



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

Board Meeting

(Meetings may be videotaped or recorded)

AGENDA
July 12, 2021

7:30 PM – Regular Meeting

We encourage the public to participate in the meeting via the Zoom platform:

<https://zoom.us/j/97984718963?pwd=MGhsWUo1VlEvdnZVd0d6Vloxa25idz09>

Meeting ID: 979 8471 8963 Passcode: 825073

Dial in (253) 215 8782

Members of the Board of Park Commissioners
Ed Robison, President

Shawn Jensen, Vice President
Kip Clinton, Clerk

Mark Michel, Member-at-Large
Linda Parry, Member-at-Large

Regular Meeting – 7:30 PM

1. Call to Order

2. Roll Call

	Present	Excused	Comment
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- | | | | |
|-----------------|--|--|--|
| a. Ed Robison | | | |
| b. Shawn Jensen | | | |
| c. Mark Michel | | | |
| d. Kip Clinton | | | |
| e. Linda Parry | | | |

3. Pledge of Allegiance

4. Approval of Agenda

5. Special Presentations (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. June 14, 2021 Regular Meeting
- b. June 24, 2021 Special Meeting

8. Financial Report

- a. June 2021 Financial Report

9. Executive Director's Report

10. Board Committee and Advisory Council Reports

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

11. Board President's Report

12. Unfinished Business

13. New Business

- a. Authorize the Executive Director to Execute a Release from Right of First Refusal for the Lind Family Trust
- b. Mid-Year Report

14. Other minor matters

15. Good of Order/Comments by Board Members

16. Next Regular Meeting August 9, 2021

17. Adjournment



Meeting: July 12, 2021

Item # 7a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: July 12, 2021

Subject: Approval of Minutes

Background

This is a routine item and includes the meeting minutes from Regular Meeting on Monday, June 14, 2021 and the Special Meeting on Thursday, June 24, 2021.

Recommended Action: Approve meeting minutes.

Attachment 1: Minutes from Regular Meeting on June 14, 2021

Attachment 2: Minutes from Special Meeting on June 24, 2021

KEY PENINSULA METROPOLITAN PARK DISTRICT

D.b.a. KEY PEN PARKS

P.O. Box 70, Lakebay, WA 98349

253-884-9240 and answers@keypenparks.com

Board Meeting Minutes

Monday, June 14, 2021

This public meeting was a digital Zoom meeting due to Washington State's COVID-19 "Stay Home, Stay Healthy" mandate.

The regular public Zoom meeting was called to order at 7:30 PM by Executive Director Tracey Perkosky. She turned the meeting over to Board President Robison after the Pledge of Allegiance and roll call.

Commissioners Present: Ed Robison, Shawn Jensen, Mark Michel, Linda Parry and Kip Clinton. Staff present for Key Pen Parks: Executive Director Tracey Perkosky.

Citizens present via Zoom: Stan Moffett, Sami Jensen, Ron Hardy.

1. Approval of Agenda: President Robison asked if there were any additions or corrections to the agenda. Hearing none, the agenda was adopted as written.

2. Special Presentations: No special presentations.

3. Citizen Comments: Stan Moffett said it was great to see the Gateway Park splash pad open over Memorial Day weekend and see the many kids using it; they were so excited! Sami Jensen concurred with Stan Moffett regarding the splash pad opening to the public earlier in the year than planned; she thanked Executive Director Perkosky and all the Commissioners for making it happen. She said it was great to see kids out there having fun; she suggested splash pad operational hours might be extended.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the May 10, 2021, regular meeting minutes; hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The May 2021 Springbrook financial balance was \$4,049,887.86. The May 2021 Zoo/Trek deposit was \$19,849.52. Total Zoo/Trek collections to date were \$86,725.84. The May 2021 Real and Personal Property Tax deposit was \$86,763.81. 2021 Real and Personal Property Tax collections to date were \$795,647.19. BIAS Expenditures for May 2021 were \$59,438.13. President Robison asked if there were any corrections or objections to the May 2021 financial report. Hearing none the financial report was adopted as submitted.

6. Executive Director's Report: Executive Director Perkosky reported that on May 27, 2021, the WA Dept. of Health revised their COVID requirements for opening splash pads; those similar to the one at Gateway Park (not in a "water park", fresh water, outdoors, etc.) could open immediately. Staff were able to open the new Gateway Park Splash Pad, with the required COVID-19 notifications, at noon on Saturday May 29, 2021 (Memorial Day weekend). The 4th of July Hot Dog Social/Family Fun Fest will not happen this year due to COVID restrictions and time constraints. The Logging Show has also deferred opening in 2021, and plans to return in 2022. August's Cinema Under the Stars will take place and a new event, the 5K Fun Run or Walk or Bike Ride Event is scheduled for July 17 at Gateway Park/360 Trails. She also said she had a great meeting with the KP Beekeepers Association; the possibility of adding more pollinator habitat to parks and a training apiary were discussed. She stated that Key Pen Parks' maintenance department is still short staffed and seeking two full-time seasonal employees and

one part-time (year-round) person. In addition, Maintenance Supervisor Woodward has resigned his position effective June 15, 2021. Because of that, some cosmetic upkeep is being deferred in the parks while other more immediate long-overdue projects are addressed (building and vehicle repairs).

7. Board Committee and Advisory Council Reports:

- a) **Land and Improvement Committee (Commissioner Robison):** No report.
- b) **Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):** Commissioner Michel said he was unable to attend the last Foundation meeting in person. He reported the Foundation is working on restructuring its Board of Directors and planning an October 5K Fun Run Fund Raiser. Executive Director Perkosky sat in on the Foundation's meeting (via Zoom) and said they have \$30,000.00 their account, most of which is unrestricted; a small portion is designated for trails and a few other small projects.
- c) **Trails Committee (Commissioner Michel):** Commissioner Michel said the Student League Mountain Bike Race at Gateway Park/360 Trails went well, though it was a much smaller event than years past; the course was shorter and there were less participants.
- d) **Events Committee (Commissioner Michel):** Commissioner Michel said Events Coordinator Grandt is working on a new July 17 Fun Run, Walk or Bike Ride Event.

8. President's Report: President Robison said that everyone is excited about the Splash Pad being open. His grandson, Easton Wheat ('Easton the Beaston') collided with another participant and hit his head on the third day but is doing OK. Signage to remind kids and parents not to run or rough house is being installed.

9. Unfinished Business:

- a) **Approve Resolution R2021-04 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Adopting Park Policy Guidelines with Rules for Park Facilities Owned and Operated by the District:** The Board discussed the changes from the previous draft. Executive Director Perkosky stated one change is that Class 1 E-bikes will be permitted on multi-use trails; the intent is to make trail access more inclusive. Class 2 and 3 E-bikes will be restricted to signed areas only. There were three syntax corrections to the text of the resolution: the second line of the third clause shall be amended to read "...Parks, **hereby** adopts the attached..."; the first line of the fourth clause shall be amended to read "...PASSED AND ADOPTED by **the** Board of Park..."; the second line of the fourth clause shall be amended to read "...public health restriction (strike 'held') this 14th day of...". Commissioner Jensen moved to "approve adopting Resolution R2021-04 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Adopting Park Policy Guidelines with Rules for Park Facilities Owned and Operated by the District as amended; Commissioner Clinton seconded the motion. The motion passed unanimously (5/0).

10. New Business:

- a) **Approve Resolution R2021-05 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Regarding Appointment of Agent to Receive Claims for Damages as per RCW 46.9 and Repealing Resolution R2015-14:** The Board discussed the Resolution with the following syntax corrections mentioned: Clause five subheading 2. shall be amended to read

“The Executive Director, and in the absence of the Executive Director, the Fiscal Specialist, **are** hereby appointed to **be the agent(s)** responsible...”; Clause six line two shall be amended to read “...public health restrictions (strike ‘held’) this 14th day of...”. Commissioner Michel moved to “approve Resolution R2021-05 A Resolution of the Board of Park Commissioners of the Key Peninsula Metropolitan Park District Regarding Appointment of Agent to Receive Claims for Damages as per RCW 46.9 and Repealing R2015-14 with editorial corrections; Commissioner Jensen seconded the motion. The motion passed unanimously (5/0).

- b) Approve Partnership with the 2021 Farm Tour:** Executive Director Perkosky informed the Board that the Farm Tour is going forward with their October event. They will probably not use Gateway Park as a shuttle bus base, but they hope to have herding dog exhibitions and possibly goat yoga there. She recommended approval of the Contract for Services between Key Peninsula Metropolitan Park District and the Key Peninsula Farm Tour. Commissioner Parry moved that “we approve the Partnership Agreement with the Key Peninsula Farm Council for the 2021 Farm Tour; Commissioner Clinton seconded the motion. The motion passed unanimously (5/0).
- c) Authorize the Executive Director to Re-Enter Negotiations for Taylor Bay Caretaker Lease Renewal:** Executive Director Perkosky told the Board that the present caretakers at Taylor Bay would like to assume additional duties at that park as a rental offset. She said it is always good to keep reliable contractors and the present caretakers have been excellent. There was discussion how to apply any rental offset given the caretakers are considered independent contractors. Commissioner Robison moved “that we allow the Executive Director to negotiate the new terms for continuation of the rental agreement for Taylor Bay (Park) Caretakers”; Commissioner Michel seconded the motion. The motion passed unanimously (5/0). Executive Director Perkosky will submit the negotiated contract to Key Pen Parks’ legal counsel prior to final signatures.

11. Other minor matters: Commissioner Robison said that the Maintenance Supervisor, who just resigned, was the second most senior Key Pen Parks employee; Fiscal Specialist Armstrong is the most senior Key Pen Parks employee; he hoped Executive Director Perkosky, during Maintenance Supervisor Woodward’s exit interview, might be able to capture some of that institutional knowledge so the transition will be smoother for a new Park Facilities Manager.

12. Commissioners Comments/Good of the Order: Commissioner Parry concurred with citizens Stan Moffett’s and Sami Jensen’s comments about the Gateway Park Splash Pad’s early opening. Commissioner Jensen thanked Candidate (Position 2) Ron Hardy for filing for office and attending tonight's Zoom meeting; Commissioner Robison asked Mr. Hardy if he'd like to introduce himself and/or say a few words. Candidate Hardy said he filed because he thinks he can bring something to the Board. Commissioner Michel said it was 54 degrees on Sunday (June 13) and he counted 4 kids playing in the Splash Pad. He commended everyone on the Board and Staff for their contributions toward getting the Splash Pad project completed.

13. Meeting Adjourned: The public Zoom meeting of June 14, 2021, was adjourned at 8:20 PM. The next regular meeting will be held on Monday, July 12, 2021, at 7:30 PM and may be in person at the Volunteer Park Concession Building or via Zoom. The regular meeting may be preceded by a 7:00 PM study session. Key Pen Parks reserves the fourth Monday of each month

for special topic meetings should any be needed. Should any regular meeting date fall on a public holiday, the substitute date is the Tuesday following the regular meeting date.

Respectfully submitted by Commissioner Kip Clinton, Board Clerk.

Disclaimer: Key Pen Parks' minutes are not official until approved by the Board of Commissioners. Discrepancies in the unofficial minutes may be corrected at the time the Board addresses and approves the minutes.

Unofficial

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

P.O. Box 70, Lakebay, WA 98349

253-884-9240 and answers@keypenparks.com

Single Purpose Special Board Meeting Minutes

Thursday, June 24, 2021

*This public meeting was a digital Zoom meeting due to Washington State's COVID-19
"Stay Home, Stay Healthy" mandate*

The public Zoom meeting was called to order at 6:01 PM in by Executive Director Perkosky. Executive Director Perkosky turned the Special Meeting over to President Robison after the recital of the Pledge of Allegiance.

Commissioners Present: Ed Robison, Shawn Jensen, Mark Michel, Linda Parry and Kip Clinton. Key Pen Parks staff present was Executive Director Perkosky.

Citizens present via Zoom: None.

1. Approval of Agenda: President Robison stated, because this meeting is a Single Purpose Special Meeting of the Key Pen Parks Board of Commissioners, the agenda is "set" and cannot be amended; the agenda was adopted as written.

2. Citizen Comments: None.

3. New Business:

a) Approve Agreement with Akramoff Consulting for Interim Parks & Facilities

Manager Service: Executive Director Perkosky said Key Pen Parks is in the process of recruiting a permanent Parks & Facilities Manager with the expectation of hiring someone by the end of August. However, with the summer workload, she recommended Key Pen Parks hire an interim Parks & Facilities Manager. Glenn Akramoff of Akramoff Consulting is experienced in that field and comes highly recommended after serving as Interim Park Director for PenMet Parks. The contract will end August 31, 2021, with the possibility of an additional short-term extension. It may also be terminated earlier with 10-day notice. Commissioner Robison asked if the proposed salary is within Key Pen Parks existing budget; Executive Director Perkosky answered "yes". Commissioner Jensen asked if this was a sole-source contract; Executive Director Perkosky said she contacted three additional companies, however they weren't available on Key Pen Parks' timeline, however it is also not a sole source agreement since it is a professional services agreement. Commissioner Robison moved that we authorize the Executive Director to execute the Agreement for Services (with Akramoff Consulting) as presented to the Board tonight"; Commissioner Clinton seconded the motion. The motion passed unanimously (5/0).

4. Meeting Adjourned: The public Zoom meeting of June 24, 2021, was adjourned at 6:08 PM.

The next regular meeting will be held on Monday, July 12, 2021 at 7:30 PM via Zoom. The meeting may be preceded by a 7:00 PM study session. Key Pen Parks reserves the fourth Monday of each month for special topic meetings should any be needed. Should any regular meeting date fall on a public holiday, the substitute date is the Tuesday following the regular meeting date.

Respectfully submitted by Commissioner Kip Clinton, Board Clerk.

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Meeting: July 12, 2021

Item # 8a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Via: Laura Armstrong, Fiscal Specialist

Date: July 12, 2021

Subject: Approval of Finances

Background

This report includes a summary of the financial information from June 2021 for Board approval.

June 2021 Financial Report

Total expenditures \$91,997.72

- Accounts Payable \$26,823.85 Check # 1799 to 1799
EFT for \$75.00
- Payroll/Benefits \$52,919.25 EFT's
- Pierce County Claim \$ 12,075.00 EFT's
- Petty Cash \$0 Cash
- Bank service fees \$104.62 EFT's

Total Revenue \$41,105.89

- Other Revenues \$10,839.20
- Zoo Trek \$17,163.07
- Property Tax \$12,945.00
- Investment \$118.11
- Leasehold Excise \$40.51
- Timber Excise Tax \$
- Sale of Tax Title Property \$0

TREASURERS REPORT

Fund Totals

Key Peninsula Metro Parks District

06/01/2021 To: 06/30/2021

Time: 13:39:56 Date: 07/07/2021
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	4,049,887.86	41,105.89	91,997.72	3,998,996.03	4,550.47	0.00	0.00	4,003,546.50
	4,049,887.86	41,105.89	91,997.72	<u>3,998,996.03</u>	4,550.47	0.00	0.00	4,003,546.50

TREASURERS REPORT

Account Totals

Key Peninsula Metro Parks District

06/01/2021 To: 06/30/2021

Time: 13:39:56 Date: 07/07/2021

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 First Citizens Checking	1,577.88	10,839.20	3,708.49	8,708.59	0.00	0.00	8,708.59
2 First Citizens Payroll	22,737.56	67,417.65	52,919.25	37,235.96	0.00	0.00	37,235.96
3 Pierce County	3,985,725.73	33,795.56	124,845.37	3,894,675.92	0.00	0.00	3,894,675.92
4 Petty Cash	173.08	0.00	0.00	173.08	0.00	0.00	173.08
5 First Citizens AP	39,673.61	45,352.72	26,823.85	58,202.48	0.00	4,550.47	62,752.95
Total Cash:	4,049,887.86	157,405.13	208,296.96	3,998,996.03	0.00	4,550.47	4,003,546.50
	4,049,887.86	157,405.13	208,296.96	3,998,996.03	0.00	4,550.47	4,003,546.50

TREASURERS REPORT
Outstanding Vouchers

Key Peninsula Metro Parks District

As Of: 06/30/2021 Date: 07/07/2021
 Time: 13:39:56 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	361	06/09/2021	Claims	5	1788	Occupational Medical Clinic of Tacoma	228.00	Pre-employment physicals and drug screens for Whitmarsh and Paganelli
2021	389	06/17/2021	Claims	5	1791	Cascade Recreation, INC	4,322.47	fibar wood fiber chips for Home Park and Civic Center
							<u>4,550.47</u>	

Fund	Claims	Payroll	Total
001 General Fund	<u>4,550.47</u>	<u>0.00</u>	<u>4,550.47</u>
	4,550.47	0.00	4,550.47

TREASURERS REPORT

Signature Page

Key Peninsula Metro Parks District

06/01/2021 To: 06/30/2021

Time: 13:39:56 Date: 07/07/2021

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

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

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 13:45:10 Date: 07/07/2021

06/01/2021 To: 06/30/2021

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Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
328	06/02/2021	Tr Rec	1340	1066	1	General Customer	180.00	Rental of Gateway Park pavillion on 6-11-2021 from 1-5pm for (Juan Pedro Alonzon)
329	06/02/2021	Tr Rec	1341	1067	1	Tracey L Perkosky	1,182.77	Gateway caretaker rent for June 2021 of 950.00, Electric of 110.79 and leasehold tax of 121.98.
330	06/02/2021	Tr Rec	1342	1068	1	US Bank	210.74	Credit card NASPO 1st quarter contract payment.
341	06/03/2021	Tr Rec	1343	1069	1	The Snack Shack	540.00	Concession building rent of 400.00 and utilitie of 140.00 for June 2021
342	06/03/2021	Tr Rec	1344	1070	1	Kyle Armstrong	312.86	Taylor Bay caretaker rent of \$100.00, Electric of \$200.00 and Lease hold tax of 12.86 for June 2021
351	06/08/2021	Tr Rec	1349	1071	1	WA student Cycling League	1,700.00	Rental of 360 Trails and parking area at Gateway Park on 6-5-21 and 6-6-2021 from 7am to 3pm for event.
365	06/01/2021	Tr Rec	1350	1072	1	General Customer	61.80	Rental of Gatewaypavilion on 6-5-2021 from 1-3pm for (Kidder) Non-Res.
366	06/01/2021	Tr Rec	1351	1073	1	General Customer	63.00	Rental of Gatewaypavilion on 6-19-2021 from 12-2pm for (Groves) Non-Res.
367	06/01/2021	Tr Rec	1352	1074	1	General Customer	61.80	1/2 Rental of Gatewaypavilion on 6-12-2021 from 1-3pm for (Harlan) Non-Res.
368	06/01/2021	Tr Rec	1353	1075	1	General Customer	103.00	Full Rental of Gatewaypavilion on 7-10-2021 from 4-6pm for (Sanders) Non-Res.
369	06/01/2021	Tr Rec	1354	1076	1	General Customer	77.25	Full Rental of Gatewaypavilion on 8-8-2021 from 5-7pm for (Howard) Res.
370	06/01/2021	Tr Rec	1355	1077	1	General Customer	61.80	1/2 Rental of Gatewaypavilion on 6-19-2021 from 2-5pm for (Elliott-Wiley) Res.
371	06/15/2021	Tr Rec	1356	1078	1	General Customer	46.35	1/2 rental Gateway Pavilion on 6-12-2021 from 2:30 to 4:30 for (Huseby) res
372	06/03/2021	Tr Rec	1357	1079	1	General Customer	61.80	1/2 rental Gateway Pavilion on 6-26-2021 from 2:00 to 4:00 for (Calson) non-res
373	06/03/2021	Tr Rec	1358	1080	1	General Customer	46.35	1/2 rental Gateway Pavilion on 6-12-2021 from 11 to 1:00 for (Lopiccolo) res
374	06/15/2021	Tr Rec	1359	1081	1	General Customer	46.35	1/2 rental Gateway Pavilion on 8-27-2021 from 11 to 1:00 for (Wellman) res
375	06/15/2021	Tr Rec	1360	1082	1	General Customer	46.35	1/2 rental Gateway Pavilion on 6-13-2021 from 2:30 to 4:30 for (Stock or Hyde) res
387	06/16/2021	Tr Rec	1361	1083	1	Key Pen Little League	3,828.00	Payment for 2021 Field rental agreement.

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 13:45:10 Date: 07/07/2021

06/01/2021 To: 06/30/2021

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Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
398	06/10/2021	Tr Rec	1362	1084	1	General Customer	108.15	Full rental of Gateway Pavilion on 6-26-2021 from 4-7 pm for (Fenton)
399	06/10/2021	Tr Rec	1363	1085	1	General Customer	61.80	1/2 rental of Gateway Pavilion on 7-17-2021 from 12-4 pm for (Moon)
409	06/29/2021	Tr Rec	1364	1086	1	General Customer	32.00	Rental of Home Park shelter for 8/28/2021 from 1-4pm for (Key Peninsula Preschool)
410	06/29/2021	Tr Rec	1365	1087	1	General Customer	97.50	Rental VP field 1 for June 17, 22 and 24th from for (Shockwave Baseball Club)
411	06/29/2021	Tr Rec	1366	1088	1	General Customer	50.00	Purchase of surplus patio furniture for (Perkosky)
430	06/10/2021	Tr Rec	1367	1089	1	General Customer	51.50	Balance due for Gateway Park pavilion rental (Moon)
431	06/11/2021	Tr Rec	1368	1090	1	General Customer	53.20	Rental of Home Park shelter on 6-26-2021 from 1:30 to 5:30 for (Stevens)
432	06/11/2021	Tr Rec	1369	1091	1	General Customer	77.25	Rental of full Gateway Park pavilion on 6-18-2021 from 4 to 6 for (Palagyi)
433	06/14/2021	Tr Rec	1370	1092	1	General Customer	13.10	Processing credit card fees for 3 refunded credit card payment on pavilion rentas for (Gilmore, Lique, and Bruderer) all refunded by credit card.
434	06/15/2021	Tr Rec	1371	1093	1	General Customer	46.35	1/2 rental of Gateway Park Pavilion on 6-19-2021 from 2-5 for (Merrick)
435	06/15/2021	Tr Rec	1372	1094	1	General Customer	46.35	1/2 rental of Gateway Park Pavilion on 8-7-2021 from 12-2 for (Blowers)
436	06/16/2021	Tr Rec	1373	1095	1	General Customer	62.83	Rental of Volunteer Park Pavilion on 7-3-2021 from 7-12 for (VanderDoes)
437	06/16/2021	Tr Rec	1374	1096	1	General Customer	61.80	1/2 rental of Gateway Park Pavilion on 6-22-2021 from 5-7 for (Morgan)
438	06/16/2021	Tr Rec	1375	1097	1	General Customer	46.35	1/2 rental of Gateway Park Pavilion on 6-22-2021 from 5-7 for (Helgerson)
439	06/17/2021	Tr Rec	1376	1098	1	General Customer	46.35	1/2 rental of Gateway Park Pavilion on 7-30-2021 from 1-3 for (Larson)
440	06/17/2021	Tr Rec	1377	1099	1	General Customer	61.80	1/2 rental of Gateway Park Pavilion on 7-3-2021 from 12-2 for (Black)
441	06/17/2021	Tr Rec	1378	1100	1	General Customer	144.20	Full rental of Gateway Park Pavilion on 7-18-2021 from 4-7 for (Keevy)
442	06/17/2021	Tr Rec	1379	1101	1	General Customer	61.80	1/2 rental of Gateway Park Pavilion on 7-12-2021 from 11-1 for (Wood)

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 13:45:10 Date: 07/07/2021

06/01/2021 To: 06/30/2021

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Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
443	06/18/2021	Tr Rec	1380	1102	1	General Customer	2.25	Credit card processing fee for refund on cancelled rental refunded via credit card for (Deoneseus)
444	06/18/2021	Tr Rec	1381	1103	1	General Customer	51.50	1/2 rental of Gateway Park pavilion on 7/2/2021 from 12:30 to 3 for (Larson)
445	06/18/2021	Tr Rec	1382	1104	1	General Customer	77.25	1/2 rental of Gateway Park pavilion on 9/26/2021 from 1 to 3 for (Moore)
446	06/21/2021	Tr Rec	1383	1105	1	General Customer	61.80	1/2 rental of Gateway Park pavilion on 7/11/2021 from 11 to 1 for (Lanza)
447	06/21/2021	Tr Rec	1384	1106	1	General Customer	46.35	1/2 rental of Gateway Park pavilion on 6/21/2021 from 6 to 18 for (Hambly)
448	06/22/2021	Tr Rec	1385	1107	1	General Customer	185.40	Full rental of Gateway Park pavilion on 8/7/2021 from 2 to 6 for (Stryker)
449	06/22/2021	Tr Rec	1386	1108	1	General Customer	144.20	Full rental of Gateway Park pavilion on 8/8/2021 from 12 to 3 for (Reynante)
450	06/22/2021	Tr Rec	1387	1109	1	General Customer	46.35	1/2 rental of Gateway Park pavilion on 7/10/2021 from 1 to 3 for (Simons)
451	06/24/2021	Tr Rec	1388	1110	1	General Customer	46.35	1/2 rental of Gateway Park pavilion on 8/14/2021 from 3 to 5 for (MacSalka)
455	06/15/2021	Tr Rec	1389	1111	1	General Customer	15.45	Balance paid on Rental of Gateway Pavilion for (Blowers)
456	06/15/2021	Tr Rec	1390	1112	1	General Customer	75.00	Rental of Gateway pavilion for 6-24-2021 Canceled and refunded on 6-25-2021
457	06/24/2021	Tr Rec	1391	1113	1	General Customer	46.35	12 rental of Gateway Park pavilion for 6-30-2021 from 2-4 for (Huseby)
458	06/25/2021	Tr Rec	1392	1114	1	General Customer	113.30	12 rental of Gateway Park pavilion for 8-21-2021 from 1-5 for (Chittenden)
459	06/25/2021	Tr Rec	1393	1115	1	General Customer	61.80	Full rental of Gateway Park pavilion for 7-10-2021 from 4-6 for (Sanders)
460	06/25/2021	Tr Rec	1394	1116	1	General Customer	61.80	1/2 rental of Gateway Park pavilion for 7-2-2021 from 12-2 for (Foley)
461	06/25/2021	Tr Rec	1395	1117	1	General Customer	51.50	1/2 rental of Gateway Park pavilion for 7-11-2021 from 10 - 12 for (Reddinger)

360 Long Terms

10,839.20

001 General Fund

10,839.20

10,839.20

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 13:45:32 Date: 07/07/2021

06/01/2021 To: 06/30/2021

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Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
463	06/30/2021	Tr Rec	1396		3	Pierce County Budget and Finar	12,945.00	Property tax of \$11,291.57 and delinquent tax of \$1,653.43
464	06/30/2021	Tr Rec	1397		3	Pierce County Budget and Finar	17,163.07	Zoo Trek
465	06/30/2021	Tr Rec	1398		3	Pierce County Budget and Finar	40.51	Leasehold Excise tax
466	06/30/2021	Tr Rec	1399		3	Pierce County Budget and Finar	118.11	Investment interest
			310 Taxes				30,148.58	
			360 Long Terms				118.11	
			001 General Fund				30,266.69	
							30,266.69	

Payroll expenditures for June 2021

Key Peninsula Metro Parks District

Time: 13:43:05 Date: 07/07/2021

06/01/2021 To: 06/30/2021

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT EFTPS	347	06/08/2021	Payroll	2	4,222.44	
EFT WA State Department of Retirement	348	06/08/2021	Payroll	2	6,703.97	
EFT Employee Paycheck	331	06/10/2021	Payroll	2	1,946.98	
EFT Employee Paycheck	332	06/10/2021	Payroll	2	1,294.93	
EFT Employee Paycheck	333	06/10/2021	Payroll	2	1,377.75	
EFT Employee Paycheck	334	06/10/2021	Payroll	2	818.36	
EFT Employee Paycheck	335	06/10/2021	Payroll	2	236.44	
EFT Employee Paycheck	336	06/10/2021	Payroll	2	2,557.98	
EFT Employee Paycheck	337	06/10/2021	Payroll	2	1,183.99	
EFT Employee Paycheck	338	06/10/2021	Payroll	2	1,674.67	
EFT Employee Paycheck	339	06/10/2021	Payroll	2	306.82	
EFT Employee Paycheck	340	06/10/2021	Payroll	2	2,186.17	
EFT Employee Paycheck	376	06/25/2021	Payroll	2	1,946.98	
EFT Employee Paycheck	377	06/25/2021	Payroll	2	118.21	
EFT Employee Paycheck	378	06/25/2021	Payroll	2	1,294.93	
EFT Employee Paycheck	379	06/25/2021	Payroll	2	1,450.50	
EFT Employee Paycheck	380	06/25/2021	Payroll	2	118.21	
EFT Employee Paycheck	381	06/25/2021	Payroll	2	1,149.34	
EFT Employee Paycheck	382	06/25/2021	Payroll	2	2,557.98	
EFT Employee Paycheck	383	06/25/2021	Payroll	2	1,180.83	
EFT Employee Paycheck	384	06/25/2021	Payroll	2	1,647.98	
EFT Employee Paycheck	385	06/25/2021	Payroll	2	1,078.60	
EFT Employee Paycheck	386	06/25/2021	Payroll	2	7,985.51	
EFT EFTPS	408	06/28/2021	Payroll	2	7,378.08	
EFT Department of Licensing	467	06/30/2021	Claims	2	13.00	Driving record request for new employee
EFT United Concordia	468	06/30/2021	Payroll	2	488.60	
Total Checks:					52,919.25	

Accounts Payable expenditures for June 2021

Key Peninsula Metro Parks District

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06/01/2021 To: 06/30/2021

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
210602001 PEBB Health Insurance	352	06/08/2021	Payroll	5	4,485.39	
210603001 All Play Systems	353	06/09/2021	Claims	5	345.28	Gateway park swing repair
210603002 Alpine Products INC	354	06/09/2021	Claims	5	42.22	Splash Pad stencil
210603003 CenturyLink	355	06/09/2021	Claims	5	109.01	internet services
210603004 EPIC Business Essentials	356	06/09/2021	Claims	5	444.45	Printer toner, staples, dry board cleaner, paper for printer
210603005 Gleason Timothy J	357	06/09/2021	Claims	5	48.16	Mileage for May 2021 gleason
210603006 H.D. Fowler	358	06/09/2021	Claims	5	131.85	Repairs for VP Irrigation
210603007 Madrona Law Group PLLC	359	06/09/2021	Claims	5	345.00	Professional services regarding HR matter and water line issue.
210603008 Murreys Disposal Company	360	06/09/2021	Claims	5	794.70	Trash dumpsters at Volunteer and Gateway
210603009 Occupational Medical Clinic of Tacoma	361	06/09/2021	Claims	5	228.00	Pre-employment physicals and drug screens for Whitmarsh and Paganelli
210603010 Peninsula Light Company	362	06/09/2021	Claims	5	1,653.55	Electric bills for volunteer, home, taylor bay
210604001 Alpine Products INC	388	06/17/2021	Claims	5	100.89	Stencil's for splash pad at Gateway
210604002 Cascade Recreation, INC	389	06/17/2021	Claims	5	4,322.47	fibar wood fiber chips for Home Park and Civic Center
210604003 Glen Cove Repair LLC	390	06/17/2021	Claims	5	4,923.34	Truck repairs for the 2005 Chevrolet Silverado 2500. Wheel bearings and hub assyamble, breaks replaced, fixed turn signal, serviced transmission, replaced upper and lower radiator hose. washer pump
210604004 Grandt Veronica L	391	06/17/2021	Claims	5	455.84	Milage log for personal vehicle Jan, Feb, March, April, May
210604005 H.D. Fowler	392	06/17/2021	Claims	5	131.85	Stone Flange, rubber gasket, pvc parts, white wires for VP irrigation
210604006 US Bank	393	06/17/2021	Claims	5	7,492.98	May 2021 monthly credit card statement
210604007 Verizon Wireless	394	06/17/2021	Claims	5	364.00	Cell phones
210604008 WA water service company	395	06/17/2021	Claims	5	161.83	Splash Pad water bill
210604009 Wave Broadband	396	06/17/2021	Claims	5	145.04	Phone and Internet at Volunteer Park
210604010 Woodward Matthew M	397	06/17/2021	Claims	5	98.00	Mileage log for 06-2021 personal vehicle
Total Checks:					26,823.85	

VOUCHER APPROVALS

Key Peninsula Metro Parks District

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06/01/2021 To: 06/30/2021

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Merch Bankcard service	454	06/30/2021	Claims	1	75.00	Credit card refund for shelter rental due to signage error for (Gilmore)
Total Checks:					<u>75.00</u>	

TRANSACTION JOURNAL

Key Peninsula Metro Parks District

Time: 13:46:45 Date: 07/07/2021
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06/01/2021 To: 06/30/2021

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
452	06/30/2021	06/30/2021	1		Ser Chge		First Citizens	75.00	Banking service fees
	576 80 49 003	Banking Fees		001	General Fund			75.00	Banking service fees
453	06/30/2021	06/30/2021	1		Ser Chge		Merch Bankcard service	29.62	Credit card processing fees
	576 80 49 003	Banking Fees		001	General Fund			29.62	Credit card processing fees
	Records Printed:		2						
						Adjustments:		0.00	
						Beginning Balance:		0.00	
						Revenues:		0.00	
						Warrant Expenditures:		0.00	
						Non Warrant Expenditures:		104.62	
						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	104.62	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	104.62	0.00	0.00	0.00

Pierce County expenditures for June 2021

Key Peninsula Metro Parks District

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06/01/2021 To: 06/30/2021

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Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Pierce County Budget and Finance	462	06/30/2021	Claims	3	12,075.00	Debt Service Interest.
Total Checks:					<u>12,075.00</u>	