Key Peninsula Metropolitan Park District (Key Pen Parks)

ADOPTED MINUTES
Board of Park Commissioners
Monday, July 13, 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 7:00 PM.

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

Absent and Excused: Vice President Ed Robison

4. Approval of Agenda

President Parry called for approval of the agenda or changes. Executive Director Perkosky noted a correction to the next Regular meeting date. Clerk Clinton moved for approval of the agenda as amended. Seconded by Commissioner Michel. Motion carried 4-0.

5. Public Comments

None

6. Approval of the Minutes

a. *Regular Meeting, June 8, 2026*

Recommended Action: Approve meeting minutes.

Clerk Clinton noted two spelling errors in the minutes.

MOTION: Commissioner Michel moved for approval of the meeting minutes as amended. Seconded by Clerk Clinton. Motion carried 4-0.

7. Financial Report

a. *May 2026 Financial Report*

Executive Director Perkosky shared the corrected attachment with the Board and referred to an emailed copy sent before the meeting. The corrected report did not change any of the final numbers presented in the report.

Staff Recommendation: Approve the May 2026 Financial Report consisting of: Accounts Payable Total $26,245.14 via EFT of $2,074.06 and checks 3347 - 3369 of $24,171.08; Checking total $30.52 via EFT; Payroll Total $107,578.91 via EFT of $87,480.42 and check 004 of $20,098.49; and Bank Services Fees Total $174.52 via EFT and total revenues of $158,154.33.

MOTION: Commissioner Jensen moved to approve the May 2026 Financial Report consisting of: Accounts Payable Total $26,245.14 via EFT of $2,074.06 and checks 3347 - 3369 of $24,171.08; Checking total $30.52 via EFT; Payroll Total $107,578.91 via EFT of $87,480.42 and check 004 of $20,098.49; and Bank Services Fees Total $174.52 via EFT and total revenues of $158,154.33. Seconded by President Parry. Motion carried 4-0.

b. June 2026 Financial Report

President Parry referred to provided reports in the packet.

Staff Recommendation: Approve the June 2026 Financial Report consisting of: Accounts Payable Total $22,992.88 via EFT of $2,318.72 and checks 3370 - 3387 of $20,674.16; Checking total $20.63 via EFT; Payroll Total $109,795.89 via EFT of $90,359.65 and check 005 of $19,436.24; Bank Services Fees Total $164.26 via EFT and total revenues of $55,068.94.

MOTION: Commissioner Michel moved to approve the June 2026 Financial Report consisting of: Accounts Payable Total $22,992.88 via EFT of $2,318.72 and checks 3370 - 3387 of $20,674.16; Checking total $20.63 via EFT; Payroll Total $109,795.89 via EFT of $90,359.65 and check 005 of $19,436.24; Bank Services Fees Total $164.26 via EFT and total revenues of $55,068.94. Seconded by Commissioner Jensen. Motion carried 4-0.

8. Executive Director's Report

Executive Director Perkosky provided a written report and verbally added an update about the success of Family Fun Fest with over 1500 people in attendance and provided community information on the upcoming Music in the Park series.

9. Board Committee and Advisory Council Reports

a. Land and Improvements Committee – No meeting.

b. Trails Committee Update – No meeting.

10. Unfinished Business

a. Direction on Potential Property Acquisitions

Executive Director Perkosky gave an update on the Key Center property. With ingress and egress issues, Food 4 All has decided to pursue the property on their own but desires to continue the proposed partnership for a playground or other shared amenity. Commissioners Parry, Jensen and Clinton expressed support for the partnership, and Commissioner Michel supports the partnership but also suggested that Food 4 All add a pedestrian easement to the property.

Executive Director Perkosky shared information on a possible new acquisition on 94th Ave NW, where the owner would like to close before the end of the year. Clerk Clinton commented on the large flood plain on the property and concern over the purpose since it is not connected to another

park property. Commissioner Michel suggested that it might be a good conservation property such as through the Great Peninsula Conservancy and could be part of a future trail connection. Commissioner Jensen commented that it is close to Gateway but not sure it is needed.

Recommended Action: Provide direction on potential property acquisitions.

DIRECTION: After receiving notification from Food 4 All moving forward with acquisition on their own, move forward with continuing discussions with Food 4 All on a Memorandum of Understanding for possible shared amenities but do not move forward with the property acquisition. Ask Food 4 All to include an easement on the land which would permit a foot path to assist in the connection of Key Center to the Red Barn Youth Center. For the property on 94th take no action as it does not fit with the long-term park plans.

11. New Business

a. Adoption of Resolution R 2026-05 to Declare Surplus Property and Authorize Disposition

Executive Director Perkosky gave an overview of the item.

Recommended Action: Adopt Resolution R 2026-05 to Declare Surplus Property and authorize the Executive Director to dispose of the property through sale, donation or other disposal.

MOTION: Commissioner Jensen moved to approve the adoption of resolution R 2026-05 to Declare Surplus Property and authorize the Executive Director to dispose of the property through sale, donation or other disposal. Seconded by Clerk Clinton. Motion carried 4-0.

12. Other Minor Matters

Commissioner Michel shared about his recent park experiences during a vacation in Nevada.

Clerk Clinton shared there is no Key Peninsula Advisory Commission (KPAC) meeting this month.

13. Good of Order/Comments by Board Members

Commissioner Michel gave kudos to the staff for all their hard work on Family Fun Fest.

Clerk Clinton also commented on how hard the staff worked at the event and that there were lots of happy and appreciative visitors.

14. Next Regular Meeting on August 10, 2026, at Station 47, Community Room, 1921 Key Peninsula Hwy NW, Home, WA

15. Adjournment

Adjourn at 7:25 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, August 10, 2026

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

Attest: Clerk 8/23/26

Kip Clinton, Clerk of the Board