



Key Peninsula Metropolitan Park District (Key Pen Parks)

ADOPTED MINUTES

Board of Park Commissioners

Monday, October 14, 2024 @ 7:00 PM

Meeting Room, Key Peninsula Fire Protection District 16, Station No 45
12310 Wright Bliss Rd NW, Gig Harbor WA 98329

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

Executive Director Tracey Perkosky called the meeting to order at 7:02 PM.

Present: President Parry (via Zoom), Vice President Michel, Clerk Clinton, Commissioner Jensen, and Commissioner Robison

4. Meeting Agenda Approval

Vice President Michel asked for any changes to the agenda and receiving none the agenda was approved as submitted.

5. Special Presentations

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

6. Public Comment

Stan Moffett stated that Key Pen It Clean will host another dumpster day on November 2, 2024, in various locations on the Key Peninsula and reminded everyone to vote.

John Novak spoke in support for a BMX pump track in Gateway Park with an accessible option. The current one in 360 Trails is not accessible for children and he asked for smooth pathways and ability to use adaptive equipment such as at the tracks in Auburn and Port Angeles.

7. Approval of Minutes

a. Regular Meeting minutes of September 9, 2024

Recommended Action: Approve amended meeting minutes.

Director Perkosky read recommended amendment submitted by Commissioner Jensen correcting in the Good of the Order section, the Key Peninsula Fire District was held on September 14th. This correction was accepted.

MOTION: Commissioner Jensen made a motion to approve the amended September 9, 2024, meeting minutes. Seconded by Clerk Clinton. Motion carried 5-0.

8. Financial Report

a. September 2024 Financial Report.

Report was submitted as written. Commissioner Robison asked about the plumbing work at the Taylor Bay Caretaker House and Vice President Michel asked additional questions on the plumbing. Director Perkosky gave a summary of the completed work.

Recommended Action: Approve the September 2024 Financial Report.

MOTION: Commissioner Jensen made a motion to approve the financial report for September 2024 from 09/01/2024 through 09/30/2024: Accounts payable check numbers 2851 through 2876 Total: \$42,183.98, Payroll ACH Total: \$75,149.65 Bank Service Fees via Electronic Payments Total: \$152.31. Seconded by Commissioner Robison. Motion carried 5-0.

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 -- None
- b. Trail Committee Update – There was a Trails Committee Meeting on September 16th where trail names were discussed. Vice President Michel also had a discussion with a park user at 360 Trails who requested a second portable toilet be located in the north end of the park.

11. Board President's Report

None

12. Unfinished Business

a) Direction on Park and Trail Naming

Director Perkosky gave an overview of the proposed trail and park names, including the public participation process. Discussion occurred in the proposed trail names including on spelling, such for the vireg bird listed.

Clerk Clinton asked when the Banner Loop trail was built. This trail is not in 360 Trails but rather on the adjacent Cramer McCracken property. Vice President Michel stated it was 9 years ago. Clerk Clinton stated that the trail trespassed on private property, and she requested the trail be upgraded for all users not just cyclists. President Parry stated that former property owner did not complain, and Key Pen Parks purchased the property with the trail on it. Director Perkosky recommended that this trail name be addressed with the Cramer McCracken property and not listed as part of 360 Trails. Approval is needed from

RCO for the trail, and it is better to wait for approval prior to naming. There was Board consensus to remove Banner Loop from the 360 Trails naming process.

The Board discussed the few names put forth for the parks including the total submissions. Clerk Clinton suggested re-naming Gateway Park -- Gateway Regional Park -- and including Cramer McCracken in the new regional park. Vice President Michel suggested naming Cramer McCracken as part of 360 Trails. Commissioner Jensen suggested re-opening the naming process due to the low number of suggestions. The consensus was to re-open the naming process to the public.

Recommended Action: Provide direction on the trail and park naming process.

Direction: The Board directed that the proposed trail names for 360 Trails, with spelling corrections be brought back with a resolution for adoption. For the Park Naming project, to re-open the naming to the public through the end of the calendar year.

13. Public Hearing

a) First Draft of 2025 Fund Budget

Public Hearing was opened at 7:42 PM

Vice President Michel opened public comment.

Public Comment was received from John Novak who spoke about his desire for a BMX Pump track in Gateway Park.

Vice President Michel shared comments from Gaylord Mingo who requested a portable toilet in the north section of 360 Trails.

Vice President Michel closed public comment.

Director Perkosky gave a presentation on the draft 2025 budget. Note that at approximately 9:00 PM President Parry experienced an internet outage and left the meeting. Following the presentation, Director Perkosky responded to questions on portable toilet rental costs, rebates on heat and window replacements, events, capital projects, the use of Park Impact Fees and REET, the proposed capital project of the Maple Hollow stairs, the Comprehensive Plan update, and the repairs and maintenance budget.

At 9:28 PM, Vice President Michel continued the Public Hearing to the November 12, 2024 Special Meeting.

14. New Business – none

15. Executive Session

Per RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Executive Session began at 9:30 PM with an expected return at 9:45 PM.

Executive Session ended at 9:45 PM and open session was resumed. Vice President Michel reported out that no action was taken in Executive Session.

16. Other minor matters

Vice President Michel stated that 360 youth participated in the WA Student Cycling League contracted event at Gateway Park/360 Trails recently. He appreciated the community and District support of the event.

17. Good of the Order/Comments by Board Members

None

18, 19. Next Meeting and Adjourn

Regular Meeting on November 11th, 2024, is cancelled due to Veterans Day. Special Meeting will be November 12, 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 9:46 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: Special Meeting, November 12, 2024

Ayes: Parry, Jensen, Michel, Robison, Clinton

Nays:

Absent:

Abstain:



Kip Clinton, Clerk of the Board