



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

Board Meeting

(Meetings may be videotaped or recorded)

AGENDA

August 11, 2025

7:00 PM – Regular Meeting

Meeting Room, Key Peninsula Fire District 16 – Station 47
Community Room, 1921 Key Peninsula Hwy, NW, Home, WA

Public Comment is available in person or via Zoom by calling (253) 215-8782 with
Meeting ID: 875 8703 5737 Passcode: 602234

Hybrid Meeting may be available but not guaranteed due to technology
<https://us06web.zoom.us/j/87587035737?pwd=a5mMloqOpr1IMMM3AM074T0n7CVP3b.1>

Members of the Board of Park Commissioners

Linda Parry, President

Ed Robison, Vice President
Kip Clinton, Clerk

Shawn Jensen, Member-at-Large
Mark Michel, Member-at-Large

Regular Meeting – 7:00 PM

1. Call to Order

2. Roll Call

Present Excused Comment

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

3. Pledge of Allegiance

4. Approval of Agenda

5. Special Presentations

- a. Upcoming Events

6. 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 – During a Special Meeting public comments are limited to items on the agenda only.

During a Regular meeting anyone may address any resolution for final consideration on the agenda. Public comment on any other items on the agenda shall be at the discretion of the President. To ensure equal opportunity for the public to comment, the President may impose a time limit on each speaker.

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.

7. Approval of the Minutes

- a. Regular Meeting, July 14, 2025

8. Financial Report

- a. June 2025 Financial Report

Total expenditure: \$339,830.32

- Accounts Payable Payroll \$261,722.10 Check # 's 3073 to 3100, except Check# 3087 for \$9,401.60
- First Citizens \$0
- Payroll/Benefits \$77,896.22 (Payroll ACH: \$68,494.62 and check #3087 \$9,401.60)
- Bank service fees \$212.00

Total Revenue \$52,270.87

- Other Revenues \$7,056.46
- Zoo Trek \$23,147.62
- Property Tax \$13,814.88
- Investment \$8,251.91
- Leasehold Excise \$0
- Timber Excise Tax \$0
- Sale of Tax Title Property \$0

- b. July 2025 Financial Report

Total expenditure: \$218,997.01

- Accounts Payable Payroll \$118,856.24 Check # 's 3101 to 3138, except
Check #3118
- First Citizens \$0
- Payroll/Benefits \$99,900.77 (Payroll ACH: \$90,499.17 and check
#3118 \$9,401.60)
- Bank service fees \$240.00

Total Revenue \$44,321.27

- Other Revenues \$4,625.89
- Zoo Trek \$25,572.95
- Property Tax \$5,538.67
- Investment \$8,583.76
- Leasehold Excise \$
- Timber Excise Tax \$
- Sale of Tax Title Property \$0

9. Executive Director's Report

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee -
- b. Trail Committee –

11. Unfinished Business

- a. Approval for Hiring Volunteer and Outreach Manager and Park Ambassador Framework

12. New Business

- a. Direction on Potential Memorandum of Understanding with Food Backpacks 4 Kids and potential Land Acquisition in 2026
- b. Approval of the Fees for 2026 through 2028 for the Key Peninsula Little League Agreement
- c. Approval of Partnership Agreement with Key Peninsula Historical Society
- d. Direction on Trail Names for 3 Remaining Trails in 360 Trails

13. Other minor matters

14. Good of Order/Comments by Board Members

15. Next Regular Meeting September 8, 2025, at Station 47, Community Room, 1921 Key Peninsula Hwy, NW, Home, WA

16. Adjournment