



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

Board Meeting

*(Meetings may be videotaped or recorded)*

AGENDA

October 9, 2023

7:00 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) 215-8782 with  
Meeting ID: 850 9102 6748 Passcode: 885489

Hybrid Meeting may be available but not guaranteed due to technology  
<https://us06web.zoom.us/j/85091026748?pwd=JOCdh9V9jh55LtQaAVx9wRQtAaR6xT.1>

Members of the Board of Park Commissioners

Linda Parry, President

Mark Michel, Vice President  
Kip Clinton, Clerk

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

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Regular Meeting – 7:00 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

- a. None

## 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. Regular Meeting of September 11, 2023

## 8. Financial Report

### September 2023 Financial Report

#### Total expenditures \$107,698.78

|                              |             |       |
|------------------------------|-------------|-------|
| • Accounts Payable           | \$44,613.07 | Check |
| • First Citizens             | \$          | EFT's |
| • <u>Payroll/Benefits</u>    | \$62,922.36 | EFT's |
| • <u>Pierce County Claim</u> | \$          | EFT's |
| • <u>Petty Cash</u>          | \$0         | Cash  |
| • <u>Bank service fees</u>   | \$163.35    | EFT's |

#### Total Revenue \$57,647.48

|                              |             |
|------------------------------|-------------|
| • Other Revenues             | \$5,664.49  |
| • Zoo Trek                   | \$23,838.45 |
| • Property Tax               | \$18,650.44 |
| • Investment                 | \$9,302.44  |
| • Leasehold Excise           | \$21.32     |
| • Timber Excise Tax          | \$0         |
| • Sale of Tax Title Property | \$170.34    |

## 9. Executive Director's Report

## 10. Board Committee and Advisory Council Reports

- a. Land and Improvements Committee
- b. Trail Committee

**11. Board President's Report**

**12. Unfinished Business**

- a. Trust Land Transfer Program Update

**13. Public Hearing**

- a. 2024 Proposed Budget

**14. New Business**

- a. Direction on Potential Land Acquisition at 10615 Wright Bliss Road NW, Gig Harbor

**15. Other minor matters**

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

**17. Next Regular Meeting November 13, 2023**

**18. Adjournment**



Meeting: October 9, 2023

Item # 7

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: October 9, 2023

Subject: Approval of Minutes

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**Background**

This is a routine item and includes the meeting minutes from the Regular Meeting on September 11, 2023.

Minutes from March, April and May 2023 remain outstanding.

**Recommended Action:** Approve meeting minutes.

Attachment 1: Minutes from the September 11, 2023, Regular Meeting



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

### **MINUTES - DRAFT**

#### **Board of Park Commissioners**

**Wednesday, September 11, 2023 @ 7:00 PM**

Meeting Room, Key Peninsula Fire Protection District 16, Station No 47,  
1921 Key Peninsula Hwy NW, Home WA 98349

#### **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, and Commissioner Robison

Absent & Excused: Commissioner Jensen

A moment of silence was observed for Patriot Day in honor of those who lost their lives in the September 11, 2001 attack on the United States.

#### **4. Meeting Agenda Approval**

Agenda approved as amended by Vice President Michel to add Trust Land Transfer Update to Unfinished Business.

#### **5. Special Presentations**

None

#### **6. Public Comment**

None

#### **7. Approval of Minutes**

Special Meeting Minutes for August 23, 2023

Recommended Action: Approve meeting minutes.

MOTION: Clerk Clinton moved to approve the minutes with changes submitted by Commissioner Jensen via the Executive Director. Meeting location was added along with time in agenda of Commissioner Robison's arrival. Seconded by Vice President Michel. Motion Carried 4-0.

## **8. Financial Report**

The August Financial Report was approved.

## **9. Executive Director Report**

Director Perkosky reported on an update on the Gateway Park merry-go-round. The remainder of the report was provided in written form.

## **10. Board Committee And Advisory Council Reports**

a. Land and Improvements Committee – None

b. Trail Committee Update – Vice President Michel commented on trail maintenance, new email for Trails Committee members, and EMBA agreement. Executive Director responded to question on status of EMBA agreement for trails maintenance.

## **11. Board President's Report**

None

## **12. Unfinished Business**

a. Trust Land Transfer Update – Executive Director Perkosky provided an oral report on the community outreach, application progress, status of emails/letters of support, and shared comments regarding including Key Central Forest as a nomination.

## **13. New Business**

a. Approval of Resolution R2023-04 Application and Signatures for the WA Recreation and Conservation Office (RCO) for Project 23-1638 Parks Field/Trail Repair, Bleachers, and Trash Cans.

Recommended Action: Approve Resolution R2023-04 WA Recreation and Conservation Office Local Parks Maintenance Program Applicant Authorization and Electronic Signature

Executive Director Perkosky responded to questions on the proposed project.

**MOTION:** Clerk Clinton moved to approve Resolution R2023-04. Seconded by Commissioner Robison. Motion carried 4-0.

## **14. Other minor matters**

Discussion regarding theft from horse trailer area at Key Central Forest, potential property near Key Central Forest for additional daylight parking, any further communication regarding the complaints from Bubble Fun Day, positive feedback from equestrian community on Gateway parking area.

**15. Good of the Order/Comments by Board Members**

Vice President Michel expressed appreciation for the Moment of Silence.

Commissioner Robison will be having a horse vaulting show on 10/7 at his farm which is open to the public.

**16, 17. Next Meeting and Adjourn**

Regular Meeting on October 9, 2023, in the Meeting Room at Key Peninsula Fire Protection District 16, Station No 47, 1921 Key Peninsula Hwy NW, Home WA 98349

Adjourn at 7:37 PM

Respectfully submitted by Executive Director Tracey 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.***



Meeting: October 9, 2023

Item # 8a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Via: Laura Armstrong, Fiscal Specialist

Date: October 9, 2023

Subject: Approval of Finances

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### **Background**

This report includes a summary of the financial information from September 2023 for Board approval.

#### **September 2023 Financial Report**

##### Total expenditures \$107,698.78

|                              |             |       |
|------------------------------|-------------|-------|
| • Accounts Payable           | \$44,613.07 | Check |
| • First Citizens             | \$          | EFT's |
| • <u>Payroll/Benefits</u>    | \$62,922.36 | EFT's |
| • <u>Pierce County Claim</u> | \$          | EFT's |
| • <u>Petty Cash</u>          | \$0         | Cash  |
| • <u>Bank service fees</u>   | \$163.35    | EFT's |

##### Total Revenue \$57,647.48

|                              |             |
|------------------------------|-------------|
| • Other Revenues             | \$ 5,664.49 |
| • Zoo Trek                   | \$23,838.45 |
| • Property Tax               | \$18,650.44 |
| • Investment                 | \$9,302.44  |
| • Leasehold Excise           | \$21.32     |
| • Timber Excise Tax          | \$0         |
| • Sale of Tax Title Property | \$170.34    |



# TREASURER'S REPORT

## Fund Totals

Key Peninsula Metro Parks District

Time: 15:45:43 Date: 10/03/2023

09/01/2023 To: 09/30/2023

Page: 1

| Fund             | Previous Balance | Revenue   | Expenditures | Ending Balance             | Claims<br>Clearing | Payroll<br>Clearing | Outstanding<br>Deposits | Adjusted<br>Ending Balance |
|------------------|------------------|-----------|--------------|----------------------------|--------------------|---------------------|-------------------------|----------------------------|
| 001 General Fund | 5,453,944.66     | 57,647.48 | 107,698.78   | 5,403,893.36               | 33,648.48          | 0.00                | 0.00                    | 5,437,541.84               |
|                  | 5,453,944.66     | 57,647.48 | 107,698.78   | <b><u>5,403,893.36</u></b> | 33,648.48          | 0.00                | 0.00                    | <b><u>5,437,541.84</u></b> |

# TREASURER'S REPORT

## Account Totals

Key Peninsula Metro Parks District

09/01/2023 To: 09/30/2023

Time: 15:45:43 Date: 10/03/2023

Page: 2

| Cash Accounts |                         | Beg Balance  | Deposits   | Withdrawals | Ending       | Outstanding Rec | Outstanding Exp | Adj Balance         |
|---------------|-------------------------|--------------|------------|-------------|--------------|-----------------|-----------------|---------------------|
| 1             | First Citizens Checking | 12,562.30    | 5,664.49   | 163.35      | 18,063.44    | 0.00            | 0.00            | 18,063.44           |
| 2             | First Citizens Payroll  | 42,993.72    | 61,114.65  | 62,922.36   | 41,186.01    | 0.00            | 0.00            | 41,186.01           |
| 3             | Pierce County           | 5,333,621.18 | 51,982.99  | 81,055.91   | 5,304,548.26 | 0.00            | 0.00            | 5,304,548.26        |
| 4             | Petty Cash              | 170.63       | 0.00       | 0.00        | 170.63       | 0.00            | 0.00            | 170.63              |
| 5             | First Citizens AP       | 64,596.83    | 19,941.26  | 44,613.07   | 39,925.02    | 0.00            | 33,648.48       | 73,573.50           |
| Total Cash:   |                         | 5,453,944.66 | 138,703.39 | 188,754.69  | 5,403,893.36 | 0.00            | 33,648.48       | <b>5,437,541.84</b> |
|               |                         | 5,453,944.66 | 138,703.39 | 188,754.69  | 5,403,893.36 | 0.00            | 33,648.48       | <b>5,437,541.84</b> |

# TREASURER'S REPORT

## Outstanding Vouchers

Key Peninsula Metro Parks District

09/01/2023 To: 09/30/2023

As Of: 09/30/2023 Date: 10/03/2023

Time: 15:45:43 Page: 3

| Year | Trans# | Date       | Type   | Acct# | War# | Vendor                           | Amount           | Memo  |
|------|--------|------------|--------|-------|------|----------------------------------|------------------|---|
| 2023 | 883    | 09/14/2023 | Claims | 5     | 2527 | Madrona Law Group PLLC           | 1,876.00         | Professional services regarding HR policy and property issue.   |
| 2023 | 884    | 09/14/2023 | Claims | 5     | 2528 | US Bank                          | 13,990.46        | Credit card statement dated September 2023  |
| 2023 | 910    | 09/29/2023 | Claims | 5     | 2529 | 4 Sight Septic, Inc              | 270.00           | Inspection on an abandoned gravity septic tank at Taylor Bay.   |
| 2023 | 911    | 09/29/2023 | Claims | 5     | 2530 | Apex Tree Experts                | 2,332.80         | Tree Removal servcie for 2 dead trees at Volunteer Park.  |
| 2023 | 912    | 09/29/2023 | Claims | 5     | 2531 | Canon Financial Services, INX    | 121.22           | Rental of Canon copy and fax machine for office usage.  |
| 2023 | 913    | 09/29/2023 | Claims | 5     | 2532 | Nikolas C Carson                 | 100.00           | Boot allowance per Employee Handbook.   |
| 2023 | 914    | 09/29/2023 | Claims | 5     | 2533 | Copiers Northwest                | 24.64            | Additional copies from canon copy machine per contract.   |
| 2023 | 915    | 09/29/2023 | Claims | 5     | 2534 | EPIC Business Essentials         | 8.37             | Office supplies (2 binders).  |
| 2023 | 916    | 09/29/2023 | Claims | 5     | 2535 | Express Septic Service           | 1,198.82         | Septic pumping of vault toilets at Home Park and Maple Hollow.  |
| 2023 | 917    | 09/29/2023 | Claims | 5     | 2536 | Richard D Jacobson               | 100.00           | Boot allowance per Employee Handbook.   |
| 2023 | 918    | 09/29/2023 | Claims | 5     | 2537 | Key Peninsula Historical Society | 1,250.00         | Final payment for Contract with KP Historical Society for 2023 "A Salute to Our veterans of All Times" exhibit. |
| 2023 | 919    | 09/29/2023 | Claims | 5     | 2538 | Merry Makers                     | 1,197.90         | Contract service for All Hallows Eve event, Oct 28,2023.  |
| 2023 | 920    | 09/29/2023 | Claims | 5     | 2539 | One Beat Medical                 | 1,038.00         | 5 Year management program for 2 AED machines.   |
| 2023 | 921    | 09/29/2023 | Claims | 5     | 2540 | Peninsula Light Company          | 300.38           | Electric service fees for Gateway Park.   |
| 2023 | 922    | 09/29/2023 | Claims | 5     | 2541 | Simplot Turf & Horticulture      | 9,412.21         | Grass seed for sports fields.   |
| 2023 | 923    | 09/29/2023 | Claims | 5     | 2542 | Washington Water Service Company | 427.68           | Water servcie fees for Gateway Park.  |
|      |        |            |        |       |      |                                  | <u>33,648.48</u> |   |

| Fund             | Claims           | Payroll     | Total            |
|------------------|------------------|-------------|------------------|
| 001 General Fund | <u>33,648.48</u> | <u>0.00</u> | <u>33,648.48</u> |
|                  | 33,648.48        | 0.00        | 33,648.48        |

## TREASURER'S REPORT

### Signature Page

Key Peninsula Metro Parks District

09/01/2023 To: 09/30/2023

Time: 15:45:43 Date: 10/03/2023

Page: 4

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

# RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 15:50:39 Date: 10/03/2023

09/01/2023 To: 09/30/2023

Page: 1

| Trans | Date       | Type   | Rec # | CR # | Acct# | Claimant                       | Amount    | Memo  |
|-------|------------|--------|-------|------|-------|--------------------------------|-----------|---|
| 839   | 09/01/2023 | Tr Rec | 2181  | 1805 | 1     | Tracey L Perkosky              | 1,187.18  | Rent, electric, and leasehold for September 2023 from Gateway house.  |
| 840   | 09/01/2023 | Tr Rec | 2182  | 1806 | 1     | The Snack Shack                | 365.68    | Rent, electric, and leasehold for September 2023 from VP concession building.                                 |
| 865   | 09/01/2023 | Tr Rec | 2189  | 1809 | 1     | General Customer               | 61.80     | Rental of Gateway pavilion on 9-17-2023 from 11am to 1pm for (Hobart)   |
| 866   | 09/01/2023 | Tr Rec | 2190  | 1810 | 1     | General Customer               | 144.20    | Full rental of Pavilion (special use Harbor Moms) on 9/24/2023 from 11am to 1pm for (Wellman)                 |
| 875   | 09/11/2023 | Tr Rec | 2191  | 1811 | 1     | Kyle Armstrong                 | 818.20    | Rent, electric, and lease hold tax for September 2023 and Late fee of \$50.00 included. Taylor Bay caretaker. |
| 876   | 09/11/2023 | Tr Rec | 2192  | 1812 | 1     | General Customer               | 103.00    | Rental of Gateway Park pavilion on 10-1-2023 from 11am to 1pm for (Forcier).                                  |
| 877   | 09/12/2023 | Tr Rec | 2193  | 1813 | 1     | General Customer               | 715.85    | Rental of Gateway pavilion and field for special event on 9-16-2023 from 8:30am to 4:pm for (Garnett)         |
| 878   | 09/12/2023 | Tr Rec | 2194  | 1814 | 1     | General Customer               | 46.35     | Rental of Gateway pavilion on 9-17-2023 from 4 pm to 6 pm for (Gallington)                                    |
| 880   | 09/13/2023 | Tr Rec | 2195  | 1815 | 1     | US Bank                        | 701.66    | Rebate from US Bank Corp NASPO contract for 2nd Quarter 2023  |
| 885   | 09/18/2023 | Tr Rec | 2196  | 1816 | 1     | General Customer               | 46.35     | Rental of Gateway Park pavilion on 9-24-2023 from 1pm to 3pm for (Jackson)                                    |
| 886   | 09/18/2023 | Tr Rec | 2197  | 1817 | 1     | General Customer               | 36.05     | Rental of Volunteer Park pavilion on 10-1-2023 from 1pm to 3pm for (Norman)                                   |
| 887   | 09/18/2023 | Tr Rec | 2198  | 1818 | 1     | General Customer               | 36.05     | Rental of Home Park pavilion on 9-23-2023 from 1:30 pm to 3:30pm for (Larson)                                 |
| 906   | 09/25/2023 | Tr Rec | 2199  | 1819 | 1     | General Customer               | 61.80     | Rental of Gateway Park Pavilion on 10-15-2023 from 11am to 1pm for (Outlaw)                                   |
| 907   | 09/25/2023 | Tr Rec | 2200  | 1820 | 1     | General Customer               | 46.35     | Rental of Gateway Park Pavilion on 10-72023 from 12 pm to 2pm for (Laskowski)                                 |
| 908   | 09/25/2023 | Tr Rec | 2201  | 1821 | 1     | General Customer               | 103.00    | Rental of Gateway Park Pavilion on 10-1-23 from 1:30 pm to 3:30 pm for (Fortin)                               |
| 909   | 09/28/2023 | Tr Rec | 2202  | 1822 | 1     | Tracey L Perkosky              | 1,190.97  | Rent, electric, and leasehold tax for October 2023 Gateway House.   |
| 937   | 09/29/2023 | Tr Rec | 2203  |      | 3     | Pierce County Budget and Finar | 18,650.44 | Property Tax of \$18,328.17 and delinquent years of \$322.27  |
| 938   | 09/29/2023 | Tr Rec | 2204  |      | 3     | Pierce County Budget and Finar | 23,838.45 | Zoo Trek  |
| 939   | 09/29/2023 | Tr Rec | 2205  |      | 3     | Pierce County Budget and Finar | 9,302.44  | Investment Interest   |
| 940   | 09/29/2023 | Tr Rec | 2206  |      | 3     | Pierce County Budget and Finar | 21.32     | Leasehold Excise Tax  |

## Page: 2

| Trans | Date       | Type             | Rec #          | CR # | Acct# | Claimant                       | Amount           | Memo                       |
|-------|------------|------------------|----------------|------|-------|--------------------------------|------------------|----------------------------|
| 941   | 09/29/2023 | Tr Rec           | 2207           |      | 3     | Pierce County Budget and Finar | 170.34           | Sale of Tax Title Property |
|       |            |                  | 310 Taxes      |      |       |                                | 42,680.55        |                            |
|       |            |                  | 360 Long Terms |      |       |                                | 14,966.93        |                            |
|       |            | 001 General Fund |                |      |       |                                | 57,647.48        |                            |
|       |            |                  |                |      |       |                                | <b>57,647.48</b> |                            |

# AP Expenditures for September 2023

Key Peninsula Metro Parks District

Time:

15:48:26 Date: 10/03/2023

09/01/2023 To: 09/30/2023

Page: 1

| Voucher   | Claimant                                    | Trans | Date       | Type    | Acct # | Amount    | Memo  |
|-----------|---|-------|------------|---------|--------|-----------|---|
| 230903001 | PEBB Health Insurance Health Care Authority | 864   | 09/07/2023 | Payroll | 5      | 7,083.99  |   |
| 230904001 | Alstead Trielle E                           | 867   | 09/07/2023 | Claims  | 5      | 68.78     | Mileage for August 2023   |
| 230904002 | Compensation Connections LLC                | 868   | 09/07/2023 | Claims  | 5      | 550.00    | Professional services regarding HR consulting.  |
| 230904003 | D.M. Recycling Co                           | 869   | 09/07/2023 | Claims  | 5      | 229.10    | Recycle pickup service at Gateway Park.   |
| 230904004 | H.D. Fowler                                 | 870   | 09/07/2023 | Claims  | 5      | 308.06    | PVC bushings and couplings. Speed channel drain gray wave grate for bottom of steps at VP.                      |
| 230904005 | Murreys Disposal Company                    | 871   | 09/07/2023 | Claims  | 5      | 699.38    | Trash pick up service for Gateway Park and Volunteer Park.  |
| 230904006 | Northwest Playground Equipment, Inc         | 872   | 09/07/2023 | Claims  | 5      | 754.76    | Splashpad button and O-rings  |
| 230904007 | Occupational Medical Clinic of Tacoma       | 873   | 09/07/2023 | Claims  | 5      | 326.00    | Medical physical for 2 potential employees.   |
| 230904008 | Verizon Wireless                            | 874   | 09/07/2023 | Claims  | 5      | 444.49    | Cell phone service for park business.   |
| 230906001 | Astound                                     | 881   | 09/14/2023 | Claims  | 5      | 192.53    | Phone and internet service at Volunteer Park.   |
| 230906002 | Hemley's Handy Kars                         | 882   | 09/14/2023 | Claims  | 5      | 307.50    | Rental of portable toilets for Taylor Bay, 360 park, and Key Central Forest.                                    |
| 230906003 | Madrona Law Group PLLC                      | 883   | 09/14/2023 | Claims  | 5      | 1,876.00  | Professional services regarding HR policy and property issue.   |
| 230906004 | US Bank                                     | 884   | 09/14/2023 | Claims  | 5      | 13,990.46 | Credit card statement dated September 2023  |
| 230908001 | 4 Sight Septic, Inc                         | 910   | 09/29/2023 | Claims  | 5      | 270.00    | Inspection on an abandoned gravity septic tank at Taylor Bay.   |
| 230908002 | Apex Tree Experts                           | 911   | 09/29/2023 | Claims  | 5      | 2,332.80  | Tree Removal service for 2 dead trees at Volunteer Park.  |
| 230908003 | Canon Financial Services, INX               | 912   | 09/29/2023 | Claims  | 5      | 121.22    | Rental of Canon copy and fax machine for office usage.  |
| 230908004 | Carson Nikolas C                            | 913   | 09/29/2023 | Claims  | 5      | 100.00    | Boot allowance per Employee Handbook.   |
| 230908005 | Copiers Northwest                           | 914   | 09/29/2023 | Claims  | 5      | 24.64     | Additional copies from canon copy machine per contract.   |
| 230908006 | EPIC Business Essentials                    | 915   | 09/29/2023 | Claims  | 5      | 8.37      | Office supplies (2 binders).  |
| 230908007 | Express Septic Service                      | 916   | 09/29/2023 | Claims  | 5      | 1,198.82  | Septic pumping of vault toilets at Home Park and Maple Hollow.  |
| 230908008 | Jacobson Richard D                          | 917   | 09/29/2023 | Claims  | 5      | 100.00    | Boot allowance per Employee Handbook.   |
| 230908009 | Key Peninsula Historical Society            | 918   | 09/29/2023 | Claims  | 5      | 1,250.00  | Final payment for Contract with KP Historical Society for 2023 "A Salute to Our veterans of All Times" exhibit. |
| 230908010 | Merry Makers                                | 919   | 09/29/2023 | Claims  | 5      | 1,197.90  | Contract service for All Hallows Eve event, Oct 28, 2023.   |
| 230908011 | One Beat Medical                            | 920   | 09/29/2023 | Claims  | 5      | 1,038.00  | 5 Year management program for 2 AED machines.   |
| 230908012 | Peninsula Light Company                     | 921   | 09/29/2023 | Claims  | 5      | 300.38    | Electric service fees for Gateway Park.   |
| 230908013 | Simplot Turf & Horticulture                 | 922   | 09/29/2023 | Claims  | 5      | 9,412.21  | Grass seed for sports fields.   |
| 230908014 | Washington Water Service Company            | 923   | 09/29/2023 | Claims  | 5      | 427.68    | Water service fees for Gateway Park.  |

Total Checks:

44,613.07

# Payroll Expenditures for September 2023

Key Peninsula Metro Parks District

Time: 15:47:48 Date: 10/03/2023

09/01/2023 To: 09/30/2023

Page: 1

| Voucher Claimant                     | Trans | Date       | Type    | Acct # | Amount    | Memo |
|--------------------------------------|-------|------------|---------|--------|-----------|------|
| EFT WA State Department of Retiremen | 862   | 09/07/2023 | Payroll | 2      | 8,143.93  |      |
| EFT EFTPS                            | 863   | 09/07/2023 | Payroll | 2      | 6,592.21  |      |
| EFT Employee Paycheck                | 845   | 09/11/2023 | Payroll | 2      | 2,019.76  |      |
| EFT Employee Paycheck                | 846   | 09/11/2023 | Payroll | 2      | 2,746.62  |      |
| EFT Employee Paycheck                | 847   | 09/11/2023 | Payroll | 2      | 962.21    |      |
| EFT Employee Paycheck                | 848   | 09/11/2023 | Payroll | 2      | 2,034.89  |      |
| EFT Employee Paycheck                | 849   | 09/11/2023 | Payroll | 2      | 117.47    |      |
| EFT Employee Paycheck                | 850   | 09/11/2023 | Payroll | 2      | 2,599.74  |      |
| EFT Employee Paycheck                | 851   | 09/11/2023 | Payroll | 2      | 1,828.63  |      |
| EFT Employee Paycheck                | 852   | 09/11/2023 | Payroll | 2      | 1,975.45  |      |
| EFT Employee Paycheck                | 853   | 09/11/2023 | Payroll | 2      | 1,637.12  |      |
| EFT Employee Paycheck                | 854   | 09/11/2023 | Payroll | 2      | 234.96    |      |
| EFT Employee Paycheck                | 855   | 09/11/2023 | Payroll | 2      | 2,985.59  |      |
| EFT Employee Paycheck                | 856   | 09/11/2023 | Payroll | 2      | 998.23    |      |
| EFT Employee Paycheck                | 857   | 09/11/2023 | Payroll | 2      | 1,516.80  |      |
| EFT United Concordia                 | 879   | 09/13/2023 | Payroll | 2      | 603.40    |      |
| EFT Employee Paycheck                | 888   | 09/25/2023 | Payroll | 2      | 1,859.05  |      |
| EFT Employee Paycheck                | 889   | 09/25/2023 | Payroll | 2      | 2,522.96  |      |
| EFT Employee Paycheck                | 890   | 09/25/2023 | Payroll | 2      | 612.86    |      |
| EFT Employee Paycheck                | 891   | 09/25/2023 | Payroll | 2      | 1,817.14  |      |
| EFT Employee Paycheck                | 892   | 09/25/2023 | Payroll | 2      | 117.47    |      |
| EFT Employee Paycheck                | 893   | 09/25/2023 | Payroll | 2      | 2,599.74  |      |
| EFT Employee Paycheck                | 894   | 09/25/2023 | Payroll | 2      | 1,751.82  |      |
| EFT Employee Paycheck                | 895   | 09/25/2023 | Payroll | 2      | 1,819.33  |      |
| EFT Employee Paycheck                | 896   | 09/25/2023 | Payroll | 2      | 1,377.34  |      |
| EFT Employee Paycheck                | 897   | 09/25/2023 | Payroll | 2      | 117.47    |      |
| EFT Employee Paycheck                | 898   | 09/25/2023 | Payroll | 2      | 2,985.59  |      |
| EFT Employee Paycheck                | 899   | 09/25/2023 | Payroll | 2      | 907.47    |      |
| EFT Employee Paycheck                | 900   | 09/25/2023 | Payroll | 2      | 1,424.99  |      |
| EFT EFTPS                            | 905   | 09/25/2023 | Payroll | 2      | 6,012.12  |      |
| Total Checks:                        |       |            |         |        | 62,922.36 |      |



# TRANSACTION JOURNAL

Key Peninsula Metro Parks District

09/01/2023 To: 09/30/2023

Time: 11:00:53 Date: 10/04/2023

Page: 1

| Trans                     | Date              | Redeemed          | Acct #   | Chk #      | Type            | Receipt #<br>InterFund # | Vendor                        | Amount       | Memo                                |
|---------------------------|-------------------|-------------------|----------|------------|-----------------|--------------------------|-------------------------------|--------------|-------------------------------------|
| <b>924</b>                | <b>09/29/2023</b> | <b>09/30/2023</b> | <b>1</b> | <b>EFT</b> | <b>Ser Chge</b> |                          | <b>First Citizens</b>         | <b>85.00</b> | <b>Bank service fees</b>            |
|                           | 576 80 49 003     | Banking Fees      |          | 001        | General Fund    |                          |                               | 85.00        | Bank service fees                   |
| <b>925</b>                | <b>09/29/2023</b> | <b>09/30/2023</b> | <b>1</b> | <b>EFT</b> | <b>Ser Chge</b> |                          | <b>Merch Bankcard service</b> | <b>78.35</b> | <b>Credit card processing fees.</b> |
|                           | 576 80 49 003     | Banking Fees      |          | 001        | General Fund    |                          |                               | 78.35        | Credit card processing fees.        |
| Records Printed: 2        |                   |                   |          |            |                 |                          |                               |              |                                     |
| Adjustments:              |                   |                   |          |            |                 |                          |                               | 0.00         |                                     |
| Beginning Balance:        |                   |                   |          |            |                 |                          |                               | 0.00         |                                     |
| Revenues:                 |                   |                   |          |            |                 |                          |                               | 0.00         |                                     |
| Warrant Expenditures:     |                   |                   |          |            |                 |                          |                               | 0.00         |                                     |
| Non Warrant Expenditures: |                   |                   |          |            |                 |                          |                               | 163.35       |                                     |
| 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       | 0.00            | 163.35                   | 0.00                          | 0.00         | 0.00                                |
|                           | 0.00              | 0.00              | 0.00     | 0.00       | 0.00            | 163.35                   | 0.00                          | 0.00         | 0.00                                |

# 2023 CASH FLOW - YEAR TO DATE

y Peninsula Metro Parks District

Time: 11:45:57 Date: 10/04/2023

January To September

Page: 1

| General Fund                          | January          | February         | March             | April             | May               | June             | July              | August           | September        | October     | November    | December    | Total               | Budgeted Amt        | %           |
|---------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|------------------|-------------------|------------------|------------------|-------------|-------------|-------------|---------------------|---------------------|-------------|
| 10 00 000 Taxes, Real & Person        | 3,846.25         | 37,790.34        | 78,033.33         | 561,455.93        | 135,996.76        | 12,839.99        | 8,090.78          | 8,669.21         | 18,820.78        | 0.00        | 0.00        | 0.00        | 865,543.37          | 1,494,356.00        | 58%         |
| 17 00 000 Taxes, Zoo Trek Excis       | 22,106.46        | 25,380.71        | 20,510.65         | 20,322.27         | 23,306.37         | 21,453.65        | 23,232.07         | 25,137.28        | 23,838.45        | 0.00        | 0.00        | 0.00        | 205,287.91          | 245,000.00          | 84%         |
| 20 00 000 Taxes, Leasehold Exc        | 0.00             | 52.28            | 0.00              | 0.00              | 60.65             | 0.00             | 0.76              | 58.55            | 21.32            | 0.00        | 0.00        | 0.00        | 193.56              | 1,000.00            | 19%         |
| 40 00 000 Taxes, Forest Excise 1      | 0.00             | 0.00             | 0.00              | 0.00              | 2,350.91          | 0.00             | 0.00              | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 2,350.91            | 2,500.00            | 94%         |
| 00 00 000 Other Tax (REET)            | 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                | 60,000.00           | 0%          |
| <b>Taxes</b>                          | <b>25,952.71</b> | <b>63,223.33</b> | <b>98,543.98</b>  | <b>581,778.20</b> | <b>161,714.69</b> | <b>34,293.64</b> | <b>31,323.61</b>  | <b>33,865.04</b> | <b>42,680.55</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,073,375.75</b> | <b>1,802,856.00</b> | <b>60%</b>  |
| 02 70 001 Pierce County Parks         | 0.00             | 0.00             | 0.00              | 0.00              | 0.00              | 0.00             | 50,000.00         | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 50,000.00           | 0.00                | 0%          |
| <b>Intergovernmental Revenues</b>     | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>      | <b>50,000.00</b>  | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>50,000.00</b>    | <b>0.00</b>         | <b>0%</b>   |
| 60 00 003 Program Fees, Prog          | 0.00             | 0.00             | 359.54            | 851.00            | 157.00            | 0.00             | 0.00              | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 1,367.54            | 800.00              | 171%        |
| <b>Park Fees</b>                      | <b>0.00</b>      | <b>0.00</b>      | <b>359.54</b>     | <b>851.00</b>     | <b>157.00</b>     | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,367.54</b>     | <b>800.00</b>       | <b>171%</b> |
| 11 00 000 Investment Interest         | 7,585.27         | 7,204.87         | 8,289.00          | 8,415.56          | 9,017.42          | 8,847.71         | 9,273.31          | 9,495.87         | 9,302.44         | 0.00        | 0.00        | 0.00        | 77,431.45           | 4,000.00            | ***%        |
| 40 00 004 S&F Rentals, 360 Fie        | 240.00           | 770.00           | 2,057.79          | 6,160.00          | 4,176.35          | 4,233.15         | 979.20            | 1,731.80         | 1,290.00         | 0.00        | 0.00        | 0.00        | 21,638.29           | 18,000.00           | 120%        |
| 40 00 005 S&F Rentals, Home I         | 0.00             | 0.00             | 0.00              | 65.00             | 100.00            | 70.00            | 0.00              | 35.00            | 35.00            | 0.00        | 0.00        | 0.00        | 305.00              | 400.00              | 76%         |
| 40 00 006 S&F Rentals, Volunte        | 0.00             | 0.00             | 0.00              | 0.00              | 0.00              | 168.68           | 50.00             | 0.00             | 35.00            | 0.00        | 0.00        | 0.00        | 253.68              | 1,000.00            | 25%         |
| 50 00 001 S&F Rentals, Conces         | 365.68           | 365.68           | 591.36            | 591.36            | 591.36            | 591.36           | 591.36            | 591.36           | 365.68           | 0.00        | 0.00        | 0.00        | 4,645.20            | 7,000.00            | 66%         |
| 50 00 002 S&F Rentals, Gatewa         | 1,287.88         | 1,292.98         | 1,274.79          | 1,269.04          | 1,251.25          | 1,203.75         | 1,172.75          | 1,174.35         | 2,378.15         | 0.00        | 0.00        | 0.00        | 12,304.94           | 14,400.00           | 85%         |
| 50 00 004 S&F Rentals, Sportsf        | 0.00             | 8,647.55         | 0.00              | 0.00              | 0.00              | 0.00             | 0.00              | 8,217.82         | 0.00             | 0.00        | 0.00        | 0.00        | 16,865.37           | 8,000.00            | 211%        |
| 50 00 005 S&F Rental, Taylor B        | 768.20           | 768.20           | 768.20            | 768.20            | 768.20            | 768.20           | 768.20            | 818.20           | 818.20           | 0.00        | 0.00        | 0.00        | 7,013.80            | 9,180.00            | 76%         |
| 00 00 000 Contributions & Dor         | 500.00           | 0.00             | 500.00            | 1,500.00          | 2,000.00          | 0.00             | 38,660.47         | 4.00             | 0.00             | 0.00        | 0.00        | 0.00        | 43,164.47           | 7,500.00            | 576%        |
| 00 00 001 Event Sponsorship F         | 0.00             | 0.00             | 0.00              | 0.00              | 0.00              | 0.00             | 150.00            | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 150.00              | 0.00                | 0%          |
| 91 00 000 Other Revenue               | 588.79           | 23.10            | 898.86            | 239.43            | 130.11            | 763.61           | 1,042.00          | 51.15            | 742.46           | 0.00        | 0.00        | 0.00        | 4,479.51            | 2,000.00            | 224%        |
| 91 01 000 Usage Of Fund Balan         | 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                | 550,000.00          | 0%          |
| 10 00 000 Refundable Deposits         | 0.00             | 0.00             | 500.00            | 0.00              | 0.00              | 0.00             | 0.00              | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 500.00              | 1,500.00            | 33%         |
| <b>Long Terms</b>                     | <b>11,335.82</b> | <b>19,072.38</b> | <b>14,880.00</b>  | <b>19,008.59</b>  | <b>18,034.69</b>  | <b>16,646.46</b> | <b>52,687.29</b>  | <b>22,119.55</b> | <b>14,966.93</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>188,751.71</b>   | <b>622,980.00</b>   | <b>30%</b>  |
| 00 00 000 Special or Extraordir       | 0.00             | 0.00             | 0.00              | 0.00              | 0.00              | 0.00             | 31,733.96         | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 31,733.96           | 0.00                | 0%          |
| <b>Special or Extraordinary Items</b> | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>      | <b>31,733.96</b>  | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>31,733.96</b>    | <b>0.00</b>         | <b>0%</b>   |
| <b>JD REVENUES:</b>                   | <b>37,288.53</b> | <b>82,295.71</b> | <b>113,783.52</b> | <b>601,637.79</b> | <b>179,906.38</b> | <b>50,940.10</b> | <b>165,744.86</b> | <b>55,984.59</b> | <b>57,647.48</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>1,345,228.96</b> | <b>2,426,636.00</b> | <b>55%</b>  |
| 80 10 001 Commissioner Wage           | 512.04           | 384.03           | 0.00              | 640.05            | 256.02            | 384.03           | 896.07            | 256.02           | 640.05           | 0.00        | 0.00        | 0.00        | 3,968.31            | 7,500.00            | 53%         |
| 80 10 002 Administrative Wage         | 23,105.94        | 24,893.91        | 23,517.02         | 24,888.25         | 24,775.19         | 21,441.68        | 20,608.08         | 21,274.02        | 21,586.86        | 0.00        | 0.00        | 0.00        | 206,090.95          | 301,983.00          | 68%         |
| 80 10 003 Park Operations Waj         | 12,615.27        | 12,986.01        | 19,230.63         | 26,587.74         | 28,082.85         | 28,819.17        | 26,545.56         | 27,860.07        | 32,595.33        | 0.00        | 0.00        | 0.00        | 215,322.63          | 380,292.00          | 57%         |
| 80 10 004 Park Operations - Te        | 644.38           | 454.93           | 0.00              | 0.00              | 0.00              | 0.00             | 0.00              | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 1,099.31            | 0.00                | 0%          |
| 80 20 001 Commissioner Perso          | 50.63            | 29.40            | 0.00              | 59.76             | 19.60             | 29.38            | 83.92             | 19.58            | 48.98            | 0.00        | 0.00        | 0.00        | 341.25              | 678.00              | 50%         |
| 80 20 002 Administrative Bene         | 7,418.45         | 8,362.87         | 7,060.90          | 9,073.04          | 6,009.41          | 5,693.22         | 7,336.98          | 5,426.02         | 5,561.06         | 0.00        | 0.00        | 0.00        | 61,941.95           | 109,190.00          | 57%         |
| 80 20 003 Park Operations Ben         | 9,677.88         | 5,265.75         | 5,988.86          | 13,571.11         | 14,099.58         | 11,553.21        | 18,463.29         | 10,121.58        | 10,938.50        | 0.00        | 0.00        | 0.00        | 99,679.76           | 184,765.00          | 54%         |
| 80 20 004 Park Operations - Te        | 577.95           | 112.78           | 0.00              | 149.40            | 0.00              | 0.00             | 0.00              | 0.00             | 0.00             | 0.00        | 0.00        | 0.00        | 840.13              | 0.00                | 0%          |
| 80 20 006 Uniforms/Safety Gez         | 0.00             | 0.00             | 0.00              | 46.39             | 0.00              | 0.00             | 100.00            | 215.80           | 599.53           | 0.00        | 0.00        | 0.00        | 961.72              | 4,000.00            | 24%         |
| 80 31 001 Office Supplies             | 144.35           | 357.87           | 351.03            | 680.95            | 484.81            | 218.75           | 20.00             | 254.25           | 323.51           | 0.00        | 0.00        | 0.00        | 2,835.52            | 5,500.00            | 52%         |
| 80 31 002 Maintenance Supplie         | 7,296.39         | 4,681.12         | 3,945.94          | 7,097.00          | 10,044.80         | 2,489.95         | 18,942.51         | 13,208.21        | 17,677.43        | 0.00        | 0.00        | 0.00        | 85,383.35           | 107,000.00          | 80%         |
| 80 31 003 Equipment Mainten:          | 0.00             | 221.71           | 56.46             | 923.34            | 0.00              | 1,008.54         | 0.00              | 36.41            | 72.82            | 0.00        | 0.00        | 0.00        | 2,319.28            | 3,520.00            | 66%         |
| 80 31 004 Vehicle Maintenance         | 0.00             | 0.00             | 0.00              | 0.00              | 6.51              | 177.58           | 0.00              | 0.00             | 9.44             | 0.00        | 0.00        | 0.00        | 193.53              | 2,000.00            | 10%         |

# 2023 CASH FLOW - YEAR TO DATE

y Peninsula Metro Parks District

Time: 11:45:57 Date: 10/04/2023

January To September

Page: 2

| General Fund                      | January          | February         | March            | April             | May               | June             | July              | August            | September         | October     | November    | December    | Total             | Budgeted Amt        | %          |
|-----------------------------------|------------------|------------------|------------------|-------------------|-------------------|------------------|-------------------|-------------------|-------------------|-------------|-------------|-------------|-------------------|---------------------|------------|
| 80 31 130 Supplies, Special Eve   | 0.00             | 0.00             | 0.00             | 177.99            | 180.09            | -25.41           | 0.00              | 0.00              | 285.96            | 0.00        | 0.00        | 0.00        | 618.63            | 600.00              | 103%       |
| 80 31 140 Supplies, Special Eve   | 0.00             | 1,027.30         | 453.41           | 605.69            | 761.96            | 63.47            | 1,083.84          | 1,216.23          | 0.00              | 0.00        | 0.00        | 0.00        | 5,211.90          | 8,850.00            | 59%        |
| 80 31 150 Supplies - Volunteer    | 0.00             | 0.00             | 0.00             | 0.00              | 0.00              | 0.00             | 113.22            | 19.92             | 0.00              | 0.00        | 0.00        | 0.00        | 133.14            | 500.00              | 27%        |
| 80 32 000 Park Operations Fue     | 281.39           | 746.60           | 983.30           | 1,341.70          | 1,407.77          | 1,447.90         | 1,789.71          | 1,916.77          | 1,297.97          | 0.00        | 0.00        | 0.00        | 11,213.11         | 22,000.00           | 51%        |
| 80 35 000 Small Tools & Equip     | 0.00             | 0.00             | 1,199.34         | 0.00              | 624.24            | 3,118.02         | 802.18            | 0.00              | 472.81            | 0.00        | 0.00        | 0.00        | 6,216.59          | 10,400.00           | 60%        |
| 80 41 000 Professional Services   | 5,272.50         | 49.00            | 148.20           | 653.43            | 0.00              | 30.00            | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 6,153.13          | 12,500.00           | 49%        |
| 80 41 001 Professional Services   | 0.00             | 0.00             | 0.00             | 0.00              | 0.00              | 0.00             | 0.00              | 935.00            | 550.00            | 0.00        | 0.00        | 0.00        | 1,485.00          | 20,000.00           | 7%         |
| 80 41 002 Professional Services   | 0.00             | 13,981.46        | 0.00             | 0.00              | 0.00              | 0.00             | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 13,981.46         | 16,000.00           | 87%        |
| 80 41 004 Professional Services   | 50.00            | 0.00             | 128.00           | 675.00            | 297.00            | 0.00             | 384.00            | 64.00             | 1,876.00          | 0.00        | 0.00        | 0.00        | 3,474.00          | 10,450.00           | 33%        |
| 80 41 005 Professional Services   | 0.00             | 465.70           | 0.00             | 2,120.28          | 1,497.43          | 6,077.29         | 2,188.50          | 26.00             | 2,799.90          | 0.00        | 0.00        | 0.00        | 15,175.10         | 49,513.00           | 31%        |
| 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              | 1,000.00            | 0%         |
| 80 41 008 Professional Services   | 0.00             | 0.00             | 0.00             | 0.00              | 4,503.60          | 0.00             | 0.00              | 583.20            | 2,332.80          | 0.00        | 0.00        | 0.00        | 7,419.60          | 7,500.00            | 99%        |
| 80 41 009 Election Costs          | 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              | 15,000.00           | 0%         |
| 80 42 001 Communications, Ph      | 939.12           | 705.83           | 813.72           | 601.13            | 828.86            | 863.20           | 613.13            | 618.82            | 637.02            | 0.00        | 0.00        | 0.00        | 6,620.83          | 9,500.00            | 70%        |
| 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%         |
| 80 43 002 Travel, Staff           | 72.50            | 83.06            | 336.50           | 397.22            | 562.69            | 2,439.45         | 414.91            | 86.29             | 68.78             | 0.00        | 0.00        | 0.00        | 4,461.40          | 15,000.00           | 30%        |
| 80 44 001 Taxes And Operator      | 0.00             | 316.34           | 0.00             | 0.00              | 0.00              | 0.00             | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 316.34            | 2,000.00            | 16%        |
| 80 45 000 Insurance, General L    | 0.00             | 0.00             | 0.00             | 0.00              | 0.00              | 0.00             | 0.00              | 39,713.00         | 0.00              | 0.00        | 0.00        | 0.00        | 39,713.00         | 45,000.00           | 88%        |
| 80 47 000 Utility Services, For / | 3,029.13         | 1,655.88         | 4,238.56         | 3,269.14          | 1,450.11          | 4,917.16         | 1,762.69          | 4,151.45          | 1,656.54          | 0.00        | 0.00        | 0.00        | 26,130.66         | 37,485.00           | 70%        |
| 80 47 001 Utility Services, For   | 0.00             | 0.00             | 82.78            | 85.15             | 0.00              | 134.73           | 0.00              | 0.00              | 35.48             | 0.00        | 0.00        | 0.00        | 338.14            | 1,000.00            | 34%        |
| 80 48 000 Repairs & Maintenan     | 1,382.65         | 2,566.41         | 5,047.48         | 33,081.31         | 1,714.66          | 2,001.36         | 993.21            | 568.20            | 2,706.92          | 0.00        | 0.00        | 0.00        | 50,062.20         | 29,810.00           | 168%       |
| 80 49 001 Licenses & Permits      | 2,148.00         | 64.00            | 0.00             | 1,006.50          | 74.49             | 0.00             | 37.00             | 331.10            | 0.00              | 0.00        | 0.00        | 0.00        | 3,661.09          | 6,000.00            | 61%        |
| 80 49 002 Dues & Subscription     | 29.78            | 1,313.44         | 466.15           | 603.22            | 923.92            | 1,078.66         | 1,459.60          | 601.90            | 2,058.81          | 0.00        | 0.00        | 0.00        | 8,535.48          | 7,500.00            | 114%       |
| 80 49 003 Banking Fees            | 85.00            | 128.19           | 137.58           | 134.46            | 203.51            | 242.60           | 222.90            | 166.01            | 163.35            | 0.00        | 0.00        | 0.00        | 1,483.60          | 1,700.00            | 87%        |
| 80 49 004 Other Expenses          | 0.00             | 0.00             | 45.00            | 0.00              | 478.32            | 509.05           | 245.00            | 15.00             | 0.00              | 0.00        | 0.00        | 0.00        | 1,292.37          | 4,000.00            | 32%        |
| 80 49 006 Training, Staff         | 19.95            | 590.00           | 480.00           | 1,362.46          | 140.00            | 975.00           | 450.00            | 70.00             | 1,614.00          | 0.00        | 0.00        | 0.00        | 5,701.41          | 7,000.00            | 81%        |
| <b>Parks</b>                      | <b>75,679.33</b> | <b>81,588.55</b> | <b>76,188.91</b> | <b>130,100.19</b> | <b>100,330.71</b> | <b>96,281.43</b> | <b>106,039.96</b> | <b>132,188.69</b> | <b>109,063.21</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>907,460.98</b> | <b>1,455,236.00</b> | <b>62%</b> |
| 10 00 000 Refund Deposits - O     | 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              | 1,500.00            | 0%         |
| 00 00 999 Payroll Liability Accc  | -1,290.56        | -994.72          | -1,255.26        | -1,169.19         | -869.15           | -950.10          | -1,244.18         | -1,318.03         | -1,364.43         | 0.00        | 0.00        | 0.00        | -10,455.62        | 0.00                | 0%         |
| 30 00 000 Other Non-Expendit      | 1,508.32         | 0.00             | 0.00             | 1,470.18          | 0.00              | 0.00             | 1,521.54          | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 4,500.04          | 4,900.00            | 92%        |
| <b>Non-Expenditures</b>           | <b>217.76</b>    | <b>-994.72</b>   | <b>-1,255.26</b> | <b>300.99</b>     | <b>-869.15</b>    | <b>-950.10</b>   | <b>277.36</b>     | <b>-1,318.03</b>  | <b>-1,364.43</b>  | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>-5,955.58</b>  | <b>6,400.00</b>     | <b>93%</b> |
| 76 70 000 G.O. Bond Principal     | 0.00             | 0.00             | 0.00             | 0.00              | 0.00              | 30,000.00        | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 30,000.00         | 30,000.00           | 100%       |
| 76 83 000 G.O. Bond Interest      | 0.00             | 0.00             | 0.00             | 0.00              | 0.00              | 10,375.00        | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 10,375.00         | 20,000.00           | 52%        |
|                                   | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>       | <b>40,375.00</b> | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>40,375.00</b>  | <b>50,000.00</b>    | <b>81%</b> |
| 76 61 000 Capital Expenditures    | 0.00             | 0.00             | 0.00             | 0.00              | 209.50            | 0.00             | 3,950.00          | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 4,159.50          | 0.00                | 0%         |
| 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              | 250,000.00          | 0%         |
| 76 62 020 Capital Improvemen      | -50.00           | 0.00             | 0.00             | 0.00              | 0.00              | 0.00             | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | -50.00            | 470,000.00          | 0%         |
| 76 62 024 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              | 60,000.00           | 0%         |
| 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              | 15,000.00           | 0%         |
| 76 64 001 Capital Equipment -     | 0.00             | 0.00             | 0.00             | 0.00              | 0.00              | 5,907.89         | 0.00              | 0.00              | 0.00              | 0.00        | 0.00        | 0.00        | 5,907.89          | 120,000.00          | 5%         |
| <b>Capital Expenditures</b>       | <b>-50.00</b>    | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>       | <b>209.50</b>     | <b>5,907.89</b>  | <b>3,950.00</b>   | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>10,017.39</b>  | <b>915,000.00</b>   | <b>1%</b>  |

2023 CASH FLOW - YEAR TO DATE

y Peninsula Metro Parks District

Time: 11:45:57 Date: 10/04/2023

January To September

Page: 3

| General Fund     | January    | February   | March     | April      | May        | June       | July       | August     | September  | October    | November   | December   | Total      | Budgeted Amt | %   |
|------------------|------------|------------|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|-----|
| JD EXPENDITURES: | 75,847.09  | 80,593.83  | 74,933.65 | 130,401.18 | 99,671.06  | 141,614.22 | 110,267.32 | 130,870.66 | 107,698.78 | 0.00       | 0.00       | 0.00       | 951,897.79 | 2,426,636.00 | 39% |
| JD GAIN/LOSS:    | -38,558.56 | 1,701.88   | 38,849.87 | 471,236.61 | 80,235.32  | -90,674.12 | 55,477.54  | -74,886.07 | -50,051.30 | 0.00       | 0.00       | 0.00       | 393,331.17 |              |     |
| JD NET POSITION: | -38,558.56 | -36,856.68 | 1,993.19  | 473,229.80 | 553,465.12 | 462,791.00 | 518,268.54 | 443,382.47 | 393,331.17 | 393,331.17 | 393,331.17 | 393,331.17 |            |              |     |

## 2023 FUND TOTALS

y Peninsula Metro Parks District

Time: 11:45:57 Date: 10/04/2023

January To September

Page: 4

| REVENUES     | January    | February   | March      | April      | May        | June       | July       | August     | September  | October    | November   | December   | Total        | Bud Amt      | %   |
|--------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|--------------|-----|
| General Fund | 37,288.53  | 82,295.71  | 113,783.52 | 601,637.79 | 179,906.38 | 50,940.10  | 165,744.86 | 55,984.59  | 57,647.48  | 0.00       | 0.00       | 0.00       | 1,345,228.96 | 2,426,636.00 | 55% |
|              | 37,288.53  | 82,295.71  | 113,783.52 | 601,637.79 | 179,906.38 | 50,940.10  | 165,744.86 | 55,984.59  | 57,647.48  | 0.00       | 0.00       | 0.00       | 1,345,228.96 | 2,426,636.00 | 55% |
| EXPENDITURES | January    | February   | March      | April      | May        | June       | July       | August     | September  | October    | November   | December   | Total        | Bud Amt      | %   |
| General Fund | 75,847.09  | 80,593.83  | 74,933.65  | 130,401.18 | 99,671.06  | 141,614.22 | 110,267.32 | 130,870.66 | 107,698.78 | 0.00       | 0.00       | 0.00       | 951,897.79   | 2,426,636.00 | 39% |
|              | 75,847.09  | 80,593.83  | 74,933.65  | 130,401.18 | 99,671.06  | 141,614.22 | 110,267.32 | 130,870.66 | 107,698.78 | 0.00       | 0.00       | 0.00       | 951,897.79   | 2,426,636.00 | 39% |
| NET LOSS:    | -38,558.56 | 1,701.88   | 38,849.87  | 471,236.61 | 80,235.32  | -90,674.12 | 55,477.54  | -74,886.07 | -50,051.30 | 0.00       | 0.00       | 0.00       | 393,331.17   |              |     |
| POSITION:    | -38,558.56 | -36,856.68 | 1,993.19   | 473,229.80 | 553,465.12 | 462,791.00 | 518,268.54 | 443,382.47 | 393,331.17 | 393,331.17 | 393,331.17 | 393,331.17 |              |              |     |



Regular Meeting: October 9, 2023

Item # 9

To: Board of Park Commissioners  
From: Tracey Perkosky, Executive Director  
Date: October 9, 2023  
Subject: Executive Director's Report

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The maintenance team continues its work on mowing, string trimming, finalizing the Volunteer Park infields, trail work, and it is officially leaf season! Rocky Creek trails received a full cutback this month as well as Maple Hollow. The Merry-go-round remains closed at Gateway Park. The vendor is recommending replacement at a 50% discount. Staff are waiting for a final quote before determining next steps.

An alder tree came down on the “newer” beaver dam in Gateway Park this past month. Staff reached out the WA Dept of Ecology for an emergency HPA to remove or notch the tree for water flow and to avoid washing out the footings of the pedestrian bridge. However, nature took care of the issue by washing out the dirt from the root ball of the tree and allowing the water to flow properly again. Ecology did come on-site but saw that the water flow was restored and declined to issue an emergency HPA. Staff will continue to monitor it and if needed Ecology will re-assess any future permit needs as conditions change.

We are having an issue with the public putting large trash into the vault toilet at Home Park. This is large bags of trash and household items such as small strollers. These items must be removed by staff (in full tyvex suits) before the vault can be pumped by a third-party provider as it will clog the pump. This has happened for the last 3 pump outs. Staff are exploring if there is an alternative style commode which would limit the trash that can be dumped. If no solution can be found, we may have to either close the restroom or close it and place a porta-potty on site as an alternative.

Events and Outreach completed both surveys for the Trust Land Transfer Program and a community events survey. All Hallows Eve is also 3 weeks away!

In addition, there are several contracted uses of Gateway Park coming up:

10/8: The Farm Tour will host the Apple Squeeze at the Pavilion

10/17: SNCS Cross Country Meet will use Gateway Park and close a small portion of 360 Trails

The Fiscal Specialist has been working on some internal accountability audits for certain BARS codes, quarterly taxes, and capital equipment procurement.

The Director completed the initial application of the Trust Land Transfer Program and final edits of the RCO Maintenance Grant, Board meeting minutes, and putting together the draft 2024 Budget for presentation. She has additional meetings scheduled for support of the Trust Land Transfer program. The



Director is also meeting with a property owner regarding a fence encroachment to discuss removal following the posting of a letter requiring prompt action.

Our new Office Coordinator, Holly Manning, will start on October 11<sup>th</sup>.

The most recent monthly safety meeting topic was outdoor weather such as lightning and hail.



Regular Meeting: October 9, 2023

Item # 12a

To: Board of Park Commissioners  
From: Tracey Perkosky, Executive Director  
Date: October 9, 2023  
Subject: Trust Land Transfer Program

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As directed during the August Special Meeting of the Board of Park Commissioners, staff submitted an application for 360 Trails to the Department of Natural Resources (DNR) Trust Land Transfer Program for the potential acquisition of 360 Trails. The application which included a letter from Key Pen Parks' Executive Director indicating that the District was prepared to accept the parcel if accepted into the program, the completed 17 page "Cover Sheet", a map, and letters of support.

The application was acknowledged by DNR on Monday, October 2<sup>nd</sup> and the District will be notified if we make it to the next step in the application process which is a presentation to the review board. In the interim, additional letters of support can be submitted through the end of March 2024.

There was extensive outreach completed in a very short period of time. An electronic survey collected 437 responses in 3 weeks split about 50/50 between District residents and non-residents. Of the responses 93% either strongly agreed or agreed with the application, 1.15% strongly disagreed or disagreed with it and the remaining 5% were neutral. The disagreement came from concerns over higher taxes by acquiring the parcel and concerns over whether Key Pen Parks had the ability to provide proper forest management. Support came from not wanting trees cut down and trail use.

Signs were posted in the parks explaining the program, the Director participated in a Gig Harbor Land Conservation Fund fundraiser where the project was discussed.

With the application, we submitted letters of support from:

- Washington Student Cycling League
- State Representative Michelle Caldier
- Cabryn Taylor, Head Coach, Edmonds Youth Mountain Bike Team
- Chris Rurik
- Alyx Coldicott, Coach, Key Pen Pirate Composite
- Great Peninsula Conservancy
- City of Gig Harbor
- Mark Michel
- Key Peninsula Fire Department
- Pierce County, Office of County Council
- Peninsula School District
- Red Barn Youth Center
- Miguel Galena, Route 16 Running and Walking





- Stan Moffett
- Steve Nixon
- Sue Ward
- Ian Robertson, Head Coach, Capital City Mountain Bike Team
- Christopher McInerney
- Kathy Glaser
- Linda Parry

Additional letters have been pledged from Washington Trails Association (WTA) and PenMet Parks following approval from their respective Boards.

Since the application was submitted staff has met with State Senator Emily Randall's office, the Puyallup Tribe of Indians, and has a meeting scheduled with the office of US Congressman Derek Kilmer. Representative Hutchins has not responded to emails or voicemails requesting a meeting.

Tribes maintain treaty rights on DNR owned lands, so their input is an important part of this overall process. The Director spoke with a liaison from the Puyallup Tribe of Indians regarding their thoughts on this potential land transfer as well as impacts to their treaty rights. Mr. Flygare indicated that the Tribe would like to maintain their rights for gathering and cedar trees should Key Pen Parks be successful in this process. He did not see any other concerns but additional communication is scheduled for later this month to confirm the Board's support for an MOU for the treaty rights as a condition of the transfer.

Additional work is needed to update the website with the District's response to the concerns raised by the community. This will be completed in early November after the All Hallows' Eve event is completed. Staff will continue to outreach for additional letters of support before the March 2024 deadline.

**Recommended Action:** Provide direction on the request from the Puyallup Tribe of Indians



Meeting: October 9, 2023

Item # 13a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: October 9, 2023

Subject: Public Hearing on First Draft of 2024 Fund Budget

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The Executive Director's proposed 2024 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 30<sup>th</sup> or at the next regular meeting on November 13<sup>th</sup> for adoption, or November 27<sup>th</sup> if a Special Meeting is required. The resolution for the levy limit will also be presented for Board consideration at the November Regular Meeting.



Meeting: October 9, 2023

Item # 14a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: October 9, 2023

Subject: Direction on Potential Acquisition of 10615 Wright Bliss Road NW, Gig Harbor

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### **Background**

In 2020, the property located at 10615 Wright Bliss Road NW, Gig Harbor, was on the market for \$675,000. The District worked with the local real estate agent to secure the property for \$675,000 including approving a Purchase and Sale Agreement. Within days of the agreement approval, the property owner declined to sign and instead sold the property to a developer.

10615 Wright Bliss Road is located adjacent to District owned property which is the parking area and trailhead to Key Central Forest. This property is locally known as the “Lavender Farm”. It is 17 acres, of which 7 acres was recently harvested for timber, and contains 3 dwellings (homes) plus several outbuildings. It was listed on September 8 for \$950,000 and on September 19<sup>th</sup> the price was raised to \$999,900. It was acquired by the developer in November 2020 for \$675,000. According to public records property taxes were not paid in 2021, 2022 and 2023 with a balance due of \$33,251.35. It is not known if the 3 houses on the property have been occupied during this time or if they are vacant.

Due to the workload of the Director from the Trust Land Transfer (TLT) Program application, no outreach has been done to the real estate agent as the Director stated and the Board agreed that work on capital projects would cease during this time to address the new priority of the TLT program. However, Commissioners Robison and Michel have requested research on the potential for acquisition.

Since the 2020 discussion on this property, there have been several changes within the District. There has been some discussion on acquiring the Sportsman’s Club Property (25.2 acres) which remains in limbo due to the owners of the on-site mobile homes, the life estate property (29.5 acres with a house and miles of trails) which continues to move forward with draft documents and anticipated completion date of the documents in early January 2024, the Lind Property (80 acres with a house plus several outbuildings), the Carlson Property (38 acres) which is undergoing appraisal, and a \$1.5 million grant through Conservation Futures for the Zeren Property (51.38 acres with a house, 3 barns and numerous outbuildings), plus the Trust Land Transfer program for 360 Trails where the District takes on additional responsibilities for managing forestland.

I have strong concerns about the District’s ability to fund and properly manage all of these potential properties when analyzing a long-range financial forecast and believe that this should be considered in any discussion of an additional property acquisition.

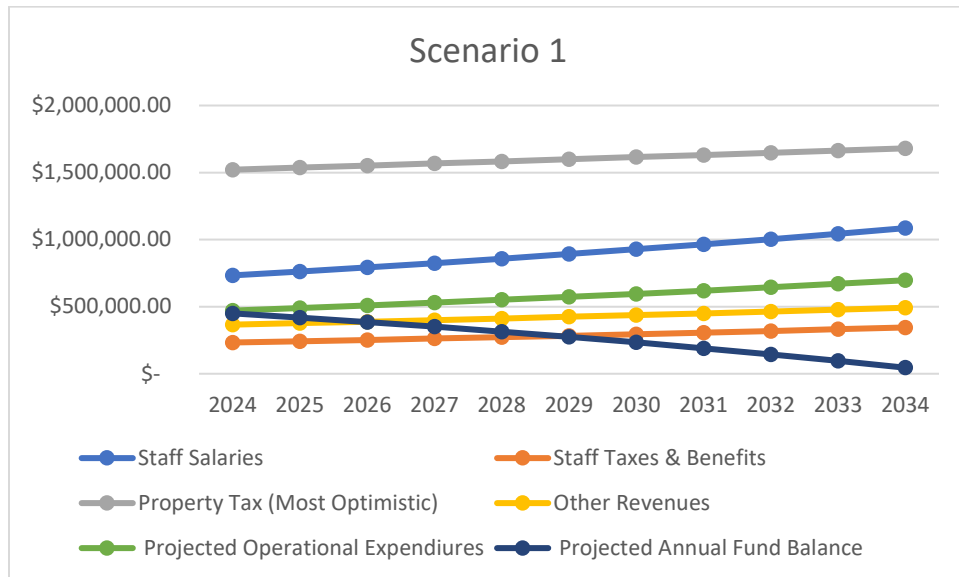
We are already very, very lean on maintenance staff. To complete the day-to-day work needed on the trails, the team works incredibly hard and still does not get everything done. The complaints remain from the Board on the level of trail maintenance and staff is exhausted come fall due to the level of work that is constantly required. We will need to add trails to the Cramer-McCracken property and “Manke East” in



order to be compliant with grant requirements on public access. This is why a .5 FTE is requested in the 2024 proposed budget to help with this additional work. Upon receipt of the life estate property, an additional .25 FTE will be needed to perform the needed maintenance.

While the District has a healthy fund balance, I believe that it is prudent to look only at annual revenues when determining long-term expenses such as adding new staff. The purchase of this property as well as the Zeren property would add just over 68 acres to the District's inventory. The largest single source of funding is the property tax levy. The second single source of funding is the Zoo/Trek Sales Tax. The property tax levy can be increased by a maximum of 1% annually and while there is growth on the Key Peninsula to add new housing as a semi-rural area those opportunities are limited and ultimately finite. Other Revenues include the Zoo/Trek Sales Tax, caretaker house rentals, concession stand rentals, sports field/shelter rentals, donations, etc. It must be noted that these are the most optimistic scenarios with interest income remaining high (not spending down fund balance with high interest rates), sales tax increases, and all other revenues increasing by 3% annually.

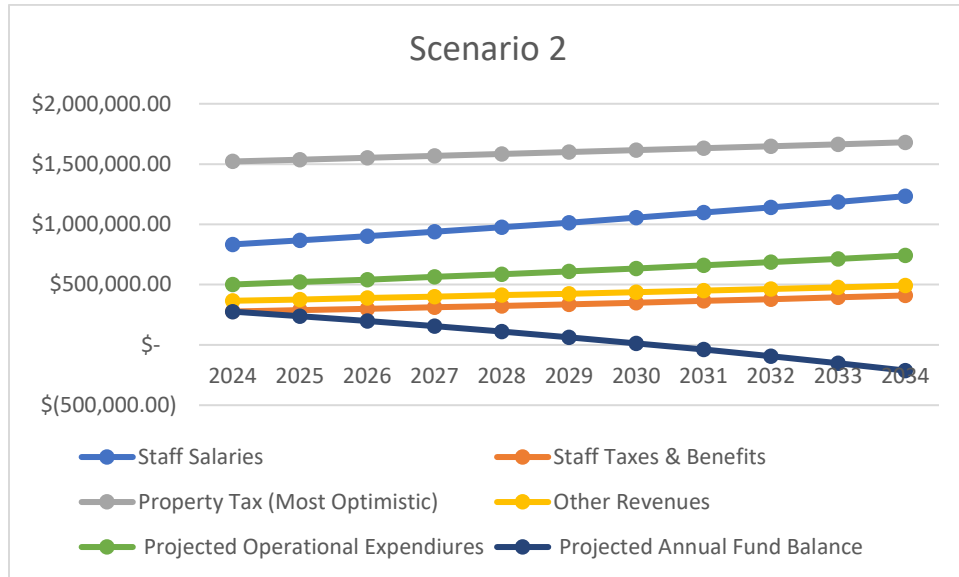
Scenario 1 – Existing staff levels. Includes 6 month .5 FTE for maintenance in 2024 draft budget.



Looking at a 10-year cycle, from 2024 to 2034, as staffing expenditures rise (4% annually for merit and COLA) – this assumes that health care costs, taxes, pension all continue to increase by 3% annually, and revenues also continue to rise (no recessionary impacts) that in 2024 the District will have \$921,123 to pay for non-wage annual operations costs, capital expenditures and reserve any remaining amount for additional fund balance. Adding in typical operational costs that leaves \$450,195 for capital, bond payments and fund balance, in 2034 that drops to \$44,991.

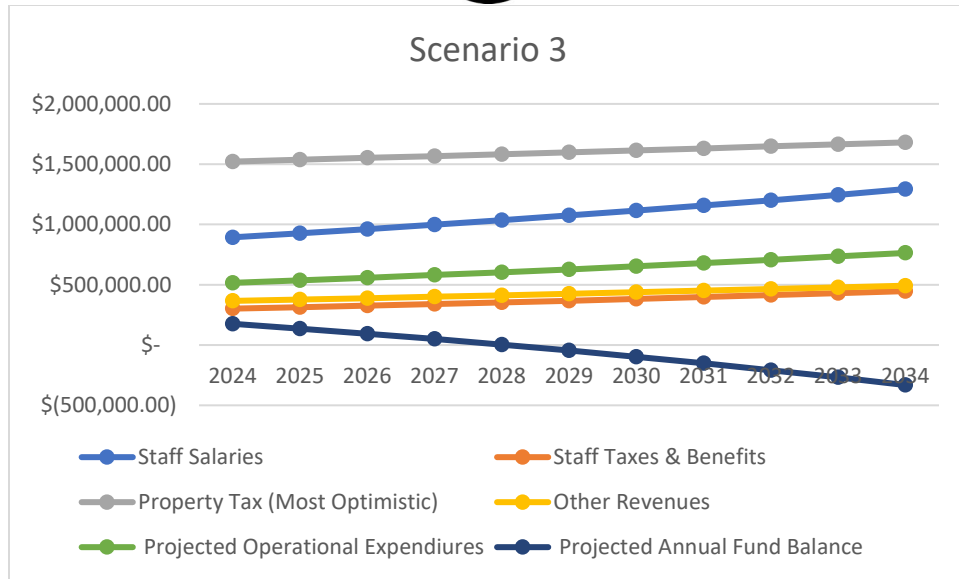


Scenario 2 – This is Scenario 1 plus 2 additional Maintenance Worker I positions to take on the additional work of the Zeren property.



Looking at a 10-year cycle, from 2024 to 2034, as staffing expenditures rise (4% annually for merit increases and COLA) – this assumes that health care costs, taxes, pension all continue to increase by 3% annually, and revenues also continue to rise (no recessionary impacts) that in 2024 the District will have \$777,103 to pay for non-wage annual operations costs, capital expenditures and reserve any remaining amount for additional fund balance. In 2034, the amount available for operations drops to \$528,894. Adding in typical operational costs that leaves (\$212,571) for capital, bond payments and fund balance. Beginning in 2030 we are then using our overall Fund Balance to pay for one-time operational costs, bond payments, etc.

Scenario 3 – Acquire both Zeren and Lavendar Farm. This is Scenario 1 plus adding 2 Maintenance Worker I and 1 Maintenance Worker II positions.



Looking at a 10-year cycle, from 2024 to 2034, as staffing expenditures rise (4% annually for merit increases and COLA) – this assumes that health care costs, taxes, pension all continue to increase by 3% annually, and revenues also continue to rise (no recessionary impacts) that in 2024 the District will have \$692,103 to pay for non-wage annual operations costs, capital expenditures and reserve any remaining amount for additional fund balance. In 2034, the amount available for operations drops to \$431,888. Adding in typical operational costs that leaves (\$331,781) for capital, bond payments and fund balance. We are then using our overall Fund Balance to pay for one-time operational costs, bond payments, etc.

Our annual operations costs are currently higher than typical due to a backlog of deferred maintenance projects. However, if Zeren is acquired the savings coming from the completion of those projects will be offset by the large number of buildings on that property and the additional responsibilities of operating an equestrian center. The District, though, must also comply with new unfunded mandates and regulations. For example, we run 2 water systems and new regulations are underway for PFOS/PFAS chemicals. Our septic systems are aging in Volunteer Park as are the buildings. We are tracking new ADA rules for websites for governments and plus increased costs for software licensing.

Also note that these scenarios were done on a high level basis due to workload of the Executive Director. It does not include increased capital costs such as for additional vehicles by hiring more staff, equipment, personal protective equipment and that some L&I safety rules change once you have over 10 persons in a single location.

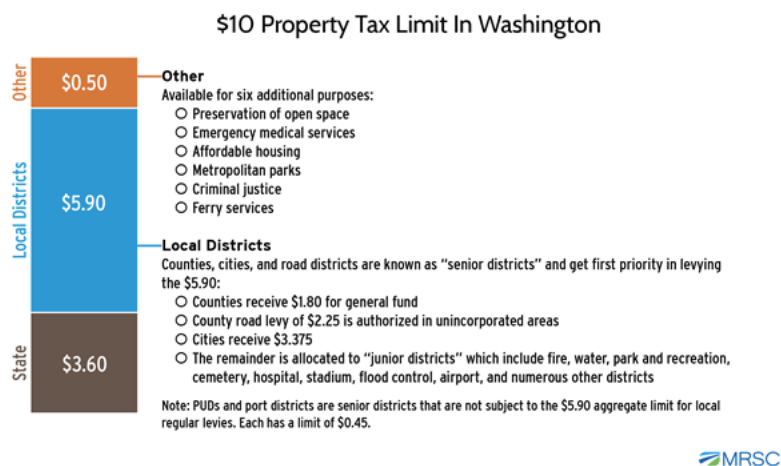
In this forecast, health benefits remain in the same category, meaning that no staff member converts to a spousal or family plan which incurs higher costs for the District.

It cannot be overstated that in the income forecasts that these are highly optimistic and by not having a recessionary scenario it shows a continual increase in revenues, e.g. that property values continue to rise and/or new construction will make up any difference in a decline in property values. This is unlikely to continue forever. In addition, Key Pen Parks is not the only taxing district on the peninsula. For junior taxing districts, such as ourselves, there is an order in which levys and excess levys are funded, along with an overall maximum taxing amount in the local levy category (\$5.90 per \$1,000). When this limit is



exceeded, senior taxing districts (Pierce County) have first priority and then junior taxing districts are funded in a specific order with fire districts typically ranking above park districts.

Fire District 16 is at least exploring bonding and an additional voter approved excess levy beginning in 2027 based on a financial consultant who presented at their September 12, 2023, Board Meeting. This would give Fire their standard levy, the recent voter approved excess levy and the potential for a 2<sup>nd</sup> excess levy (voter approved). Should a recession or big drop in property values occur during this time, the District could be at risk of prorationing, where we could lose some of our property tax levy to maintain the \$5.90 limit. The final calculations are complicated between 1% property limits and levys but the park district could see reduced property tax levy amounts.



Additional work on the financial forecasting can be completed, however with the annual budget public hearing, Trust Land Transfer and other daily responsibilities, the Director did not have enough time to refine the calculations.

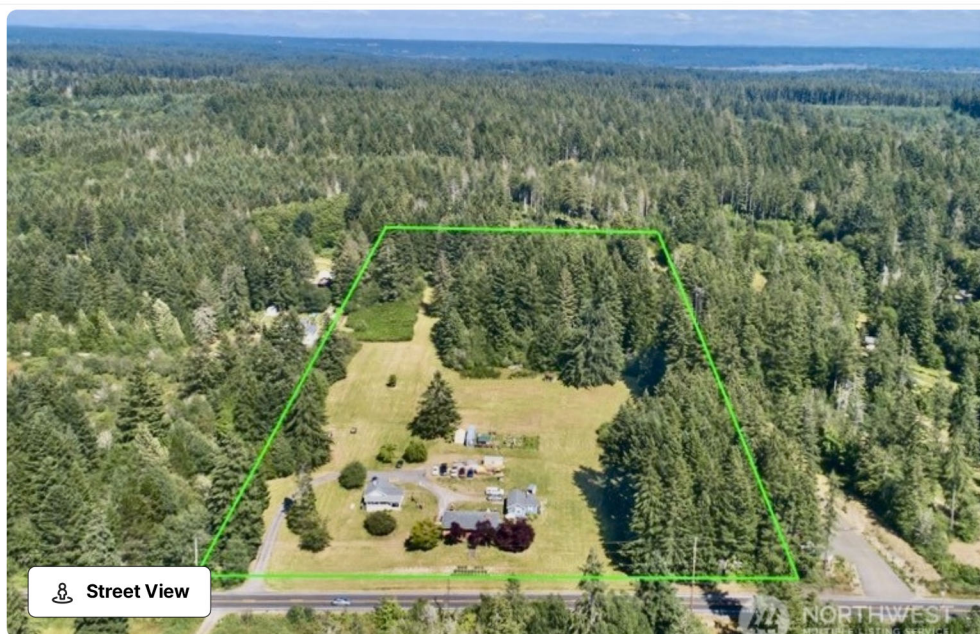
While parking is challenging at Key Central Forest and the public is impacts by the smash & grab thefts, I cannot recommend that the Board move forward with this acquisition due to budgetary impacts unless the Zeren property is removed from consideration or alternative revenues are identified.

Instead, it is recommend that the Board consider adding funds to a future budget as part of the CFP process to add in lighting and improve the parking lot. As an alternative, the Board could reconsider existing priorities for land acquisition and re-direct staff on the Zeren or other properties, or consider the additional analysis needed for additional revenue sources such as a levy lid lift. These are longer and more complex discussions which will require additional research to understand the full impacts and options.

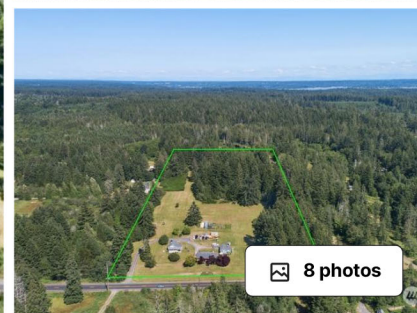
**Recommended Action:** Provide direction on potential property acquisition.

Attachment 1: Current real estate listing for property.





Listed by Jason Kjellesvik • COMPASS.





FOR SALE - [ACTIVE](#)

10615 Wright Bliss Rd NW, Gig Harbor, WA 98329

**\$999,900**

Est. \$7,005/mo [Get pre-approved](#)

**5**

Beds

**3.5**

Baths

**4,314**

Sq Ft



**Go tour this home**

WEDNESDAY

**4**

OCT

THURSDAY

**5**

OCT

FRIDAY

**6**

OCT

[Tour in person](#)

[Tour via video chat](#)

**Schedule tour**

It's free, with no obligation & cancel anytime

OR

**Start an offer**

[Ask a question](#)

[\(253\) 201-4636](#)

**Gig Harbor is a hot market**  
48% of homes accept an offer within a week. Tour it before it's gone!

Tomorrow: [10:00 am](#) • [11:00 am](#) • [12:00 pm](#) • [1:00 pm](#) • [2:00 pm](#) • [More times](#)

**About this home**

2 Parcels with 3 houses! Large double parcel tax records shows as 17.55 Acres (Buyer to Verify). Front main home is a stylish mid century rambler with full unfinished basement (totally open and could be a multi-car garage with workshop) boasting 3 bedrooms and 1.5 baths, the ADU behind the main (blue house in pics) is 1 bedroom 1 bath, and the 3rd cottage is a 1 bedroom 1 bath (white cottage in pics). All of this set on a bucolic piece of land with lawns, gardens and open space. Some wooded area provides privacy and territorial views. Tenants are in place for income while you remodel or build your dream home. This entire package is gorgeous!

[Show less](#) ^

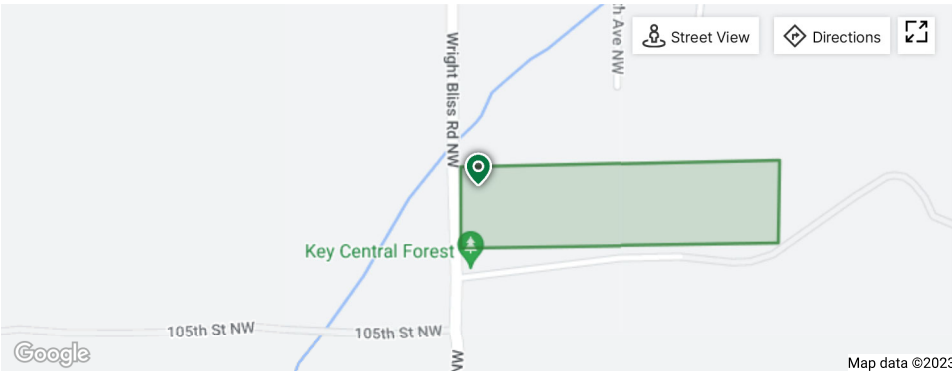
Listed by Jason Kjellesvik • COMPASS  
Redfin checked: [2 minutes ago](#) (Oct 4, 2023 at 2:15pm) • Source: NWMLS #2160007

**Home facts**

|                |                                    |           |              |
|----------------|------------------------------------|-----------|--------------|
| Time on Redfin | 25 days                            | Style     | Traditional  |
| Property Type  | Residential, 16 - 1 Story w/Bsmnt. | Community | Wright Bliss |
| Year Built     | 1960                               | Lot Size  | 17.55 Acres  |

**Price insights**

|                  |           |              |       |
|------------------|-----------|--------------|-------|
| List Price       | \$999,900 | Price/Sq.Ft. | \$232 |
| Est. Mo. Payment | \$7,005   |              |       |



— min · [Add a commute](#)

Ask Redfin agent Melissa a question



**Melissa Spencer-Toronto**  
Gig Harbor Redfin Agent  
Melissa Spencer-Toronto typically replies in about **7 minutes**

Write a message...

I'd like more home details.

I'm interested in buying.

Is this home still available?

Ask a question

Text or call **(253) 201-4636**

Payment calculator

\$7,005 per month

Reset

Get pre-approved

|                        |         |
|------------------------|---------|
| Principal and interest | \$5,904 |
| Property taxes         | \$826   |
| Homeowners' insurance  | \$275   |

Down payment

20% (\$199,980)

Home price

\$999,900

Loan details

30-yr fixed, 8.06%

Down payment

Cash

\$199,980

20%

Have a home to sell?

**Add my home equity**

|             |                        |
|-------------|------------------------|
| Cash        | \$199,980              |
| Home Equity | \$0                    |
| Total Down: | <b>\$199,980 (20%)</b> |

**Additional resources****Down payment assistance**

View down payment assistance programs for this home.

**Electricity and solar**

Est. \$144/month, save \$144 with rooftop solar

**Internet**

You may need to disable ad blockers to view Internet info

Provided by Down Payment Resource, Wattbuy, and AllConnect

**Additional services****Find a VA Loan**

[0% Down VA Home Loans: Get Quote](#)

Advertisement

**Check Your Report**

[View Your Credit Score](#)

Advertisement

**Open houses**

No upcoming open houses

**Schedule a tour today**

Tour with Redfin and one of our agents will be there to answer all your questions.

Tomorrow: [10:00 am](#) • [11:00 am](#) • [12:00 pm](#) • [1:00 pm](#) • [2:00 pm](#) • [More times](#)

**Property details for 10615 Wright Bliss Rd NW****Parking****Parking Information**

- Covered Spaces: 2
- Parking Total: 2

- Parking Features: Attached Garage
- Garage Spaces: 2
- Has Attached Garage
- Has Garage

**Interior****Bedroom Information**

- # of Bedrooms: 5

**Room 11 Information**

- Room Type: Primary Bedroom

- # of Bedrooms Main: 5
- Bedrooms Possible: 5

**Bathroom Information**

- # of Full Baths (Total): 3
- # of Half Baths (Total): 1
- # of Full Baths (Main): 3
- # of Half Baths (Main): 1
- # of Bathtubs: 3

**Room 1 Information**

- Room Type: Dining Room
- Room Level: Main

**Room 2 Information**

- Room Type: Entry Hall
- Room Level: Main

**Room 3 Information**

- Room Type: Kitchen With Eating Space
- Room Level: Main

**Room 4 Information**

- Room Type: Living Room
- Room Level: Main

**Room 5 Information**

- Room Type: Rec Room
- Room Level: Lower

**Room 6 Information**

- Room Type: Utility Room
- Room Level: Lower

**Room 7 Information**

- Room Type: Bathroom Full
- Room Level: Main

**Room 8 Information**

- Room Type: Bathroom Full
- Room Level: Main

**Room 9 Information**

- Room Type: Bathroom Full
- Room Level: Main

**Room 10 Information**

- Room Type: Bathroom Half
- Room Level: Main

- Room Level: Main

**Room 12 Information**

- Room Type: Bedroom
- Room Level: Main

**Room 13 Information**

- Room Type: Bedroom
- Room Level: Main

**Room 14 Information**

- Room Type: Bedroom
- Room Level: Main

**Room 15 Information**

- Room Type: Bedroom
- Room Level: Main

**Basement Information**

- Basement Features: Unfinished

**Fireplace Information**

- Has Fireplace
- # of Fireplaces: 2
- Fireplace Features: Wood Burning
- # of Fireplaces Main: 1
- # of Fireplaces Lower: 1

**Heating & Cooling**

- Has Heating
- Heating Information: Baseboard, Stove/Free Standing
- Cooling Information: None

**Interior Features**

- Interior Features: Hardwood, Wall to Wall Carpet, Dining Room, Fireplace, Water Heater
- Appliances: Dishwasher, Dryer, Refrigerator, Stove/Range, Washer
- Flooring: Hardwood, Vinyl, Carpet
- Appliances Included: Dishwasher,Dryer,Refrigerator,Stove/Range,Washer

**Second Living Quarters Information**

- Detached Dwelling Sq. Ft. Finished: 1373
- Accessory Dwelling Unit: DetachedDwelling
- ADU # of Beds: 2
- ADU # of Baths: 2

**Exterior****Building Information**

- Building Information: Built On Lot
- Construction Methods: Standard Frame
- Roof: Composition

**Exterior Features**

- Exterior Features: Brick, Wood, Wood Products

**Property Information**

- Energy Source: Electric,Wood
- Sq. Ft. Finished: 2,797
- Sq. Ft. Unfinished: 1,517
- Style Code: 16 - 1 Story w/Bsmnt.
- Property Type: Residential
- Property Sub Type: Residential

- Property Condition: Good
- Has View

**Land Information**

- Vegetation: Brush, Pasture, Wooded

**Lot Information**

- MLS Lot Size Source: Public Records
- Site Features: Deck,Fenced-Partially,Outbuildings
- Zoning Jurisdiction: County
- Lot Size Units: Square Feet
- Lot Size Acres: 17.55
- Lot Size Dimensions: Irregular
- Elevation Units: Feet

Financial

Tax Information

- Tax Annual Amount: \$9,907
- Tax Year: 2023

Financial Information

- Listing Terms: Cash Out, Conventional

Utilities

Utility Information

- Water Source: Individual Well, Shared Well
- Water Company: Well
- Power Company: Peninsula Light

- Sewer: Septic Tank
- Sewer Company: Septic
- Water Heater Location: Basement
- Water Heater Type: Electric

Location

Multi-Unit Information

- Furnished: Unfurnished

School Information

- High School District: Peninsula

Location Information

- Directions: SR 16 To Purdy. Cross Bridge (Hwy 302 West to Wright Bliss Rd). Turn left on Wright Bliss Rd. Located about a 1/4 mile with sign on left side by Wednesday 9/13/23.
- Topography: Equestrian,Level,PartialSlope

Community Information

- Senior Exemption: false

Other

Listing Information

- Selling Agency Compensation: 2.5
- Mls Status: Active

Listing Date Information

- On Market Date: Friday, September 8, 2023
- Cumulative Days On Market: 20

Green Information

- Direction Faces: West
- Power Production Type: Electric, Wood

Home Information

- Living Area: 2,797
- Living Area Units: Square Feet
- Calculated Square Footage: 5687
- MLS Square Footage Source: Public Records
- Building Area Total: 4314
- Building Area Units: Square Feet
- Foundation Details: Poured Concrete
- Year Built Effective: 1984
- Effective Year Built Source: See Remarks
- Structure Type: House
- Levels: One
- Entry Location: Main

Details provided by NWMLS and may not match the public record. [Learn more.](#)

Sale and tax history for 10615 Wright Bliss Rd NW

Sale History      Tax History

Today

|                 |                |             |
|-----------------|----------------|-------------|
| Sep 19, 2023    | Price Changed  | \$999,900   |
| Date            | NWMLS #2161260 | Price       |
| - . - . - . - . | . . . . .      | . - - - - . |

Sep 8, 2023

Date

Listed (Active)

NWMLS #2161260

\$950,000

Price



+3

Listing provided courtesy of Northwest Multiple Listing Service (NWMLS)



2 Parcels with 3 houses! Large double parcel tax records shows as 17.55 Acres (Buyer to Verify). Front main home is a stylish mid century rambler with full unfinished basement (totally open and could be a multi-car garage with workshop) boasting 3 bedrooms and 1.5

[Show more](#) ✓**Sep, 2023**

Sep 19, 2023

Date

Price Changed

NWMLS #2160007

\$999,900

Price

Sep 8, 2023

Date

Listed (Active)

NWMLS #2160007

\$950,000

Price

**Nov, 2020**

Nov 3, 2020

Date

Sold (MLS) (Sold)

NWMLS #1636895

\$675,000

Price

Sep 30, 2020

Date

Pending

NWMLS #1636895

—

Price

Sep 24, 2020

Date

Relisted (Active)

NWMLS #1636895

—

Price

Aug 11, 2020

Date

Pending

NWMLS #1636895

—

Price

Jul 30, 2020

Date

Pending (Pending - Backup  
Offer Requested)

NWMLS #1636895

—

Price

Jul 29, 2020

Date

Pending (Pending  
Inspection)

NWMLS #1636895

—

Price

Jul 28, 2020

Date

Listed (Active)

NWMLS #1636895

\$675,000

Price



+27

Listing provided courtesy of Northwest Multiple Listing Service (NWMLS)



Rare opportunity! Two homes + paint studio located on 17+ gorgeous acres w/ two separate tax parcels! 10 acres of wide open pasture land, plus 7 acres of commercial grade timber/brush. Great location with PenMet Parks to the south and 300+ acres of DNR

[Show more](#) ✓**Aug, 2003**

Aug 8, 2003

Date

Sold (MLS)

NWMLS #23053783

\$275,000

Price

Apr 19, 2003

Listed

\$310,000

|              |                 |       |
|--------------|-----------------|-------|
| Date         | NWMLS #23053783 | Price |
| Feb, 2003    |                 |       |
| Feb 19, 2003 | Listing Removed | —     |
| Date         | NWMLS #22079916 | Price |
| Sep, 2001    |                 |       |
| Sep 30, 2001 | Listing Removed | —     |
| Date         | NWMLS #20081147 | Price |

Show less

### Public facts and zoning for 10615 Wright Bliss Rd NW

|                    |   |                |                           |
|--------------------|---|----------------|---------------------------|
| Beds               | — | Lot Size       | —                         |
| Baths              | — | Style          | Single Family Residential |
| Finished Sq. Ft.   | — | Year Built     | —                         |
| Unfinished Sq. Ft. | — | Year Renovated | —                         |
| Total Sq. Ft.      | — | County         | Pierce County             |
| Stories            | — | APN            | 0022351007                |

Home facts updated by county records on May 4, 2023.

### Additional resources



**Zoning**

R10 | Permitted: Single-Family, Two-Family, Commercial, Industrial

### Schools

GreatSchools Summary Rating

4/10

**Vaughn Elementary School**

Public, PreK-5 • Serves this home • 0.7mi

7/10

**Key Peninsula Middle School**

Public, 6-8 • Serves this home • 3.3mi

7/10

**Peninsula High School**

Public, 9-12 • Serves this home • 7.0mi