



KEY PENINSULA METROPOLITAN PARK DISTRICT
D.b.a. KEY PEN PARKS

Board Meeting

(Meetings may be videotaped or recorded)

AGENDA

September 12, 2022

7:30 PM – Regular Meeting

Meeting Room, Key Peninsula Fire District 16 – Station 47 (Home)
1921 Key Peninsula Hwy NW, Home WA 98349

Public Comment is available in person or via Zoom by calling (253) 253 215 8782 with
Meeting ID: 821 0414 0884 Passcode: 301452

Hybrid Meeting may be available but not guaranteed due to technology
<https://us06web.zoom.us/j/82104140884?pwd=eEUvSDRLZlJldEhYLzBtODJOTlExUT09>

Members of the Board of Park Commissioners

Mark Michel, President

Linda Parry, Vice President
Kip Clinton, Clerk

Shawn Jensen, Member-at-Large
Ed Robison, Member-at-Large

Regular Meeting – 7:30 PM

1. Call to Order

2. Roll Call

Present Excused Comment

- Position 1 - Linda Parry
- Position 2 - Shawn Jensen
- Position 3 - Mark Michel
- Position 4 – Ed Robison
- Position 5 – Kip Clinton

3. Pledge of Allegiance

4. Approval of Agenda

5. Special Presentations

- 6. Public Comments:** *Limited to 3 minutes per issue per person. Speaker will state name and their address. If providing handouts, need to provide 10 copies for Commissioners and Staff.*

PUBLIC PARTICIPATION IN BOARD MEETINGS – Anyone may address any resolution for final consideration the agenda. Public comment on any other items on the agenda shall be at the discretion of the President. To ensure equal opportunity for the public to comment, the President may impose a time limit on each speaker. Questions must be directed to the President.

Under no circumstance shall any person be allowed to address the board on matters in which the District or a District official is a litigant. Speakers are requested to address the board with decorum.

7. Approval of the Minutes

- a. None

8. Financial Report

- a. September 2022 Financial Report

Total expenditures \$126,396.11

• Accounts Payable	\$70,946.92	Check # 2199 - 2227
• First Citizens	\$0	EFT's
• <u>Payroll/Benefits</u>	\$55,308.16	EFT's
• <u>Pierce County Claim</u>	\$0	EFT's
• <u>Petty Cash</u>	\$0	Cash
• <u>Bank service fees</u>	\$141.03	EFT's

Total Revenue \$53,117.88

• Other Revenues	\$3,185.11
• Zoo Trek	\$24,359.57
• Property Tax	\$21,354.68
• Investment	\$4,201.33
• Leasehold Excise	\$17.19
• Timber Excise Tax	\$
• Sale of Tax Title Property	\$0

9. Executive Director's Report

10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee
b. Key Peninsula Park and Recreation Foundation Report
c. Trail Update

11. Board President's Report

12. Public Hearing

- a. Presentation of Draft Fund Budget for 2023

13. Unfinished Business - none

14. New Business - none

15. Executive Session

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.

16. Other minor matters

17. Good of Order/Comments by Board Members

18. Next Regular Meeting November 14, 2022

19. Adjournment



Meeting: October 10, 2022

Item # 8a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Via: Laura Armstrong, Fiscal Specialist

Date: October 10, 2022

Subject: Approval of Finances

Background

This report includes a summary of the financial information from September 2022 for Board approval.

September 2022 Financial Report

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Note: There are two Cash Flow reports included within this report. The one marked "revised" shows revised budget expenditure figures for the BARS 30 and 40 categories. As a Fund Budget these allocations are internal only, and staff is operating within the overall budget parameters prescribed by the Board of Park Commissioners. Budget changes from other funds do require Board approval. This was done because several staff make expenditures within the line items, and it was becoming hard to track which line items were over/under to ensure a balanced budget. The two reports are included for comparison purposes.

2022 CASH FLOW - YEAR TO DATE *Revised*

Key Peninsula Metro Parks District

Time: 15:55:51 Date: 10/06/2022

January To September

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001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
311 10 00 000 Taxes, Real & Person	5,240.30	32,886.27	95,001.67	562,715.90	114,026.15	8,402.34	4,355.13	9,517.03	21,354.68	0.00	0.00	0.00	853,499.47	1,461,536.00	58%
313 17 00 000 Taxes, Zoo Trek Excis	22,379.30	24,652.65	20,534.92	20,690.34	24,386.43	23,388.24	22,759.70	25,134.35	24,359.57	0.00	0.00	0.00	208,285.50	185,000.00	113%
317 20 00 000 Taxes, Leasehold Exc	0.00	62.69	2.75	0.00	60.54	0.00	0.00	57.55	17.19	0.00	0.00	0.00	200.72	1,000.00	20%
317 40 00 000 Taxes, Forest Excise T	0.00	0.00	0.00	0.00	2,425.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,425.54	2,500.00	97%
310 Taxes	27,619.60	57,601.61	115,539.34	583,406.24	140,898.66	31,790.58	27,114.83	34,708.93	45,731.44	0.00	0.00	0.00	1,064,411.23	1,650,036.00	65%
334 02 70 000 Recreation Conserva	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0%
392 00 00 000 Premiums on Bonds	0.00	0.00	0.00	0.00	0.00	57,964.05	0.00	0.00	0.00	0.00	0.00	0.00	57,964.05	0.00	0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00	57,964.05	0.00	0.00	0.00	0.00	0.00	0.00	57,964.05	50,000.00	116%
347 60 00 003 Program Fees, Progi	0.00	525.00	1,195.09	285.00	255.00	270.00	135.00	0.00	0.00	0.00	0.00	0.00	2,665.09	2,000.00	133%
340 Park Fees	0.00	525.00	1,195.09	285.00	255.00	270.00	135.00	0.00	0.00	0.00	0.00	0.00	2,665.09	2,000.00	133%
361 11 00 000 Investment Interest	147.53	158.01	366.72	645.21	1,149.88	1,615.99	2,707.05	3,805.97	4,201.33	0.00	0.00	0.00	14,797.69	2,000.00	740%
362 40 00 003 S&F Rentals, Campin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0%
362 40 00 004 S&F Rentals, 360 Fiel	1,370.00	680.00	1,640.00	5,520.40	2,560.00	2,375.00	1,374.00	1,245.00	720.00	0.00	0.00	0.00	17,484.40	13,000.00	134%
362 40 00 005 S&F Rentals, Home F	0.00	0.00	0.00	150.00	100.00	0.00	150.00	35.00	35.00	0.00	0.00	0.00	470.00	200.00	235%
362 40 00 006 S&F Rentals, Volunte	0.00	0.00	100.00	1,085.00	0.00	95.00	0.00	0.00	70.00	0.00	0.00	0.00	1,350.00	4,000.00	34%
362 50 00 001 S&F Rentals, Conces	365.68	365.68	591.36	591.36	1,045.14	591.36	591.36	591.36	365.68	0.00	0.00	0.00	5,098.98	10,800.00	47%
362 50 00 002 S&F Rentals, Gatewa	1,263.91	1,347.93	1,300.30	1,280.38	1,266.43	1,238.85	1,198.12	1,190.47	1,201.48	0.00	0.00	0.00	11,287.87	15,618.00	72%
362 50 00 003 S&F Rentals, Storage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0%
362 50 00 004 S&F Rentals, Little Le	4,463.41	110.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,073.41	2,000.00	254%
362 50 00 005 S&F Rental, Taylor Bc	814.20	1,550.40	0.00	764.20	764.20	814.20	764.20	768.20	768.20	0.00	0.00	0.00	7,007.80	9,171.00	76%
367 00 00 000 Contributions & Dor	500.00	2,000.00	1,250.00	1,500.00	0.00	0.00	2,500.00	1,650.00	0.00	0.00	0.00	0.00	9,400.00	10,000.00	94%
369 91 00 000 Other Revenue	50.85	4,730.30	439.54	339.27	90.45	82.20	669.34	631.59	24.75	0.00	0.00	0.00	7,058.29	2,000.00	353%
382 10 00 000 Refundable Deposits	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0%
360 Long Terms	8,975.58	10,942.32	6,187.92	12,375.82	6,976.10	6,812.60	9,954.07	9,917.59	7,386.44	0.00	0.00	0.00	79,528.44	69,089.00	115%
FUND REVENUES:	36,595.18	69,068.93	122,922.35	596,067.06	148,129.76	96,837.23	37,203.90	44,626.52	53,117.88	0.00	0.00	0.00	1,204,568.81	1,771,125.00	68%
576 80 10 001 Commissioner Wage	512.04	256.02	128.01	768.06	768.06	128.01	256.02	768.06	0.00	0.00	0.00	0.00	3,584.28	7,500.00	48%
576 80 10 002 Administrative Wage	21,298.67	20,274.22	20,521.14	23,023.25	21,325.46	23,114.60	22,694.07	21,910.71	23,164.65	0.00	0.00	0.00	197,326.77	263,000.00	75%
576 80 10 003 Park Operations Wac	14,646.74	14,351.20	14,755.85	18,616.40	12,290.56	20,765.47	22,413.92	22,393.56	21,935.48	0.00	0.00	0.00	162,169.18	278,000.00	58%
576 80 10 004 Park Operations - Tei	0.00	0.00	0.00	0.00	2,505.12	1,335.45	0.00	1,682.32	2,431.24	0.00	0.00	0.00	7,954.13	58,500.00	14%
576 80 20 001 Commissioner Perso	53.94	19.60	9.80	67.63	58.74	9.80	36.08	58.76	0.00	0.00	0.00	0.00	314.35	600.00	52%
576 80 20 002 Administrative Benef	7,092.00	5,135.69	8,391.93	9,064.67	7,481.48	7,365.48	9,165.59	6,581.42	6,800.52	0.00	0.00	0.00	67,078.78	98,000.00	68%
576 80 20 003 Park Operations Ben	8,429.95	4,863.04	5,003.77	9,621.54	4,201.49	5,331.71	16,370.99	8,362.43	8,367.88	0.00	0.00	0.00	70,552.80	155,000.00	46%
576 80 20 004 Park Operations - Tei	0.00	0.00	0.00	0.00	301.15	386.31	435.10	128.70	303.45	0.00	0.00	0.00	1,554.71	16,500.00	9%
576 80 20 006 Uniforms/Safety Gea	0.00	24.82	0.00	708.97	135.82	1,195.89	153.53	0.00	172.34	0.00	0.00	0.00	2,391.37	3,500.00	68%
576 80 31 001 Office Supplies	142.51	348.61	317.32	392.67	844.13	757.74	1,328.34	580.80	0.00	0.00	0.00	0.00	4,712.12	4,750.00	99%
576 80 31 002 Maintenance Supplie	463.87	3,548.61	2,895.35	2,774.11	4,054.81	3,661.15	10,617.09	12,921.03	11,413.74	0.00	0.00	0.00	52,349.76	70,000.00	75%
576 80 31 003 Equipment Maintena	56.11	69.98	353.71	0.00	0.00	345.63	847.77	848.65	87.51	0.00	0.00	0.00	2,609.36	3,200.00	82%
576 80 31 004 Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	53.90	0.00	915.95	29.31	0.00	0.00	0.00	999.16	1,500.00	67%
576 80 31 130 Supplies, Special Eve	0.00	0.00	263.61	1,423.59	271.40	539.78	0.00	0.00	0.00	0.00	0.00	0.00	2,498.38	2,500.00	100%

2022 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

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January To September

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001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
576 80 31 140 Supplies, Special Eve	0.00	0.00	0.00	1,261.79	289.70	51.58	3,530.92	715.60	2,458.23	0.00	0.00	0.00	8,307.82	14,000.00	59%
576 80 31 150 Supplies - Volunteer	0.00	0.00	0.00	0.00	0.00	0.00	184.21	63.82	120.20	0.00	0.00	0.00	368.23	500.00	74%
576 80 32 000 Park Operations Fuel	899.84	863.77	1,227.48	1,248.00	1,430.49	1,562.17	1,905.00	2,698.94	1,361.82	0.00	0.00	0.00	13,197.51	20,000.00	66%
576 80 35 000 Small Tools & Equipr	1,662.11	2,426.75	593.30	6,093.96	384.62	359.84	703.78	340.36	0.00	0.00	0.00	0.00	12,564.72	15,000.00	84%
576 80 41 000 Professional Services	5,206.00	40.00	0.00	38.99	418.20	548.99	10.79	0.00	10.79	0.00	0.00	0.00	6,273.76	7,000.00	90%
576 80 41 001 Professional Services	0.00	0.00	72.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.50	100.00	73%
576 80 41 002 Professional Services	19,479.63	1,102.95	232.20	1,509.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,324.08	22,325.00	100%
576 80 41 004 Professional Services	606.00	1,840.00	2,883.00	354.00	1,192.00	1,410.00	350.00	200.00	700.00	0.00	0.00	0.00	9,535.00	13,000.00	73%
576 80 41 005 Professional Services	266.00	497.81	1,310.03	2,964.88	344.50	1,297.25	548.00	335.00	1,536.70	0.00	0.00	0.00	9,100.17	14,900.00	61%
576 80 41 008 Professional Services	0.00	0.00	0.00	3,240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,240.00	9,700.00	33%
576 80 41 009 Election Costs	0.00	8,911.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,911.00	8,925.00	100%
576 80 42 001 Communications, Ph	703.70	740.68	723.12	695.49	796.36	777.22	808.73	759.47	840.28	0.00	0.00	0.00	6,845.05	9,450.00	72%
576 80 43 001 Travel, Commissione	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0%
576 80 43 002 Travel, Staff	0.00	130.18	433.41	637.02	657.67	370.30	343.95	74.50	234.26	0.00	0.00	0.00	2,881.29	6,000.00	48%
576 80 44 001 Taxes And Operation	0.00	0.00	316.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	316.34	350.00	90%
576 80 45 000 Equipment Rental\ L	1,329.11	276.11	1,672.27	395.80	607.14	1,080.60	3,093.44	232.50	629.97	0.00	0.00	0.00	9,316.94	11,500.00	81%
576 80 46 000 Insurance, General Li	0.00	0.00	0.00	0.00	0.00	0.00	29.00	0.00	35,244.00	0.00	0.00	0.00	35,273.00	35,500.00	99%
576 80 47 000 Utility Services, For A	2,673.18	2,014.23	7,051.20	2,987.22	3,047.54	2,822.85	2,764.16	2,820.63	3,747.12	0.00	0.00	0.00	29,928.13	38,400.00	78%
576 80 47 001 Utility Services, For	0.00	0.00	0.00	213.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	213.84	650.00	33%
576 80 48 000 Repairs & Maintenan	1,828.95	602.42	408.13	7,321.87	253.81	589.57	362.80	1,233.58	4,107.48	0.00	0.00	0.00	16,708.61	27,000.00	62%
576 80 49 001 Licenses & Permits	141.00	1,905.00	0.00	0.00	0.00	151.25	288.75	297.10	983.17	0.00	0.00	0.00	3,766.27	6,000.00	63%
576 80 49 002 Dues & Subscription	370.00	487.65	375.46	1,663.12	716.33	1,206.98	803.30	405.97	0.00	0.00	0.00	0.00	6,028.81	7,750.00	78%
576 80 49 003 Banking Fees	84.00	92.56	118.15	154.05	168.91	184.15	189.82	135.19	141.03	0.00	0.00	0.00	1,267.86	1,500.00	85%
576 80 49 004 Other Expenses	0.00	220.00	607.00	180.00	0.00	0.00	163.25	144.20	0.00	0.00	0.00	0.00	1,314.45	3,000.00	44%
576 80 49 006 Training, Staff	0.00	935.00	860.00	450.00	146.02	850.00	669.80	338.67	75.00	0.00	0.00	0.00	4,324.49	6,000.00	72%
576 Parks	87,945.35	71,977.90	71,524.08	97,870.22	64,691.51	78,253.67	101,068.20	87,947.92	126,896.17	0.00	0.00	0.00	788,175.02	1,241,200.00	64%
589 00 00 999 Payroll Liability Acco	-1,356.60	-1,063.13	-965.98	-913.27	-1,050.24	-1,643.00	-691.69	-1,040.68	-900.99	0.00	0.00	0.00	-9,625.58	0.00	0%
589 30 00 000 Other Non-Expendit	1,444.50	0.00	0.00	0.00	1,470.18	0.00	1,470.18	0.00	0.00	0.00	0.00	0.00	4,384.86	4,900.00	89%
580 Non-Expenditures	87.90	-1,063.13	-965.98	-913.27	419.94	-1,643.00	778.49	-1,040.68	-900.99	0.00	0.00	0.00	-5,240.72	4,900.00	107%
591 76 70 000 G.O. Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	50,000.00	0.00	0.00	0.00	0.00	85,000.00	35,000.00	243%
592 76 83 000 G.O. Bond Interest	0.00	0.00	0.00	0.00	0.00	11,200.00	0.00	0.00	0.00	0.00	0.00	0.00	11,200.00	21,525.00	52%
591	0.00	0.00	0.00	0.00	0.00	11,200.00	35,000.00	50,000.00	0.00	0.00	0.00	0.00	96,200.00	56,525.00	170%
592 76 84 000 Debt Issuance Cost	0.00	0.00	0.00	0.00	0.00	3,044.67	0.00	0.00	0.00	0.00	0.00	0.00	3,044.67	0.00	0%
594 76 62 001 Capital Improvemen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0%
594 76 62 020 Capital Improvemen	0.00	0.00	533.18	0.00	0.00	0.00	0.00	8,909.76	400.93	0.00	0.00	0.00	9,843.87	275,000.00	4%
594 76 63 001 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
594 76 64 001 Capital Equipment -	0.00	0.00	0.00	0.00	0.00	28,549.30	2,980.00	0.00	0.00	0.00	0.00	0.00	31,529.30	78,500.00	40%
594 76 64 002 Capital Equipment -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,856.93	0.00	0.00	0.00	0.00	2,856.93	5,000.00	57%
594 Capital Expenditures	0.00	0.00	533.18	0.00	0.00	31,593.97	2,980.00	11,766.69	400.93	0.00	0.00	0.00	47,274.77	468,500.00	10%

2022 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

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January To September

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001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
FUND EXPENDITURES:	88,033.25	70,914.77	71,091.28	96,956.95	65,111.45	119,404.64	139,826.69	148,673.93	126,396.11	0.00	0.00	0.00	926,409.07	1,771,125.00	52%
FUND GAIN/LOSS:	-51,438.07	-1,845.84	51,831.07	499,110.11	83,018.31	-22,567.41	-102,622.79	-104,047.41	-73,278.23	0.00	0.00	0.00	278,159.74		
FUND NET POSITION:	-51,438.07	-53,283.91	-1,452.84	497,657.27	580,675.58	558,108.17	455,485.38	351,437.97	278,159.74	278,159.74	278,159.74	278,159.74			

2022 FUND TOTALS

Key Peninsula Metro Parks District

Time: 15:55:51 Date: 10/06/2022

January To September

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REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund	36,595.18	69,068.93	122,922.35	596,067.06	148,129.76	96,837.23	37,203.90	44,626.52	53,117.88	0.00	0.00	0.00	1,204,568.81	1,771,125.00	68%
	36,595.18	69,068.93	122,922.35	596,067.06	148,129.76	96,837.23	37,203.90	44,626.52	53,117.88	0.00	0.00	0.00	1,204,568.81	1,771,125.00	68%
EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund	88,033.25	70,914.77	71,091.28	96,956.95	65,111.45	119,404.64	139,826.69	148,673.93	126,396.11	0.00	0.00	0.00	926,409.07	1,771,125.00	52%
	88,033.25	70,914.77	71,091.28	96,956.95	65,111.45	119,404.64	139,826.69	148,673.93	126,396.11	0.00	0.00	0.00	926,409.07	1,771,125.00	52%
GAIN/LOSS:	-51,438.07	-1,845.84	51,831.07	499,110.11	83,018.31	-22,567.41	-102,622.79	-104,047.41	-73,278.23	0.00	0.00	0.00	278,159.74		
NET POSITION:	-51,438.07	-53,283.91	-1,452.84	497,657.27	580,675.58	558,108.17	455,485.38	351,437.97	278,159.74	278,159.74	278,159.74	278,159.74			

TREASURER'S REPORT

Fund Totals

Key Peninsula Metro Parks District

09/01/2022 To: 09/30/2022

Time: 12:46:52 Date: 10/06/2022

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	4,682,842.03	53,117.88	126,396.11	4,609,563.80	38,585.76	6,794.07	0.00	4,654,943.63
	4,682,842.03	53,117.88	126,396.11	<u>4,609,563.80</u>	38,585.76	6,794.07	0.00	<u>4,654,943.63</u>

TREASURER'S REPORT

Account Totals

Key Peninsula Metro Parks District

09/01/2022 To: 09/30/2022

Time: 12:46:52 Date: 10/06/2022

Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 First Citizens Checking	3,001.23	3,185.11	4,804.53	1,381.81	0.00	0.00	1,381.81
2 First Citizens Payroll	43,771.09	55,308.15	55,312.16	43,767.08	0.00	0.00	43,767.08
3 Pierce County	4,550,533.89	54,600.27	107,154.57	4,497,979.59	0.00	0.00	4,497,979.59
4 Petty Cash	164.63	0.00	0.00	164.63	0.00	0.00	164.63
5 First Citizens AP	85,371.19	51,846.42	70,946.92	66,270.69	0.00	45,379.83	111,650.52
Total Cash:	4,682,842.03	164,939.95	238,218.18	4,609,563.80	0.00	45,379.83	4,654,943.63
	4,682,842.03	164,939.95	238,218.18	4,609,563.80	0.00	45,379.83	4,654,943.63

TREASURER'S REPORT

Outstanding Vouchers

09/01/2022 To: 09/30/2022

As Of: 09/30/2022 Date: 10/06/2022

Time: 12:46:52 Page: 3

Key Peninsula Metro Parks District

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2022	867	09/01/2022	Claims	5	2201	Cascade Recreation, INC	2,806.93	13 cubic yards engineered wood fiber for Gateway Park
2022	869	09/01/2022	Claims	5	2203	Veronica L Grandt	141.88	Mileage reimbursement for August 2022 per employee handbook for Grandt, Veronica
2022	900	09/09/2022	Payroll	5	2211	Health Care Authority PEBB Health Insurance	6,794.07	Pay Cycle(s) 08/01/2022 To 08/31/2022 - PEBB Health Insurance
2022	904	09/09/2022	Claims	5	2215	Enduris Washington	35,244.00	Annual insurance
2022	939	09/23/2022	Claims	5	2223	Canon Financial Services, INX	121.11	Rental of Canon office printer and fax board,
2022	941	09/23/2022	Claims	5	2225	Purdy Plumbing Repair & Construction Inc	271.84	Service call to fix pipe at Gateway Park house.
							<u>45,379.83</u>	

Fund	Claims	Payroll	Total
001 General Fund	38,585.76	6,794.07	45,379.83
	<u>38,585.76</u>	<u>6,794.07</u>	<u>45,379.83</u>

TREASURER'S REPORT

Signature Page

Key Peninsula Metro Parks District

09/01/2022 To: 09/30/2022

Time: 12:46:52 Date: 10/06/2022

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We the undersigned officer for the Key Peninsula Metropolitan Park District, have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: _____ Signed: _____
Commissioner / Date Fiscal Specialist / Date

AP Expenditures for September 2022

Key Peninsula Metro Parks District

Time: 12:45:05 Date: 10/06/2022

09/01/2022 To: 09/30/2022

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Department of Revenue	936	09/22/2022	Claims	5	10.00	Annual business license.
220901001 4 Sight Septic, Inc	865	09/01/2022	Claims	5	1,358.28	Septic system inspection for Gateway Park, Gateway Park Home/Barn, Volunteer Park, Taylor Bay caretaker home.
220901002 Canon Financial Services, INX	866	09/01/2022	Claims	5	121.11	Contract for Canon image runner C5535I II rental and Canon faxboard rental
220901003 Cascade Recreation, INC	867	09/01/2022	Claims	5	2,806.93	13 cubic yards engineered wood fiber for Gateway Park
220901004 Gleason Timothy J	868	09/01/2022	Claims	5	81.88	Mileage reimbursement for August 2022 per employee handbook for Gleason, Timothy
220901005 Grandt Veronica L	869	09/01/2022	Claims	5	141.88	Mileage reimbursement for August 2022 per employee handbook for Grandt, Veronica
220901006 North Shore Electric INC	870	09/01/2022	Claims	5	2,878.29	Troubleshoot and repair lights at Home Park, Volunteer Park and Little League connex, replace gfci outlet at Volunteer Park admin building
220901007 PCRCO, LLC	871	09/01/2022	Claims	5	253.49	Overflow garbage at Gateway Park
220901008 Peninsula Light Company	872	09/01/2022	Claims	5	1,498.51	Electric bill for Gateway Park Home/Shop/5 Car, Gateway Park WSDOT light, Gateway Park restrooms, Gateway Park Events/Sep, Volunteer Park LTS, Fields 2/3, Admin/Shop building, Home Park, Taylor Bay.
220901009 Purdy Topsoil and Gravel LLC	873	09/01/2022	Claims	5	37.47	Premium lawn mix
220901010 Sarco Supply	874	09/01/2022	Claims	5	182.00	Indestructible toilet paper dispenser for Home Park
220901011 WA water service company	875	09/01/2022	Claims	5	450.88	Gateway Park and Spalsh Pad water
220901012 Washington State Patrol	876	09/01/2022	Claims	5	817.02	Washington state patrol traffic control officer for Makers Market event at Gateway Park
220903001 PEBB Health Insurance Health Care Authority	900	09/09/2022	Payroll	5	6,794.07	
220904001 CenturyLink	901	09/09/2022	Claims	5	109.19	Internet and phone services for Gateway Park
220904002 Copiers Northwest	902	09/09/2022	Claims	5	137.88	printer usage - copies over contract usage.
220904003 D.M. Recycling Co	903	09/09/2022	Claims	5	197.00	Recycle service for Gateway Park
220904004 Enduris Washington	904	09/09/2022	Claims	5	35,244.00	Annual insurance
220904005 Hemley's Handy Kans	905	09/09/2022	Claims	5	232.50	Portable toilets for 360 Trails, Key Central Forest and Taylor Bay
220904006 Madrona Law Group PLLC	906	09/09/2022	Claims	5	700.00	Professional services regarding contracts and agreements.
220904007 Murreys Disposal Company	907	09/09/2022	Claims	5	766.38	Gateway Park and Volunteer Park garbage service
220904008 ULINE ATTN: Accounts Receivable	908	09/09/2022	Claims	5	2,012.40	45 Gallon pesticide cabinet
220904009 US Bank	909	09/09/2022	Claims	5	11,898.91	U.S. Bank statement for Aug 2022
220904010 Verizon Wireless	910	09/09/2022	Claims	5	548.16	Phones for all employees
220906001 Astound	938	09/23/2022	Claims	5	170.93	Phone and internet service at Gateway Park.
220906002 Canon Financial Services, INX	939	09/23/2022	Claims	5	121.11	Rental of Canon office printer and fax board,
220906003 Copiers Northwest	940	09/23/2022	Claims	5	17.37	Copy usage over allowed amount as per contract with Canon office copier.

AP Expenditures for September 2022

Key Peninsula Metro Parks District

Time:

12:45:05 Date: 10/06/2022

09/01/2022 To: 09/30/2022

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
220906004 Purdy Plumbing Repair & Construction Inc	941	09/23/2022	Claims	5	271.84	Service call to fix pipe at Gateway Park house.
220906005 Washington State Patrol	942	09/23/2022	Claims	5	668.68	Services for traffic control during Summer Fun Fest at Gateway Park 9-9-2022.
220906006 Washington Water Service Company	943	09/23/2022	Claims	5	418.76	Water usage for Gateway park splash pad.
Total Checks:					<u>70,946.92</u>	

Payroll Expenditures for September 2022

Key Peninsula Metro Parks District

Time:

12:44:21 Date: 10/06/2022

09/01/2022 To: 09/30/2022

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Employee Paycheck	879	09/09/2022	Payroll	2	2,381.28	
EFT Employee Paycheck	880	09/09/2022	Payroll	2	1,756.87	
EFT Employee Paycheck	881	09/09/2022	Payroll	2	1,194.31	
EFT Employee Paycheck	882	09/09/2022	Payroll	2	1,566.24	
EFT Employee Paycheck	883	09/09/2022	Payroll	2	1,755.65	
EFT Employee Paycheck	884	09/09/2022	Payroll	2	2,451.18	
EFT Employee Paycheck	885	09/09/2022	Payroll	2	305.58	
EFT Employee Paycheck	886	09/09/2022	Payroll	2	1,474.13	
EFT Employee Paycheck	887	09/09/2022	Payroll	2	2,685.13	
EFT Employee Paycheck	888	09/09/2022	Payroll	2	908.44	
EFT Employee Paycheck	889	09/09/2022	Payroll	2	1,433.22	
EFT Employee Paycheck	890	09/09/2022	Payroll	2	829.42	
EFT EFTPS	898	09/09/2022	Payroll	2	6,018.89	
EFT WA State Department of Retiremen	899	09/09/2022	Payroll	2	7,663.78	
EFT EFTPS	933	09/21/2022	Payroll	2	5,420.50	
EFT United Concordia	934	09/21/2022	Payroll	2	590.50	
EFT Employee Paycheck	912	09/26/2022	Payroll	2	2,181.83	
EFT Employee Paycheck	913	09/26/2022	Payroll	2	1,616.58	
EFT Employee Paycheck	914	09/26/2022	Payroll	2	834.71	
EFT Employee Paycheck	915	09/26/2022	Payroll	2	1,441.55	
EFT Employee Paycheck	916	09/26/2022	Payroll	2	1,611.10	
EFT Employee Paycheck	917	09/26/2022	Payroll	2	2,451.18	
EFT Employee Paycheck	918	09/26/2022	Payroll	2	9.27	
EFT Employee Paycheck	919	09/26/2022	Payroll	2	1,357.39	
EFT Employee Paycheck	920	09/26/2022	Payroll	2	2,685.13	
EFT Employee Paycheck	921	09/26/2022	Payroll	2	802.87	
EFT Employee Paycheck	922	09/26/2022	Payroll	2	1,319.90	
EFT Employee Paycheck	923	09/26/2022	Payroll	2	561.53	
Total Checks:					55,308.16	

TRANSACTION JOURNAL

Key Peninsula Metro Parks District

Time: 12:48:59 Date: 10/06/2022

09/01/2022 To: 09/30/2022

Page: 1

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
932	09/21/2022	09/30/2022	1	EFT	Ser Chge		Merch Bankcard service	34.03	Credit card processing fees
	576 80 49 003	Banking Fees		001	General Fund			34.03	Credit card processing fees
935	09/21/2022	09/30/2022	2	EFT	Ser Chge		First Citizens	4.00	Bank service fees
	576 80 49 003	Banking Fees		001	General Fund			4.00	
953	09/30/2022	09/30/2022	1	EFT	Ser Chge		First Citizens	103.00	Bank service fees
	576 80 49 003	Banking Fees		001	General Fund			103.00	Bank service fees
								<hr/>	
	Records Printed:		3	Adjustments:				0.00	
								Beginning Balance:	0.00
								Revenues:	0.00
								Warrant Expenditures:	0.00
								Non Warrant Expenditures:	141.03
								Interfund Transfers:	0.00
								Redemptions:	0.00
								Deposits:	0.00
								Withdrawals:	0.00
								Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 General Fund	0.00	0.00	0.00	0.00	141.03	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0.00	0.00	0.00	0.00	141.03	0.00	0.00	0.00

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 12:47:42 Date: 10/06/2022

09/01/2022 To: 09/30/2022

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Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
893	09/06/2022	Tr Rec	1825	1490	1	Tracey L Perkosky	1,201.48	Rent, electric, and leasehold tax for Gateway house for September 2022.
894	09/06/2022	Tr Rec	1826	1491	1	Kyle Armstrong	768.20	Rent, electric, and leasehold tax for Taylor Bay caretaker house for September 2022.
895	09/06/2022	Tr Rec	1827	1492	1	The Snack Shack	365.68	Rent, electric, and leasehold tax for Concession building at VP for September 2022.
926	09/08/2022	Tr Rec	1828	1493	1	General Customer	61.80	Rental of Gateway Park pavilion on 9-17-2022 from 11-2 pm for (Wilson)
927	09/08/2022	Tr Rec	1829	1494	1	General Customer	77.25	Rental of Gateway Park pavilion on 9-24-2022 from 11:30-1:30 pm for (Woods)
928	09/08/2022	Tr Rec	1830	1495	1	General Customer	139.05	Rental of Gateway Park pavilion on 9-18-2022 from 12-4 pm for (McIntosh)
929	09/21/2022	Tr Rec	1831	1496	1	General Customer	46.35	Rental of Gateway Park pavilion on 10-8-2022 from 12-2 pm for (Jordan)
930	09/21/2022	Tr Rec	1832	1497	1	General Customer	103.00	Rental of Gateway Park pavilion on 10-8-2022 from 3-5 pm for (Simon)
931	09/21/2022	Tr Rec	1833	1498	1	General Customer	36.05	Rental of Volunteer Park pavilion on 9-25-2022 from 12-2 pm for (Comack)
937	09/22/2022	Tr Rec	1834	1499	1	General Customer	61.80	Rental of Gateway Park pavilion on 10-8-2022 from 12 - 2pm for (Coonan)
944	09/23/2022	Tr Rec	1835	1500	1	General Customer	36.05	Rental of Home Park Shelter on 10-2-2022 from 12-2pm for (Norman)
949	09/30/2022	Tr Rec	1836	1501	1	General Customer	87.55	Rental of Gateway park pavilion on 10-8-2022 from 9 to 12pm for (Vayntrub)
950	09/30/2022	Tr Rec	1837	1502	1	General Customer	103.00	Rental of Gateway park pavilion on 10-9-2022 from 1to 3pm for (Blair)
951	09/30/2022	Tr Rec	1838	1503	1	General Customer	61.80	Rental of Gateway park pavilion on 9-25-2022 from 11 to 1pm for (Barck)
952	09/30/2022	Tr Rec	1839	1504	1	General Customer	36.05	Rental of Volunteer Park pavilion on 9-24-2022 from 1 to 3pm for (Woodriff)
360 Long Terms							3,185.11	
001 General Fund							3,185.11	
							3,185.11	

RECEIPT REGISTER

Key Peninsula Metro Parks District

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09/01/2022 To: 09/30/2022

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Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
966	09/30/2022	Tr Rec	1840		3	Pierce County Budget and Finan	21,354.68	Property tax of \$20,092.99 and delinquent tax of \$1,261.69.
967	09/30/2022	Tr Rec	1841		3	Pierce County Budget and Finan	24,359.57	Zoo Trek
968	09/30/2022	Tr Rec	1842		3	Pierce County Budget and Finan	17.19	Leasehold Excise Tax
969	09/30/2022	Tr Rec	1843		3	Pierce County Budget and Finan	4,201.33	Investment interest
			310 Taxes				45,731.44	
			360 Long Terms				4,201.33	
			001 General Fund				49,932.77	
							49,932.77	

2022 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 13:07:25 Date: 10/06/2022

January To September

Page: 1

001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
311 10 00 000 Taxes, Real & Person	5,240.30	32,886.27	95,001.67	562,715.90	114,026.15	8,402.34	4,355.13	9,517.03	21,354.68	0.00	0.00	0.00	853,499.47	1,461,536.00	58%
313 17 00 000 Taxes, Zoo Trek Excis	22,379.30	24,652.65	20,534.92	20,690.34	24,386.43	23,388.24	22,759.70	25,134.35	24,359.57	0.00	0.00	0.00	208,285.50	185,000.00	113%
317 20 00 000 Taxes, Leasehold Exc	0.00	62.69	2.75	0.00	60.54	0.00	0.00	57.55	17.19	0.00	0.00	0.00	200.72	1,000.00	20%
317 40 00 000 Taxes, Forest Excise 1	0.00	0.00	0.00	0.00	2,425.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,425.54	2,500.00	97%
310 Taxes	27,619.60	57,601.61	115,539.34	583,406.24	140,898.66	31,790.58	27,114.83	34,708.93	45,731.44	0.00	0.00	0.00	1,064,411.23	1,650,036.00	65%
334 02 70 000 Recreation Conserva	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0%
392 00 00 000 Premiums on Bonds	0.00	0.00	0.00	0.00	0.00	57,964.05	0.00	0.00	0.00	0.00	0.00	0.00	57,964.05	0.00	0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.00	57,964.05	0.00	0.00	0.00	0.00	0.00	0.00	57,964.05	50,000.00	116%
347 60 00 003 Program Fees, Progr	0.00	525.00	1,195.09	285.00	255.00	270.00	135.00	0.00	0.00	0.00	0.00	0.00	2,665.09	2,000.00	133%
340 Park Fees	0.00	525.00	1,195.09	285.00	255.00	270.00	135.00	0.00	0.00	0.00	0.00	0.00	2,665.09	2,000.00	133%
361 11 00 000 Investment Interest	147.53	158.01	366.72	645.21	1,149.88	1,615.99	2,707.05	3,805.97	4,201.33	0.00	0.00	0.00	14,797.69	2,000.00	740%
362 40 00 003 S&F Rentals, Campin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0%
362 40 00 004 S&F Rentals, 360 Fiel	1,370.00	680.00	1,640.00	5,520.40	2,560.00	2,375.00	1,374.00	1,245.00	720.00	0.00	0.00	0.00	17,484.40	13,000.00	134%
362 40 00 005 S&F Rentals, Home F	0.00	0.00	0.00	150.00	100.00	0.00	150.00	35.00	35.00	0.00	0.00	0.00	470.00	200.00	235%
362 40 00 006 S&F Rentals, Volunte	0.00	0.00	100.00	1,085.00	0.00	95.00	0.00	0.00	70.00	0.00	0.00	0.00	1,350.00	4,000.00	34%
362 50 00 001 S&F Rentals, Conces	365.68	365.68	591.36	591.36	1,045.14	591.36	591.36	591.36	365.68	0.00	0.00	0.00	5,098.98	10,800.00	47%
362 50 00 002 S&F Rentals, Gatewa	1,263.91	1,347.93	1,300.30	1,280.38	1,266.43	1,238.85	1,198.12	1,190.47	1,201.48	0.00	0.00	0.00	11,287.87	15,618.00	72%
362 50 00 003 S&F Rentals, Storage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0%
362 50 00 004 S&F Rentals, Little Le	4,463.41	110.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,073.41	2,000.00	254%
362 50 00 005 S&F Rental, Taylor B&	814.20	1,550.40	0.00	764.20	764.20	814.20	764.20	768.20	768.20	0.00	0.00	0.00	7,007.80	9,171.00	76%
367 00 00 000 Contributions & Dor	500.00	2,000.00	1,250.00	1,500.00	0.00	0.00	2,500.00	1,650.00	0.00	0.00	0.00	0.00	9,400.00	10,000.00	94%
369 91 00 000 Other Revenue	50.85	4,730.30	439.54	339.27	90.45	82.20	669.34	631.59	24.75	0.00	0.00	0.00	7,058.29	2,000.00	353%
382 10 00 000 Refundable Deposits	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0%
360 Long Terms	8,975.58	10,942.32	6,187.92	12,375.82	6,976.10	6,812.60	9,954.07	9,917.59	7,386.44	0.00	0.00	0.00	79,528.44	69,089.00	115%
FUND REVENUES:	36,595.18	69,068.93	122,922.35	596,067.06	148,129.76	96,837.23	37,203.90	44,626.52	53,117.88	0.00	0.00	0.00	1,204,568.81	1,771,125.00	68%
576 80 10 001 Commissioner Wage	512.04	256.02	128.01	768.06	768.06	128.01	256.02	768.06	0.00	0.00	0.00	0.00	3,584.28	7,500.00	48%
576 80 10 002 Administrative Wage	21,298.67	20,274.22	20,521.14	23,023.25	21,325.46	23,114.60	22,694.07	21,910.71	23,164.65	0.00	0.00	0.00	197,326.77	263,000.00	75%
576 80 10 003 Park Operations Waç	14,646.74	14,351.20	14,755.85	18,616.40	12,290.56	20,765.47	22,413.92	22,393.56	21,935.48	0.00	0.00	0.00	162,169.18	278,000.00	58%
576 80 10 004 Park Operations - Tei	0.00	0.00	0.00	0.00	2,505.12	1,335.45	0.00	1,682.32	2,431.24	0.00	0.00	0.00	7,954.13	58,500.00	14%
576 80 20 001 Commissioner Perso	53.94	19.60	9.80	67.63	58.74	9.80	36.08	58.76	0.00	0.00	0.00	0.00	314.35	600.00	52%
576 80 20 002 Administrative Benef	7,092.00	5,135.69	8,391.93	9,064.67	7,481.48	7,365.48	9,165.59	6,581.42	6,800.52	0.00	0.00	0.00	67,078.78	98,000.00	68%
576 80 20 003 Park Operations Ben	8,429.95	4,863.04	5,003.77	9,621.54	4,201.49	5,331.71	16,370.99	8,362.43	8,367.88	0.00	0.00	0.00	70,552.80	155,000.00	46%
576 80 20 004 Park Operations - Tei	0.00	0.00	0.00	0.00	301.15	386.31	435.10	128.70	303.45	0.00	0.00	0.00	1,554.71	16,500.00	9%
576 80 20 006 Uniforms/Safety Gea	0.00	24.82	0.00	708.97	135.82	1,195.89	153.53	0.00	172.34	0.00	0.00	0.00	2,391.37	3,500.00	68%
576 80 31 001 Office Supplies	142.51	348.61	317.32	392.67	844.13	757.74	1,328.34	580.80	0.00	0.00	0.00	0.00	4,712.12	3,700.00	127%
576 80 31 002 Maintenance Supplie	463.87	3,548.61	2,895.35	2,774.11	4,054.81	3,661.15	10,617.09	12,921.03	11,413.74	0.00	0.00	0.00	52,349.76	60,000.00	87%
576 80 31 003 Equipment Maintena	56.11	69.98	353.71	0.00	0.00	345.63	847.77	848.65	87.51	0.00	0.00	0.00	2,609.36	3,200.00	82%
576 80 31 004 Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	53.90	0.00	915.95	29.31	0.00	0.00	0.00	999.16	1,500.00	67%
576 80 31 130 Supplies, Special Eve	0.00	0.00	263.61	1,423.59	271.40	539.78	0.00	0.00	0.00	0.00	0.00	0.00	2,498.38	3,000.00	83%

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001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
576 80 31 140 Supplies, Special Eve	0.00	0.00	0.00	1,261.79	289.70	51.58	3,530.92	715.60	2,458.23	0.00	0.00	0.00	8,307.82	14,000.00	59%
576 80 31 150 Supplies - Volunteer	0.00	0.00	0.00	0.00	0.00	0.00	184.21	63.82	120.20	0.00	0.00	0.00	368.23	7,500.00	5%
576 80 32 000 Park Operations Fuel	899.84	863.77	1,227.48	1,248.00	1,430.49	1,562.17	1,905.00	2,698.94	1,361.82	0.00	0.00	0.00	13,197.51	9,000.00	147%
576 80 35 000 Small Tools & Equipr	1,662.11	2,426.75	593.30	6,093.96	384.62	359.84	703.78	340.36	0.00	0.00	0.00	0.00	12,564.72	9,500.00	132%
576 80 41 000 Professional Services	5,206.00	40.00	0.00	38.99	418.20	548.99	10.79	0.00	10.79	0.00	0.00	0.00	6,273.76	6,500.00	97%
576 80 41 001 Professional Services	0.00	0.00	72.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.50	20,000.00	0%
576 80 41 002 Professional Services	19,479.63	1,102.95	232.20	1,509.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,324.08	23,100.00	97%
576 80 41 004 Professional Services	606.00	1,840.00	2,883.00	354.00	1,192.00	1,410.00	350.00	200.00	700.00	0.00	0.00	0.00	9,535.00	9,500.00	100%
576 80 41 005 Professional Services	266.00	497.81	1,310.03	2,964.88	344.50	1,297.25	548.00	335.00	1,536.70	0.00	0.00	0.00	9,100.17	7,500.00	121%
576 80 41 007 Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0%
576 80 41 008 Professional Services	0.00	0.00	0.00	3,240.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,240.00	6,500.00	50%
576 80 41 009 Election Costs	0.00	8,911.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,911.00	12,000.00	74%
576 80 42 001 Communications, Ph	703.70	740.68	723.12	695.49	796.36	777.22	808.73	759.47	840.28	0.00	0.00	0.00	6,845.05	9,450.00	72%
576 80 43 001 Travel, Commissione	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 43 002 Travel, Staff	0.00	130.18	433.41	637.02	657.67	370.30	343.95	74.50	234.26	0.00	0.00	0.00	2,881.29	15,000.00	19%
576 80 44 001 Taxes And Operation	0.00	0.00	316.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	316.34	1,100.00	29%
576 80 45 000 Equipment Rental\ L	1,329.11	276.11	1,672.27	395.80	607.14	1,080.60	3,093.44	232.50	629.97	0.00	0.00	0.00	9,316.94	8,000.00	116%
576 80 46 000 Insurance, General Li	0.00	0.00	0.00	0.00	0.00	0.00	29.00	0.00	35,244.00	0.00	0.00	0.00	35,273.00	40,250.00	88%
576 80 47 000 Utility Services, For A	2,673.18	2,014.23	7,051.20	2,987.22	3,047.54	2,822.85	2,764.16	2,820.63	3,747.12	0.00	0.00	0.00	29,928.13	35,700.00	84%
576 80 47 001 Utility Services, For	0.00	0.00	0.00	213.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	213.84	1,000.00	21%
576 80 48 000 Repairs & Maintenanr	1,828.95	602.42	408.13	7,321.87	253.81	589.57	362.80	1,233.58	4,107.48	0.00	0.00	0.00	16,708.61	27,100.00	62%
576 80 49 001 Licenses & Permits	141.00	1,905.00	0.00	0.00	0.00	151.25	288.75	297.10	983.17	0.00	0.00	0.00	3,766.27	4,500.00	84%
576 80 49 002 Dues & Subscription	370.00	487.65	375.46	1,663.12	716.33	1,206.98	803.30	405.97	0.00	0.00	0.00	0.00	6,028.81	5,000.00	121%
576 80 49 003 Banking Fees	84.00	92.56	118.15	154.05	168.91	184.15	189.82	135.19	141.03	0.00	0.00	0.00	1,267.86	1,500.00	85%
576 80 49 004 Other Expenses	0.00	220.00	607.00	180.00	0.00	0.00	163.25	144.20	0.00	0.00	0.00	0.00	1,314.45	4,000.00	33%
576 80 49 006 Training, Staff	0.00	935.00	860.00	450.00	146.02	850.00	669.80	338.67	75.00	0.00	0.00	0.00	4,324.49	6,000.00	72%
576 Parks	87,945.35	71,977.90	71,524.08	97,870.22	64,691.51	78,253.67	101,068.20	87,947.92	126,896.17	0.00	0.00	0.00	788,175.02	1,241,200.00	64%
589 00 00 999 Payroll Liability Acco	-1,356.60	-1,063.13	-965.98	-913.27	-1,050.24	-1,643.00	-691.69	-1,040.68	-900.99	0.00	0.00	0.00	-9,625.58	0.00	0%
589 30 00 000 Other Non-Expendit	1,444.50	0.00	0.00	0.00	1,470.18	0.00	1,470.18	0.00	0.00	0.00	0.00	0.00	4,384.86	4,900.00	89%
580 Non-Expenditures	87.90	-1,063.13	-965.98	-913.27	419.94	-1,643.00	778.49	-1,040.68	-900.99	0.00	0.00	0.00	-5,240.72	4,900.00	107%
591 76 70 000 G.O. Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	35,000.00	50,000.00	0.00	0.00	0.00	0.00	85,000.00	35,000.00	243%
592 76 83 000 G.O. Bond Interest	0.00	0.00	0.00	0.00	0.00	11,200.00	0.00	0.00	0.00	0.00	0.00	0.00	11,200.00	21,525.00	52%
591	0.00	0.00	0.00	0.00	0.00	11,200.00	35,000.00	50,000.00	0.00	0.00	0.00	0.00	96,200.00	56,525.00	170%
592 76 84 000 Debt Issuance Cost	0.00	0.00	0.00	0.00	0.00	3,044.67	0.00	0.00	0.00	0.00	0.00	0.00	3,044.67	0.00	0%
594 76 62 001 Capital Improvemen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0%
594 76 62 020 Capital Improvemen	0.00	0.00	533.18	0.00	0.00	0.00	0.00	8,909.76	400.93	0.00	0.00	0.00	9,843.87	275,000.00	4%
594 76 63 001 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
594 76 64 001 Capital Equipment -	0.00	0.00	0.00	0.00	0.00	28,549.30	2,980.00	0.00	0.00	0.00	0.00	0.00	31,529.30	78,500.00	40%
594 76 64 002 Capital Equipment -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,856.93	0.00	0.00	0.00	0.00	2,856.93	5,000.00	57%
594 Capital Expenditures	0.00	0.00	533.18	0.00	0.00	31,593.97	2,980.00	11,766.69	400.93	0.00	0.00	0.00	47,274.77	468,500.00	10%

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001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
FUND EXPENDITURES:	88,033.25	70,914.77	71,091.28	96,956.95	65,111.45	119,404.64	139,826.69	148,673.93	126,396.11	0.00	0.00	0.00	926,409.07	1,771,125.00	52%
FUND GAIN/LOSS:	-51,438.07	-1,845.84	51,831.07	499,110.11	83,018.31	-22,567.41	-102,622.79	-104,047.41	-73,278.23	0.00	0.00	0.00	278,159.74		
FUND NET POSITION:	-51,438.07	-53,283.91	-1,452.84	497,657.27	580,675.58	558,108.17	455,485.38	351,437.97	278,159.74	278,159.74	278,159.74	278,159.74			

2022 FUND TOTALS

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REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund	36,595.18	69,068.93	122,922.35	596,067.06	148,129.76	96,837.23	37,203.90	44,626.52	53,117.88	0.00	0.00	0.00	1,204,568.81	1,771,125.00	68%
	36,595.18	69,068.93	122,922.35	596,067.06	148,129.76	96,837.23	37,203.90	44,626.52	53,117.88	0.00	0.00	0.00	1,204,568.81	1,771,125.00	68%
EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund	88,033.25	70,914.77	71,091.28	96,956.95	65,111.45	119,404.64	139,826.69	148,673.93	126,396.11	0.00	0.00	0.00	926,409.07	1,771,125.00	52%
	88,033.25	70,914.77	71,091.28	96,956.95	65,111.45	119,404.64	139,826.69	148,673.93	126,396.11	0.00	0.00	0.00	926,409.07	1,771,125.00	52%
GAIN/LOSS:	-51,438.07	-1,845.84	51,831.07	499,110.11	83,018.31	-22,567.41	-102,622.79	-104,047.41	-73,278.23	0.00	0.00	0.00	278,159.74		
NET POSITION:	-51,438.07	-53,283.91	-1,452.84	497,657.27	580,675.58	558,108.17	455,485.38	351,437.97	278,159.74	278,159.74	278,159.74	278,159.74			



Regular Meeting: September 10, 2022

Item # 9

To: Board of Park Commissioners
From: Tracey Perkosky, Executive Director
Date: October 10, 2022
Subject: Executive Director's Report

It is hard to believe that Halloween will be upon us soon! Staff is hard at work on All Hallows Eve with a spooky spider barn, face painting, cotton candy, popcorn, Gnosh Food Truck, costume contest and dance party. Volunteers are still needed and can reach out to the office to sign up!

During our annual septic inspections, there were a few issues, most of which have been fixed. The tank at Gateway Park needed pumping and at the Taylor Bay caretaker residence, new baffles were needed. We also learned that there is a possible abandoned/decommissioned tank at Taylor Bay on the garage only parcel. If it has been decommissioned, the reports were not properly filed with the County which is an easy fix. However, if the tank was simply abandoned, it will likely need to be decommissioned simply due to age. Tacoma-Pierce Health Department has given us one year to locate it and take the appropriate actions (testing, decommissioning, reporting, etc.).

Maintenance has been working hard on brushing back the trails at 360, Rocky Creek and Key Central Forest with the NW and SE Loops now completed. Trail work was not as robust this past month as staff has been working on other projects, such as painting including the doors at the Gateway restroom, finishing up minor work on the Snack Shack exterior, and replacing the stairs to the Admin building which were rotting out. The decks on both doors to the Admin building were also painted with slip-free paint. These projects benefit from the good weather before the rainy days come. Other projects completed included a full clean out of the Maple Hollow homeless camp, closing off the "old entrance to 360" with eco blocks both to satisfy the requirements of TPU of not using the private road and more homeless were sleeping there overnight and starting small fires to keep warm.

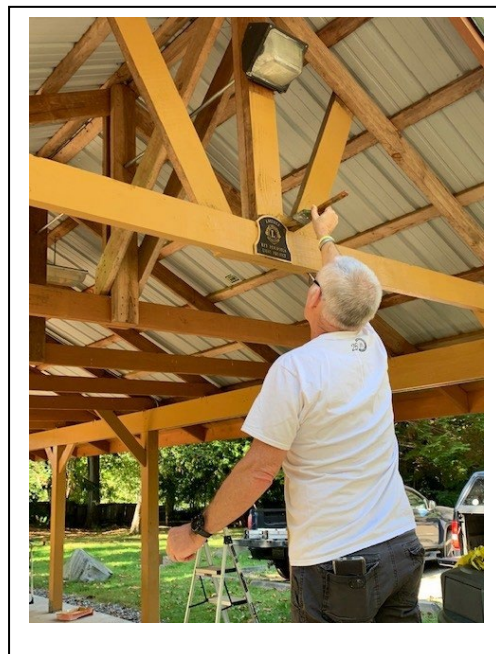
The fields at Volunteer Park have also been seeded and given a slow-release fertilizer to help them through the winter months. Soccer continues through the end of October. Staff also sprayed non-glyphosate herbicide around fence lines, stairs and other areas to help with the weeds. Largely at Gateway Park/360 Trails there has been an increase in yellow jacket nests, several of which have been very aggressive and have stung park goers. Staff was able to kill one of them but after several attempts on the others failed, a professional exterminator was brought in. The exterminator also sprayed a nest of yellow jackets which was found in the siding behind the Gateway House.



In the wake of the vegetation fire at Maple Hollow which burned about a 100 x 50 foot area, staff has been walking the trails more often to identify any homeless camps. This has been primarily Maple Hollow, Rocky Creek and Key Central Forest. The camp had some blue chalk around it which was also found at Rocky Creek. However, after a search of all parks, no additional homeless areas were found (outside of the group at the old 360 trails entrance).

There has been a small rise in nuisance graffiti, largely in Volunteer Park with small sections of the dugouts, containers, and trash cans with markings. Staff works to keep this cleaned up quickly so as to avoid encouraging others.

Volunteer work parties on a temporary hold while we recruit for a new staff person to help with volunteers (and other tasks) following Jake Gleason's departure. The fall/winter work parties will primarily be on the mountain biking trails as the rainy season helps for drainage work, filling potholes/ruts and similar tasks. We are also planning a "leaf collection day" as we have received a few requests for our extra leaves and this way folks can come help rake them and take them home for their gardens. In addition, the Lions Club has adopted Home Park and spent a Sunday morning painting the picnic shelter. Staff will do the higher points, but we thank the volunteers for their service! It looks great!





The Executive Director gave a presentation to the Gig Harbor Rotary Club North and also had a table at the Fire District's pancake breakfast to kick off the Farm Tour. She also attended the "unground breaking" for the City of Gig Harbor's acquisition of a parcel adjacent to Donkey Creek which was supported by Conservation Futures and the Board's letter of support for the project. The Director and Parks Manager also met with Key Peninsula Little League to finalize their contract, understand their schedules, discuss maintenance and other related items.

Staff released a small works roster project for the crawlspace, rodent infestation and mold issues in the Gateway house. One bid was received before the October 4th deadline; however, it appears as though an error was made in the quote request so an additional round of roster requests may be needed. A special meeting may be called later this month as the heat cannot be turned on until the rodent infestation is remediated and cold weather is coming. The work will take about 4 to 6 weeks once a contract is signed.

Finally, the budget presentation coming during Monday's meeting was a top priority this past month.



Meeting: October 10, 2022

Item # 12a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: October 10, 2022

Subject: Public Hearing on First Draft of 2023 Fund Budget

The Executive Director's proposed 2023 Fund Budget will be presented in its first draft during the public hearing.

This public hearing will be continued at the Board's discretion at a Special Meeting on October 24th or at the next regular meeting on November 14th for adoption. The resolution for the levy limit will also be presented for Board consideration at the November Regular Meeting.