

KEY PENINSULA METROPOLITAN PARK DISTRICT

***D.b.a.* KEY PEN PARKS**

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Board Meeting Minutes

Monday, February 14, 2022

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 of Monday, February 14, 2022, was preceded by a 6:30 PM Study Session. The Study Session was called to order by Executive Director Perkosky at 6:30 PM. Present for Key Pen Parks were Commissioners Parry, Jensen, Michel and Robison and Executive Director Perkosky; Commissioner Clinton joined the Study Session at 6:52 PM. Sami Jensen, a Key Peninsula citizen was also present. The Study Session presenter was David Lineham of the Madrona Law Group; he discussed Key Pen Parks Roles and Responsibilities focusing on legislative/policy (Park Board) vs. executive/operational (Executive Director and Staff). He mentioned that Key Pen Parks has fairly good comprehensive By-Laws. The presentation ended at 7:05 PM. There was no further Study Session discussion by Park Board Commissioners; the Study Session ended at 7:06 PM.

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 Michel after the Pledge of Allegiance and roll call.

Commissioners Present: Mark Michel, Linda Parry, Kip Clinton, Ed Robison and Shawn Jensen. Staff present for Key Pen Parks was Executive Director Tracey Perkosky.

Citizens present via Zoom: Sami Jensen.

1. Approval of Agenda: President Michel asked if there were any additions or corrections to the agenda. Hearing none, the agenda was approved as submitted.

2. Special Presentations: No special presentations.

3. Citizen Comments: No public comments.

4. Approval of Minutes: The minutes for the November 8, 2021 Board Meeting; the December 13, 2021 Board Meeting; and the January 10, 2022 Board Meeting were all approved as submitted.

5. Financial Report: The January 2022 Springbrook financial balance was \$4,279,998.48. The January 2022 Zoo/Trek deposit was \$22,379.30. Total Zoo/Trek collections to date were \$22,379.30. The January 2022 Real and Personal Property Tax deposit was \$5,240.30. 2022 Real and Personal Property Tax collections to date were \$5,240.30. Springbrook Expenditures for January 2022 were \$88,033.25. Executive Director Perkosky said there was an error in the Agenda Packet's Financial Staff Report Summary page; under January 2022 Total Expenditures, the line item of "Pierce County Claim \$11,200.00" was erroneously listed. She explained that this line item was from the December 2021 Financial Staff Report Summary which was used as a template for the January 2022 Financial Staff Report Summary and that it had been removed from the Financial Report prior to the Board Meeting; a second January 2022 Financial Staff Report/Total Expenditure/Band Service Fee error was noted and corrected at the same time. The line item of January Bank Service Fee should be \$84.00; the January Agenda Total Expenditures amount of \$88,033.25 reflected the correct Bank Service Fee. President Michel asked if there

were any other additions or corrections to the corrected January Financial Report; hearing none, the Financial Report was adopted as corrected.

6. Executive Director's Report: Executive Director Perkosky said she is keeping track of a number of bills currently in the State Legislature. A bill to increase funding of DNR's derelict vessel removal program is on track to survive the Legislative Cut Off on February 15; the local option park funding bill is stuck in "rules"; SB-5673, a bill regarding limiting park liability for cold-water-shock drownings, is proposed; another bill aims to reduce small outdoor powered equipment emissions by granting a sales tax holiday through 2030 for purchase of zero emission powered equipment (some exclusions apply since certain types of equipment must, of necessity, be more powerful than an electric motor currently permits). A bill increasing the Conservation Futures Tax Levy didn't make it out of Committee; it may return in the next session. She reported that Key Pen Parks has seen an increase in homeless issues in its parks; Park Staff have increased signage and have been diplomatically dealing with it; the Pierce Co. Sheriff's Department has stepped up its park drive-throughs. Executive Director Perkosky said she plans to attend, via Zoom, the Safe Streets Community Meeting with Pierce Co. Officials. Pierce Co. coordinated with Key Pen Parks with the removal of the burned-out car at Key Central Forest; the vendor recall replacement of the Splash Pad Twist and Spill (large bucket which dumps water) will happen before the scheduled Memorial Day weekend opening. Staff is reviewing and clarifying signage within the parks, especially regarding ADA access. She said event season is quickly approaching and Event Coordinator Grandt is working hard to manage it (see website for Event Schedule). She said volunteer work parties will resume in March; with the good weather in early February, maintenance staff is getting caught up with trail maintenance and field refurbishing. Six candidates are scheduled for interviews for the full-time maintenance position; she's had no luck with the seasonal position. She and Fiscal Specialist Armstrong are reviewing seasonal wages vs. full time wages; Fiscal Specialist Armstrong is also working a procedures/documents check list for future use with RCO grants. The Cramer/McCracken property RCO reimbursement grant has been accepted and Key Pen Parks should receive the approximately \$50,000.00 reimbursement by the end of 2022. Commissioner Michel asked how many people signed up for the "Fun Run"; Executive Director Perkosky said only 2 and requested the Commissioners share Fun Run information with friends and neighbors; Fun Run ads will be posted next week.

7. Board Committee and Advisory Council Reports:

- a) **Land and Improvement Committee (Commissioner Robison):** Commissioner Robison had no report.
- b) **Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):** Commissioner Michel said the Foundation had no January meeting; however, they received a few donations. Executive Director Perkosky reported Key Pen Parks had been contacted by a few large local corporations who only do business with 501c3s regarding donations; she referred them to the Foundation.
- c) **Trails Update (Commissioner Michel):** Commissioner Michel reported that trails volunteer, Bret Humphries has put in a lot of hours on the mountain bike trails. Executive Director Perkosky said that the WA Student League had booked two days in April, the 23rd and the 24th, for their upcoming cycling event.

8. President's Report: President Michel commended David Lineham of the Madrona Law Group for a good presentation. He said "I do think that there is room for us to stay in our lanes; I

would like to say that we are a small district so I do think that it will be beneficial for us to work together cooperatively in moving forward but understanding each other's obligations."

9. Unfinished Business:

- a) **Options for Key Peninsula Sportsman's Club:** Executive Director Perkosky gave a synopsis of Key Pen Parks recent history with the Key Peninsula Sportsman's Club; she stated that, at the August 9, 2022, Park Board meeting, the Board had directed her to explore options for the potential donation of the facility to Key Pen Parks. She said it's a difficult legal issue between the property (mobile home) users and Pierce Co. The Sportsman's Club was zoned commercial at its inception; due to clauses in its by-laws, the mobile homes might be considered "senior housing" or potentially "low-income housing" by Pierce County. Executive Director Perkosky also said that some mobile home residents told her that they were considering/had bequeathed their (privately owned on leased land) mobile homes to heirs. She has been discussing the issue with Pierce Co; they are concerned that Key Pen Parks might be setting itself up for future problems. She said the residents wanted the land leases to remain at their current level of \$100.00 per month and that some current lessees might continue on site for thirty (30) more years; this will soon create negative income. Executive Director Perkosky said that, should Key Pen Parks acquire the entire Jackson Lake property of the Key Peninsula Sportsman's Club, one way to potentially create positive income might be to lease out the Club building and lawn between the building and the lake for events. However, the current residential leases are for life and the current residents don't approve of any facility rentals to offset income losses. Executive Director Perkosky asked the Board for guidance regarding how to proceed. The Board discussed the Executive Director's findings. Commissioner Michel summarized the Board's feeling that it is a valuable piece of property which offers amenities which Key Pen Parks lacks and worth spending time and funds to figure out what the liabilities actually are. Commissioner Parry said that any land lease should end with the current residents. Commissioner Jensen summarized non-starter issues: what would Key Pen Parks obligations and responsibilities be regarding the current residents and how that looks long term—if it is feasible long-term then we continue; if they want to bequeath the leases long-term then that is a red-line for us, along with \$100.00 per month leases in perpetuity. Executive Director Perkosky raised the question of potential buy-out of the remaining eleven (11) mobile homes which would be "surplussed"; consensus was it is another option to explore; Commissioner Robison said that cost of disposal of any lead and/or asbestos which might be in the mobile homes, should Key Pen Parks have to demolish them, should be considered as well. Executive Director Perkosky said that she will continue to pursue discussions with the Sportsman's Club and will allocate a small amount toward legal expenditures.

10. New Business:

- a) **Approval of Wage Matrix for 2022:** Commissioner Robison moved "that we change/amend the Wage Matrix to begin on Jan. 1 to apply CPI"; Commissioner Clinton seconded the motion. Commissioner Jensen asked if this could be done; Executive Director Perkosky replied the motion would apply to 2023. The motion was approved 5/0. Commissioner Jensen moved "we approve the current Wage

Matix to go into effect on March 1, 2022”; Commissioner Parry seconded the motion. The motion was approved 5/0.

b) **Other New Business:** President Michel asked Executive Director Perkosky if there was any other new business. Executive Director Perkosky replied “no”.

11. Other minor matters: Commissioner Michel ask Executive Director Perkosky if the Splash Pad will open on Memorial Day weekend; she replied “yes” and that Staff are working on a flag ceremony wherein other contributors to the Splash Pad project are recognized.

12. Good of the Order: Commissioner Parry wished Commissioner Michel a Happy Birthday and Executive Director Perkosky a belated Happy Birthday; the other Park Commissioners joined the well wishes. Commissioner Michel said that “we are in a good place and moving forward for the betterment of the community.”

13. Meeting Adjourned: The public Zoom meeting of February 14, 2022, was adjourned at 8:30 PM. The next regular meeting will be held on Monday, March 14, 2022, at 7:30 PM via Zoom per Governor Inslee’s “Stay Home, 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.