

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday, February 8, 2021

This public meeting was a digital Zoom meeting due to Washington State's COVID-19 "Stay Home, Stay Healthy" mandate.

The regular public Zoom meeting was preceded by a 7:02 PM study session. Executive Director Perkosky presented the Board with several examples of other park districts' policies addressing park system rules. The Board agreed that a policy was needed; Executive Director Perkosky said she will draft a policy based on Board recommendations.

The regular public Zoom meeting was called to order at 7:32 PM by Executive Director Tracey Perkosky. She turned the meeting over to Board President Robison after the Pledge of Allegiance and roll call.

Commissioners Present: Ed Robison, Shawn Jensen, Mark Michel, Linda Parry and Kip Clinton. Staff present for Key Pen Parks: Executive Director Tracey Perkosky.

Citizens present via Zoom: Stan Moffett, Cathy Williams (Key Peninsula Historical Society)

1. Approval of Agenda: President Robison asked if there were any additions or corrections to the agenda. Hearing none, the agenda was adopted as written.

2. Special Presentations: No special presentations.

3. Citizen Comments: Stan Moffett said that he was attending the Zoom meeting.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the January 11, 2021, regular meeting minutes; hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The January 2021 BIAS financial balance was \$3,295,101.54. The Zoo/Trek January 2021 deposit was \$16,388.65. Total 2021 Zoo/Trek collections to date were \$16,388.65. The January 2021 Real and Personal Property Tax deposit was \$4,738.29. 2021 Real and Personal Property Tax collections to date were \$4,738.29. BIAS Expenditures for January 2021 were \$62,855.40. President Robison asked if there were any corrections or objections to the January 2021 financial report. Hearing none the financial report was adopted as submitted.

6. Executive Director's Report: Executive Director Perkosky reported that the Valentine's Day Craft Drive Through Event is happening on Saturday February 13, 2021, weather depending since snow is projected. She stated that Key Pen Parks has two new maintenance employees; Jose Reyes (full time) and Jake Gleason (part time trail maintenance). The trash dumping at Home Park has been reduced with the restroom locked and the gate closed at dark. She said that staff is concentrating upon updating safety training; first aid training is being addressed first.

7. Board Committee and Advisory Council Reports:

- a) **Land and Improvement Committee (Commissioner Robison):** No report.
- b) **Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):** Executive Director Perkosky represented Key Pen Parks at the Foundation's Zoom meeting; Commissioner Michel was unable to attend. She said the Foundation is now meeting in the evening; Diane Holmes is stepping down for personal reasons; and

there are potentially 2 new members. Treasurer Green is working on the various funds they manage as well as the parameters of each fund. The donation request letter from December generated \$1,900.00; they are discussing a fundraising 5K/10K Run/Walk/Ride (cycle) event in conjunction with Key Pen Parks.

- c) **Trails Committee Report (Commissioner Michel):** Commissioner Michel reported the Trails Committee met on January 15; nine committee members were present. Construction of new trails in 2021 is on hold. A trail volunteer is doing a trail audit; Nick Marvik marked wet spots, puddles and other damaged areas. Volunteers are needed for trail repair work parties. He mentioned that the problem of unauthorized vehicles parking in the trailer parking spots continues and said that Maintenance Supervisor Woodward plans on stenciling the trailer parking area once the weather warms up and the pavement dries out. Executive Director Perkosky said BuDu Cycling held their event and there was some trail damage; she will contact them about it.
- d) **Events Committee (Commissioner Michel):** Commissioner Michel said the Events Committee discussed potential events for 2021. Executive Director Perkosky said any events will be “COVID compatible” under health department guidelines current at the time of the event(s).

8. Board President’s Report (President Robison): Board President Robison said it’s starting to look like COVID rules will permit some form of spray park use. There will likely be no May formal opening event with a ribbon cutting. During COVID, spray park access will be timed with a limited number of users at any one time; a temporary fence may be installed to control access.

9. Unfinished Business: Approval of Resolution R2021-01 Updating the Master Fee

Schedule: Commissioner Jensen said that the Master Fee Schedule/’Tournaments Two-Day Rental (Fields 1, 2; max 33 games)’ should be corrected to read “Resident/Non-Profit \$525 and Non-Resident/For-Profit \$575” and the final sentence of the schedule should read “Key Peninsula Little League Fees are governed by a separate agreement from this fee schedule...”. Commissioner Clinton moved “approval of R2021-01 as amended by edits and corrections”; Commissioner Parry seconded. The motion passed unanimously.

10. New Business:

- a) **Review of Partner Accomplishments for 2020—Key Peninsula Historical Society:** Cathy Williams, President of the Key Peninsula Historical Society, presented the report about “Women on the KP” to the Board. She said they divided the time frame into thirds starting in 1881. She described how the exhibits were presented to the public, given mandated COVID regulations. The museum had been open by appointment in 2020 and information was shared digitally. In 2021 they hope to fully open the museum in September and to resume their “living history” program. They will also be working lesson programs to present digitally and in person at the Key Peninsula public schools in 2021.
- b) **Approval of Partnership Agreements with Red Barn Youth Center and Key Peninsula Historical Society:** Executive Director Perkosky said she wanted to recognize the challenging time we are in and wants to encourage both organizations to remain open and continue on beyond COVID. Commissioner Michel moved that we approve the contract for services with Red Barn and Historical Society. Commissioner Jensen seconded the motion with the caveat that these are two separate

contracts; Commissioner Michel amended his motion to reflect the clarification. The amended motion passed unanimously.

- c) **Approval of Key Peninsula Park and Recreation Foundation Agreement:** Executive Director Perkosky said that the agreement is very similar to past agreements with a few changes for staff efficiency; one change is that the Foundation will withhold its 10% fee prior to fund disbursement to Key Pen Parks with a similar change regarding targeted donations. Commissioner Jensen moved that we approve the contract with the KP Foundation. Commissioner Michel seconded the motion. The motion passed unanimously.
- d) **Approval of Resolution R2021-02 Declaration of Surplus Property for Disposition:** Commissioner Parry moved that we adopt Resolution R2021-02 authorizing the Executive Director to dispose of surplus property. Commissioner Clinton seconded the motion. Commissioner Michel asked for clarification that the property is as in Attachment A; Commissioner Parry amended the motion to include Attachment A. The amended motion passed unanimously.
- e) **Approval of 2021 Wage Matrix with CPI Adjustment:** Commissioner Jensen moved that we approve the 2021 Wage Matrix with CPI Adjustment. Commissioner Michel seconded the motion. The motion passed unanimously.

11. Other minor matters: Board President Robison said that Executive Director Perkosky mentioned that she wants to take Friday off; he said that, as an “Exempt Employee”, she has control of her own time. Commissioner Jensen thanked Executive Director Perkosky for notifying the Board of her intentions.

12. Commissioners Comments/Good of the Order: Commissioner Jensen said he participated in the recent Parks Legislative Day held via Zoom. He reported that the Governor is currently proposing \$100 million in WWRP grant funding in the capital budget for this cycle while the WRPA and WWRP are pushing for \$140 million in funding. He said Senate Bill 5006 and House Bill 1025 propose providing local parks a funding option through a local 0.1% sales tax dedicated to park maintenance should they choose to put it before local voters; this proposed sales tax could be bonded against and would require only a simple majority vote for passage. He also participated in a breakout session after the WRPA/RCO meeting; Hunter George, who is the current interim Executive Director of PenMet Parks participated in the same session and made some complementary statements about Key Pen Parks. Commissioner Michel said that Key Pen Parks staff have done a great job with maintenance given the inclement weather the Key Peninsula had experienced.

13. Meeting Adjourned: The public Zoom meeting of February 8, 2021, was adjourned at 8:36 PM. The next regular meeting will be held on Monday, March 8, 2021, at 7:30 PM via Zoom per Governor Inslee’s “Stay Home, Stay Healthy” directive. The regular meeting may be preceded by a 7:00 PM study session. Key Pen Parks reserves the fourth Monday of each month for special topic meetings should any be needed. Should any regular meeting date fall on a public holiday, the substitute date is the Tuesday following the regular meeting date.

Respectfully submitted by Commissioner Kip Clinton, Board Clerk.

Disclaimer: Key Pen Parks’ minutes are not official until approved by the Board of Commissioners. Discrepancies in the unofficial minutes may be corrected at the time the Board addresses and approves the minutes.