



## Key Peninsula Metropolitan Park District (Key Pen Parks)

### ADOPTED MINUTES

#### Board of Park Commissioners

Thursday, February 19, 2026 @ 7:00 PM – Special Meeting

Meeting Room, Key Peninsula Fire District 16, Station No. 45

12310 Wright Bliss Rd NW, Gig Harbor, 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 (via Zoom)

#### 4. Approval of Agenda

President Parry stated that this is a special meeting, therefore no changes to the agenda are permitted.

#### 5. Special Presentations

Executive Director Perkosky gave an update on upcoming events.

#### 6. Public Comments

None.

#### 7. Approval of the Minutes

a. *Regular Meeting, January 12, 2026*

Recommended Action: Approve meeting minutes.

MOTION: Clerk Clinton moved to approve the meeting minutes for January 12, 2026. Seconded by Commissioner Jensen. Commissioner Michel abstained due to technology issue. Motion carried 4-0-1.

#### 8. Financial Report

a. *January 2026 Financial Report*

President Parry indicated that the report was submitted in writing, Commissioner Jensen requested additional information on the Park Impact Fees. Executive Director Perkosky responded that these funds were advanced ahead of time, versus a reimbursement, and will be expended through the adopted budget process according to the agreement with Pierce County.

Staff Recommendation: Approve the January 2026 Financial Report consisting of: Accounts Payable Total \$49,006.78 via EFT of \$3,379.85 and checks 3266-3288 of \$45,626.93; Payroll Total \$87,370.90 via EFT; and Bank Services Fees Total \$167.07 via EFT and total revenues of \$641,914.22.

MOTION: Commissioner Jensen moved to approve the January 2026 Financial Report consisting of: Accounts Payable Total \$49,006.78 via EFT of \$3,379.85 and checks 3266-3288 of \$45,626.93; Payroll Total \$87,370.90 via EFT; and Bank Services Fees Total \$167.07 via EFT and total revenues of \$641,914.22. Seconded by Vice President Robison. Motion carried 5-0.

## **9. Executive Director's Report**

Executive Director Perkosky provided a written report. There were no questions.

## **10. Board Committee and Advisory Council Reports**

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

## **11. Unfinished Business**

- a. *Approval of Partnership Agreement with Harbor WildWatch*

Vice President Robison asked if this was a continuation and Executive Director Perkosky replied yes, it is the second year of partnership.

MOTION: Vice President Robison moved to approve the partnership agreement with Harbor WildWatch. Seconded by Clerk Clinton. Motion carried 5-0.

## **12. New Business**

- a. *Consideration and Approval of Resolution R 2026-02 Adoption of Recognition Events and Other Related Expenses Policy*

Executive Director Perkosky gave an overview of the item, including the background on the policy and key elements. The final policy attached to the resolution was adjusted to clarify that the IRS limit was per employee per calendar year.

Recommended Action: Approve Resolution R 2026-02 Adoption of Recognition Events and Other Related Expenses Policy.

MOTION: Vice President Robison moved to approve Resolution R 2026-02 Adoption of Recognition Events and Other Related Expenses Policy. Seconded by Clerk Clinton. Motion carried 5-0.

- b. *Adoption of Resolution R 2026-03 Authorizing Disposition of Surplus Property*

Recommended Action: Adopt Resolution R 2026-03 to Declare Surplus Property and authorize the Executive Director to dispose of the property through sale, donation or other disposal.

MOTION: Vice President Robison moved to approve Resolution R 2026-03 to Declare Surplus Property and authorize the Executive Director to dispose of the property through sale, donation or other disposal. Seconded by Commissioner Jensen, Motion carried 5-0.

*c. Consideration and Adoption of Resolution R 2026-04 Adoption of Board of Park Commissioners Handbook*

President Parry presented the item. Commissioner Michel stated he submitted comments in writing. Clerk Clinton discussed a section for re-consideration. Vice President Robison requested additional time to review the proposed handbook. No action was taken and the item will be re-agendized and considered at a future meeting.

Recommended Action: Adopt Resolution R 2026-04 Adoption of Board of Park Commissioners Handbook.

**13. Other Minor Matters**

Clerk Clinton attended the Key Peninsula Community Council Meeting with WSDOT and gave a summary on the presentation. She also mentioned the County Council In District Meeting in April. Executive Director Perkosky mentioned that she will be giving a short presentation at that meeting.

**14. Good of Order/Comments by Board Members**

President Parry gave her appreciation to the maintenance team for the post-rain work in Key Central Forest.

Commissioner Jensen asked some clarification questions on Key Central Forest and Executive Director Perkosky replied that while the logging was completed by the October 2025 deadline, DNR has moved ahead with other portions of the agreement such as the road repairs and replanting. They are not forthcoming about the timeline.

**15. Next Regular Meeting on March 9, 2026, at Station 47, Community Room, 1921 Key Peninsula Hwy NW, Home, WA**

**16. Adjournment**

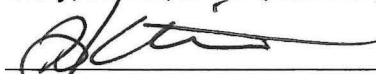
Adjourn at 7:42 PM.

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, March 9, 2026

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

Attest:  3/19/26  
Kip Clinton, Clerk of the Board