



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

### **ADOPTED MINUTES**

#### **Board of Park Commissioners**

**Monday, June 9, 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: President Linda Parry, Vice President Ed Robison, Clerk Kip Clinton,  
Commissioner Shawn Jensen, and Commissioner Mark Michel

#### **4. Meeting Agenda Approval**

Vice President Robison requested to amend the agenda to add Discussion of Support for the Fire Department EMS Levy to New Business as item 13c. Commissioner Michel moved to approve the amended agenda. Vice President Robison seconded. Motion carried 5-0.

#### **5. Special Presentations**

Executive Director Perkosky gave an update on the upcoming Key Pen Parks events.

#### **6. Public Comment**

Raleigh Leslie made comments about the WSCL event and the Director's conduct during a medical event.

Kim Wiley made comments about Devil's Head and her concerns about vandalism and illegal dumping.

Kim Edwards made comments about Devil's Head and her concerns about car traffic, increased speeds and possible increased robberies/home break-ins.

#### **7. Approval of Minutes**

*a. Regular Meeting of May 12, 2025*

Recommended Action: Approve meeting minutes.

MOTION: Clerk Clinton moved approval of the minutes. Commissioner Jensen seconded. Motion carried 5-0.

## **8. Financial Report**

Financial report was submitted in writing.

Staff Recommendation: Approve the financial report for May 2025: Accounts payable Total \$44,545.04 comprised of check numbers 3055 through 3072, except check 3064; Payroll Total: \$88,510.56 comprised of Payroll ACH: \$72,852.18 and AP Check #3064: \$15,658.38; and Bank Service Fees via Electronic Payments Total: \$171.00

MOTION: Commissioner Jensen moved to approve the financial report for May 2025: Accounts payable Total \$44,545.04 comprised of check numbers 3055 through 3072, except check 3064; Payroll Total: \$88,510.56 comprised of Payroll ACH: \$72,852.18 and AP Check #3064: \$15,658.38; and Bank Service Fees via Electronic Payments Total: \$171.00. Seconded by Clerk Clinton. Motion carried 5-0.

## **9. Executive Director Report**

Director Perkosky provided a written report.

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

- a. *Land and Improvements Committee* – None
- b. *Trail Committee Update* – Next meeting is July 21<sup>st</sup>.

## **11. Unfinished Business**

- a. *Approval of Letter to Pierce County Regarding Devil's Head and Other County Properties*

Director Perkosky gave an overview of the item and the draft letter. Changes were made to correct various spelling errors and the acquisition date.

Extensive discussion occurred if a letter was needed versus a conversation. Concerns were raised regarding being too firm with the letter with other members okay with the tone.

Staff Recommendation: Approve letter to Pierce County on the potential acquisition of Devil's Head Park and other County owned properties.

MOTION: Clerk Clinton moved to approve to send the letter with corrections to clarify the District's position on the properties. Seconded by Vice President Robison. Motion Carried 4-0-1 (Michel abstained).

## **12. Public Hearing**

### **a. Public Hearing and Consideration and Adoption of Resolution R 2025-04 Revised Capital Facilities Plan (CFP)**

Director Perkosky gave a short overview of the proposed changes which was to re-allocate the Real Estate Excise Tax (REET) 2 to eligible projects. A revised CFP was requested by Pierce County. The projects did not change, only a funding source.

Public Comment Period was opened at 7:24 PM. No members of the public gave comment. Closed at 7:25 PM.

Commissioner Michel asked why the projects from the Comprehensive Plan's Capital Improvement Plan (CIP) were not included. Director Perkosky shared that these were the projects approved as part of the 2025 budget approval process.

Staff Recommendation: Adopt Resolution R 2025-04 for Revised Capital Facilities Plan for 2025.

MOTION: Vice President Robison moved to adopt Resolution R 2025-04 for the revised Capital Facilities Plan for 2025. Seconded by Commissioner Jensen. Motion carried 5-0.

## **13. New Business**

### **a. *Direction on Potential Land Acquisition Adjacent to Key Central Forest***

Director Perkosky gave a presentation on the item and responded to questions. Commissioner Michel commented that it is worth considering because of potential trail options and access through old railway easements. Vice President Robison stated that this might be a lower priority than other properties. President Parry commented on using DNR land for access. Also, discussion occurred on the age of the timber on the parcel.

Staff Recommendation: Provide direction on potential land acquisition on land adjacent to Key Central Forest and indicate which item(s) are removed from the 2025 Goal list to add this work.

DIRECTION: Executive Director was asked to see if the sellers have a desired price range for the property and bring that information back to the Board.

b. *Authorize the Executive Director to Execute the Assignment Agreement and Partnership Agreement between Great Peninsula Conservancy and Key Pen Parks for Carlson Property*

Director Perkosky gave an overview of the item. Clerk Clinton asked clarifying questions on easement access through the Zeren property. President Parry and Vice President Robison added that the property can also be accessed through 360 Trails.

Staff Recommendation: Authorize Executive Director to Execute Assignment Agreement and Partnership Agreement between Great Peninsula Conservancy and Key Pen Parks for Carlson Property

MOTION: Vice President Robison moved to authorize the Executive Director to Execute Assignment Agreement and Partnership Agreement between Great Peninsula Conservancy and Key Pen Parks for Carlson Property. Seconded by Clerk Clinton. Motion carried 5-0.

c. Discussion on Support for EMS Fire Levy

Discussion occurred regarding support of fire levy and justification for District support. Vice President Robison indicated that the nexus to the District was to support the health of trail users, splash pad users, and other park amenities.

MOTION: Vice President Robison moved to have staff draft a resolution for July meeting. Seconded by Commissioner Michel. Motion carried 4-0-1 (Jensen abstained).

**14. Other minor matters**

Clerk Clinton gave an update on the upcoming KPAC meeting.

Vice President Robison commented that he would have preferred the playground build be on a weekend to allow for more participation. Clerk Clinton commented that staff works a lot of weekends especially in the summer for special events.

**15. Good of the Order/Comments by Board Members**

President Parry expressed her appreciation for a successful bike race at WSCL.

Vice President Robison remarked that the Scott Gallacher Memorial Spray & Play Park is incredibly busy and he can hear the kids at his house.

**16, 17. Next Meeting and Adjourn**

Regular Meeting on July 14, 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 7:57 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, July 14, 2025

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays:

Absent:

Abstain:

Attest:   
Kip Clinton, Clerk of the Board