



Key Peninsula Metropolitan Park District (Key Pen Parks)

MINUTES

Board of Park Commissioners

Tuesday, November 12, 2024 @ 7:00 PM

Meeting Room, Key Peninsula Fire Protection District 16, Station No 45

12310 Wright Bliss Rd NW, Gig Harbor WA 98329

Special Meeting

1, 2, 3. Call to Order, Pledge of Allegiance & Roll Call

Executive Director Tracey Perkosky called the meeting to order at 7:00 PM.

Present: President Parry, Vice President Michel, Clerk Clinton, Commissioner Jensen, and Commissioner Robison

4. Meeting Agenda Approval

President Parry accepted the special meeting agenda as submitted.

5. Special Presentations

Director Perkosky gave a short presentation on upcoming events and outreach opportunities.

6. Public Comment

Daniel Quigley spoke in support of a BMX pump track suggested for Gateway Park for all ages and abilities including cycling, scooters and skateboards. He works at an indoor BMX business which is very popular and feels this would also be very popular.

7. Approval of Minutes

a. Regular Meeting minutes of October 14, 2024

Recommended Action: Approve amended meeting minutes.

Director Perkosky read recommended amendments submitted by Commissioner Jensen. Clerk Clinton inquired on last name of park user requesting the portable restroom in 360 Trails.

MOTION: Commissioner Jensen made a motion to approve the amended October 14, 2024, meeting minutes. Seconded by Clerk Clinton. Motion carried 5-0.

8. Financial Report

There is no report this month due to staff medical leave.

9. Executive Director Report

Director Perkosky submitted her report in writing. There were no questions.

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee – Commissioner Robison walked the Maple Hollow Trail and stated that the work is clearly exempt from the Shoreline Management Permit process and inquired about the placement of the concrete blocks. It was determined that this item will be discussed in the budget hearing.
- b. Trail Committee Update – Vice President Michel commented there was a ride hosted by the Red Barn Youth Center this month and some committee members attended the walk in Key Central Forest hosted by committee member Chris Rurik as part of his Forest Walkers group. Evergreen Mountain Bike hosted a volunteer work party in 360 Trails and the Trails Committee will next meet in January.

11. Board President's Report

None

12. Unfinished Business

- a) Adopt Resolution R 2024-08 Trail Names for 360 Trails Property

Director Perkosky gave an overview of the proposed trail and park names. There was a short discussion on the timing of the new trail signage which will occur in 2025 pending budget approval.

Recommended Action: Adopt Resolution R 2024-08 which formally names the trails within 360 Trails.

MOTION: Clerk Clinton moved adoption of Resolution R 2024-08 to name the trails in 360 Trails. Seconded by President Parry. Motion carried 5-0.

- b) Gateway Park 2015 Master Plan

Director Perkosky gave an overview of the item including the documents provided by Robert W. Droll Landscape Architect PS which were added to the online copy of Resolution R 2015-03. Vice President Michel asked questions on the impacts to the Master Plan with the acquisition of Manke East.

MOTION: Vice President Michel made a motion to receive and file this report per Resolution R 2015-03. Seconded by Commissioner Robison. Motion carried 5-0.

13. Public Hearing

a) Second Public Hearing and Resolution R 2024-09 Adoption of 2025 Budget at Fund Level

Public Hearing was opened at 7:19 PM and President Parry opened public comment. There were no members of the public present, however Commissioner Robison encouraged the Board to consider the public comment made earlier in the meeting on the request for a BMX pump track in Gateway Park. President Parry closed public comment at 7:20 PM.

Director Perkosky gave a presentation on the draft 2025 budget, including changes from the first draft. There was extensive discussion on the project scope and approach for the Maple Hollow capital project. There was also extensive discussion on limiting outside events at Gateway Park to 5 permits, with the Bell Lap Mountain Bike Race, WA Student Cycling League and the Farm Tour (fall) as 3 of the permits. The capital budget remained as proposed, with an initial approval of \$50,000 for the Maple Hollow project and the remainder requiring Board approval as part of the capital project's normal approval process.

Recommended Action: Adopt Resolution R 2024-09 for the 2025 Operating, Bond and Capital Budgets at the Fund Level

MOTION: Commissioner Jensen made a motion to adopt Resolution R 2024-10 for the 2025 Operating, Bond and Capital Budgets at the Fund Level with the clarification on the Maple Hollow capital project. Seconded by Clerk Clinton. Motion carried 5-0.

b) Public Hearing and Adoption of Resolution R 2024-10 for the Highest Lawful Levy Tax Levy for Collection in Calendar Year 2025.

Public Hearing was opened at 7:59 PM and President Parry opened public comment. There were no members of the public present the public comment was closed at 8:00 PM.

Director Perkosky gave an overview of the levy request. Commissioner Robison asked why it was not the 1% as permitted by law. Director Perkosky responded that the District was requesting the maximum amount, and these are the preliminary numbers provided by Pierce County who calculates the levy amount annually.

Recommended Action: Adopt Resolution R 2024-10 for the Highest Lawful Property Tax Levy for Collection in Calendar Year 2025

MOTION: Vice President Michel made a motion to adopt Resolution R 2024-10 Adoption of the Highest Lawful Property Tax Levy for Collection in Calendar Year 2025. Seconded by President Parry. Motion carried 5-0.

c) Public Hearing and Adoption of Resolution R 2024-11 for 2025 Capital Facilities Plan

Public Hearing opened at 8:06 PM for public comment by President Parry. There were no members of the public present. Public comment was closed at 8:06 PM.

Director Perkosky gave an overview that this was a one-year plan while the separate Capital Facilities Plan (CFP) process continues for the long-range plan due for completion in 2025. The primary purpose for this one-year plan is to satisfy Pierce County's requirement for an adopted CFP to access Park Impact Fee and REET 2 funding. Vice President Michel asked questions on the capital projects included in the current Comprehensive Plan.

Recommended Action: Adopt Resolution R 2024-11 for the 2025 Capital Facilities Plan.

MOTION: Vice President Michel made a motion to adopt Resolution R 2024-11 for the 2025 Capital Facilities Plan. Seconded by Commissioner Robison. Motion carried 5-0.

14. New Business

a) Approval of Resolution R 2024-12 Wage Matrix for 2025

Recommended Action: Approve Resolution R 2024-12 and authorize a 3.1 % increase for cost of living adjustment (COLA) per the Wage Matrix.

MOTION: Commissioner Robison made a motion to approve Resolution R 2024-12 Wage Matrix for 2025. Seconded by Vice President Michel. Motion carried 5-0.

b) Authorize the Executive Director to Execute Interlocal Agreements with Pierce County for Real Estate Excise Tax and Park Impact Fee Allocations.

Director Perkosky gave a short overview of the report.

Recommended Action: Authorize the Executive Director to Execute Interlocal Agreements with Pierce County for Real Estate Excise Tax and Park Impact Fee Allocations.

MOTION: Commissioner Robison made a motion to authorize the Executive Director to Execute Interlocal Agreements with Pierce County for Real Estate Excise Tax and Park Impact Fee Allocations. Seconded by Clerk Clinton. Motion carried 5-0.

15. Other minor matters

Clerk Clinton mentioned that at the January Key Peninsula Advisory Commission (KPAC) meeting there will be a hearing on the proposed self-storage building located on Wright Bliss Road.

16. Good of the Order/Comments by Board Members

Commissioner Robison reminded the community that Key Pen It Merry is coming up on December 2, he will be making s'mores, and the event will feature live music. He inquired what craft Key Pen Parks would be hosting and the Director replied it will be a cotton ball snowman on a paper plate.

President Parry wished everyone a Happy Thanksgiving spent with family and friends.

17, 18. Next Meeting and Adjourn

Regular Meeting on December 9th, 2024, is planned for our regular location of the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349, but may be at the temporary location of Station 45, Community Room, 12310 Wright Bliss Rd NW, Gig Harbor WA 98329. Check our website for final location information.

Adjourn at 8:20 PM

Respectfully submitted by Executive Director Perkosky.

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, December 9, 2024

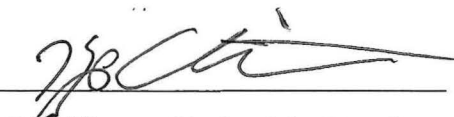
Ayes: Parry, Jensen, Michel, Robison

Nays:

Absent: Clinton

Abstain:

Attest:



Kip Clinton, Clerk of the Board

