



Key Peninsula Metropolitan Park District (Key Pen Parks)

ADOPTED MINUTES

Board of Park Commissioners

Monday, August 12, 2024 @ 7:00 PM

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

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

Executive Director Perkosky called the meeting to order at 7:00 PM.

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

4. Meeting Agenda Approval

President Parry asked for changes to the agenda. None were submitted. Clerk Clinton moved approval of agenda as submitted. Seconded by Commissioner Jensen. Motion carried 5-0.

5. Special Presentations

Director Perkosky gave a short presentation on upcoming events and outreach opportunities for the community.

6. Public Comment

Doug Abundis spoke in favor of the acquisition of the properties. However, he also had concerns about fencing near his property such as to prevent public access but also preserve the wildlife corridor. He encouraged due diligence on Zeren property value and encouraged a property line survey.

Mike Hettick spoke in favor of the acquisition but expressed concerns about the condition of the property including lack of building permits, well water concerns, and encouraged not to take property at face value.

Marissa Manning stated that the horse community was in support of property purchase. Parking at 360 Trails is hard and the park is geared towards families. Equestrians feel marginalized and don't feel welcome after logging at Key Central Forest. Property would draw other equestrians to region, and they need a place on the Key Peninsula where they can go.

Blake Williams spoke about the property he owns north of Key Central Forest which he contacted the District to see if it is interested in purchasing. It is 80 acres, and he shared a copy of the wetland study.

Director Perkosky requested that the submitted emails are included into the record and she read email from Bob and Ann Campy which was received a few minutes before the meeting which was supportive of the property purchase but they did not want a bond or other mechanism used to purchase or renovate the property and encouraged transparency.

7. Approval of Minutes

Regular Meeting minutes of July 8, 2024

Commissioner Jensen made a slight wording change to clarify the notes under 14 Executive Session.

Recommended Action: Approve amended meeting minutes.

MOTION: Commissioner Robison moved to approve minutes as amended. Seconded by Clerk Clinton. Motion carried 5-0.

8. Financial Report

The July report will be available during the September meeting due to the Fiscal Specialist being on vacation.

9. Executive Director Report

Director Perkosky submitted the report in writing. Commissioner Robison asked for additional information and cost on the septic repair at Gateway Park. Director Perkosky shared that she did not have the bill yet but the break was in a valve box which was covered over by the splash pad construction. The contractor had to dig it out then complete the repair. The leak appeared to be caused by the ground settling around the valve box which put pressure on the pipes heading to the drain field.

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee – Commissioner Robison reported that there is no report at this time. Items will be covered under Acquisition of Zeren and Carlson Properties Item.
- b. Trail Committee Update – Vice President Michel commented that he would try to have a meeting before the September Board of Park Commissioners Meeting.

11. Board President's Report

None

12. Unfinished Business

a. Update on Carlson and Zeren Acquisitions, Discussion on Future Uses of Property

Director Perkosky verbally summarized the staff report including the information on the tour of the WA State Horse Park. Discussion occurred on water and building permit concerns raised by the public. Discussion also occurred on potential equestrian uses of the property and the utilization of an outside organization to run the facility.

Direction: Executive Director to research permitting issues and status of 2 wells.

b) Direction on Capital Projects for temporary trailer office for maintenance staff and repairs to Gateway Caretaker house.

Director Perkosky apologized for not including the staff report on this item in the packet due to an administrative oversight. She explained the options of moving forward with the office trailer or renovating the barn for the maintenance team. The project manager's cost estimates showed a similar cost to both options. Director Perkosky also discussed the option of keeping the Gateway House and completing the needed repairs, particularly to the roof which is expensive, or tearing it down to move forward with the Master Plan.

Discussion occurred on the long-term issues of park development, which document was the correct Master Plan for Gateway Park, how to deal with aging infrastructure and the cost of the improvements versus the value of the structures.

Direction: Director Perkosky was asked to place this item on the Special Meeting agenda for later in August for further discussion and for Board members to provide any information on the adopted Master Plan.

13. New Business

a) Direction on Land Acquisition adjacent to Key Central Forest.

Director Perkosky gave a verbal summary of the information listed in the written staff report. Commissioner Robison commented that these parcels could give more leverage to the District but could see it "both ways" of acquiring or not acquiring the land. President Parry commented that there was no strong benefit, the District just purchased the Lavender Farm property and other acquisitions were in process. Commissioner Jensen remarked that he could also see it "both ways" of pursuing acquisition or not. Clerk Clinton remarked on potential benefits for a north-south trail on the peninsula, the value of land banking as property values rise and this could be used to create a timber harvest property with long-term value for the District. Vice President Michel remarked that this area was always proposed for the "Head to Toe" trail, but that the Lavender Farm

property will give parking and restrooms for Key Central Forest. He expressed concerns about being land rich and cash poor but would be interested if this was donated or had a large grant award.

Additional discussion occurred on easements, land-locked access and if existing easements would permit trail access. Director Perkosky agreed to research this but commented that with budget preparation and current land acquisition research this could not be done until closer to the end of the calendar year.

Direction: Director will research parcels on existing easements and potential for north access for trails or cars to Key Central Forest and return at the end of 2024 or early 2025 with additional information.

- b) Resolution R 2024-06 on the Subjects of Establishing a Small Works Roster and the Authority to Use the Roster Process to Award Small Public Works Contracts and a Consultant Services Roster and Rescind Resolution R 2014-10.

Director Perkosky gave an overview of the new requirements for the Small Works Roster through MRSC, the RCW changes, and introduction of the new Direct Contracting model. She requested that the resolution be amended to eliminate the line in Section 4.C.1.a “Price and/or the cost of the professional services will be 10% or less of the overall score.” to be in line with current practices and after the suggestion of Commissioner Jensen who shared that it can be hard to give a full price based on the information in a request for proposal/qualification document.

Discussion occurred on the removal of the price as a scoring component for professional services.

Recommended Action: To Approve Resolution R 2024-06 on the Subjects of Establishing a Small Works Roster and the Authority to Use the Roster Process to Award Small Public Works Contracts, a Consultant Services Roster For General Consulting and Other Professional Services and Rescind Resolution R 2014-10.

MOTION: Commissioner Robison a motion to approve Resolution R 2024-06 on the Subjects of Establishing a Small Works Roster and the Authority to Use the Roster Process to Award Small Public Works Contracts and Consultant Services as amended and rescind Resolution R 2014-10. The motion was seconded by Commissioner Jensen. Motion carried 5-0.

- c) Approve the 2025 Annual Fee for Key Peninsula Little League Agreement.

Director Perkosky gave an overview of the item including the recommendation to grant Key Peninsula Little League (KPLL) their proposed no increase for the third year of their

original 3-year proposal. Commissioner Jensen asked if the priority scheduling was successful from last season. Director Perkosky responded that the 2024 season was used as a test case for the scheduling and that it worked out well with increased communication and no issues about continuing it moving forward.

Recommended Action: To approve the 2025 Annual Fee for Key Peninsula Little League.

Motion: Commissioner Robison made a motion to approve the 2025 Annual fee for Key Peninsula Little League agreement as proposed. The motion was seconded by Clerk Clinton. Motion carried 5-0.

d) Review of Trails Committee Policy and Direction on Policy Changes.

Director Perkosky gave an overview of the item as a follow-up to the adoption of the Trail Committee Policy.

Discussion occurred on scheduling a regular meeting time.

Direction: No changes were proposed to the policy at this time.

14. Other minor matters

Vice President Michel asked Director Perkosky about the status of the trail naming and when it would be on the agenda. Director Perkosky shared her recollection that the naming was sent back to the Trails Committee for all names as a group with some changes requested. Both agreed to check notes for next steps.

15. Good of the Order/Comments by Board Members

President Parry remarked that it was good to have regular attendee, Sami Jensen, back at the meetings.

Director Perkosky remarked to plan for a special meeting on the 4th Monday of the month.

16, 17. Next Meeting and Adjourn

Regular Meeting on September 9, 2024, in the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349

Adjourn at 8:22 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, September 9, 2024

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays:

Absent:

Abstain:



Kip Clinton, Clerk of the Board