

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

P.O. Box 70, Lakebay, WA. 98349

253-884-9240 and answers@keypenparks.com

Board Meeting Minutes

Monday, April 11, 2022

This public meeting was a digital Zoom meeting due to Washington State's COVID-19 "Stay Safe--Stay Healthy" directive.

- 1. The regular public Zoom meeting of Monday, April 11, 2022, was called to order at 7:30 PM by Executive Director Tracey Perkosky.**
- 2. Roll Call--Commissioners Present:** Mark Michel, Shawn Jensen, Ed Robison, Linda Parry, Kip Clinton. Staff present for Key Pen Parks: Executive Director Tracey Perkosky.
Citizens present via Zoom: Sami Jensen, Stan Moffett, Catherine Williams (Key Peninsula Historical Society), Allyn Cole (DNR Belfair Unit Manager) and Nathan McReynolds (DNR Hood Canal District Manager).
- 3. Pledge of Allegiance:** Executive Director Perkosky led all present in reciting the Pledge of Allegiance, after which she turned the meeting over to President Michel.
- 4. Approval of Agenda:** President Michel asked if there were any additions or changes to the agenda; the agenda was adopted as submitted.
- 5. Special Presentations:** There were no special presentations.
- 6. Citizen Comments:** Sami Jensen thanked the volunteers and the three Park Board Commissioners who turned out for Parks Appreciation Day; a lot of scotch broom was pulled and removed.
- 7. Approval of Minutes:** President Michel stated that there was a spelling correction in Item 10. c.; the correct name of the bike trail volunteer is Brett Humphries; the minutes were approved as corrected.
- 8. Financial Report:** The March 2022 Springbrook financial balance was \$4,329,951.22. March 2022 Zoo/Trek deposit was \$20,534.92. Total Zoo/Trek collections to date were \$67,566.87. March 2022 Real and Personal Property Tax deposit was \$95,001.67. 2022 Real and Personal Property Tax collections to date were \$133,128.24. Springbrook Expenditures for March 2022 were \$71,091.28. Commissioner Michel questioned the difference in funds allocated for administrative staff vs. operational staff; Executive Director Perkosky said that operational expenditures are expected to increase during the summer. She will follow up on this. Board President Michel asked if there were any objections to adoption of the March 2022 Financial Report; hearing none the March 2022 Financial Report was approved as presented.
- 9. Executive Director's Report:** Executive Director Perkosky thanked all the volunteers at Parks Appreciation Day who pulled scotch broom at the Manke East addition to Gateway Park; Bret Humphries supervised a concurrent event at 360 Trails. The next scheduled volunteer event is April 30 at Key Central Forest. A traditional Easter Egg Hunt (scramble) for kids will take place in the Gateway Park Multi-Purpose Field on April 16. The parking lot at the old entrance (adjacent to TPU's Pole Line Rd) to 360 Trails is formally closed. A Splash Pad opening celebration is planned for May 27 (Friday); due to COVID restrictions, Key Pen Parks was previously unable to hold a formal recognition celebration, thanking everyone who helped Key

Pen Parks in the endeavor and honoring former Executive Director Scott Gallacher's efforts. The Splash Pad will be open for use through Labor Day weekend.

10. Board Committee and Advisory Council Reports:

- a) **Land and Improvement Committee (Commissioner Robison):** Commissioner Robison said he had no report.
- b) **Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):** Commissioner Michel reported the Foundation is planning a bench dedication April 30, 2022, at Volunteer Park in memoriam to Scott Gallacher; all are invited.
- c) **Trails Committee (Commissioner Michel):** Commissioner Michel said the 360 Trails volunteer crew on April 9 (Parks Appreciation Day) cut back a lot of brush; BuDu held a scheduled mountain bike event on April 10th. The Student Cycling League is leasing 360 Trails and part of Gateway Park on April 23-24 for their annual mountain bike event. The recent windstorms blew down several trees across various park sites' trails; park maintenance staff did a great job reopening the trails.

11. President's Report: President Michel said this is a good time of year to take a deep breath and think ahead toward what to do.

12. Unfinished Business:

- a) **Partner Reports—Key Peninsula Historical Society:** Cathy Williams of the Key Peninsula Historical Society (KPHS) reported that they were able to complete the historical scavenger hunts project. They are downloadable and focus on 6 different areas of the KP. After completing a scavenger hunt, participating children/families fill out a questionnaire; participants will have learned something about KP history and are rewarded with an old-fashioned toy when they turn-in the worksheet at the KPHS Museum in Vaughn. The second phase of Women Who Dared on the KP is on exhibit at the KPHS Museum. It is segmented by decades from 1890 through 1950. Once electricity became available on the KP in the 1920s, more social (and other) clubs happened. Women ran the egg co-ops and farms; they kept things going during the Great Depression of the 1920s. KPHS will be taking this new exhibit to the elementary schools and doing presentations in conjunction with the Pierce Conservation Service's Stream Team. In the Fall, they will be doing a Living History event. Executive Director Perkosky said she did several of the scavenger hunts and learned a lot about the Key Peninsula. Commissioner Jensen thanked the KPHS for preserving KP history and continuity. Cathy Williams invited everyone to visit the KPHS Museum on Tuesdays and Thursdays.
- b) **Approval of Partner Contract for Key Peninsula Historical Society:** Commissioner Robison moved that "we approve the contract with the Key Peninsula Historical Society for 2022." Commissioner Clinton seconded the motion; the motion passed unanimously 5/0.
- c) **Approval of Documents for Key Pen Parks LOCAL Program Refinancing Including Resolution No. R 2022-01 Authorization for the Acquisition of Real Property and Execution of a Financing Contract, Site Lease and Related Documentation Related to the Acquisition of Said Real Property and Resolution No. R 2022-02 Reimbursement Resolution:** Executive Director Perkosky explained the intricacies of the "GO Bond" and the benefit to Key Pen Parks by refinancing the bond, with a \$40,000.00 to \$50,000.00 savings estimated over the remaining 10 year life of the bond anticipated; the final bond interest rate will be determined in

May/June, 2022. All documents must be transmitted to the State by April 30, 2022. Commissioner Robison moved that “we approve R 2022-01 and allow for any changes by Agency Legal Counsel and that authorized signatures include the Executive Director.” Commissioner Jensen seconded the motion; the motion passed unanimously 5/0. Commissioner Michel asked Executive Director Perkosky if she was comfortable signing the documents; she replied “yes”. Commissioner Jensen said he was more comfortable with the refinancing since the firm, Foster Garvey, is facilitating the transaction. Resolution R 2022-02 was struck as it was not needed because this is a refinance of an existing bond, not a new bond.

13. New Business:

- a) Report from Washington Department of Natural Resources (DNR) on Timber Harvest at Key Central Forest:** Nathan McReynolds, DNR Hood Canal District Manager, and Allyn Cole, DNR Belfair Unit Manager, explained the intricacies of DNR’s planned timber harvest on two areas of Key Central Forest, a working forest. Trail access will be very limited during the harvest, damage to trails will be repaired and logged sections will be replanted with Douglas fir and other appropriate tree species. Key Central Forest has a DNR habitat conservation plan; the units to be harvested are DNR Units 5 and 6. Harvest will occur from February 2023 through October 2024; they will “manage” vegetation in 2025 and replant in 2026. 30 acres will be harvested in the NE area of Key Central Forest (access from the Key Peninsula Highway entrance) and 80 acres will be harvested in the west and NW areas (access from Wright Bliss Rd. entrance); the respective entrances will be closed when harvest is happening in those areas. Commissioner Parry asked about the type of greater community outreach that DNR plans; Allyn Cole said they typically do meetings like the present one, they will place large signs at both park entrances and Key Pen Parks might post information on its website. Commissioner Parry said that that doesn’t get the information to the general public; Nathan McReynolds said that they meet with community groups and DNR on-site surveyors have been talking to park trail users. Commissioner Parry suggested that DNR’s public information officer should contact the KP News. Commissioner Jensen asked what the harvested areas will look like after the harvest is completed; Nathan McReynolds said that it will look like other areas of Key Central Forest which have been harvested at various times in the past. He also discussed the harvest setback from Vaughn Creek, a salmon stream. Commissioner Michel brought up 360 Trails and the potential difficulty of future timber harvests due to the greater public use of that facility. He reminded the Board that it is incumbent upon them to remind the greater public that both Key Central Forest and 360 Trails are “working forests” within the DNR system. Nathan McReynolds said to contact Allyn Cole regarding the flexibility of park closures and “leave trees”. Commissioner Parry asked about new trail building; Executive Director Perkosky said the lease requires that any new trail alignments identified by Key Pen Parks must be sent to DNR for approval before Key Pen Parks may move forward and build them. Commissioner Michel said that because Commissioner Parry is very familiar with Key Central Forest, she should be looped into the discussion as representing the Equestrian Community and Commissioner Clinton should be part of “social media outreach”. Commissioner Jensen thanked DNR’s representative for their

presentation; both said they will be happy to return as necessary. Executive Director Perkosky will be the primary contact with DNR.

- b) Approval of Annual 2021 Financial Report for Submittal to the Washington State Auditor's Office:** Executive Director Perkosky explained the 2021 Financial Report to the State Auditor's Office; she said Fiscal Specialist Armstrong did all the work and was present to answer any questions. Commissioner Robison moved that "we approve the Annual 2021 Financial Report as submitted." Commissioner Jensen seconded the motion; the motion passed unanimously 5/0. Commissioner Michel asked how long Key Pen Parks has to correct any errors in a financial report; Fiscal Specialist Armstrong replied that Key Pen Parks has until the next State Audit to make any corrections. Commissioner Michel thanked Fiscal Specialist Armstrong for her diligence.

14. Other minor matters: No minor matters.

15. Good of the Order: Commissioner Michel said Park Maintenance Staff did a great job clearing up the windblown trees. Commissioner Jensen said it was nice to see the "Mom and Me Tea" happening again and that it's has such a great response from the community—it's already sold out!

16. Meeting Adjourned: The public Zoom meeting of April 11, 2022, was adjourned at 8:55 PM. The next regular meeting will be held on Monday, May 9, 2022, at 7:30 PM via Zoom per Governor Inslee's "Stay Safe--Stay Healthy" directive. The regular meeting may be preceded by a 6:30 PM or 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 or errors in the unofficial minutes may be corrected at the time the Board addresses and approves the minutes.