiw2b0TQ2ZexNEXwyVLYOpkx.1>

Members of the Board of Park Commissioners

Linda Parry, President

Mark Michel, Vice President  
Kip Clinton, Clerk

Shawn Jensen, Member-at-Large  
Ed Robison, Member-at-Large

Special Meeting – 9:00 AM

**1. Call to Order**

**2. Roll Call**

- Position 1 - Linda Parry
- Position 2 - Shawn Jensen
- Position 3 - Mark Michel
- Position 4 – Ed Robison
- Position 5 – Kip Clinton

|  | Present | Excused | Comment |
|--|---------|---------|---------|
|--|---------|---------|---------|

**3. Pledge of Allegiance**

**4. Approval of Agenda**

- 5. Public Comments:** *Limited to 3 minutes per person. Speaker will state name and their address. If providing handouts, need to provide 10 copies for Commissioners and Staff.*

*PUBLIC PARTICIPATION IN BOARD MEETINGS – As a Special Meeting, comments are limited to those items on the agenda only. To ensure equal opportunity for the public to comment, the President may impose a time limit on each speaker. Questions must be directed to the President.*

*Under no circumstance shall any person be allowed to address the board on matters in which the District or a District official is a litigant. Speakers are requested to address the board with decorum.*

**6. New Business**

- a. Approval of Resolution R2023-09 Authorizing the Maximum Amount for Commissioner Compensation per RCW 35.62.150

**7. Next Regular Meeting January 8, 2023, at Station 47, Community Room, 1921 Key Peninsula Hwy, NW, Home, WA**

**8. Adjournment**



Special Meeting: December 28, 2023

Item # 6a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: December 28, 2023

Subject: Approval of Resolution R2023-09 Authorizing the Maximum Amount for Commissioner Compensation per RCW 35.62.150

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**Background**

Every five (5) years elected commissioners are eligible to receive an increase in compensation as established by the Washington State Office of Financial Management (OFM). OFM is required to calculate the rate and publish it one month before the rate is to take effect. As of 2024, potential compensation increases now occur on January 1<sup>st</sup>.

For Metropolitan Park Districts without a zoo or an aquarium the current rate is a maximum of \$128 per day for official business. Per OFM’s Notice of Dollar Threshold Adjustment ([WSR 23-23-158](#)), effective January 1, 2024, for Metropolitan Park Districts without a zoo or aquarium payment of compensation for each commissioner may be at a rate up to \$161 per day, with compensation for each commissioner not to exceed \$15,456 per year.

Per the Municipal Research and Services Center (MRSC) and confirmed by District legal counsel, the “may” is interpreted to mean “maximum”. Therefore, Key Pen Parks Commissioners may choose to take an increase in compensation up to the maximum threshold and a resolution is required to codify the decision per [RCW 35.61.150](#).

Moreover, the increase in compensation only occurs when a term of office commences and not during the term of office per the State Constitution. Therefore, Parks Commissioners are eligible for any approved increase when they are elected or re-elected, but not in the middle of a term:

| <b>Position and Current Elected Official</b> | <b>Next Term Begins (Eligible for Increase)</b> |
|--|---|
| One -- Parry                                 | January 1, 2026                                 |
| Two -- Jensen                                | January 1, 2028                                 |
| Three -- Michel                              | January 1, 2026                                 |
| Four -- Robison                              | January 1, 2028                                 |
| Five -- Clinton                              | January 1, 2024                                 |

The attached proposed resolution, R2023-09, serves to codify the past practice of the Board of Park Commissioners of receiving the maximum per diem for official business. The resolution serves to automatically increase the per diem to the maximum rate due to the potentially short time frame of release of the notice and approval by the Board for this increase and future OFM increases. The Executive Director



is not recommending the maximum rate and the Commissioners may approve any rate up to the maximum per diem as defined by OFM.

Due to timing and impacts of District holidays, the proposed resolution is awaiting legal counsel review and is attached as a draft version. Additional language changes may be proposed, per her advice, during the Special Meeting.

**Recommended Action:** Approve Resolution R2023-09 Authorizing the Maximum Amount for Commissioner Compensation per RCW 35.62.150

**Attachment:** Resolution R2023-09 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District to Authorize the Maximum Amount for Commissioner Compensation per RCW 35.62.150

Key Peninsula Metropolitan Park District  
Dba Key Pen Parks



**Resolution No R 2023-09**

**A RESOLUTION OF THE BOARD OF PARK COMMISSIONERS OF THE KEY PENINSULA METROPOLITAN PARK DISTRICT TO AUTHORIZE THE MAXIMUM AMOUNT FOR COMMISSIONER COMPENSATION PER RCW 35.62.150**

**WHEREAS** the Commissioners of the Key Peninsula Metropolitan Park District (Key Pen Parks) provide a valuable service to the community and currently receive a per diem for official business; and

**WHEREAS** every five (5) years the Washington State Office of Financial Management (OFM) reviews the per diem rate for Commissioners of all special districts for cost-of-living adjustments including a maximum amount per calendar year; and

**WHEREAS** the Board of Park Commissioners is required to vote on the amount of Commissioner per diems up to the maximum amount as published by OFM.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Park Commissioners of Key Pen Parks that Commissioner compensation be, from this date forward, increased to the maximum amount published by OFM commencing with the start of each Commissioner's term.

**PASSED AND ADOPTED** by Board of Park Commissioners of Key Pen Parks at a Special Meeting held at Administration Office, Key Pen Parks, 5514 Key Peninsula Hwy NW, Lakebay WA 98349, held this 28<sup>th</sup> day of December 2023.

Attest:

Key Pen Parks  
Board of Park Commissioners  
Pierce County, Washington

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Linda Parry, President

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Mark Michel, Vice-President

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Kip Clinton, Clerk

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Shawn Jensen, Member-at-Large

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Edward Robison, Member-at-Large