Key Peninsula Metropolitan Park District (Key Pen Parks)

ADOPTED MINUTES
Board of Park Commissioners
Monday, August 10, 2026 @ 7:00 PM
Community Room, Key Peninsula Fire 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 7:01 PM.

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

4. Approval of Agenda

Clerk Clinton moved for approval of the agenda as submitted. Seconded by Commissioner Jensen. Motion carried 5-0.

5. Public Comments

Ben Rasmussen commented on the Volunteer Disc Golf Course.

6. Approval of the Minutes

a. *Regular Meeting, July 13, 2026*

Recommended Action: Approve meeting minutes.

Commissioner Michel requested clarification to the direction on the Food 4 All property.

MOTION: Clerk Clinton moved for approval of the amended minutes. Seconded by Commissioner Michel. Motion carried 5-0.

7. Financial Report

a. *July 2026 Financial Report*

Written report provided in packet. There was no discussion.

Staff Recommendation: Approve the July 2026 Financial Report consisting of: Accounts Payable Total $96,735.52 via EFT of $4,285.65 and checks 3388–3416 of $92,449.87; Payroll Total $117,464.73 via EFT of $101,831.56 and check 006 of $15,633.17; Bank Services Fees Total $154.14 via EFT and total revenues of $51,006.83.

MOTION: Commissioner Jensen moved to approve the July 2026 Financial Report consisting of: Accounts Payable Total $96,735.52 via EFT of $4,285.65 and checks 3388–3416 of $92,449.87; Payroll Total $117,464.73 via EFT of $101,831.56 and check 006 of $15,633.17; Bank Services Fees Total $154.14 via EFT and total revenues of $51,006.83. Seconded by President Parry. Motion carried 5-0.

8. Executive Director's Report

Executive Director Perkosky provided a written report. Executive Director Perkosky responded to questions from Clerk Clinton regarding the Little Library in Home Park and from President Parry on the source of the vandalism.

9. Board Committee and Advisory Council Reports

a. *Land and Improvements Committee* – No meeting.
b. *Trails Committee Update* – No meeting.

10. Unfinished Business

None.

11. New Business

a. *Authorize the Executive Director to Execute a Professional Services Agreement with SCJ Alliance Consulting Services in an Amount Not to Exceed $150,000 for the Gateway Park Master Plan Update*

Executive Director Perkosky gave an overview of the item. She responded to questions from Commissioner Michel on who was on the panel and how the consultant was selected, including Board Member participation on the panel. Vice President Robison spoke about the importance of consultant selection. Commissioner Jensen requested the proposals from the top candidates for review.

Recommended Action: Authorize the Executive Director to Execute a Professional Services Agreement with SCJ Alliance in an Amount Not to Exceed $150,000 for the Gateway Park Master Plan Update.

MOTION: Commissioner Jensen moved to table this item until the next meeting requesting the ranking and proposals for the top three interviewed candidates.

b. *Direction on an Update to Resolution R 2018-11 Travel Policy*

Executive Director Perkosky gave an update on proposed changes and updates to the travel policy. Discussion occurred on after hours events.

Recommended Action: Provide direction on proposed update to Resolution R 2018-11 Travel Policy.

Direction: Board provided additional feedback on policy and to bring it back with edits.

12. Other Minor Matters

Commissioner Michel asked about the status of the 50th Anniversary of Volunteer Park and disc golf recognition. Executive Director Perkosky stated that additional details are coming soon.

13. Good of Order/Comments by Board Members

Clerk Clinton stated that Pierce County Sheriff put out a good video on eBikes and the new laws, also there was no Key Peninsula Advisory Commission (KPAC) meeting this month.

President Parry inquired about Kids Concert! turnout. Executive Director Perkosky stated that due to the heat and wildfire smoke advisories attendance was lower than expected with approximately 40 children in attendance.

14. Next Regular Meeting on September 14, 2026, at Station 47, Community Room, 1921 Key Peninsula Hwy NW, Home, WA

15. Adjournment

Adjourn at 7:49 PM.

Respectfully submitted by Executive Director Perkosky, prepared with assistance from Executive Assistant Holman.

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 14, 2026

Ayes: Parry, Jensen, Michel, Robison, Clinton Nays: Absent: Abstain:

Attest: K Clinton Clerk

Kip Clinton, Clerk of the Board