

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday, June 14, 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 7:30 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, Sami Jensen, Ron Hardy.

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 it was great to see the Gateway Park splash pad open over Memorial Day weekend and see the many kids using it; they were so excited! Sami Jensen concurred with Stan Moffett regarding the splash pad opening to the public earlier in the year than planned; she thanked Executive Director Perkosky and all the Commissioners for making it happen. She said it was great to see kids out there having fun; she suggested splash pad operational hours might be extended.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the May 10, 2021, regular meeting minutes; hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The May 2021 Springbrook financial balance was \$4,049,887.86. The May 2021 Zoo/Trek deposit was \$19,849.52. Total Zoo/Trek collections to date were \$86,725.84. The May 2021 Real and Personal Property Tax deposit was \$86,763.81. 2021 Real and Personal Property Tax collections to date were \$795,647.19. BIAS Expenditures for May 2021 were \$59,438.13. President Robison asked if there were any corrections or objections to the May 2021 financial report. Hearing none the financial report was adopted as submitted.

6. Executive Director's Report: Executive Director Perkosky reported that on May 27, 2021, the WA Dept. of Health revised their COVID requirements for opening splash pads; those similar to the one at Gateway Park (not in a "water park", fresh water, outdoors, etc.) could open immediately. Staff were able to open the new Gateway Park Splash Pad, with the required COVID-19 notifications, at noon on Saturday May 29, 2021 (Memorial Day weekend). The 4th of July Hot Dog Social/Family Fun Fest will not happen this year due to COVID restrictions and time constraints. The Logging Show has also deferred opening in 2021, and plans to return in 2022. August's Cinema Under the Stars will take place and a new event, the 5K Fun Run or Walk or Bike Ride Event is scheduled for July 17 at Gateway Park/360 Trails. She also said she had a great meeting with the KP Beekeepers Association; the possibility of adding more pollinator habitat to parks and a training apiary were discussed. She stated that Key Pen Parks' maintenance department is still short staffed and seeking two full-time seasonal employees and

one part-time (year-round) person. In addition, Maintenance Supervisor Woodward has resigned his position effective June 15, 2021. Because of that, some cosmetic upkeep is being deferred in the parks while other more immediate long-overdue projects are addressed (building and vehicle repairs).

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):** Commissioner Michel said he was unable to attend the last Foundation meeting in person. He reported the Foundation is working on restructuring its Board of Directors and planning an October 5K Fun Run Fund Raiser. Executive Director Perkosky sat in on the Foundation’s meeting (via Zoom) and said they have \$30,000.00 their account, most of which is unrestricted; a small portion is designated for trails and a few other small projects.
- c) **Trails Committee (Commissioner Michel):** Commissioner Michel said the Student League Mountain Bike Race at Gateway Park/360 Trails went well, though it was a much smaller event than years past; the course was shorter and there were less participants.
- d) **Events Committee (Commissioner Michel):** Commissioner Michel said Events Coordinator Grandt is working on a new July 17 Fun Run, Walk or Bike Ride Event.

8. President’s Report: President Robison said that everyone is excited about the Splash Pad being open. His grandson, Easton Wheat (‘Easton the Beaston’) collided with another participant and hit his head on the third day but is doing OK. Signage to remind kids and parents not to run or rough house is being installed.

9. Unfinished Business:

- a) **Approve Resolution R2021-04 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Adopting Park Policy Guidelines with Rules for Park Facilities Owned and Operated by the District:** The Board discussed the changes from the previous draft. Executive Director Perkosky stated one change is that Class 1 E-bikes will be permitted on multi-use trails; the intent is to make trail access more inclusive. Class 2 and 3 E-bikes will be restricted to signed areas only. There were three syntax corrections to the text of the resolution: the second line of the third clause shall be amended to read “...Parks, **hereby** adopts the attached...; the first line of the fourth clause shall be amended to read “...PASSED AND ADOPTED by **the** Board of Park...”; the second line of the fourth clause shall be amended to read “...public health restriction (strike ‘held’) this 14th day of...”. Commissioner Jensen moved to “approve adopting Resolution R2021-04 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Adopting Park Policy Guidelines with Rules for Park Facilities Owned and Operated by the District as amended; Commissioner Clinton seconded the motion. The motion passed unanimously (5/0).

10. New Business:

- a) **Approve Resolution R2021-05 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Regarding Appointment of Agent to Receive Claims for Damages as per RCW 46.9 and Repealing Resolution R2015-14:** The Board discussed the Resolution with the following syntax corrections mentioned: Clause five subheading 2. shall be amended to read

“The Executive Director, and in the absence of the Executive Director, the Fiscal Specialist, **are** hereby appointed to **be the agent(s)** responsible...”; Clause six line two shall be amended to read “...public health restrictions (strike ‘held’) this 14th day of...”. Commissioner Michel moved to “approve Resolution R2021-05 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Regarding Appointment of Agent to Receive Claims for Damages as per RCW 46.9 and Repealing R2015-14 with editorial corrections; Commissioner Jensen seconded the motion. The motion passed unanimously (5/0).

- b) Approve Partnership with the 2021 Farm Tour:** Executive Director Perkosky informed the Board that the Farm Tour is going forward with their October event. They will probably not use Gateway Park as a shuttle bus base, but they hope to have herding dog exhibitions and possibly goat yoga there. She recommended approval of the Contract for Services between Key Peninsula Metropolitan Park District and the Key Peninsula Farm Tour. Commissioner Parry moved that “we approve the Partnership Agreement with the Key Peninsula Farm Council for the 2021 Farm Tour; Commissioner Clinton seconded the motion. The motion passed unanimously (5/0).
- c) Authorize the Executive Director to Re-Enter Negotiations for Taylor Bay Caretaker Lease Renewal:** Executive Director Perkosky told the Board that the present caretakers at Taylor Bay would like to assume additional duties at that park as a rental offset. She said it is always good to keep reliable contractors and the present caretakers have been excellent. There was discussion how to apply any rental offset given the caretakers are considered independent contractors. Commissioner Robison moved “that we allow the Executive Director to negotiate the new terms for continuation of the rental agreement for Taylor Bay (Park) Caretakers”; Commissioner Michel seconded the motion. The motion passed unanimously (5/0). Executive Director Perkosky will submit the negotiated contract to Key Pen Parks’ legal counsel prior to final signatures.

11. Other minor matters: Commissioner Robison said that the Maintenance Supervisor, who just resigned, was the second most senior Key Pen Parks employee; Fiscal Specialist Armstrong is the most senior Key Pen Parks employee; he hoped Executive Director Perkosky, during Maintenance Supervisor Woodward’s exit interview, might be able to capture some of that institutional knowledge so the transition will be smoother for a new Park Facilities Manager.

12. Commissioners Comments/Good of the Order: Commissioner Parry concurred with citizens Stan Moffett’s and Sami Jensen’s comments about the Gateway Park Splash Pad’s early opening. Commissioner Jensen thanked Candidate (Position 2) Ron Hardy for filing for office and attending tonight’s Zoom meeting; Commissioner Robison asked Mr. Hardy if he’d like to introduce himself and/or say a few words. Candidate Hardy said he filed because he thinks he can bring something to the Board. Commissioner Michel said it was 54 degrees on Sunday (June 13) and he counted 4 kids playing in the Splash Pad. He commended everyone on the Board and Staff for their contributions toward getting the Splash Pad project completed.

13. Meeting Adjourned: The public Zoom meeting of June 14, 2021, was adjourned at 8:20 PM. The next regular meeting will be held on Monday, July 12, 2021, at 7:30 PM and may be in person at the Volunteer Park Concession Building or via Zoom. 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.