

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

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Board Meeting Minutes

Monday, December 12, 2022

This public meeting was a hybrid in-person/digital meeting.

- 1. The regular public meeting of Monday, December 12, 2022, was called to order at 7:00 PM in the Home Fire Station Meeting Room by Executive Director Tracey Perkosky.** This Key Pen Parks meeting is a hybrid in-person/digital meeting format.
- 2. Roll Call--Commissioners Present:** Commissioners Mark Michel, Linda Parry, Shawn Jensen, Ed Robison and Kip Clinton. Key Pen Parks Staff present: Executive Director Tracey Perkosky.
Citizens Present: Stan Moffett, Todd Rosenbach, Lisa Bryan (KP News).
- 3. Pledge of Allegiance:** Executive Director Perkosky turned the meeting over to President Michel who led all present in reciting the Pledge of Allegiance.
- 4. Approval of Agenda:** President Michel asked if there were any changes or amendments to the agenda; hearing none, the agenda was approved as submitted.
- 5. Special Presentations:** No special presentations.
- 6. Citizen Comments:** No citizen comments.
- 7. Approval of Minutes:** The minutes of October 10, 2022 and November 14, 2022 were approved as submitted.
- 8. Financial Report:** There was no financial report due to medical leave of the Fiscal Specialist. The financial report for November 2022, along with the financial report for December 2022, will be presented at the next regular meeting on January 9, 2023.
- 9. Executive Director's Report:** Executive Director Perkosky, recovering from a bad cold, referred the Key Pen Parks Board of Park Commissioners to her written report submitted in the December 12, 2022 Agenda.
- 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 said that the Foundation is still trying to dissolve.
 - c) Trails Committee (Commissioner Michel):** Commissioner Michel said there is a tree that blew down in a November storm on one of the bike trails that staff still needs to cut up (later in the meeting he pointed out the location on a map for the Executive Director). He also said that the December snow bent shrubs down to eye-level on many trails. He doesn't want trail needs to be ignored in favor of other park projects; the trail system is one of Key Pen Parks' major amenities.
- 11. President's Report:** President Michel said he had nothing special to report.
- 12. Unfinished Business:** No unfinished business.
- 13. New Business:**
 - a) Approval of R2022-06 the Wage Matrix for 2023 which includes Cost-of-Living Adjustment (COLA):** Commissioner Robison moved that we approve the 2023

Wage Matrix which includes Cost of Living Adjustment (COLA). Commissioner Clinton requested to amend the motion to extend the COLA increase to the one seasonal employee until his tenure end. Commissioner Robison amended his motion per Commissioner Clinton's request. The amended motion passed 5/0.

- b) First Round of Nominations for 2023 Board Officer Elections:** Commissioner Michel nominated Commissioner Parry for Board President; Commissioner Robison seconded the nomination. Commissioner Clinton nominated Commissioner Michel for Board Vice-President; Commissioner Jensen seconded the nomination. Commissioner Jensen nominated Commissioner Clinton as Board Clerk; Commissioner Robison seconded the nomination.
- c) Review of Park and Facility Naming Policy:** The Park and Facility Name Policy was discussed in light of the citizen request of November 14, 2022, to re-name Gateway Park, or name another Key Pen Parks amenity, in honor of deceased former Executive Director Scott Gallacher. The Land and Improvements Committee is tasked by the policy to develop a recommendation to the Board after greater community input. Commissioner Robison has been the sole member of the Land and Improvements Committee for some time; President Michel stated that he will appoint himself to the Land and Improvements Committee as a second member to share the work. Mechanisms for public hearings were discussed. Executive Director Perkosky was directed to include "Unfinished Business/Proposal to Name a Key Pen Parks' Facility or Amenity for Deceased Former Executive Director Scott Gallacher" as an agenda item for the January 9, 2023, meeting. Executive Director Perkosky requested that the Land and Improvements Committee collaborate with the Trails Committee to develop a 2023 naming proposal for all Key Pen Parks trails with primary focus on 360 Trails; Commissioners Robison and Michel concurred.

14. Other Minor Matters: Commissioner Clinton wished everyone a Merry Christmas and a Happy New Year!

15. Good of the Order: Commissioner Michel wished everyone Happy Holidays and a Happy New Year!

16. Meeting Adjourned: The in-person/digital hybrid public meeting of December 12, 2022, was adjourned at 7:38 PM. The next regular in-person/digital hybrid meeting will be held on Monday, January 9, 2023, at 7:00 PM at the Home Fire Station Meeting Room. The regular meeting may be preceded by a 6:00 PM or 6:30 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.