

KEY PENINSULA METROPOLITAN PARK DISTRICT

**D.b.a. KEY PEN PARKS**

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**Board Meeting Minutes**

**Monday, January 11, 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 called to order at 7:31 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:** Kellie Bennett (Red Barn Youth Center).

**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. Election of 2021 Key Pen Parks Board of Park Commissioner Officers:** Commissioner Clinton moved "approval of the slate" (Commissioner Robison as Park Board President, Commissioner Jensen as Park Board Vice President and Commissioner Clinton as Park Board Clerk). Commissioner Michel seconded the motion. The motion passed unanimously.

**3. Special Presentations:** No special presentations.

**4. Citizen Comments:** None.

**5. Approval of Minutes:** President Robison asked if there were any objections or corrections to the December 14, 2020, regular meeting minutes; hearing none, the meeting minutes were approved as submitted.

**6. Financial Report:** The December 2020 BIAS financial balance was \$3,219,620.12. The Zoo/Trek December 2020 deposit was \$16,632.09. Total Zoo/Trek collections to date were \$186,037.93. The December 2020 Real and Personal Property Tax deposit was \$16,942.42. 2020 Real and Personal Property Tax collections to date were \$1,408,822.83. BIAS Expenditures for December 2020 were \$112,245.75. President Robison asked Executive Director Perkosky about the end of the year totals. She responded that the totals presented at the January 14, 2021, Park Board meeting were based upon Key Pen Parks' financial records; due to the lag time with Pierce Co. Budget and Finance documents, the close out report for 2020 will be presented at Key Pen Parks' February 8, 2021, Park Board meeting. President Robison asked if there were any corrections or objections to the December 2020 financial report. Hearing none the financial report was adopted as submitted.

**7. Executive Director's Report:** Executive Director Perkosky reported that the Home Park parking lot was closed last week due to garbage being dumped in the natural area west of the parking lot and toward the little creek; she noted that the dumping had stopped after the parking lot was closed. She said that, as of Jan. 11, 2021, there was new COVID-19 Guidance from the Governor's Office; staff was analyzing the effect on park volunteers and outdoor sports and events. Executive Director Perkosky said that as of January 1, 2021, administrative staff member Laura Armstrong's job title and description has officially changed to more accurately reflect her increased responsibilities at Key Pen Parks; she is now Fiscal Specialist Armstrong.

She also said that Key Pen Parks would be hiring an additional full time maintenance staffer; she expected imminent interviews. She said that Events Coordinator Grandt had finalized the 2021 event schedule in light of COVID restrictions. The first event planned is scheduled for February 13, 2021. This new event is the Valentine's Day Craft Drive Through at Volunteer Park, put on with the assistance of Two Waters Art Alliance.

**8. 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):** Commissioner Michel reported that the Foundation was making progress on their financial documents; he hoped to help recruit additional new members for the Foundation's Board. Their monthly meeting start time was changed to 6:30 PM on the third Tuesday of the month. There was discussion about the placement of a Foundation proposed memorial bench for Scott Gallacher. Executive Director Perkosky also attended the Zoom meeting.
- c) **Trails Committee Report (Commissioner Michel):** Commissioner Michel said the volunteers who built the 360 Trails bike jump-line trail are planning to repair it. Executive Director Perkosky said a cycling trail expert has volunteered to do a trail audit toward repair projects. Commissioner Michel said the Trails Committee has a meeting scheduled for 6:30 PM Friday January 15, 2021.
- d) **Recreation Committee (Commissioner Michel):** Commissioner Michel said that other than the new Valentine's Day Craft Drive Through event, BuDu has a mountain bike race scheduled for Sunday, January 31 at 360 Trails/Gateway Park; per COVID Guidance, it will be in a time trial format.

**9. Board President's Report (President Robison):** Board President Robison said that he "is glad that we can function well as a Board and don't have the divisiveness of some other organizations."

**10. Unfinished Business:** No Unfinished Business.

**11. New Business:**

- a) **Review of Fee Schedule for 2021:** Executive Director Perkosky said that the proposed 2021 fee schedules are broken into "resident" and "non-resident" categories. Commissioner Jensen suggested some changes for consistency. There was additional discussion about fees for 360 Trails, especially regarding the different areas within that facility (individual fees for the Pump Track, the Jump Line, The Meadow and other specific areas vs. the whole facility). Executive Director Perkosky will bring a final draft to the February park board meeting for approval.
- b) **Review of Partner Accomplishments—Red Barn Youth Center:** Kellie Bennett, Executive Director of the Red Barn Youth Center, presented a report of Red Barn Youth Center 2020 activities and accomplishments per their contract-for-services with Key Pen Parks. She said that, prior to COVID, they served an average of 25 students per day. They helped with Key Pen Parks' All Hallows Eve Drive Through event; 7 youth volunteered. Since COVID they have partnered with Communities In Schools and the Peninsula School District by reaching out to families of students who might lack internet connectivity; they have been regularly providing internet services for up to 8 students 2 days per week. She reported on Monday, January 11, 10 students used the service to access school. She also mentioned that having the Red

Barn open provides much needed safe socialization for youth. She thanked Key Pen Parks for its support of the Red Barn Youth Center and its mission.

**12. Other minor matters:** None.

**13. Commissioners Comments/Good of the Order:** Commissioner Robison said it is so good to have Executive Director Perkosky living full time in the district. Commissioner Michel said he and Executive Director Perkosky toured the trails and had a great talk about trails, volunteerism, and mountain biking earlier in the month. Commissioner Robison asked Executive Director Perkosky if emergency response people had contacted her about continuing to use the fields at Volunteer Park and Gateway Park for evac helicopter landing sites; Executive Director Perkosky said “no” but that she would contact Fire District 16 regarding this. Commissioner Clinton mentioned the three 2020 contracts-for-services Key Pen Parks had with Key Peninsula non-profits; Executive Director Perkosky said the Key Peninsula Historical Society will be presenting their report in February. Commissioner Clinton suggested the Farm Tour contract be renewed with the same terms as 2020, conditioned upon COVID-19 “Stay Home, Stay Healthy” directives.

**14. Meeting Adjourned:** The public Zoom meeting of January 11, 2021, was adjourned at 8:30 PM. The next regular meeting will be held on Monday, February 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.