



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

### ADOPTED MINUTES

#### Board of Park Commissioners

Monday, March 9, 2026 @ 7:00 PM

Meeting Room, Key Peninsula Fire 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 7:05 PM.

Present: President Linda Parry, Vice President Ed Robison, Clerk Kip Clinton, Commissioner Shawn Jensen, and Commissioner Mark Michel

#### 4. Approval of Agenda

Vice President Robison requested to amend the agenda to add item 11b to New Business on the Memorial Policy.

MOTION: Commissioner Michel moved for approval of the amended agenda. Seconded by Vice President Robison. Motion carried 5-0.

#### 5. Public Comments

Chris Rurik of Lakebay commented on a community working group formed to explore options for the Head to Toe trail across the peninsula.

#### 6. Approval of the Minutes

a. *Special Meeting, February 19, 2026*

Recommended Action: Approve meeting minutes.

MOTION: President Parry moved to approve the meeting minutes as submitted. Seconded by Commissioner Jensen. Motion carried 5-0.

#### 7. Financial Report

a. *February 2026 Financial Report*

Report provided in writing. Vice President Robison asked about the health insurance payment amount. Executive Director Perkosky explained there were several months billed in arrears for new employees.

Staff Recommendation: Approve the February 2026 Financial Report consisting of: Accounts Payable Total \$18,887.72 via EFT of \$1,722.03 and checks 3289-3305 of \$17,165.69; Payroll Total

\$93,806.17 via EFT of \$73,652.20 and check 001 of \$20,153.97; and Bank Services Fees Total \$183.17 via EFT and total revenues of \$80,426.51.

MOTION: Commissioner Jensen moved to approve the February 2026 Financial Report consisting of: Accounts Payable Total \$18,887.72 via EFT of \$1,722.03 and checks 3289-3305 of \$17,165.69; Payroll Total \$93,806.17 via EFT of \$73,652.20 and check 001 of \$20,153.97; and Bank Services Fees Total \$183.17 via EFT and total revenues of \$80,426.51. Seconded by Clerk Clinton. Motion carried 5-0.

## **8. Executive Director's Report**

Executive Director Perkosky provided a written report and additional information on the tree planting in Key Central Forest by DNR and a planned walk-through post-harvest. She responded to questions on the trees for re-forestation in Key Central Forest, tree planting at Lavender Farm Park, and staff attending the Washington Park and Recreation Association (WRPA) Annual Conference in Tacoma in April.

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

- a. *Land and Improvements Committee* – No meeting
- b. *Trails Committee Update* – No meeting

## **10. Unfinished Business**

- a. *Approval of Partnership Agreement with Key Peninsula Historical Society*

Recommended Action: Approve partnership agreement with Key Peninsula Historical Society.

MOTION: Commissioner Michel moved to approve the partnership agreement with Key Peninsula Historical Society. Seconded by Commissioner Jensen. Motion carried 5-0.

## **11. New Business**

- a. *Consideration of Board Member(s) Participation Selection of Board Member(s) to Attend Fundraisers for Public Art in Gateway Park with the Key Peninsula Community Council in an Informational Capacity*

Executive Director Perkosky gave an overview of the item; she is available to attend on April 18<sup>th</sup> but has conflict on July 11<sup>th</sup> due to Family Fun Fest. No Board Members were available to attend in an official capacity on either date but reserved the ability to attend as an individual.

Recommended Action: Discuss and select which Board Members, if any, would like to attend for informational purposes.

MOTION: Vice President Robison moved to authorize Executive Director Perkosky to attend the April 18<sup>th</sup> event on behalf of Key Pen Parks in an informational capacity and the District will pay the cost of the \$20 ticket if needed. Seconded by Clerk Clinton. Motion carried 5-0.

b. *Memorial Policy*

Executive Director Perkosky led a discussion about the 2012 Donor Memorial Policy and described the procedures for benches and the most recent Little Library donation. Vice President Robison referenced the age of the policy and need for an update due to the Foundation dissolution. Clerk Clinton commented that it may be necessary to limit donations in a single park. Board provided direction to bring back the policy at a future meeting for review and discussion.

**12. Other Minor Matters**

Clerk Clinton stated that the Key Peninsula Community Council meeting this week featured Pierce County Executive Mello.

Commissioner Michel referenced a conversation that Volunteer Park may be 49 years old and suggested a celebration in 2027. Executive Director Perkosky said she would check the newspaper article on the wall in the office to confirm the dates.

**13. Good of Order/Comments by Board Members**

Clerk Clinton thanked everyone for their work with the drone show held at Volunteer Park.

Commissioner Michel asked if he was to contact any agency such as Tacoma Public Utilities for the Head to Toe Trail, however previous Board direction was for the County to take the lead on that project.

**14. Next Regular Meeting on April 13, 2026, at Station 47, Community Room, 1921 Key Peninsula Hwy NW, Home, WA**

**15. Adjournment**

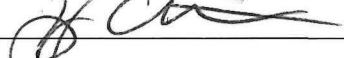
Adjourn at 7:50 PM.

Respectfully submitted by Executive Director Perkosky, prepared with assistance from Executive Assistant Holman.

***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, April 13, 2026

Ayes: Parry, Jensen, Michel, Robison, Clinton      Nays:      Absent:      Abstain:

Attest:   
Kip Clinton, Clerk of the Board