



Key Peninsula Metropolitan Park District (Key Pen Parks)

ADOPTED MINUTES

Board of Park Commissioners

Monday, April 14, 2025 @ 7:00 PM

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

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 Linda Parry, Vice President Ed Robison, Clerk Kip Clinton,
Commissioner Shawn Jensen, and Commissioner Mark Michel

4. Meeting Agenda Approval

Clerk Clinton requested to amend the agenda to add an item to New Business as item 13c: Consider Renaming of Gateway Park to Gateway Regional Park. Clerk Clinton moved approval of the agenda as amended. Seconded by President Parry. Motion carried 5-0.

5. Special Presentations

Executive Director Perkosky gave an update on the upcoming Key Pen Parks events.

6. Public Comment

Dennis McGinnis spoke about impacts of people in the Key Central Forest parking lot after legal sunset as he is a neighbor. There is no gate and cars are parked overnight.

Stan Moffett reminded everyone about the May 10th Key Pen It Clean Event. There will be hazardous waste collection available at various locations this time, too. They are seeking volunteers.

Kathy Lyons stated that she would like to see a shredding event by Key Pen It Clean.

After public comment, Director Perkosky requested a moment of personal privilege which was granted to express the Park District's support for Key Pen It Clean as it has reduced the illegal dumping of large items in the parks.

7. Approval of Minutes

a. Regular Meeting of March 10, 2025

Recommended Action: Approve meeting minutes.

Director Perkosky noted a correction by Commissioner Jensen that in item 16/17 the next meeting should read "April 14".

MOTION: Vice President Robison moved approval of the Regular Meeting Minutes as amended. Seconded by Clerk Clinton. Motion carried 5-0.

8. Financial Report

Financial report was submitted in writing. Discussion occurred on how the check numbers for payroll are included in the report since they are cut from the Accounts Payable (AP) account.

Staff Recommendation: Approve the financial report for February 2025 from 2/01/2025 through 2/28/2025: Accounts payable check numbers 2984 through 3005 Total: \$42,864.15, Payroll ACH Total: \$63,063.45 and Bank Service Fees via Electronic Payments Total: \$145.00 and approve the financial report for March 2025 from 3/01/2025 through 3/31/2025: Accounts payable check numbers 3006 through 3030 Total: \$73,645.72, Payroll ACH Total: \$66,123.46 and Bank Service Fees via Electronic Payments Total: \$160.00.

MOTION: Vice President Robison moved approval of the report as discussed. This was read into the record by Executive Director Perkosky as to move approval of the financial report for February 2025 from 2/1/2025 through 2/28/2025: Accounts payable check numbers 2984 through 3005 excluding check 2993 Total: \$36,084.36, Payroll ACH: \$63,063.45, Check 2993: \$6,779.79, for Payroll Total: \$69,843.24 and Bank Service Fees via Electronic Payments Total: \$145 and approve the financial report for March 2025 from 3/1/2025 through 3/31/2025: Accounts payable check numbers 3006 through 3030 excluding check 3015 Total: \$64,922.43, Payroll ACH Total: \$66,123.46 and check 3015 for \$8,723.29 for Payroll Total: \$74,846.75 and Bank Service Fees via Electronic Payments. Seconded by Clerk Clinton. Motion carried 5-0.

9. Executive Director Report

Director Perkosky provided a written report. Vice President Robison inquired on how many times Pierce County Sheriff's office had done an informal drive-by or stop at the property.

10. Board Committee and Advisory Council Reports

- a. *Land and Improvements Committee* – There was no meeting but Vice President Robison inquired on the scheduling for the playground installation and looking to gather more information on the Devil's Head property.
- b. *Trail Committee Update* – Commissioner Michel said that the next Trails Committee Meeting will be April 21st and there were already members unable to attend.

11. Board President's Report

None.

12. Unfinished Business

a. Authorize the Executive Director to Execute an Agreement for Services with the Key Peninsula Council for Fundraising and Installation of Public Art in Gateway Park.

Director Perkosky gave an overview of the item. She responded to questions on the concrete pad for installation and potential for climbing on the sculpture. The concrete pad will have a lip, and signage will be installed to indicate no climbing on art.

Staff Recommendation: Authorize the Executive Director to execute an Agreement for Services with the Key Peninsula Council for fundraising and installation of public art in Gateway Park.

MOTION: Vice President Robison moved for the Executive Director to execute an Agreement for Services with the Key Peninsula Council for fundraising and installation of public art in Gateway Park, including contract edits requested by Commissioner Jensen in writing. Seconded by Commissioner Jensen. Motion carried 5-0.

b. Adopt Resolution R 2025-02 Adoption of Names for Various Parks

Director Perkosky gave an overview of the item. Commissioner Jensen noted that the date on the resolution was incorrect. Vice President Robison commented on the timeline for approval.

Staff Recommendation: Adopt Resolution R 2025-02 Adoption of Names for Various Parks.

MOTION: Commissioner Jensen moved approval of Resolution R 2025-02 as amended for the date. Seconded by Clerk Clinton. Motion carried 5-0.

13. New Business

a. Approval of 2024 Annual Financial Report Submittal to WA State Auditor's Office.

Director Perkosky stated that the written report was provided and she and Fiscal Specialist Armstrong could answer questions.

Staff Recommendation: Approve the 2024 Annual Financial Report for submittal to the WA State Auditor's Office.

MOTION: Clerk Clinton moved to approve the 2024 Annual Financial Report for submittal to the WA State Auditor's Office. Seconded by Commissioner Jensen. Motion carried 5-0.

b. Approval of Grant Award with Key Peninsula Civic Center for Gym Floor Resurfacing Project

Staff Recommendation: Approve Grant Agreement with Key Peninsula Civic Center.

MOTION: Vice President Robison moved approval of the agreement with the edits submitted by Commissioner Jensen. Seconded by Clerk Clinton. Motion carried 5-0.

c. Renaming of Gateway Park to Gateway Regional Park

This item was added by Clerk Clinton. She proposed the renaming of Gateway Park to Gateway Regional Park with all adjacent land being incorporated into the larger park as an amenity, so 360 Trails will become 360 Trails in Gateway Regional Park. This will include all new parcels which are acquired adjacent to this park.

DIRECTION: Directed the Executive Director to begin the waiting time per the park naming policy for the re-naming.

14. Other minor matters

None.

15. Good of the Order/Comments by Board Members

President Parry remarked on the spring weather, grateful for the public art project and the Key Pen It Clean event.

Commissioner Jensen asked how many gnomes are left to be painted. Director Perkosky replied about 25.

Director Perkosky will add to a future agenda a report on various options on park rules enforcement and costs.

16, 17. Next Meeting and Adjourn

Regular Meeting on May 12, 2025, in the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349.

Adjourn at 7:54 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: Regular Meeting, May 12th, 2025

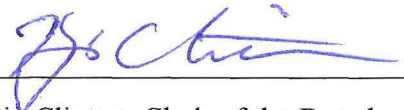
Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays:

Absent:

Abstain:

Attest:



Kip Clinton, Clerk of the Board