



Key Peninsula Metropolitan Park District (Key Pen Parks)

MINUTES

Board of Park Commissioners

Monday, January 13, 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: Commissioners Linda Parry, Ed Robison, Kip Clinton, Shawn Jensen, and Mark Michel

4. Meeting Agenda Approval

Commissioner Clinton moved approval of agenda as submitted. Commissioner Parry seconded. Motion carried 5-0.

5. Election of 2025 Board of Park Commissioners Officers

There were no new nominations.

MOTION: Commissioner Clinton moved that the 2025 Officers are President Linda Parry, Vice President Ed Robison, and Clerk Kip Clinton. Seconded by Commissioner Jensen. Motion carried 5-0.

6. Public Comment (Public Comment and Special Presentations were switched in order due to speaker's late arrival.)

Eliza Rasmussen spoke in support of 360 Trails

Cory Bennett spoke in support of Key Pen Pirates and their race.

Zane Southard spoke in support of student race and suggested race be held another day.

Kinzie Coldicott stated that this is a no-cut sport and supports race at 360 Trails.

Cooper Wright stated he is a member of Key Pen Pirates and loves 360 Trails.

Alyx Coldicott spoke in appreciation of the Board, promoting park usage and maintenance.

Brad Royo stated via Zoom that the date was agreed to, and a change is inconvenient for graduation schedules which is unfair.

7. Special Presentations (Public Comment and Special Presentations were switched in order due to speaker's late arrival.)

David Williams, President, Washington Student Cycling League, gave a short presentation on the organization.

8. Approval of Minutes

a. Regular Meeting Minutes of December 9, 2024

Recommended Action: Approve amended meeting minutes.

MOTION: Commissioner Jensen made a motion to approve the December 9, 2024, meeting minutes. Seconded by Vice President Robison. Motion carried 5-0.

9. Financial Report

Report was submitted in writing.

Staff recommendation: Approve the financial report for December 2024 from 12/01/2024 through 12/31/2024: Accounts payable check numbers 2936 through 2958 Total: \$153,543.20, Payroll ACH Total: \$43,376.76 and Bank Service Fees via Electronic Payments Total: \$135.00.

MOTION: Vice President Robison made a motion to approve the financial report for December 2024 from 12/01/2024 through 12/31/2024: Accounts payable check numbers 2936 through 2958 Total: \$153,543.20, Payroll ACH Total: \$43,376.76 and Bank Service Fees via Electronic Payments Total: \$135.00. Seconded by Clerk Clinton. Motion carried 5-0.

9. Executive Director Report

In an omission from the packet there was no written report included in the Board packet. It was emailed to the Commissioners. Director Perkosky reported on park conditions with rains, new hires and staff returning from leave, Maintain X implementation, events, and the maintenance office trailer.

Commissioner Michel asked for clarifications some capital expenditures from 2024 which was the acquisition of the Wright Bliss property from the previous item (Financial Report).

10. Board Committee and Advisory Council Reports

- a. *Land and Improvements Committee* – None
- b. *Trail Committee Update* – Commissioner Michel commented that the Trails Committee will meet on January 27 at the Home Fire Station. He remarked on the drainage work in 360 Trails and trails conditions are good in Maple Hollow and Key Central Forest. He will bring up the linear trail during the capital facilities plan agenda item.

12. Board President's Report

None

13. Unfinished Business

None

14. New Business

a. Update on Capital Facilities Plan (CFP) and Input from Board on Priorities

Director Perkosky gave an overview of the CFP process thus far, Charlie Scott from Jones and Jones provided background on the facility assessment and Maddie Immel and Stella Streufert from BERK gave an overview of the community engagement process. The Board was asked for their feedback on the results of the community engagement and their priorities for projects in the CFP.

Staff Recommendation: Board Members are requested to provide feedback on priorities and projects they would like to see in the Capital Facilities Plan.

DIRECTION: Board members provided feedback on their priorities for the District for consideration in final plan. Discussion focused on Gateway Park buildout with new amenities plus parking/entrance; developing Zeren property for equestrian usage; perceived safety issues at Key Central Forest and Maple Hollow parking lots; master plans for Taylor Bay and new Wright Bliss property; Taylor Bay waterfront access; and a new headquarters building. Additional discussion on "Head-to-Toe" trail which was decided that County should be responsible for regional trail development.

b. Direction on Field 2 Designs at Volunteer Park

Director Perkosky gave an overview of the item, which was supplemented with information from Chris Overdorf, PLA, ASLA, from SCJ Alliance.

Staff Recommendation: Direct that the design work continue to resolve the challenges of the Field 2 retaining wall.

MOTION: Vice President Robison motioned to table this item until a future meeting. Seconded by Commissioner Jensen. Motion carried 5-0.

c. Input on Special Event Permit

Director Perkosky provided an overview of the item. Board discussion on splash pad, traffic impacts, park impacts and permit process.

Staff Recommendation: None

MOTION: Vice President Robison moved to permit the organization to have the WSCL Student Cycling event from 5/31-6/1 utilizing the overflow parking area. Seconded by Commissioner Michel. Motion carried 4-0-1 (Clinton, abstain)

d. Participation in Parks & Great Outdoors Virtual Legislative Day or One-on-One Meetings with Legislators and Discussion Topics

Director Perkosky provided a brief overview of the item. Board discussed options and schedule availability.

Staff Recommendation: Provide direction on Board participation in Participation in Parks & Great Outdoors Virtual Legislative Day versus scheduling one on one meetings and topics for discussion.

DIRECTION: Board consensus was to arrange for one-on-one meetings with legislators with President Parry and Vice President Robison as the primary participants with Commissioners Jensen and Michel as alternates based on scheduling. Primary topic is coordination and funding for WSDOT for additional ingress/egress for Gateway Park.

e. Approval of Out of State Travel for Executive Director to OH for NRPA Director's School

Staff Recommendation: Approve out-of-state travel for Executive Director Perkosky to Attend Year 2 of NRPA's Director's School in March 2025 in Ohio

MOTION: Commissioner Michel motioned to approve out-of-state travel for Executive Director Perkosky to Attend Year 2 of NRPA's Director's School in March 2025 in Ohio. Seconded by Vice President Robison. Motion carried 5-0.

f. Approval of Partnership Agreements with Harbor Wild Watch, Red Barn Youth Center and Farm Tour

Director Perkosky gave a short presentation on the item and referenced two scrivener's errors which have been fixed on the agreements for Harbor Wild Watch and the Red Barn Youth Center.

Staff Recommendation: Approve partnership agreements with various agencies.

MOTION: Vice President Robison moved approval of the partnership agreements with Red Barn Youth Center, The Farm Tour and Harbor Wild Watch. Seconded by Commissioner Michel. Motion carried 5-0.

g. Consideration and Adoption of Resolution R 2025-01 Authorizing Disposition of Surplus Property

Director Perkosky gave a short presentation on the item. Vice President Robison asked for clarification on how the truck would be disposed of. Director Perkosky stated it will be sent to auction.

Staff Recommendation: Resolution R 2025-01 to Declare Surplus Property and Authorize Disposition

MOTION: Commissioner Michel moved approval of Resolution R 2025-01 to Declare Surplus Property and Authorize Disposition. Seconded by Commissioner Jensen. Motion carried 5-0.

15. Other minor matters

Commissioner Michel reminded everyone of the Trails Committee meeting on January 27, 2025.

16. Good of the Order/Comments by Board Members

Commissioner Michel thanked everyone for the discussion on the cyclists.

17, 18. Next Meeting and Adjourn

Regular Meeting on February 10, 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 9:11 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, February 10th, 2025

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays:

Absent:

Abstain:

Attest:  _____

Kip Clinton, Clerk of the Board