



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

Board Meeting

(Meetings may be videotaped or recorded)

AGENDA
April 12, 2021

7:00 PM Study Session

7:30 PM – Regular Meeting

Public Notice: Pursuant to Governor Inslee's' Stay Home, Stay Healthy Proclamation 20-25 and the extension of Proclamation 20-28 regarding Open Public Meetings, this Board of Commissioners meeting will be conducted remotely. We encourage the public to participate in the meeting via the Zoom platform:

<https://zoom.us/j/94469731353?pwd=MmZtMmFQQTRpYWxnbzluK0ZubTU2dz09>

Meeting ID: 944 6973 1353 Passcode: 344601

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

Study Session – 7:00 PM

1. Discussion on update to park rules

Regular Meeting – 7:30 PM

- 1. Call to Order**

2. Roll Call

Present Excused Comment

- 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. March 8, 2021 Regular Meeting

8. Financial Report

- a. March 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. Approval of Annual Financial Report for the Year Ending December 31, 2020
- b. Approval of Executive Director to sign Letter of Support for WA Congressional Delegation on Trails

14. Other minor matters

15. Good of Order/Comments by Board Members

16. Next Regular Meeting May 10, 2021

17. Adjournment



Regular Meeting: April 12, 2021

Item # Study Session

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: April 12, 2021

Subject: Park Rules Discussion

During the regular Park Board Meeting of February 8, 2021 there was an initial discussion on updates to the park rules. The only documentation found appeared to be signage versus adopted rules. A discussion ensued on having a more formal document knowing that enforcement would be challenging given low staffing levels and lack of peace officer powers.

The attached document attempts to find a mid-point by focusing on important areas that could require enforcement while not attempting to place policy on every potential human action.

Definitions

The terms used in this Resolution, unless clearly contrary to or inconsistent with the context in which used, shall be:

- "Aircraft" means any contrivance now known, or hereafter invented, used or designed for navigation of or flight in the air.
- "Animal" means any nonhuman mammal, bird, reptile, or amphibian.
- "Camp" means erecting a tent or shelter or arranging bedding or both, for the purpose of, or in such a way that permits remaining overnight, or parking a trailer, camper, or other vehicle for the purpose of remaining overnight.
- "District" means the Key Peninsula Metropolitan Park District (Key Pen Parks)
- "Director" means the Executive Director of Key Pen Parks or designee.
- "Facilities" means any equipment, building, structure, roadway, trail, path, or area operated by Key Pen Parks.
- "Fee" means the currently adopted fee schedule for use of or by Key Pen Parks
- "Park" means and includes all parks, meridians, trails, linear corridors, parkways, boulevards, beaches, playfields, and recreation areas and facilities comprising the parks and recreation system of Key Pen Parks and under the management and control of the District.
- "Permit" means any and all permits, licenses, or approvals required by federal or state law, or required by Key Pen Parks.
- "Person" means all natural persons, firms, partnerships, entities, corporations, clubs and all associations or combination of persons whenever acting for themselves or through an agent, servant or employee.
- "Sheriff" means and includes the Pierce County Sheriff and deputies and all members of the law enforcement agencies within Pierce County.
- "Trail" means:
 - Any way identified as a "trail" or "path" at paved or graded prepared entrance points; or
 - Any way that is not marked parking area or highway as defined in Title 46 RCW; or
 - Any way not of sufficient width or grading to permit its safe use by standard passenger automobiles moving in both directions simultaneously along its entire length.
- "Vehicle" means any self-propelled device capable of being moved, and in, upon, or by which any person or property may be transported or drawn and shall include, but not be limited to, automobiles, trucks, motorcycles, motorscooters, bicycles, sailboards, All Terrain Vehicles, go-carts, jeeps or similar type four-wheel drive vehicles and snowmobiles, whether or not they can be legally operated upon the public highways.

Permits Required for Certain Activities

It shall be unlawful in any park, without first securing a permit from the Director or designee, for any person to:

- Use a public address system or other sound amplifying device;
- Use, place or erect any signboard, sign, billboard, bulletin board, post, pole or device of any kind for advertising in any park or to attach any notice, bill, poster, sign, wire, rod

- or card to any tree, shrub, railing, post or structure, or erect a structure of any kind;
- Sell refreshments or merchandise or engage in any business or occupation;
- Use any park facility for the purpose of having any watercraft for hire;
- Take up collections or to act as or apply the vocation of a solicitor, agent, peddler, beggar, strolling musician, organ grinder, exhorter, barker or showman within a park;
- Hold any organized runs, walks, races, trials, or competitions;
- Hold any shows, festivals, fund raisers, carnivals, parades, or similar activities;
- Sailboard, other than in designated areas;
- Fly aircraft, model rockets, hot air balloons, other than in designated areas;
- Parachute;
- Hang glide;
- Para-sail;
- Moor watercraft, other than in designated areas;
- Engage in paint balling or survival games;
- Participate in archery, other than in designated areas; or
- Engage in disaster drills; or
- Operate a motorized foot scooter, or any other unlicensed motorized vehicle other than in designated areas.

If the Director or designee finds that the safety, comfort, and convenience of the public in the use of the parks, or in the use of the area adjacent to the park, would be unduly disturbed, the Director or designee may deny the application, impose restrictions upon the permit or issue a permit for a different date, time, park, or park area to alleviate such disturbance.

The Director or designee may issue a permit for use of the park during hours when the park is closed.

Permit Administration and General Requirements.

- Any person who has obtained a permit from the Director or designee must produce and exhibit such permit upon request.
- No person under the age of 21 may sign for a reservation or obtain a permit.
- The Director or designee reserves the right to cancel a permittee's activity.
- All permittees must leave the facility in a condition considered satisfactory to the Director or designee. No group shall conduct activities causing extra custodial work unless previous agreement has been made to pay for such work.
- At all assemblies of minors under 18 years of age, responsible adults must be present throughout the entire function.
- A person using facilities by reservation or agreement may be required to protect and save Key Pen Parks, its elected and appointed officials and employees while acting within the scope of their duties as such, harmless from and against all claims, demands, and causes of action of any kind or character, including the cost of defense thereof, arising in favor of the persons, employees, or third parties due to personal injuries, death, or damage to property arising out of the premises, or in any way arising out of the acts or omissions of the person and/or their agents, employees, or representatives. Users of any and all park facilities or areas do so at their own risk. Key Pen Parks assumes no

liability or responsibility due to accidents or injury through authorized or unauthorized use of District facilities.

Prohibited Activities.

It is unlawful for any person to:

- Cut, remove, damage, destroy, mutilate, mark, or deface any turf, tree, plant, shrub, flower, structure, monument, statue, vase, fountain, wall, fence, railing, vehicle, bench, utility system, irrigation system, facilities, or other property in any park;
- Leave, deposit, drop or scatter bottles, broken glass, ashes, wastepaper, cans or other rubbish in a park except in a garbage can or other receptacle designated for such purposes;
- Deposit any household or commercial garbage, refuse, waste or rubbish which is brought from any private property in any garbage can or other receptacle designated for such purpose located within a park;
- Drain or dump refuse or waste from any trailer, camper or vehicle;
- Pollute or in any way contaminate by dumping or otherwise depositing therein any waste or refuse of any nature, kind or description including human waste or bodily waste in any stream, river, lake or other body of water running in, through or adjacent to any park;
- Clean or wash any vehicle in any park ;
- Possess, discharge, set off or cause to be discharged in or into any park, any firecracker, torpedo, rocket, firework, explosive or other substance harmful to the life or safety of persons or property. Legal fireworks as part of a permitted function which are licensed and in compliance with State regulations may be discharged in a manner meeting all safety requirements if authorized by the Director or designee and if handled by a licensed professional;
- Possess a firearm with a cartridge in any portion of the mechanism, or discharge across, in or into any park a firearm, air or gas weapon, or any device capable of injuring or killing any person or animal or damaging or destroying any public or private property;
- Annoy, bother, molest, insult or offer an affront to any other person within a park;
- Practice or play golf, baseball, cricket, lacrosse, polo, archery, hockey, tennis or other games of like character or to hurl or propel any missile except at places set apart for such purposes by the Director or designee;
- Possess, display or open and/or consume alcoholic beverages in a park, except that such beverages may be opened, served and consumed at designated locations within the Key Pen Parks system by persons who have obtained all requisite permits including, but not limited to, the Washington State Liquor Control Board Banquet permit and with the written permission of the Executive Director or designee;
- Smoke, including tobacco, vape fluid, marijuana or any similar substance in any park.
- Interfere with any park personnel in the exercise of his or her official duties;
- Have open fires or portable units using flammable material, except in designated park areas, barbeques or grills, or unless approved by the Director or designee;
- Blow, spread, or place any nasal or other bodily discharge, or spit, urinate, or defecate on the floors, walls, partitions, furniture, fittings, or any portion of any park or facility, except directly into the particular fixtures provided for that purpose;

- Make any public disturbance noise, or public nuisance noise unless such noise is necessary to a permitted activity or function;

Animals

- Animals are permitted in any Key Pen Parks park if the animals are kept on a leash no longer than eight feet, or confined, and under control at all times.
- It is unlawful for a person to fail to have in his/her possession the equipment necessary to remove his/her animal's fecal matter, when accompanied by an animal in any park.
- Any person with an animal in his or her possession or control in any park shall be responsible for the conduct of the animal and for removing from the park grounds feces deposited by such animal.
- Animals are not permitted on any designated swimming beach in any park, on the Splash Pad area, or in any sports field area, or in any public building unless authorized by the Director or designee; provided, that this policy shall not apply to guide or Service dogs.
- No person shall allow an animal in his or her possession or control to bite or in any way molest or unreasonably annoy other park visitors. The owner or other person having control of any dog or other animal that bites or causes injury to a human or domestic animal which is acting in a lawful manner is in violation of Pierce County Code 6.03.070.
- No person shall allow an animal in his or her possession or control to bark continuously or otherwise unreasonably disturb the peace or tranquility of the park.
- Horses shall be permitted in any park where suitable trails exist for riding. Horses shall not be permitted on any designated swimming area, campground, picnic area, or sports field. This regulation may be waived by the Director or designee for special events conducted by organized groups.
- No person shall ride any horse or other animal in such a manner that might endanger life or limb of any person or animal, and no person shall allow a horse or other animal to stand unattended or insecurely tied.
- No person shall in any manner tease, annoy, disturb, molest, catch, injure or kill, or throw any stone or missile of any kind at or strike with any stick or weapon any animal, bird or fowl; or catch any fish or feed any fowl or animal except at places and times designated for such purposes by the Director or designee and so posted by signs. No person shall give, offer or attempt to give to any animal or bird within the park any tobacco, drink or other article known to be noxious to animals or birds.
- Owners of dogs, horses or other animals that damage or destroy park property will be held liable for the full value of the property damaged or destroyed in addition to impounding fees and the penalty imposed for violation of these provisions.
- All laws, rules and regulations of the State of Washington relating to season limits and methods of fishing are applicable to fishing or gamefish in all Key Pen Parks' parks. No person may fish for or possess any fish taken from any dam, dike, bridge, dock, boat landing or beach which is posted with a sign prohibiting fishing.
- All laws, rules and regulations of the State of Washington relating to season limits and methods of taking are applicable to the taking of shellfish or food fish in parks except that in addition to such laws, the Director or designee may, upon finding good cause, close certain park areas for specific periods of time to the taking of shell fish. Such closed areas shall be posted with appropriate signs.

Camping Areas

- No person shall camp in any park except with written permission of the Director or designee.
- Fees for the use of camp or trailer sites are due and payable daily. The daily fee covers use of facilities until the vacating time of 3 p.m. of the following day.
- Occupants shall vacate camping facilities by removing their personal property therefrom prior to 3 p.m. if the applicable use fee has not been paid or if time limit for occupancy of the campsite has expired. The occupants may, however, remain in other areas of the park for purposes other than camping until normal closing time of the park. Failure to vacate upon expiration of the time limit for occupancy shall subject the occupant to the payment of additional use fees.

Parking.

- It is unlawful to park any vehicle, trailer, camper, or watercraft trailer in any area of a park not designated for parking, or in violation of signs or pavement markings, or where prohibited by signs or pavement markings, except with the permission of the Director or designee.
- No person shall park, leave standing or abandon a vehicle, trailer, camper, or watercraft trailer in any park after closing time except when camping in a designated area or with permission from the Director or designee.
Any vehicle, trailer, camper, or watercraft trailer found parked in violation may be cited and/or towed away at the owner's or operator's expense.

Speed

- No person shall drive a vehicle within any park at a speed greater than 10 mph unless otherwise posted, having due regard for the traffic and the surface and width of the travel way, and in no event at a speed which endangers the safety of persons, property or wildlife.
- It is unlawful to enter or leave a park by other than established entrances and exits.
- The washing and servicing of vehicles within a park is prohibited, including oil changes, other than emergency repairs.
- It is unlawful to engage in, conduct, or hold any trials or competitions for speed, endurance, or hill climbing involving any vehicle.
- All vehicle regulations contained in the Pierce County Code or the Revised Code of Washington shall apply to all roads, highways, parking lots, or parking areas within Key Pen Parks.

Aircraft

- All persons flying model aircraft shall abide by the official American Model Academy (AMA) safety code.
- All persons flying drones shall abide by Federal Aviation Administration (FAA) regulations.
- No person shall fly or land hot air balloons in any Key Pen Parks' park unless authorized

to do so by the Director or designee.

Park Hours

- All parks are open from 7:00 AM Pacific Time to legal sunset.
- Except in the case of prearranged, special group activities or regularly established concessions authorized by the Director or designee, no person shall remain in or enter a Key Pen Parks' park after posted park hours.
- In other areas, no person shall be present nor shall vehicles be allowed to remain parked in park facilities after legal sunset without written permission from the Director or designee.

Any person failing to comply with any provision of these regulations, any applicable Pierce County Code or the Revised Code of Washington while in a Key Pen Parks' park, shall be subject to immediate ejection from the Key Pen Parks' park area. The Director or designee and the Pierce County Sheriff's Department are authorized and directed to enforce the provisions of this resolution.



Meeting: April 12, 2021

Item # 7a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: April 12, 2021

Subject: Approval of Minutes

Background

This is a routine item and includes the meeting minutes from Regular Meeting on Monday, March 8, 2021.

Recommended Action: Approve meeting minutes.

Attachment 1: Minutes from Regular Meeting on March 8, 2021 (attachment forthcoming)

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, March 8, 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.

1. Approval of Agenda: President Robison asked if there were any additions or corrections to the agenda. Commissioner Michel requested the addition of "13. New Business b) City of Gig Harbor Grant Proposal". Hearing no objections, the agenda was adopted as amended.

2. Special Presentations: No special presentations.

3. Citizen Comments: Stan Moffett commended the Board and Executive Director Perkosky regarding the ease of accessing the Key Pen Park Board meeting via Zoom and that the agenda packet was readily available for citizen review prior to a scheduled meeting. He hoped that more KP citizens take advantage of the opportunity and attend Zoom meetings.

4. Approval of Minutes: President Robison asked if there were any objections or corrections to the February 8, 2021, regular meeting minutes; hearing none, the meeting minutes were approved as submitted.

5. Financial Report: The February 2021 Springbrook financial balance was \$3,302,923.69. The Zoo/Trek February 2021 deposit was \$19,380.79. Total 2021 Zoo/Trek collections to date were \$35,769.44. The February 2021 Real and Personal Property Tax deposit was \$44,231.95. 2021 Real and Personal Property Tax collections to date were \$48,970.24. Springbrook Expenditures for February 2021 were \$50,853.58. Commissioner Michel asked if there were any upcoming large expenses in 2021. Executive Director Perkosky said not initially but the capital balance will be depleted later in the year because of the Gateway Park Master Plan Update. She said she also budgeted \$600,000.00 toward the Gateway Park Amphitheater project and a horse area. President Robison asked if there were any corrections or objections to the February 2021 financial report. Hearing none the financial report was adopted as submitted.

6. Executive Director's Report: Executive Director Perkosky said the planned Easter Egg Hunt for Kids will be held in conjunction with Kiwanis of Gig Harbor. It will be a timed event so registration is required. She commended Events Coordinator Grandt for planning and implementing the event, given COVID mandates. Executive Director Perkosky stated, in light of the recent February snow event, she will be working with staff to create a snow access/response plan for the parks (toward safe sledding and snow play). She will be interviewing applicants for the new Volunteer & Office Coordinator position on Wednesday March 10. The gates to the Taylor Bay Park and Maple Hollow parking lots are now open for the spring/summer/early fall season. Commissioner Robison asked if, with the garbage dumping problem at Home Park,

there is a security camera on site; Executive Director Perkosky said “yes, but that hasn’t helped”. She stated that locking the gate at night and locking the restroom decreased garbage dumping.

7. Board Committee and Advisory Council Reports:

- a) **Land and Improvement Committee (Commissioner Robison):** Commissioner Robison said that he hadn’t started designing the Gateway Park Amphitheater due to business commitments.
- b) **Key Peninsula Parks and Recreation Foundation Report (Commissioner Michel):** Commissioner Michel reported that the Foundation has some funds for Key Pen Parks. Executive Director Perkosky said she is talking to the Foundation about sponsoring some events like a 5K walk/fun-run. She also said that the Foundation has voted in some new members.
- c) **Trails Committee Report (Commissioner Michel):** Commissioner Michel reported there are no work parties planned for the near future. Executive Director Perkosky said that someone dumped the bodies of two llamas at Key Central Forest and an adjacent private property; either the owner or a scavenger had removed the carcass in Key Central Forest.
- d) **Events Committee (Commissioner Michel):** Commissioner Michel said he was unaware of any upcoming events. Executive Director Perkosky reprised the listed Key Pen Parks spring events from her written report (See Key Pen Parks Board Meeting Agenda Packet March 8, 2021). The events listed were as follows:
Egg Hunt for Kids in partnership with Gig Harbor Kiwanis on March 27 (Gateway Park); Ride 4 KP Kids mountain bike event on April 17 (Gateway Park); Pop-Up Story Walk in partnership with Pierce Co. Libraries (Gateway Park) April 15 – May 15; Peninsula High School Cross Country practices Tues./Thurs. through March 18 (Gateway Park); Peninsula High School Cross Country Meet on March 13 (Gateway Park); BuDu Mountain Bike Race on April 11 (Gateway Park); and the Key Peninsula Little League season is beginning March 8 (Volunteer Park).

8. Board President’s Report (President Robison): Board President Robison said “we are finally seeing some progress in emerging from the COVID-19 shutdown. Key Peninsula Little League will see some (sort of) season and some events are scheduled to take place. Also some (sort of) spray park opening. That is progress.”

9. Unfinished Business: No Unfinished Business.

10. New Business:

- a) **Resolution 2021-03 Updating Authorization for Individuals with Limited Authority at First Citizens Bank:** The resolution updates the individuals who are authorized to ask questions, get bank statements for reconciliation, set-up meetings with bank officials, etc., from Key Pen Parks’ three accounts with First Citizens Bank to include Fiscal Specialist Laura Armstrong and Executive Director Tracey Perkosky and removes any previously authorized individuals. Park Board Commissioners have signing authority. Commissioner Jensen moved to approve Resolution 2021-03 Updating authorization for individuals with limited authority at First Citizens Bank; Commissioner Parry seconded the motion. The motion passed unanimously.
- b) **Approval of Letter in Support of City of Gig Harbor’s Pierce County Conservation Futures Grant Application for Acquisition of 11.5-acre Parcel adjacent to Donkey Creek for Conservation/Habitat/Indigenous Cultural Purposes and as a Connector Trail to the Cushman Trail:** Commissioner Clinton

moved to approve the letter of support; President Robison clarified the motion stating “To approve the letter [of support] for the City of Gig Harbor’s 11.5 acre acquisition grant application.” Commissioner Michel seconded the motion. The motion passed unanimously.

11. Other minor matters: No minor matters.

12. Commissioners Comments/Good of the Order: Commissioner Michel thanked the Board for being patient with him during his recent family loss. Commissioner Robison said he wanted to thank Executive Director Perkosky for getting employee training and safety protocols better and getting our organization, Key Pen Parks, functioning at a higher level.

13. Meeting Adjourned: The public Zoom meeting of March 8, 2021, was adjourned at 8:15 PM. The next regular meeting will be held on Monday, April 12, 2021, at 7:30 PM via Zoom per Governor Inslee’s “Stay Home, Stay Healthy” directive. 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.



Meeting: April 12, 2021

Item # 8

To: Board of Park Commissioners
From: Tracey Perkosky, Executive Director
Via: Laura Armstrong, Fiscal Specialist
Date: April 12, 2021
Subject: Approval of Finances

Background

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

March 2021 Financial Report

Total expenditures \$57,032.47

• Accounts Payable	\$21,325.33	Check # 1706 -1724
• <u>Payroll/Benefits</u>	\$35,627.14	EFT's
• <u>Pierce County Claim</u>	\$ 0.00	EFT's
• <u>Petty Cash</u>	\$0	Cash
• <u>Bank service fees</u>	\$80.00	EFT's

Total Revenue \$105,332.56

• BIAS (Other Revenues)	\$3,768.30
• Zoo Trek	\$15,616.65
• Property Tax	\$85,762.57
• Investment	\$185.04
• Leasehold Excise	\$0
• Timber Excise Tax	\$0
• Sale of Tax Title Property	\$0

Recommendation: Approve March 2021 Financial Report

Attachment 1: March 2021 Treasurer's Report

Attachment 2: Cash Flow YTD

TREASURERS REPORT

Fund Totals

Key Peninsula Metro Parks District

03/01/2021 To: 03/31/2021

Time: 10:49:40 Date: 04/06/2021
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	3,302,923.69	105,332.56	57,032.47	3,351,223.78	448.27	0.00	0.00	3,351,672.05
	3,302,923.69	105,332.56	57,032.47	3,351,223.78	448.27	0.00	0.00	3,351,672.05

TREASURERS REPORT

Account Totals

Key Peninsula Metro Parks District

Time: 10:49:40 Date: 04/06/2021
Page: 2

03/01/2021 To: 03/31/2021

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 First Citizens Checking	2,983.14	3,768.30	2,265.66	4,485.78	0.00	0.00	4,485.78
2 First Citizens Payroll	16,679.88	35,074.68	35,627.14	16,127.42	0.00	0.00	16,127.42
3 Pierce County	3,251,957.49	103,749.92	53,053.98	3,302,653.43	0.00	0.00	3,302,653.43
4 Petty Cash	173.08	0.00	0.00	173.08	0.00	0.00	173.08
5 First Citizens AP	31,130.10	17,979.30	21,325.33	27,784.07	0.00	448.27	28,232.34
Total Cash:	3,302,923.69	160,572.20	112,272.11	3,351,223.78	0.00	448.27	3,351,672.05
	3,302,923.69	160,572.20	112,272.11	3,351,223.78	0.00	448.27	3,351,672.05

TREASURERS REPORT

Outstanding Vouchers

Key Peninsula Metro Parks District

As Of: 03/31/2021 Date: 04/06/2021
Time: 10:49:40 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	129	03/04/2021	Claims	5	1712	Pierce County Finance	305.77	Annual Noxious weed control tax for all park own properties.
2021	156	03/19/2021	Claims	5	1724	Key Peninsula civic Center	142.50	Rental of GYM on May 1 2021 9am to 1:45 PM for Mom and Me Tea event.
							<u>448.27</u>	

Fund	Claims	Payroll	Total
001 General Fund	<u>448.27</u>	<u>0.00</u>	<u>448.27</u>
	448.27	0.00	448.27

TREASURERS REPORT

Signature Page

Key Peninsula Metro Parks District

03/01/2021 To: 03/31/2021

Time: 10:49:40 Date: 04/06/2021
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 Office Manager/Bookkeeper / Date

Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
158	03/12/2021	Tr Rec	1301	1035	1	Kyle Armstrong	312.86	Rent of \$100.00, Utilities of 200.00 and Lease hold tax of 12.86 for March 2021
159	03/12/2021	Tr Rec	1302	1036	1	The Snack Shack	540.00	Rent and utilities for March 2021
160	03/12/2021	Tr Rec	1303	1037	1	Tracey L Perkosky	1,349.44	Rent of \$950.00, utilities of \$ 277.46 and lease hold tax of \$121.98 for March 2021
161	03/12/2021	Tr Rec	1304	1038	1	US Bank	156.52	Quartly Refund for US Bank NASP contract program.
162	03/22/2021	Tr Rec	1305	1039	1	BuDu Racing, LLC	475.00	Balance due for event held 1-13-2021 at Gateway/360
168	03/30/2021	Tr Rec	1306	1040	1	The Snack Shack	540.00	Rent and Electric fees for April 2021 from the Snack Shack.
189	03/30/2021	Tr Rec	1311		1	Department of Enterprise Servic	394.48	Payee card rebate from the Department of Enterprise Services
360 Long Terms							3,768.30	
001 General Fund							3,768.30	
							3,768.30	

RECEIPT REGISTER

Key Peninsula Metro Parks District

Time: 10:52:25 Date: 04/06/2021

03/01/2021 To: 03/31/2021

Page: 1

Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
186	03/31/2021	Tr Rec	1308		3	Pierce County Budget and Finar	85,762.57	Property tax of \$81,916.96 and delinquent year tax of \$3,845.61
187	03/31/2021	Tr Rec	1309		3	Pierce County Budget and Finar	15,616.65	Zoo Trek
188	03/31/2021	Tr Rec	1310		3	Pierce County Budget and Finar	185.04	Investment interest
310 Taxes							101,379.22	
360 Long Terms							185.04	
001 General Fund							101,564.26	
							101,564.26	

March 2021 Payroll Expenditures

Key Peninsula Metro Parks District

Time:

10:53:46 Date: 04/06/2021

03/01/2021 To: 03/31/2021

Page:

1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
EFT Employee Paycheck	108	03/10/2021	Payroll	2	1,503.87	
EFT Employee Paycheck	109	03/10/2021	Payroll	2	118.21	
EFT Employee Paycheck	110	03/10/2021	Payroll	2	572.51	
EFT Employee Paycheck	111	03/10/2021	Payroll	2	1,134.72	
EFT Employee Paycheck	112	03/10/2021	Payroll	2	118.21	
EFT Employee Paycheck	113	03/10/2021	Payroll	2	118.21	
EFT Employee Paycheck	114	03/10/2021	Payroll	2	2,511.81	
EFT Employee Paycheck	115	03/10/2021	Payroll	2	1,188.75	
EFT Employee Paycheck	116	03/10/2021	Payroll	2	1,316.66	
EFT Employee Paycheck	117	03/10/2021	Payroll	2	2,142.91	
EFT EFTPS	131	03/11/2021	Payroll	2	3,352.81	
EFT EFTPS	157	03/22/2021	Payroll	2	3,653.38	
EFT United Concordia	169	03/22/2021	Payroll	2	552.50	
EFT WA State Department of Retiremen	165	03/24/2021	Payroll	2	5,776.16	
EFT Employee Paycheck	136	03/25/2021	Payroll	2	1,946.98	
EFT Employee Paycheck	137	03/25/2021	Payroll	2	118.21	
EFT Employee Paycheck	138	03/25/2021	Payroll	2	521.78	
EFT Employee Paycheck	139	03/25/2021	Payroll	2	1,409.19	
EFT Employee Paycheck	140	03/25/2021	Payroll	2	118.21	
EFT Employee Paycheck	141	03/25/2021	Payroll	2	118.21	
EFT Employee Paycheck	142	03/25/2021	Payroll	2	2,557.98	
EFT Employee Paycheck	143	03/25/2021	Payroll	2	1,117.40	
EFT Employee Paycheck	144	03/25/2021	Payroll	2	1,472.29	
EFT Employee Paycheck	145	03/25/2021	Payroll	2	2,186.18	
Total Checks:					35,627.14	

March 2021 Accounts Payable Expenditures

Key Peninsula Metro Parks District

Time:

10:54:17 Date: 04/06/2021

03/01/2021 To: 03/31/2021

Page:

1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo
1706 PEBB Health Insurance	123	03/04/2021	Payroll	5	4,485.39	
210302001 Canon Financial Services, INX	124	03/04/2021	Claims	5	121.00	Rental of Canon copier and Fax unit.
210302002 Copiers Northwest	125	03/04/2021	Claims	5	12.54	Copy usage as per contract for Canon copier.
210302003 Hemley's Handy Kans	126	03/04/2021	Claims	5	155.00	Rental of portable toilets for Key Central Forest and Gateway 360 park.
210302004 Occupational Medical Clinic of Tacoma	127	03/04/2021	Claims	5	190.00	Health physicals for 2 new employees
210302005 Peninsula Light Company	128	03/04/2021	Claims	5	1,546.79	Electric service fees for Volunteer Park, Home Park, Gateway Park, and Taylor
210302006 Pierce County Finance	129	03/04/2021	Claims	5	305.77	Annual Noxious weed control tax for all park own properties.
210302007 Safety Videos.com	130	03/04/2021	Claims	5	995.00	Annual access to online safety training program from February 2021 to February 25, 2022
210304001 Capitol Lumber	146	03/19/2021	Claims	5	342.60	Rotary hammer bits, GFCI outlet, ice melt, snow shovels, items to install dishwasher at Taylor Bay house, camlock straps,
210304002 Hemley's Handy Kans	147	03/19/2021	Claims	5	381.00	Rental and delivery fee for portable toilet at Taylor Bay. Rental of portable toilets for Gateway/360 and Key Central Forest.
210304003 Murreys Disposal Company	148	03/19/2021	Claims	5	369.18	Trash pick up service fees for Gateway and Volunteer Park.
210304004 Springbrook Holding Company LLC	149	03/19/2021	Claims	5	6,422.55	Upgrade to Springbrook cloud program for 2021
210304005 Tacoma Screw Products	150	03/19/2021	Claims	5	181.10	Zipties, buckets for chemical mixtures and cleaners.
210304006 US Bank	151	03/19/2021	Claims	5	3,965.07	Fluid resistant level 2 mask for staff, fuel, dishwasher, electronic lock, postage, water test, Email hosting, items for Easter hunt, good to go, pruners, buckets, broom dremel set,
210304007 United Rentals	152	03/19/2021	Claims	5	860.35	Rental of Boom rig for field 1 ballfield net repairs.
210304008 Verizon Wireless	153	03/19/2021	Claims	5	471.79	Cell phone service fees.
210304009 WA water service company	154	03/19/2021	Claims	5	128.14	Water service fees for Gateway Park.
210304010 Wave Broadband	155	03/19/2021	Claims	5	249.56	Phone and internet service fees.
210305001 Key Peninsula civic Center	156	03/19/2021	Claims	5	142.50	Rental of GYM on May 1 2021 9am to 1:45 PM for Mom and Me Tea event.
Total Checks:					21,325.33	

TRANSACTION JOURNAL

Key Peninsula Metro Parks District

Time: 11:04:59 Date: 04/06/2021
Page: 1

03/01/2021 To: 03/31/2021

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
190	03/31/2021	03/31/2021	1		Ser Chge		First Citizens	75.00	Bank service fees
	576 80 49 003	Banking Fees		001	General Fund			75.00	Bank service fees
191	03/31/2021	03/31/2021	1		Ser Chge		Merch Bankcard service	5.00	Credit card processing fees
	576 80 49 003	Banking Fees		001	General Fund			5.00	Credit card processing fees
Records Printed: 2									
Adjustments:									
Beginning Balance:									0.00
Revenues:									0.00
Warrant Expenditures:									0.00
Non Warrant Expenditures:									80.00
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	80.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00

2021 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 15:00:05 Date: 04/07/2021

Page: 1

001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
311 10 00 000 Taxes, Real & Person	4,738.29	44,231.95	85,762.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134,732.81	1,430,563.00	9%
313 17 00 000 Taxes, Zoo Trek Excis	16,388.65	19,380.79	15,616.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,386.09	150,000.00	34%
317 20 00 000 Taxes, Leasehold Exc	0.00	15.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.22	4,000.00	0%
317 40 00 000 Taxes, Forest Excise 1	0.00	120.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.69	500.00	24%
310 Taxes	21,126.94	63,748.65	101,379.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	186,254.81	1,585,063.00	12%
334 02 70 000 Recreation Conserva	107,452.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107,452.89	0.00	0%
330 Intergovernmental Revenues	107,452.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107,452.89	0.00	0%
347 60 00 003 Program Fees, Prog	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	2,000.00	0%
340 Park Fees	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	2,000.00	0%
361 11 00 000 Investment Interest	226.11	197.46	185.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	608.61	12,000.00	5%
362 40 00 003 S&F Rentals, Campir	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	750.00	0%
362 40 00 004 S&F Rentals, 360 Fie	350.00	0.00	475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	825.00	3,500.00	24%
362 40 00 005 S&F Rentals, Home I	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	200.00	0%
362 40 00 006 S&F Rentals, Volunte	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	75.00	0%
362 50 00 001 S&F Rentals, Conces	340.00	340.00	1,080.00	473.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,233.18	10,800.00	21%
362 50 00 002 S&F Rentals, Gatewa	1,071.98	1,326.02	1,349.44	1,256.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,004.09	15,600.00	32%
362 50 00 003 S&F Rentals, Storage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	0%
362 50 00 004 S&F Rentals, Little L	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	2,000.00	0%
362 50 00 005 S&F Rental, Taylor B	312.86	312.86	312.86	625.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,564.30	5,800.00	27%
367 00 00 000 Contributions & Dor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
369 91 00 000 Other Revenue	0.00	206.78	551.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	757.78	2,000.00	38%
369 91 01 000 Usage Of Fund Balar	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	192,980.00	0%
360 Long Terms	2,300.95	2,383.12	3,953.34	2,355.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,992.96	255,780.00	4%
FUND REVENUES:	130,880.78	66,131.77	105,332.56	2,355.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	304,700.66	1,842,843.00	17%
576 80 10 001 Commissioner Wage	128.01	384.03	768.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,280.10	7,500.00	17%
576 80 10 002 Administrative Wage	16,016.22	15,464.83	15,198.02	8,501.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,180.84	263,000.00	21%
576 80 10 003 Park Operations Wa	14,494.82	14,454.80	13,589.65	9,221.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,761.26	304,000.00	17%
576 80 20 001 Commissioner Perso	21.47	29.40	58.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109.67	600.00	18%
576 80 20 002 Administrative Bene	8,023.35	4,149.80	4,066.53	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,264.68	94,000.00	17%
576 80 20 003 Park Operations Ben	9,185.21	5,664.64	6,579.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,429.66	161,000.00	13%
576 80 20 005 Volunteers L&I Ben	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 20 006 Uniforms/safety Gea	56.08	26.00	267.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	349.14	3,500.00	10%
576 80 31 001 Office Supplies	10.00	152.20	432.18	112.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	706.62	3,000.00	24%
576 80 31 002 Maintenance Suppli	36.67	2,150.64	1,754.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,942.05	39,000.00	10%
576 80 31 003 Equipment Mainteni	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	7,500.00	0%
576 80 31 004 Vehicle Maintenance	469.03	92.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	561.08	5,000.00	11%
576 80 31 130 Supplies, Special Eve	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	3,000.00	0%
576 80 31 140 Supplies, Speial Ever	0.00	523.68	354.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	877.74	9,000.00	10%
576 80 32 000 Park Operations Fue	607.37	1,329.86	581.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,518.54	10,500.00	24%
576 80 35 000 Small Tools & Equip	0.00	199.00	737.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	936.53	4,500.00	21%
576 80 41 000 Professional Services	5,406.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,406.50	9,000.00	60%

2021 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 15:00:05 Date: 04/07/2021

Page: 2

001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
576 80 41 001 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	20,000.00	0%
576 80 41 002 Professional Services:	0.00	0.00	6,422.55	310.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,733.30	20,000.00	34%
576 80 41 004 Professional Services:	943.00	207.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,150.00	6,000.00	19%
576 80 41 005 Professional Services:	4,720.00	0.00	213.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,933.00	7,500.00	66%
576 80 41 007 Professional Services:	425.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	425.19	5,000.00	9%
576 80 41 008 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	1,500.00	0%
576 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	12,000.00	0%
576 80 41 020 Professional Services:	0.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.00	7,500.00	0%
576 80 41 120 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	500.00	0%
576 80 42 001 Communications, Ce	199.85	208.86	471.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	880.50	3,700.00	24%
576 80 42 002 Communications, Te	249.70	519.61	550.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,319.81	3,500.00	38%
576 80 42 004 Communications, Po	0.00	68.15	7.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76.10	250.00	30%
576 80 43 001 Travel, Commissione	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 43 002 Travel, Staff	6.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00	15,000.00	0%
576 80 44 001 Taxes And Operator	0.00	0.00	305.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	305.77	500.00	61%
576 80 45 000 Equipment Rental\ I	283.27	155.00	1,672.39	121.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,231.66	7,000.00	32%
576 80 46 000 Insurance, General L	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	35,000.00	0%
576 80 47 020 Utility Services, Key I	792.81	312.65	800.52	361.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,267.66	21,500.00	11%
576 80 47 040 Utility Services, Hom	0.00	52.45	52.78	50.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155.55	600.00	26%
576 80 47 080 Utility Services, Tayl	0.00	256.97	290.57	239.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	787.30	3,500.00	22%
576 80 47 090 Utility Services, Volu	184.59	862.86	900.24	1,694.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,642.20	17,000.00	21%
576 80 48 000 Repairs & Maintenan	0.00	2,863.37	0.00	1,380.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,243.41	20,500.00	21%
576 80 49 001 Licenses & Permits	130.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.00	4,500.00	3%
576 80 49 002 Dues & Subscription	500.00	60.00	995.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,555.00	4,700.00	33%
576 80 49 003 Banking Fees	65.00	80.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	1,250.00	18%
576 80 49 004 Other Expenses	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	4,000.00	0%
576 80 49 006 Training, Staff	0.00	330.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	330.00	3,500.00	9%
576 80 49 010 Miscellaneous Key C	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%
576 80 49 020 Miscellaneous Gatev	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%
576 80 49 090 Miscellaneous Volun	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%
576 80 49 120 Miscellaneous For Ci	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	2,500.00	0%
576 80 52 000 Intergovernmental T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 Parks	62,954.14	50,620.85	57,180.81	22,019.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	192,774.86	1,157,100.00	17%
589 00 00 999 Payroll Liability Accc	-98.74	-113.05	-148.34	-4,479.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-4,839.26	0.00	0%
589 30 00 000 Other Non-Expendit	0.00	345.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	345.78	2,500.00	14%
580 Non-Expenditures	-98.74	232.73	-148.34	-4,479.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-4,493.48	2,500.00	180%
591 76 70 000 G.O. Bond Principal	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	35,000.00	0%
592 76 83 000 G.O. Bond Interest	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	21,525.00	0%
591	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	56,525.00	0%
594 76 62 001 Capital Improvemen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225,000.00	0%
594 76 62 020 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	344,718.00	0%
594 76 62 090 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	20,000.00	0%
594 76 63 001 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
594 76 64 001 Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,000.00	0%

2021 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 15:00:05 Date: 04/07/2021

Page: 3

[illegible]

2021 FUND TOTALS

Key Peninsula Metro Parks District

Time: 15:00:05 Date: 04/07/2021

Page: 4

[illegible]



Regular Meeting: April 12, 2021

Item # 10

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: April 12, 2021

Subject: Executive Director Report

The move to Phase 3 has allowed for new opportunities – most notably larger group sizes. This was evident in an extremely successful Egg Hunt for Kids hosted in partnership with the Kiwanis of Gig Harbor on Saturday March 27th. Event Coordinator Grandt did an amazing job in her outreach to the community by going out and spending a few afternoons in the parks to let parents know of the upcoming fun. Registration swelled to 138 kids and over 340 people overall! Due to Covid restrictions, dedicated areas for “hunting” were set-up as no more than 2 households could be in one area. It was a registration only event and each household was given an arrival time. Each child got to take home 14 eggs. Key Pen Parks used pre-filled plastic eggs which greatly reduced the staff time needed to fill them all.

Events are moving forward with the following schedule:

- Pop-Up Story Walk at Gateway Park in partnership with Pierce County Library is April 15- May 15th
- Park Appreciation Day – April 24
- Mom & Me Tea – May 1
- Ride 4 KP Kids! – May 15

Contracted events:

- BuDu Mountain Bike Race, April 11
- Key Peninsula Park & Recreation Foundation Run/Walk – October 16

Little League play is ongoing at Volunteer Park. There continues to be inquiries for potential events, shelter rentals, and more. As of now, shelter rentals are not possible due to the requirements surrounding food. These include restroom sanitization, table sanitization, maximum people/households per table, distance between tables, etc. are all not possible with the limited staff. The tables continue to be reduced at Gateway Park to discourage the larger groups which have been coming on weekends. The tables are simply moved to another section of the park to encourage smaller family gatherings. Thus far, there have been no large gathering witnessed at Volunteer Park.

The next review of Covid Phase eligibility is Monday April 12th with any changes implemented on Friday, April 16th. Media reports show Pierce, King and Snohomish Counties, among others, as at-risk for a roll back to Phase 2. Tacoma-Pierce Health Department has issued warnings through the media that if the metrics stay the same, it is likely Pierce County will revert to Phase 2. This reduces capacity to 25% and maximum gathering size to 200. Phases are evaluated every three weeks.



New guidance was issued for standalone splash pads. The splash pad can only be open if the county is in Phase 3 or later. It requires a pre-registration system and a limited capacity. Hot water is required for handwashing and face coverings will be required. Staff is working on fencing in the splash pad area as soon as the Storywalk is complete on May 15th. This will be temporary fencing but metal sections which is more sturdy than orange construction fencing. A seasonal position will be posted shortly in order to hire for an onsite person to monitor occupancy, keep unregistered people out and ensure that the rules are followed. Tentative opening is June 15th which aligns with school ending.

Key Pen Parks recently promoted Jake Gleason as our new Volunteer & Office Coordinator. A veteran and a former member of our maintenance team he brings a knowledge of park projects and organizing people. He started in his new role on April 2nd and will have a large role in Park Appreciation Day. In maintenance, conditional job offers are underway for a seasonal and a FT Maintenance Assistant. Lloyd Anderson's last day is April 22nd and interviews are underway for replacement PT Maintenance Assistant. This leaves only the Trails & Restoration Worker (PT) vacant.

Park Appreciation Day requires pre-registration and participants are strongly encouraged to bring their own tools. There will be volunteer opportunities at Home, Volunteer and Gateway Parks.

The Beaver Pond was assessed by experts at Beavers Northwest and they do not recommend a pond leveler. There could be a joint solution when considering the erosion issue plus some beaver dam modifications. An RFP is underway to secure a consultant with expertise in freshwater erosion.

There are two playground amenities which are currently closed due to needed repairs. The slide in Home Park is closed and the supplier is checking on availability of parts. The ADA swing at Gateway Park is also closed while a required latch is on order. Both amenities should be open within a few weeks.

Illegal dumping has greatly subsided lately with no major incidents to report.

Staff is now in the Administration Office in Volunteer Park every day, although it remains closed to the public. Everyone continues to adhere to Covid protocols and despite some concern leading to 2 negative tests a few weeks ago, everyone remains healthy.

All staff have recently completed required sexual harassment and workplace harassment training.



Regular Meeting: April 12, 2021

Item # 13a

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: April 12, 2021

Subject: Approve 2020 Annual Financial Report for Submittal to WA State Auditor's Office

Annually, government entities in Washington State must submit to the State Auditor an Annual Financial Report by the last working day in May, which is May 28, 2021 for this cycle. This report was previously known as the Consolidated Annual Financial Report (CAFR), however that term and more specifically the acronym is no longer used.

The purpose of the Annual Financial Report is to show universal financial transparency among all governmental bodies. In other words, all governments submit the same information. Depending on the complexity of the financial system, the number of funds and the basis of reporting the unique Schedules may change by government. Key Pen Parks submits Schedule 01 (which creates Statement C-4), Schedule 09, Schedule 15, and Schedule 19.

Key Pen Parks at the end of 2020 had \$3.2 million in reserve, some of this is funds already allocated for capital projects but as a cash basis government is rolled into the end of year balance. The liabilities include \$535,000 for the GO Bond for the Anderson Property (initial Gateway Park purchase), \$134,096 in pension liability and \$36,242 in compensated absences. In addition, we received \$301,889 in grant revenues in 2020.

Recommendation: Approve the 2020 Annual Financial Report for submittal to the WA State Auditor's Office.

Attachments: Draft report and selected back-up.

DRAFT ANNUAL FINANCIAL REPORT

Schedule 01					
MCAG	Fund Number	Fund Name	BARS Account	Description	Amount
1690	001	General	3089100	Unreserved Cash and Investments - Beginning	2,590,458
1690	001	General	3111000	Property Tax	1,408,823
1690	001	General	3131700	Zoo, Aquarium and Wildlife Facilities Sales and Use Tax	186,038
1690	001	General	3370000	Leasehold and Forest Excise Tax	86,831
1690	001	General	3340690	Recreation Conservation Office (RCO)	227,547
1690	001	General	3340690	Pierce County Parks Conservations Futures	230,260
1690	001	General	3611000	Investment Earnings	12,542
1690	001	General	3620000	Rents and Leases	30,578
1690	001	General	3670000	Contributions and Donations from Nongovernmental Sources	31,700
1690	001	General	3699100	Miscellaneous Other	7,712
1690	001	General	5768010	General Parks - Salaries	469,256
1690	001	General	5768020	General Parks - Benefits	170,392
1690	001	General	5768030	General Parks - Supplies	70,571
1690	001	General	5768040	General Parks - Services	232,978
1690	001	General	5917670	G.O. Bond Principal	30,000
1690	001	General	5927680	G.O Bond Interest	24,900
1690	001	General	5947660	Capital Expenditures/Expenses - Park Facilities	594,771
1690	001	General	5089100	Unreserved Cash and Investments - Ending	3,219,620

Key Peninsula Metro Parks District

STATEMENT C-4

FOR COMPARISON USE ONLY, NOT FOR FILING

For Year Ending: December 31, 2020

1 Of 1

BARS CODE	Total For All Funds 001 - General Fund			
		Total Amount	Actual Amount	Actual Amount
Beginning Cash and Investments				
308.21	Nonspendable	0.00	0.00	0.00
308.31	Restricted	0.00	0.00	0.00
308.41	Committed	0.00	0.00	0.00
308.51	Assigned	0.00	0.00	0.00
308.91	Unassigned	2,590,457.58	2,590,457.58	0.00
388/588	Net Adjustments	0.00	0.00	0.00
Revenues				
310	Taxes	1,681,692.00	1,681,692.00	0.00
320	Licenses and Permits	0.00	0.00	0.00
330	Intergovernmental Revenues	457,806.66	457,806.66	0.00
340	Charges for Goods and Services	0.00	0.00	0.00
350	Fines and Penalties	0.00	0.00	0.00
360	Miscellaneous Revenues	82,531.05	82,531.05	0.00
Total Revenues:		2,222,029.71	2,222,029.71	0.00
Expenditures				
510	General Government	0.00	0.00	0.00
520	Public Safety	0.00	0.00	0.00
530	Utilities	0.00	0.00	0.00
540	Transportation	0.00	0.00	0.00
550	Natural and Economic Environment	0.00	0.00	0.00
560	Social Services	0.00	0.00	0.00
570	Culture and Recreation	942,471.03	942,471.03	0.00
Total Expenditures:		942,471.03	942,471.03	0.00
Excess (Deficiency) Revenues over Expenditures:		1,279,558.68	1,279,558.68	0.00
Other Increases				
391-393, 596	Debt Proceeds	0.00	0.00	0.00
397	Transfers-In	0.00	0.00	0.00
385	Special or Extraordinary Items	0.00	0.00	0.00
386,389	Custodial Activities	0.00	0.00	0.00
381,382,395,398	Other Increases	0.00	0.00	0.00
Total Other Increases		0.00	0.00	0.00
Other Decreases				
594-595	Capital Expenditures	594,770.74	594,770.74	0.00
591-593, 599	Debt Service	54,900.00	54,900.00	0.00
597	Transfers-Out	0.00	0.00	0.00
586, 589	Custodial Activities	725.40	725.40	0.00
585	Special or Extraordinary Items	0.00	0.00	0.00
581, 582	Other Decreases	0.00	0.00	0.00
Total Other Decreases		650,396.14	650,396.14	0.00
Increase (Decrease) in Cash and Investments		629,162.54	629,162.54	0.00
Ending Cash and Investments				
508.21	Nonspendable	0.00	0.00	0.00
508.31	Restricted	0.00	0.00	0.00
508.41	Committed	0.00	0.00	0.00
508.51	Assigned	0.00	0.00	0.00
508.91	Unassigned	3,219,620.12	3,219,620.12	0.00
Total Ending Cash and Investments		3,219,620.12	3,219,620.12	0.00

The accompanying notes are an integral part of this Statement

FUND ACCOUNTS

Key Peninsula Metro Parks District

Time: 10:12:07 Date: 03/15/2021

Page: 1

Fund	Name	C4/5	Revenues	Expenditures	Balance
001	General Fund	4	<u>4,812,487.29</u>	<u>1,592,867.17</u>	<u>3,219,620.12</u>
			4,812,487.29	1,592,867.17	3,219,620.12

schedule 09

ID. No.	Description	Maturity/Payment Due Date __/__/20__	Beginning Balance 01/01/2020	Additions	Reductions	BARS Code for Redemption (Optional)	Ending Balance 12/31/2020
251.11	GO Bond	6/1/2032	565,000		30,000		535,000
264.3	Pension Liability		126,091	8,005			134,096
259.1	Compensated absences		38,343		2,101		36,242

Schedule 15

State Agency BARS Account	Program Title	Identification #	Amount
Recreation Conservation office	Gateway Park Phase 3	18-1284	301,889

XMCAG NO. __1690

**Key Peninsula Metropolitan Park District
(City/County/District)**

Schedule 19

**Labor Relations Consultant(S)
For the Year Ended December 31, 2020**

Has your government engaged labor relations consultants? ___ Yes __X_ No

If yes, please provide the following information for each consultant:

Name of firm:
Name of consultant:
Business address:
Amount paid to consultant during fiscal year:
Terms and conditions, as applicable, including: Rates (e.g., hourly, etc.) Maximum compensation allowed Duration of services Services provided

Key Peninsula Metropolitan Park District
Notes to the Financial Statements
For the year ended December 31, 2020.

Note 1 - Summary of Significant Accounting Policies

The Key Peninsula Metropolitan Park District was incorporated on May 28, 2004 and operates under the laws of the state of Washington applicable to a Metropolitan Park District. The District is a special purpose local government and provides park and recreation facilities, services and programs.

The District reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed, but are not included in the financial statements.
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are not presented using the classifications defined in GAAP.

A. Fund Accounting

Financial transactions of the government are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The government's resources are allocated to and accounted for in individual funds depending on their intended purpose. Each fund is reported as a separate column in the financial statements. The following fund types are used:

GOVERNMENTAL FUND TYPES:

General Fund

This fund is the primary operating fund of the government. It accounts for all financial resources except those required or elected to be accounted for in another fund.

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received and expenditures are recognized when paid.

Key Peninsula Metropolitan Park District uses Pierce County Budget and Finance as its treasurer for the collection and distribution of revenues and expenditures. As a result, the District recognizes it is allowed to include expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period if the District so chooses. The District uses BIAS software for its financial recordkeeping. The District maintains three (3) Accounts with First Citizens bank; one account is used for revenues received other than taxes. These funds are transferred to Pierce County Budget and Finance. The second (2) account is used for the purpose of distribution funds for the District's payroll. The third (3) account is used for accounts payable. These funds are transferred via voucher/warrants system from Pierce County Budget and Finance into the payroll and accounts payable accounts to replace funds as these funds are used. Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of capital assets, nor allocation of depreciation expense. Inventory is expensed when purchased. The basis of accounting described above represents a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America

C. Cash and Investments

See Note 3, Cash and Investments.

D. Capital Assets

Capital assets are assets with an initial individual cost of more than \$5000.00 and an estimated useful life in excess of 5 years. Capital assets and inventory are recorded as capital expenditures when purchased.

E. Compensated Absences

Vacation leave may be accumulated up to 240 hours and is payable upon separation or retirement. Sick leave may be accumulated up to 800 hours for full-time staff and 40 hours for part-time and seasonal staff. All staff that leave employment will have their accumulated sick time (up to 40 hours) held on record and will have it reinstated if they are rehired within 12 months of separation from employment. Upon separation or retirement full-time employees with 5 or more years will receive 25% of accumulated unused sick leave. Payments are recognized as expenditures when paid.

F. Long-Term Debt

See Note 5, *Debt Service Requirements*.

G. Other Financing Sources or Uses

The government's *Other Financing Sources* or *Uses* consist of a payroll clearing account and an accounts payable account.

Note - 2 Budget Compliance

The District adopts annual appropriated budgets for general funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at the fiscal year end.

Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

The appropriated and actual expenditures for the legally adopted budgets were as follows:

Fund/Department	Final Appropriated Amounts	Actual Expenditures	Variance
General Fund:	1,955,250	1,592,867	362,383

Budgeted amounts are authorized to be transferred between departments within any fund; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the Districts legislative body.

Note 3 – COVID-19 Pandemic

During 2020 due to the COVID-19 pandemic, Key Peninsula Metropolitan Park District ceased all field and Pavilion rentals, and canceled all events in accordance with Gov. Inslee’s orders. Revenue was lost on all the rentals, however there were also no expenses associated with these items due to the cancellations.

Items purchased to disinfect multiple times a day all restrooms, offices, and other areas increased.

Items purchased for Personal Protective Equipment (PPE) significantly increased.

Note 4 – Cash and Investments

It is the District policy to invest its temporary cash surpluses on a month-to-month basis. The amount is included in the cash and investments shown on the statement and fund resources and uses arising from cash transactions. The interest on these investments is recorded to the general fund. All investments are insured, registered or held by the District or its agent in the government’s name.

Note 5 - Property Tax.

The county treasurer acts as an agent to collect property tax levied in the county for all taxing authorities. Collections are distributed after the end of each month.

Property tax revenues are recognized when cash is received by District. Delinquent taxes are considered fully collectible because a lien affixes to the property after tax is levied.

The District's regular levy for the year 2020 was \$0.477344157082, per \$1,000 on an assessed valuation of \$2,941,450,478 for a total regular levy of \$1,409,261.16.

Note 6 – Debt Service Requirements

Debt Service

The accompanying Schedule of Liabilities (09) provides more details of the outstanding debt and liabilities of the District's and summarizes the District's debt transactions for year ended December 31, 2020.

The debt service requirements for general obligation bonds, revenue bonds are as follows:

Year	Principal	Interest	Total Debt Service
2021	35,000	23,275	58,275
2022	35,000	21,525	56,525
2023	35,000	19,775	54,775
2024	40,000	17,900	57,900
2025-2028	180,000	50,600	230,600
2029-2032	210,000	17,200	227,200
			-
Totals	\$535,000	\$150,275	\$ 685,275

The employee 2020 accrual liabilities for sick pay, vacation, and compensation time totals \$36,241.51.

For employees 2020 pension plan liabilities see Note 7.

Note 7 – Pension Plans

A. State Sponsored Pension Plans

Substantially all the District's full-time and qualifying part-time employees participate in the PERS (Public Employee Retirement System) administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans.

PERS 2

PERS 3

The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available comprehensive annual financial report (that includes financial statements and required supplementary information for each plan. The DRS Annual Financial Report may be obtained by writing to:

Department of Retirement Systems
Communications Unit
P.O. Box 48380
Olympia, WA 98540-8380

Also, the DRS Annual Financial Report may be downloaded from the DRS website at www.drs.wa.gov.

At June 30, 2020 (the measurement date of the plans), the District's proportionate share of the collective net pension liabilities, as reported on the Schedule 09, was as follows:

	Allocation %	Liability (Asset)
PERS 1 UAAL	0.002585	\$91,264
PERS 2/3	0.003349	\$42,832

Note 8 - Risk Management

Financial Note to Enduris Member Financial Statements

Key Peninsula Metropolitan Park District is a member of Enduris. Chapter 48.62 RCW provides the exclusive source of local government entity authority to individually or jointly self-insure risks, jointly purchase insurance or reinsurance, and to contract for risk management, claims, and administrative services. The Pool was formed July 10, 1987 pursuant to the provisions of Chapter 48.62 RCW, Chapter 200-100 WAC, and Chapter 39.34 RCW when two counties and two cities in the State of Washington joined together by signing an interlocal governmental agreement to fund their self-insured losses and jointly purchase insurance and administrative services. As of August 31, 2020, there are 547 Enduris members representing a broad array of special purpose districts throughout the state. Enduris provides property and liability coverage as well as risk management services and other related administrative services.

Members make an annual contribution to fund the Pool and share in the self-insured retention. The self-insured retention is:

- \$1,000,000 self-insured retention on liability loss - the member is responsible for the first \$1,000 of the amount of each claim, while Enduris is responsible for the remaining \$999,000 on a liability loss.

- \$250,000 self-insured retention on property loss - the member is responsible for the first \$1,000 of the amount of each claim, while Enduris is responsible for the remaining \$249,000 on a property loss. For property losses related to boiler and machinery Enduris is responsible for the first \$4,000 of the claim.

Enduris acquires reinsurance from unrelated insurance companies on a “per occurrence” basis to cover all losses over the self-insured retentions as shown on the policy maximum limits. Liability coverage is for all lines of liability coverage including Public Official’s Liability. The Property coverage is written on an “all risk”, blanket basis using current Statement of Values. The Property coverage includes but is not limited to mobile equipment, boiler and machinery, electronic data processing equipment, business interruption, course of construction and additions, property in transit, fine arts, cyber and automobile physical damage to insured vehicles. Liability coverage limit is \$20 million per occurrence and property coverage limit is \$800 million per occurrence. Enduris offers crime coverage up to a limit of \$1 million per occurrence.

Since Enduris is a cooperative program, there is joint liability among the participating members.

The contract requires members to remain in the Pool for a minimum of one year and must give notice 60 days before terminating participation. The Master Agreement (Intergovernmental Contract) is automatically renewed after the initial one (1) full fiscal year commitment. Even after termination, a member is still responsible for contribution to Enduris for any unresolved, unreported and in-process claims for the period they were a signatory to the Master Agreement.

Enduris is fully funded by its member participants. Claims are filed by members with the Pool and are administered in house.

The Pool is governed by a Board of Directors which is comprised of seven board members. The Pool’s members elect the Board, and the positions are filled on a rotating basis. The Board meets quarterly and is responsible for conducting the business affairs of Enduris.

Enduris did not have any claim settlements that exceeded the limits in the last 3 years.

Note 9 - Other Disclosures

In 2019, Key Peninsula Metropolitan Park District purchased a 40-acre (Cramer/McCracken) property parcel for \$308,000. In 2020, the Park District was awarded a retroactive Conservation Futures Opportunity grant (Contract # SC-107384). This reimbursement was paid on April 27, 2020 in the amount of \$230,259.92.

BACK-UP DOCUMENTATION

for

Schedule 01

Statement C-4

TREASURERS REPORT

Fund Totals

Key Peninsula Metro Parks District

12/01/2020 To: 12/31/2020

Time: 14:47:31 Date: 03/29/2021
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	3,295,088.25	36,777.62	112,245.75	3,219,620.12	40,084.55	0.00	0.00	3,259,704.67
	3,295,088.25	36,777.62	112,245.75	3,219,620.12	40,084.55	0.00	0.00	3,259,704.67

TREASURERS REPORT

Account Totals

Key Peninsula Metro Parks District

12/01/2020 To: 12/31/2020

Time: 14:47:31 Date: 03/29/2021
Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 First Citizens Checking	4,215.20	2,670.54	5,993.26	892.48	0.00	0.00	892.48
2 First Citizens Payroll	11,401.12	58,934.95	37,615.30	32,720.77	0.00	0.00	32,720.77
3 Pierce County	3,200,418.22	40,035.34	71,009.95	3,169,443.61	0.00	0.00	3,169,443.61
4 Petty Cash	173.08	0.00	0.00	173.08	0.00	0.00	173.08
5 First Citizens AP	78,880.63	0.00	62,490.45	16,390.18	0.00	40,084.55	56,474.73
Total Cash:	3,295,088.25	101,640.83	177,108.96	3,219,620.12	0.00	40,084.55	3,259,704.67
	3,295,088.25	101,640.83	177,108.96	3,219,620.12	0.00	40,084.55	3,259,704.67

TREASURERS REPORT

Outstanding Vouchers

Key Peninsula Metro Parks District

As Of: 12/31/2020 Date: 03/29/2021
Time: 14:47:31 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2020	892	12/21/2020	Claims	5	1655	Veronica L Grandt	212.18	Mileage for September to December 2020
2020	893	12/21/2020	Claims	5	1656	Key Peninsula News	80.75	Color added for Decembers add.
2020	899	12/21/2020	Claims	5	1662	Darrin Fiskum Wildwood Carpentry LLC	33,592.82	Retainage for Gateway Park Splash pad contract.
2020	903	12/29/2020	Claims	5	1663	EPIC Business Essentials	112.76	Printer paper, inkjet cartridge, and post it notes.
2020	904	12/29/2020	Claims	5	1664	Pape' Machinery	2,677.45	Service repairs on the John Deere Gator.
2020	905	12/29/2020	Claims	5	1665	Peninsula Light Company	1,387.09	Electric service fees for Gateway park, Volunteer Park, Home Park, and Taylor Bay.
2020	906	12/29/2020	Claims	5	1666	Tracey L Perkosky	27.00	Refund for 10K Turkey Day walk,, run, wheel virtual event T-shirt due to event only having one t-shirt ordered.
2020	907	12/29/2020	Claims	5	1667	Pierce County Auditor	109.50	Recording of the Deed of Rights for Taylor Bay Acquisition Phase 2 - Wang Property.
2020	895	12/21/2020	Claims	5	1697	Pierce County	1,885.00	Purchase of parcel # 4585000910
							<u>40,084.55</u>	
Fund						Claims	Payroll	Total
001 General Fund						<u>40,084.55</u>	<u>0.00</u>	<u>40,084.55</u>
						<u>40,084.55</u>	<u>0.00</u>	<u>40,084.55</u>

2020 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 14:48:48 Date: 03/29/2021
Page: 1

001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
308 91 00 000 Estimated Beginning	2,590,457.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,590,457.58	2,590,457.58	100%
308 Beginning Balance	2,590,457.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,590,457.58	2,590,457.58	100%
311 10 00 000 Taxes, Real & Person	3,321.08	42,461.88	70,011.12	467,519.63	132,248.23	57,549.06	12,612.65	10,931.62	24,881.70	471,649.59	98,693.85	16,942.42	1,408,822.83	1,293,950.00	109%
313 17 00 000 Taxes, Zoo Trek Excis	15,084.64	16,941.17	14,142.18	12,504.56	12,619.95	13,277.29	16,499.24	17,326.85	17,147.95	16,586.38	17,275.63	16,632.09	186,037.93	150,000.00	124%
317 20 00 000 Taxes, Leasehold Exc	0.00	23.46	0.00	80,000.04	0.00	52.62	0.00	22.32	0.00	0.04	0.00	280.08	80,378.56	0.00	0%
317 40 00 000 Taxes, Forest Excise	0.00	0.00	0.00	0.00	2,687.51	0.00	0.00	1,970.56	0.00	0.00	1,794.61	0.00	6,452.68	500.00	***%
310 Taxes	18,405.72	59,426.51	84,153.30	560,024.23	147,555.69	70,878.97	29,111.89	30,251.35	42,029.65	488,236.01	117,764.09	33,854.59	1,681,692.00	1,444,450.00	116%
334 02 70 000 Recreation Conserva	0.00	170,958.38	0.00	56,588.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	227,546.74	217,900.00	104%
334 02 70 001 Pierce County Parks	0.00	0.00	0.00	230,259.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	230,259.92	225,000.00	102%
330 Intergovernmental Revenues	0.00	170,958.38	0.00	286,848.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	457,806.66	442,900.00	103%
347 60 00 003 Program Fees, Prog	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	4,000.00	0%
340 Park Fees	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	4,000.00	0%
361 11 00 000 Investment Interest	3,042.71	2,619.79	2,153.52	1,282.08	810.04	579.84	503.97	415.79	322.90	304.48	254.22	252.49	12,541.83	15,000.00	84%
362 40 00 003 S&F Rentals, Campir	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00	1,500.00	4%
362 40 00 004 S&F Rentals, 360 Fie	475.00	350.00	580.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,405.00	7,000.00	20%
362 40 00 005 S&F Rentals, Home I	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	400.00	0%
362 40 00 006 S&F Rentals, Volunte	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	150.00	0%
362 40 00 008 S&F Rentals, Field R	175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00	0.00	0%
362 50 00 001 S&F Rentals, Conces	540.00	340.00	540.00	540.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00	4,680.00	4,800.00	98%
362 50 00 002 S&F Rentals, Gatewa	2,400.00	1,200.00	0.00	1,200.00	1,200.00	2,502.00	1,302.00	1,302.00	1,302.00	0.00	0.00	1,990.68	14,398.68	12,000.00	120%
362 50 00 003 S&F Rentals, Storage	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	50.00	200%
362 50 00 004 S&F Rentals, Little L	3,586.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,586.52	6,000.00	60%
362 50 00 005 S&F Rentals, Taylor B	0.00	0.00	2,679.76	989.00	313.72	312.84	312.84	312.84	312.86	625.72	0.00	312.86	6,172.44	5,000.00	123%
367 00 00 000 Contributions & Dor	100.00	2,750.00	1,000.00	350.00	2,500.00	0.00	0.00	25,000.00	0.00	0.00	0.00	0.00	31,700.00	10,000.00	317%
369 91 00 000 Other Revenue	12.00	55.30	593.10	315.00	0.00	872.25	0.00	3,015.00	321.93	0.00	2,500.00	27.00	7,711.58	2,000.00	386%
360 Long Terms	10,331.23	7,375.09	7,646.38	4,676.08	5,163.76	4,606.93	2,458.81	30,385.63	2,599.69	1,270.20	3,094.22	2,923.03	82,531.05	63,900.00	129%
FUND REVENUES:	2,619,194.53	237,759.98	91,799.68	851,548.59	152,719.45	75,485.90	31,570.70	60,636.98	44,629.34	489,506.21	120,858.31	36,777.62	4,812,487.29	4,545,707.58	106%
576 80 10 001 Commissioner Wage	0.00	1,152.09	384.03	256.02	512.04	384.03	768.06	1,152.09	256.02	512.04	512.04	640.05	6,528.51	7,500.00	87%
576 80 10 002 Administrative Wage	20,153.23	19,591.54	19,222.84	24,793.75	62,792.31	11,526.48	12,422.54	17,449.28	18,991.38	18,408.97	14,943.83	15,304.16	255,600.31	260,000.00	98%
576 80 10 003 Park Operations Wa	15,994.59	16,397.36	17,311.05	18,089.54	16,139.69	17,888.32	20,289.94	19,703.45	17,277.58	15,023.95	17,687.63	15,323.59	207,126.69	270,000.00	77%
576 80 20 001 Commissioner Perso	10.47	88.14	29.40	30.34	39.16	29.40	66.79	88.14	19.60	54.43	39.16	48.96	543.99	600.00	91%
576 80 20 002 Administrative Bene	8,848.09	6,575.91	6,725.41	8,457.37	10,688.07	3,325.37	5,673.33	5,263.29	7,854.16	7,317.17	5,194.97	4,073.45	79,996.59	90,000.00	89%
576 80 20 003 Park Operations Ben	9,493.38	5,707.14	6,038.29	9,959.68	6,152.08	5,757.78	10,248.07	6,427.08	6,375.13	10,434.62	5,462.12	5,871.22	87,926.59	125,000.00	70%
576 80 20 005 Volunteers L&I Ben	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 20 006 Uniforms/safety Gea	0.00	54.24	307.05	1,364.40	123.96	0.00	0.00	0.00	0.00	0.00	75.52	0.00	1,925.17	3,000.00	64%
576 80 31 001 Office Supplies	328.22	83.96	290.37	19.41	144.08	391.62	4.06	269.80	712.92	136.67	308.83	130.40	2,820.34	3,000.00	94%
576 80 31 002 Maintenance Supplie	392.75	518.77	1,885.45	1,126.21	136.40	2,099.26	649.03	947.52	986.22	1,669.87	1,670.42	84.68	12,166.58	15,000.00	81%
576 80 31 003 Equipment Maintena	749.20	71.38	2,712.66	182.91	364.04	194.59	1,436.99	748.36	126.74	0.00	0.00	174.12	6,760.99	5,000.00	135%
576 80 31 004 Vehicle Maintenance	612.16	1,207.30	655.82	93.36	91.04	0.00	75.42	941.80	0.00	0.00	631.23	0.00	4,308.13	4,000.00	108%
576 80 31 010 Supplies Key Forest/	0.00	0.00	0.00	5,224.14	0.00	0.00	142.50	0.00	0.00	0.00	0.00	0.00	5,366.64	10,000.00	54%

2020 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 14:48:48 Date: 03/29/2021
Page: 2

001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
576 80 31 011 Supplies, Civic Cente	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%
576 80 31 020 Supplies, Gateway/3	660.89	99.75	6,546.62	1,017.23	660.19	222.24	2,863.67	120.66	244.13	881.87	1,548.98	1,742.11	16,608.34	16,000.00	104%
576 80 31 040 Supplies, Home Park	0.00	635.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	549.10	114.79	0.00	1,299.38	1,000.00	130%
576 80 31 050 Supplies, Maple Holl	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 31 070 Supplies, Rocky Cree	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 31 080 Supplies Taylor Bay	0.00	23.37	225.88	119.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	368.77	0.00	0%
576 80 31 090 Supplies, Volunteer I	73.15	477.60	736.91	235.45	441.98	1,167.48	921.21	208.50	0.00	2.88	772.52	398.18	5,435.86	10,000.00	54%
576 80 31 100 Supplies, Youth Prog	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 31 130 Supplies, Special Eve	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	4,000.00	0%
576 80 31 140 Supplies, Speial Ever	0.00	34.58	1,210.51	8.64	0.00	0.00	0.00	0.00	0.00	231.45	586.93	116.03	2,188.14	8,000.00	27%
576 80 32 000 Park Operations Fue	559.58	973.95	1,147.80	714.63	876.97	863.74	981.32	684.78	820.19	372.77	838.36	609.79	9,443.88	9,000.00	105%
576 80 35 000 Small Tools & Equipi	873.97	162.74	0.00	312.85	0.00	816.41	0.00	1,032.65	0.00	0.00	0.00	0.00	3,803.54	4,500.00	85%
576 80 41 000 Professional Services	4,826.00	0.00	260.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	266.29	80.75	5,433.04	9,000.00	60%
576 80 41 001 Professional Services	6,869.68	0.00	1,885.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,754.68	20,000.00	44%
576 80 41 002 Professional Services	5,817.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,518.73	20,000.00	63%
576 80 41 004 Professional Services	14.12	805.00	46.00	460.00	2,254.00	0.00	115.00	0.00	1,564.00	1,311.00	368.00	2,044.00	8,981.12	4,500.00	200%
576 80 41 005 Professional Services	219.70	20.00	0.00	0.00	39.84	1,270.00	20.00	2,628.80	3,266.20	0.00	0.00	7,994.98	15,459.52	7,500.00	206%
576 80 41 007 Professional Services	0.00	108.49	104.40	98.70	93.69	182.70	0.00	0.00	0.00	0.00	236.10	0.00	824.08	1,500.00	55%
576 80 41 008 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	3,000.00	0%
576 80 41 009 Election Costs	8,961.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,961.00	12,000.00	75%
576 80 41 020 Professional Services	0.00	2,170.00	20.00	30,641.13	0.00	7,083.25	999.00	1,161.00	0.00	3,918.43	7,779.88	0.00	53,772.69	27,500.00	196%
576 80 41 040 Professional Services	0.00	0.00	482.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	482.85	500.00	97%
576 80 41 050 Professional Services	0.00	0.00	482.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	482.85	500.00	97%
576 80 41 100 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	10,000.00	0%
576 80 41 110 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	500.00	0%
576 80 41 120 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	500.00	0%
576 80 42 001 Communications, Ce	209.83	248.96	392.79	220.34	219.53	222.38	219.30	211.64	272.08	308.36	250.75	223.01	2,998.97	3,400.00	88%
576 80 42 002 Communications, Te	259.98	272.20	339.17	254.35	249.69	249.62	433.39	251.08	478.29	575.81	249.67	584.97	4,198.22	3,500.00	120%
576 80 42 004 Communications, Pc	0.00	65.35	0.00	63.00	0.00	0.00	0.00	0.00	0.00	112.04	54.75	0.00	295.14	400.00	74%
576 80 43 001 Travel, Commissione	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 43 002 Travel, Staff	643.84	1,197.80	1,580.97	23.08	0.00	0.00	0.00	292.10	56.93	0.00	0.00	212.18	4,006.90	13,000.00	31%
576 80 44 001 Taxes And Operatio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0%
576 80 45 000 Equipment Rental L I	0.00	88.16	1,000.00	0.00	77.50	77.50	77.50	77.50	408.10	80.93	77.50	0.00	1,964.69	3,000.00	65%
576 80 45 020 Equipment Rental, K	155.00	77.50	228.56	0.00	77.50	0.00	77.50	77.50	77.50	8.11	77.50	77.50	934.17	4,000.00	23%
576 80 45 090 Equipment Rental, V	953.00	140.52	757.24	0.00	234.00	110.91	117.60	117.54	0.00	234.15	809.90	163.96	3,638.82	4,000.00	91%
576 80 45 110 Space Rental For Spa	0.00	67.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67.50	500.00	14%
576 80 46 000 Insurance, General L	244.00	0.00	0.00	0.00	0.00	0.00	0.00	31,888.00	0.00	0.00	0.00	1,711.00	33,843.00	31,000.00	109%
576 80 47 020 Utility Services, Key I	1,535.81	832.10	869.81	184.10	1,297.56	652.20	313.59	938.17	189.55	801.03	653.54	1,160.01	9,427.47	20,000.00	47%
576 80 47 040 Utility Services, Hom	33.15	38.24	106.05	0.00	56.39	54.92	55.74	55.57	55.57	55.49	54.59	105.14	670.03	600.00	112%
576 80 47 080 Utility Services, Tayl	134.53	162.31	439.02	0.00	223.04	156.80	182.02	174.85	172.48	179.06	193.79	581.23	2,599.13	2,500.00	104%
576 80 47 090 Utility Services, Volu	182.17	1,026.17	3,013.52	233.65	1,446.92	667.70	614.22	906.16	981.69	663.87	274.28	1,470.58	11,480.93	17,000.00	68%
576 80 48 000 Repairs & Maintenan	4,917.54	0.00	0.00	0.00	0.00	0.00	3,446.33	0.00	0.00	0.00	0.00	2,677.45	11,041.32	4,500.00	245%
576 80 48 010 Repairs & Maintenan	0.00	0.00	4,866.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.50	4,943.79	10,000.00	49%
576 80 48 020 Repairs & Maintenan	0.00	1,753.37	539.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,473.91	0.00	3,766.78	5,000.00	75%
576 80 48 090 Repairs & Maintenan	727.78	0.00	0.00	1,985.16	0.00	0.00	1,103.31	0.00	0.00	590.18	855.11	0.00	5,261.54	6,000.00	88%
576 80 49 001 Licenses & Permits	592.37	0.00	1,815.00	0.00	0.00	0.00	0.00	109.10	0.00	10.00	12.00	0.00	2,538.47	9,000.00	28%
576 80 49 002 Dues & Subscription	640.00	210.00	340.99	141.31	779.35	1,111.93	51.25	235.67	88.56	1,718.85	33.71	0.00	5,351.62	4,000.00	134%
576 80 49 003 Banking Fees	77.00	104.30	96.27	87.98	72.90	71.00	69.00	71.00	75.00	71.00	69.00	65.00	929.45	1,250.00	74%
576 80 49 004 Other Expenses	416.00	87.52	0.00	0.00	250.00	430.00	768.50	30.00	1,163.65	0.00	361.52	142.00	3,649.19	4,000.00	91%

2020 CASH FLOW - YEAR TO DATE

Key Peninsula Metro Parks District

Time: 14:48:48 Date: 03/29/2021
Page: 3

001 General Fund	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
576 80 49 006 Training, Staff	575.00	630.00	243.00	0.00	0.00	0.00	0.00	256.00	0.00	20.00	0.00	79.00	1,803.00	2,500.00	72%
576 80 49 010 Miscellaneous Key C	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%
576 80 49 020 Miscellaneous Gatev	115.44	0.00	0.00	0.00	119.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	234.52	1,000.00	23%
576 80 49 090 Miscellaneous Volun	161.81	232.92	249.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	644.47	2,000.00	32%
576 80 49 120 Miscellaneous For C	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	2,500.00	0%
576 80 52 000 Intergovernmental T	0.00	0.00	0.00	0.00	0.00	292.91	0.00	0.00	0.00	0.00	0.00	0.00	292.91	500.00	59%
576 Parks	98,032.14	64,193.72	85,589.11	106,398.25	106,653.00	57,300.54	65,206.18	94,631.52	62,513.67	72,841.86	64,539.12	64,571.92	942,471.03	1,122,750.00	84%
589 00 00 999 Payroll Liability Accc	-77.84	-33.30	-424.51	-449.40	403.00	-137.54	-413.14	-614.89	42.47	196.25	91.35	11.51	-1,406.04	0.00	0%
589 30 00 000 Other Non-Expendit	539.28	0.00	0.00	654.84	0.00	0.00	513.60	0.00	0.00	0.00	423.72	0.00	2,131.44	2,500.00	85%
580 Non-Expenditures	461.44	-33.30	-424.51	205.44	403.00	-137.54	100.46	-614.89	42.47	196.25	515.07	11.51	725.40	2,500.00	29%
591 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	32,000.00	94%
592 76 83 000 G.O. Bond Interest	0.00	0.00	0.00	0.00	0.00	12,825.00	0.00	0.00	0.00	0.00	0.00	12,075.00	24,900.00	28,000.00	89%
591	0.00	0.00	0.00	0.00	0.00	42,825.00	0.00	0.00	0.00	0.00	0.00	12,075.00	54,900.00	60,000.00	92%
594 76 61 000 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,994.50	1,994.50	0.00	0%
594 76 62 001 Capital Improvemen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45,000.00	0%
594 76 62 020 Capital Improvemen	245,281.17	2,343.05	108,663.68	7,183.19	88,994.98	0.00	247.19	69,626.26	0.00	5,676.62	0.00	33,592.82	561,608.96	650,000.00	86%
594 76 62 090 Capital Expenditures	0.00	214.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	214.57	30,000.00	1%
594 76 63 001 Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0%
594 76 64 001 Capital Equipment	21,670.65	3,516.79	0.00	0.00	0.00	5,765.27	0.00	0.00	0.00	0.00	0.00	0.00	30,952.71	35,000.00	88%
594 Capital Expenditures	266,951.82	6,074.41	108,663.68	7,183.19	88,994.98	5,765.27	247.19	69,626.26	0.00	5,676.62	0.00	35,587.32	594,770.74	770,000.00	77%
FUND EXPENDITURES:	365,445.40	70,234.83	193,828.28	113,786.88	196,050.98	105,753.27	65,553.83	163,642.89	62,556.14	78,714.73	65,054.19	112,245.75	1,592,867.17	1,955,250.00	81%
FUND GAIN/LOSS:	2,253,749.13	167,525.15	-102,028.60	737,761.71	-43,331.53	-30,267.37	-33,983.13	-103,005.91	-17,926.80	410,791.48	55,804.12	-75,468.13	3,219,620.12		
FUND NET POSITION:	2,253,749.13	2,421,274.28	2,319,245.68	3,057,007.39	3,013,675.86	2,983,408.49	2,949,425.36	2,846,419.45	2,828,492.65	3,239,284.13	3,295,088.25	3,219,620.12			

2020 FUND TOTALS

Key Peninsula Metro Parks District

Time: 14:48:48 Date: 03/29/2021
Page: 4

REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund	2,619,194.53	237,759.98	91,799.68	851,548.59	152,719.45	75,485.90	31,570.70	60,636.98	44,629.34	489,506.21	120,858.31	36,777.62	4,812,487.29	4,545,707.58	106%
	2,619,194.53	237,759.98	91,799.68	851,548.59	152,719.45	75,485.90	31,570.70	60,636.98	44,629.34	489,506.21	120,858.31	36,777.62	4,812,487.29	4,545,707.58	106%
EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
001 General Fund	365,445.40	70,234.83	193,828.28	113,786.88	196,050.98	105,753.27	65,553.83	163,642.89	62,556.14	78,714.73	65,054.19	112,245.75	1,592,867.17	1,955,250.00	81%
	365,445.40	70,234.83	193,828.28	113,786.88	196,050.98	105,753.27	65,553.83	163,642.89	62,556.14	78,714.73	65,054.19	112,245.75	1,592,867.17	1,955,250.00	81%
GAIN/LOSS:	2,253,749.13	167,525.15	-102,028.60	737,761.71	-43,331.53	-30,267.37	-33,983.13	-103,005.91	-17,926.80	410,791.48	55,804.12	-75,468.13	3,219,620.12		
NET POSITION:	2,253,749.13	2,421,274.28	2,319,245.68	3,057,007.39	3,013,675.86	2,983,408.49	2,949,425.36	2,846,419.45	2,828,492.65	3,239,284.13	3,295,088.25	3,219,620.12			

BACK-UP DOCUMENTATION
for
Schedule 09

Key Pen Parks 2020 Year End Accrual Balance Report as of 12-31-2020

Accrual										Social Security	MED	PERS	Pay Out
Employee	Position	Status	Type	As Of	BAL	Rate	Factor	Cost					
Armstrong, Laura Lee	Office Manager/Bookk	Full Time	Comp Time	Dec-20	4.63	26.14	1	121.03	\$7.50	\$1.75	\$15.56	\$145.85	
Grandt, Veronica L	Event Coordinator/Of	Full Time	Comp Time	Dec-20	4.54	20.95	1	95.12	\$5.90	\$1.38	\$12.23	\$114.63	
	Marketing/Grant Coor	Full Time	Comp Time	Dec-20			1		\$0.00	\$0.00	\$0.00	\$0.00	
Saar, Rebecca E	Maintenance Assistan	Full Time	Comp Time	Dec-20	2.26	18.49	1	41.79	\$2.59	\$0.61	\$5.37	\$50.36	
Vannausdle, Edward G	Maintenance Lead	Full Time	Comp Time	Dec-20	0.04	23.73	1	0.95	\$0.06	\$0.01	\$0.12	\$1.14	
Armstrong, Laura Lee	Office Manager/Bookk	Full Time	Sick Pay	Dec-20	66.96	26.14	100%	1,750.34	\$108.52	\$25.38	\$225.09	\$2,109.33	
Tracey Perkosky	Executive Director	Full Time	Sick Pay	Dec-20	40	39.9	100%	1,596.00	\$98.95	\$23.14	\$205.25	\$1,923.34	
Grandt, Veronica L	Event Coordinator/Of	Full Time	Sick Pay	Dec-20	79.25	20.95	100%	1,656.33	\$102.69	\$24.02	\$213.00	\$1,996.04	
	Marketing/Grant Coor	Full Time	Sick	Dec-20			100%		\$0.00	\$0.00	\$0.00	\$0.00	
Saar, Rebecca E	Maintenance Assistan	Full Time	Sick Pay	Dec-20	12	18.49	100%	221.88	\$13.76	\$3.22	\$28.53	\$267.39	
Vannausdle, Edward G	Maintenance Lead	Full Time	Sick Pay	Dec-20	225.62	23.73	100%	5,353.97	\$331.95	\$77.63	\$688.52	\$6,452.07	
Woodward, Matthew M	Maintenance Supervis	Full Time	Sick Pay	Dec-20	258.83	32.32	100%	8,365.39	\$518.65	\$121.30	\$1,075.79	\$10,081.13	
Anderson, Lloyd W	Maintenance Seasonal	Part Time	Sick pay PT	Dec-20	31.94	15.15	100%	483.90	\$30.00	\$7.02	\$62.23	\$583.15	
Gleason, Timothy J	Maintenance Seasonal	Seasonal	Sick pay PT	Dec-20	6.4	14	100%	89.60	\$5.56	\$1.30	\$11.52	\$107.98	
Reyes, Jose A	Maintenance Seasonal	Seasonal	Sick pay PT	Dec-20	25.4	14	1	355.60	22.05	\$5.16	\$45.73	\$428.53	
Pitner, Kadence Roy	Maintenance Short Se	Seasonal	Sick pay PT	Dec-20	7.29	13	1	94.77	\$5.88	\$1.37	\$12.19	\$114.21	
Armstrong, Laura Lee	Office Manager/Bookk	Full Time	Vacation	Dec-20	47.91	26.14	1	1,252.37	\$77.65	\$18.16	\$161.05	\$1,509.23	
Tracey Perkosky	Executive Director	Full Time	Vacation	Dec-20	16.7	39.9	1	666.33	\$41.31	\$9.66	\$85.69	\$802.99	
Grandt, Veronica L	Event Coordinator/Of	Full Time	Vacation	Dec-20	118.28	20.95	1	2,477.97	\$153.63	\$35.93	\$318.67	\$2,986.20	
	Marketing/Grant Coor	Full Time	Vacation	Dec-20			1		\$0.00	\$0.00	\$0.00	\$0.00	
Saar, Rebecca E	Maintenance Assistan	Full Time	Vacation	Dec-20	19.56	18.49	1	361.67	\$22.42	\$5.24	\$46.51	\$435.85	
Vannausdle, Edward G	Maintenance Lead	Full Time	Vacation	Dec-20	35.86	23.73	1	850.96	\$52.76	\$12.34	\$109.43	\$1,025.49	
Woodward, Matthew M	Maintenance Supervis	Full Time	Vacation	Dec-20	131.11	32.32	1	4,237.48	\$262.72	\$61.44	\$544.94	\$5,106.59	
Total												\$36,241.51	

*Note - enter the allocation percentage as a %, just like it is published in the PEFI. If you have more than one DRS ORG ID number, add the percentages together.

Here is the link to the PEFI

[Annual Financial Reports](#)

Plan	DRS-Schedule of Employer and Nonemployer Allocations		DRS-Schedule of Collective Pension Amounts - 2020	Ending Balance 12/31/2020
	Employer Contributions	Allocation Percentage*		
PERS 1			3,530,540,000	-
PERS 1 UAAL (combine with PERS 1 for reporting)	18,733	0.002585%	3,530,540,000	91,264
PERS 2/3	30,850	0.003349%	1,278,943,000	42,832
SERS 2/3			531,964,000	-
TRS 1			2,408,786,000	-
TRS 1 UAAL (combine with TRS 1 for reporting)			2,408,786,000	-
TRS 2/3			1,535,981,000	-
	49,583.12		Total Net Pension Liability (Schedule 09)	134,096
Public Safety ERS 2			(13,760,000)	-
LEOFF 1			(1,888,509,000)	-
LEOFF 2			(2,039,854,000)	-
		Net Pension Assets (do not net with the liabilities)	-	Assets not reported on Schedule 09

PERS Plans 2/3 — Schedule of Employer Allocations (cont.)

Public Employees' Retirement System Plans 2 and 3

For the Fiscal Year Ended June 30, 2020 — Page 17 of 24

All Other Employers — Employer Allocations

Organization Identification Number	Organization Name	Employer Contributions	Allocation Percentage
1715	Tree Fruit Research Commission ¹	\$ 38,130.87	0.004139 %
1741	Sound Cities Association	37,617.20	0.004083 %
0338	Grand Coulee City of	37,386.11	0.004058 %
2564	Asotin County PTBA	37,077.30	0.004025 %
0427	Kelso Housing Authority	36,841.72	0.003999 %
0383	Hop Commission WA State ¹	36,565.81	0.003969 %
2155	Kittitas County Conservation District	36,353.49	0.003946 %
0628	Naches-Selah Irrigation District	36,319.04	0.003942 %
0973	Tenino City of	36,232.53	0.003933 %
0301	Fidalgo Pool & Fitness Center	35,997.25	0.003908 %
0458	King County Law Library	35,973.33	0.003905 %
2572	Eastmont Metropolitan Park District	35,729.10	0.003878 %
1467	North Country Emergency Medical Services	34,867.72	0.003785 %
0277	Entiat City of	34,658.23	0.003762 %
1882	Public Stadium Authority WA State	34,644.73	0.003761 %
0983	Thurston County FPD 09	34,644.33	0.003761 %
0222	Davenport City of	34,603.53	0.003756 %
2593	Central Skagit Rural Library District	34,140.96	0.003706 %
0813	Ritzville City of	33,613.96	0.003649 %
2292	Snohomish County FPD 21	32,802.14	0.003561 %
2344	Asotin County Rural Library District	32,457.81	0.003523 %
1792	Sunland Water District	32,438.28	0.003521 %
0032	Asotin County Housing Authority	32,317.59	0.003508 %
0467	King County Water District 019	32,058.59	0.003480 %
0393	Icicle Irrigation District	32,047.33	0.003479 %
1794	Woodway Town of	31,732.89	0.003445 %
2239	South Whidbey Parks & Recreation District	31,415.91	0.003410 %
0728	Pierce County FPD 16	31,415.34	0.003410 %
1733	Centralia Port of	31,203.78	0.003387 %
1108	Winthrop Town of	31,174.36	0.003384 %
0901	Snoqualmie Pass Utility District	31,067.72	0.003372 %
1153	Mattawa City of	30,875.61	0.003352 %
2271	Key Peninsula Metro Park District	30,850.27	0.003349 %
0148	Clark County FPD 06	30,713.24	0.003334 %
0904	Soap Lake City of	30,682.04	0.003331 %
1101	Willapa Harbor Port of	30,504.44	0.003311 %
0364	Greater Wenatchee Irrigation District	30,422.82	0.003302 %
2038	San Juan Island Park & Recreation District	30,355.07	0.003295 %
1082	Whatcom County FPD 21	30,329.56	0.003292 %
1123	Yakima County FPD 05	30,117.69	0.003269 %
0069	Bingen City of	30,060.45	0.003263 %
2599	Lower Columbia Fish Recovery Board	29,913.61	0.003247 %
0711	Pateros City of	29,864.75	0.003242 %

¹ This employer is not included in the Office of Financial Management's financial reporting for the state of Washington.

PERS Plan 1 — Schedule of Employer and Nonemployer Allocations (cont.)

Public Employees' Retirement System Plan 1

For the Fiscal Year Ended June 30, 2020 — Page 35 of 42

All Other Employers — Plan 1 UAAL

Organization Identification Number	Organization Name	Employer Contributions	Allocation Percentage
0211	Creston School District 073	\$ 18,855.59	0.002602 %
1733	Centralia Port of	18,760.50	0.002589 %
2271	Key Peninsula Metro Park District	18,732.85	0.002585 %
0148	Clark County FPD 06	18,654.54	0.002574 %
1153	Mattawa City of	18,630.42	0.002571 %
0904	Soap Lake City of	18,601.08	0.002567 %
1101	Willapa Harbor Port of	18,497.95	0.002552 %
0364	Greater Wenatchee Irrigation District	18,485.84	0.002551 %
2038	San Juan Island Park & Recreation District	18,322.15	0.002528 %
1123	Yakima County FPD 05	18,302.21	0.002525 %
0069	Bingen City of	18,273.41	0.002521 %
1082	Whatcom County FPD 21	18,228.41	0.002515 %
0711	Pateros City of	18,101.73	0.002498 %
2599	Lower Columbia Fish Recovery Board	18,073.08	0.002494 %
0641	North River School District 200	18,000.10	0.002484 %
0894	Lake Stevens Fire	17,953.68	0.002477 %
1596	Orcas Island Library District	17,939.27	0.002475 %
0209	Cowlitz-Wahkiakum Council of Governments	17,823.25	0.002459 %
2594	Asotin County Public Facilities District	17,668.69	0.002438 %
1005	Twisp Town of	17,440.45	0.002406 %
0497	Kittitas County Housing Authority	17,374.90	0.002397 %
0017	Almira School District 017	17,359.11	0.002395 %
0929	Saint John School District 322	17,302.84	0.002387 %
0421	Kahlotus School District 056	17,261.85	0.002382 %
0559	Mabton City of	17,174.39	0.002370 %
0928	Sprague School District 008	17,163.61	0.002368 %
2495	Pangborn Memorial Airport	17,078.24	0.002356 %
0443	King County FPD 16	17,073.75	0.002356 %
1577	Roslyn City of	17,028.82	0.002350 %
0496	Kittitas County FPD 02	16,981.45	0.002343 %
0918	Spokane County FPD 08	16,937.74	0.002337 %
2444	Grays Harbor Conservation District	16,837.00	0.002323 %
0436	Kettle Falls City of	16,748.99	0.002311 %
0332	Glenwood School District 401	16,658.55	0.002299 %
1592	Water & Sewer Insurance Pool	16,585.75	0.002288 %
0127	Chelan County Port of	16,560.92	0.002285 %
0444	King County FPD 02	16,556.52	0.002284 %
2269	Grant County Port District 01	16,536.81	0.002282 %
0562	Mansfield School District 207	16,520.91	0.002280 %
0143	Clark County Fire & Rescue	16,219.38	0.002238 %
1618	Mason County FPD 04	16,166.30	0.002231 %
0074	Boistfort School District 234	15,859.33	0.002188 %
1323	Skagit Council of Governments	15,574.39	0.002149 %

BACK-UP DOCUMENTATION
for
Schedule 15

PROJECT DETAILS

Project Brief
Properties
Attachments
Billings
Progress/Final Reports
Snapshot

OPTIONS

Enter a Billing
Enter Progress/Final Report
Email Grant Manager
PRISM Support

APPLICATION DETAILS

Application Wizard
Application Report

DASHBOARDS

Billing Dashboards

Go to Project:

Go to Org:

Go to Person:

PROJECT: 18-1284 DEV, GATEWAY PARK PHASE 3 SPLASH PAD

Sponsor: [Key Peninsula Metro Park Dist](#) Program: WWRP - Local Parks Status: Active

Project Start Date: 07/01/2019 Agreement End Date: 12/31/2020

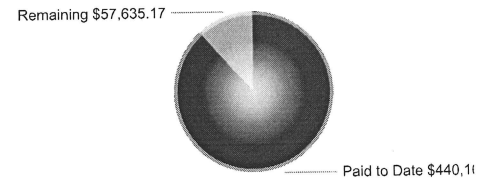
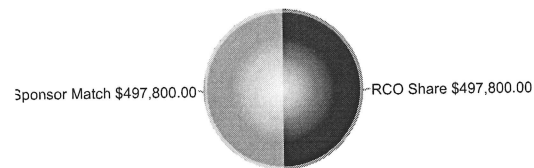
PROJECT BRIEF

RCO AGREEMENT DATES:

Fiscal Year: 2020
Funded Date: 06/27/2019
Project Start Date: 07/01/2019
Original End Date: 12/31/2020
Agreement End Date: 12/31/2020

TOTAL AGREEMENT: \$995,600.00

RCO SHARE: \$497,800.00



Total Billed to Date: \$886,976.12 (89 % of total agreement)

Last Released Payment: 1/8/2021 2:52:

PHOTOS:



CONTACTS:

Sponsors can add contacts but they cannot delete them. To remove a contact, please contact RCO staff at PRISMAccounts@rco.wa.gov. This page only displays work phone numbers and email addresses. Contact Name links to full person profile.

Contact Name	Project Role	Work Phone	Work Email	Remove
Beth Auerbach Primary Org Rec. and Conserv. Office	Project Manager	(360) 280-6103	Beth.Auerbach@rco.wa.gov	
Jim Lochner Rec. and Conserv. Office	MAgy Fiscal Contact	(360) 902-3007	Jim.Lochner@rco.wa.gov	
Tracey Perkosky Key Peninsula Metro Park Dist	<div>Project Contact - The primary project contact for the spo ▾</div>	(253) 514-0876	tracey@keypenparks.com	
Don Campbell	<div>Consultant - A consultant for the sponsor. ▾</div>	(360) 456-3813	d2@rwdroll.com	



PROJECT DETAILS

Project Brief
Properties
Attachments
Billings
Progress/Final Reports
Snapshot

OPTIONS

Enter a Billing
Enter Progress/Final Report
Email Grant Manager
PRISM Support

APPLICATION DETAILS

Application Wizard
Application Report

DASHBOARDS

Billing Dashboards

Go to Project:

Go to Org:

Go to Person:

PROJECT: 18-1284 DEV, GATEWAY PARK PHASE 3 SPLASH PAD

Sponsor: [Key Peninsula Metro Park Dist](#) Program: WWRP - Local Parks Status: Active

Project Start Date: 07/01/2019 Agreement End Date: 12/31/2020

PROGRESS/FINAL REPORTS

Click on the link to open the report. You may only work on one report at a time. If you have a report in draft or submitted status you may not start a new one.

[Start New Progress Report](#)

Report Type	From Date - To Date	Status	Submitted By
Final Report	-	Accepted	Tracey Perkosky
Progress Report	01/29/2020 - 12/28/2020	Accepted	Tracey Perkosky
Progress Report	10/16/2019 - 01/28/2020	Accepted	Scott Gallacher
Progress Report	07/01/2019 - 10/15/2019	Accepted	Scott Gallacher

RCO AGREEMENT

DATES

Fiscal Year: 2020
Funded Date: 06/27/2019
Project Start Date: 07/01/2019
Original End Date: 12/31/2020
Agreement End Date: 12/31/2020
All expenses must be incurred by this date.

PAID TO DATE

Funding/Match	Proposed	Actual
Total	\$0.00	\$0.00

FUNDING

	RCO Grant Agreement	RCO %	Sponsor Match Agreement	Sponsor %	Total
Agreement Total	\$497,800.00	50.000000 %	\$497,800.00	50.000000 %	\$995,600.00
Paid to Date	\$440,164.83	88.422023 %	\$440,164.83	88.422023 %	\$880,329.66
Retained to Date	\$0.00	0.000000 %	n/a	n/a	\$0.00
REMAINING BALANCE	\$57,635.17	11.577977 %	\$57,635.17	11.577977 %	\$115,270.34
Planned Retainage	\$0.00	(0.00000000%)	Match Bank	\$0.00	
Retainage Trigger	\$497,800.00		Match Owed	\$0.00	
Number of Billings	4		Advance Balance	\$0.00	
Pending Billing	<input type="checkbox"/>		Accrual Balance	\$0.00	
AFRS Project Number			CFDA Number(s)		

AMENDMENTS

No Amendments



JOB DETAIL

Key Peninsula Metro Parks District

01/23/2020 To 12/31/2020

Time: 11:39:54 Date: 03/25/2021

Page: 1

Description: Gateway Park Splash Pad 18-1284

Expenditures

02/10/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Professional Service Work On The Gateway Park Splash Pad Phase 3	122	Landscape Architect P.S.	2,170.00
04/10/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360		318	Landscape Architect P.S.	3,869.60
04/10/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Contracted Work On Gateway Splash Pad.	323	Darrin Fiskum Wildwood C	26,751.53
06/12/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Professional Services For Gateway Splash Pad Phase 3.	460	Landscape Architect P.S.	7,083.25
07/10/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Contracted Work For Phase 3 Gateway Park Splash Pad	526	Landscape Architect P.S.	999.00
08/14/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Contracted services for Gateway Park Splash pad	607	Landscape Architect P.S.	1,161.00
10/23/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Contracted work on phase 3 Gateway Park Splash pad.	777	Landscape Architect P.S.	3,895.43
11/19/2020	001.576 80 41 020 Professional Services, Key Pen Gateway Park / 360	Contracted work on Gateway Park Splash Pad Phase 3.	833	Landscape Architect P.S.	7,756.88
<i>Total 576 80 41 020</i>					<i>53,686.69</i>
01/23/2020	001.594 76 62 020 Capital Improvements Gateway Park	Gateway Splash Pad	80	Darrin Fiskum Wildwood C	209,560.22
01/27/2020	001.594 76 62 020 Capital Improvements Gateway Park	Playground Equipment For Gateway Splash Pad	85	KCDA Purchasing Cooperat	35,561.64
02/10/2020	001.594 76 62 020 Capital Improvements Gateway Park	Balance Due From 12-04-2019 Invoice	131	Darrin Fiskum Wildwood C.	2,343.05
03/18/2020	001.594 76 62 020 Capital Improvements Gateway Park		269	US Bank	2,213.63

JOB DETAIL

Key Peninsula Metro Parks District

01/23/2020 To 12/31/2020

Time: 11:39:54 Date: 03/25/2021

Page: 2

Description: Gateway Park Splash Pad 18-1284

Expenditures

03/18/2020	001.594 76 62 020 Capital Improvements Gateway Park	Contracted Work On Gateway Park Splash Pad.	273	Darrin Fiskum Wildwood C:	106,450.05
04/10/2020	001.594 76 62 020 Capital Improvements Gateway Park	Skate Stoppers And 30% Down For Concrete Tables	322	US Bank	7,183.19
05/01/2020	001.594 76 62 020 Capital Improvements Gateway Park	Tables For Gateway Park Splash Pad..	370	WAUSAU TILE, INC	14,625.99
05/29/2020	001.594 76 62 020 Capital Improvements Gateway Park	Contracted Work On Gateway Park Splash Pad.	436	Darrin Fiskum Wildwood C:	74,368.99
07/23/2020	001.594 76 62 020 Capital Improvements Gateway Park	Split Rail Fence Post And Rails	566	US Bank	247.19
08/27/2020	001.594 76 62 020 Capital Improvements Gateway Park	Contracted work on Gateway Park Splash Pad.	646	Darrin Fiskum Wildwood C:	69,626.26
10/09/2020	001.594 76 62 020 Capital Improvements Gateway Park	3 concrete picnic tables, 5 street planters, 5 rubber lids and 5 galvanized liner for waste receptacles for Gateway Park Splash pad.	744	Ornamental Stone	5,676.62
12/21/2020	001.594 76 62 020 Capital Improvements Gateway Park	Retainage for Gateway Park Splash pad contract.	899	Darrin Fiskum Wildwood C:	33,592.82
<i>Total 594 76 62 020</i>					<u>561,449.65</u>
Expenditures Forward					306,724.17
Period Expenditures					<u>615,136.34</u>
Total Expenditures					921,860.51



Regular Meeting: April 12, 2021

Item # 13 b

To: Board of Park Commissioners

From: Tracey Perkosky, Executive Director

Date: April 12, 2021

Subject: Authorize Executive Director to Sign Joint Letter of Support to WA Congressional Delegation Supporting Trails

Key Pen Parks was recently approached by Pierce County to consider joining a joint letter of support supporting Federal dollars for trails. If approved, Key Pen Parks would be signing onto a letter written by the Leafline Trails Coalition to WA Congressmembers Delbene, Larsen, Kilmer, Jayapal, Schrier, Smith and Strickland. The Executive Director has attended several Leafline Coalition meetings and was a part of the original group formation through the work of King County. One of the primary goals of the Leafline Coalition is to create an interconnected network of shared use trails across the Central Puget Sound region to improve health, community, quality of life, mobility and access for all.

While Key Pen Parks does not have a potential earmark on the list, as we do not have a trail project on the list, there is benefit to supporting the Cushman Trail Extension project.

Signatures are due April 23rd and it is an electronic signature.

Recommendation: Authorize the Executive Director to sign the joint letter of support drafted by the Leafline Coalition

Attachment 1: Email from Pierce County

Attachment 2: Draft Letter of Support from Leafline Coalition

From: [Brienne Blackburn](#)
To: [Brienne Blackburn](#)
Subject: FW: Sign on: Letter to Congressional delegation to prioritize trails in infrastructure spending
Date: Wednesday, April 7, 2021 11:09:03 AM

Good morning! You may have already seen this come across your inbox, but I wanted to flag it for you as a trail partner in Pierce County.

This is an opportunity to sign onto Leafline Trails Coalition's letter to WA Congressional Delegation to prioritize trails in upcoming infrastructure spending. Pierce County participates in [Leafline](#)'s coalition to create an interconnected network of shared use trails across the Central Puget Sound region to improve health, community, quality of life, mobility, and access for all.

Claire has provided a good overview of the effort below including links to the letter and other Leafline Resources.

Signatures are due April 23rd-we'd welcome your support!

Brienne Blackburn, Planner & Trails Coordinator
(She/Her)
PIERCE COUNTY PARKS | EVERYDAY ADVENTURES
P: 253-798-4261 | C: 253-439-8547
Connect: [Web](#) | [Facebook](#)

From: Claire Martini <claire@leaflinetrails.org>
Sent: Tuesday, April 6, 2021 12:42 PM
Subject: Sign on: Letter to Congressional delegation to prioritize trails in infrastructure spending

Hello,

We wanted you to be the first to hear about an exciting opportunity to send a joint message to Washington's Congressional delegation from Leafline Trails Coalition. With work happening on surface transportation authorization, and the recent return of earmarks, now is the time to ask leaders to prioritize trails! We're welcoming elected leaders, government agencies, community organizations, businesses, and nonprofits to sign this joint letter:

[Sign on here](#) *before April 23*

The [letter](#) will be sent to Representatives Delbene, Larsen, Kilmer, Jayapal, Schrier, Smith, and Strickland, ensuring that broad community support is heard as members select/submit projects. As you may recall, Leafline shared a [one-pager last spring](#) with the Congressional delegation and kept in touch with members. This joint letter is the next step for our work to support growing lines of funding for trails. We understand that multiple jurisdictions are submitting earmark requests for trails, so we've focused messaging on the broader benefits of the network and the critical role of trails in an integrated mobility network.

To learn more about how to submit earmark requests for trails, please refer to this [blog](#).

Please reach out with questions sooner rather than later! We're generally looking for one signatory per organization, and feel free to forward to others in your network. I'll send at least one reminder before the sign-on deadline.

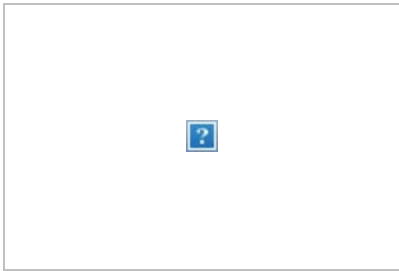
Thanks,
Claire

--

Claire Martini (she/her)

[Leafline Trails Coalition Manager](#)

NEW NUMBER: 503-781-4213



leafline trails coalition

Connecting Trails, Connecting Communities

April 8, 2021

Representative X

Office Address

Washington, D.C. 20515

Re: Prioritize trail connections in transportation authorization, COVID-19 relief, and member designated projects

Dear Washington Congressional Delegation Members,

Thank you for your leadership to ensure Puget Sound and the nation recover from the COVID-19 pandemic. Our communities are healing, but important work lies ahead to build back better. The undersigned agencies, businesses, community organizations, and leaders of central Puget Sound write to express support for funding critical trail connections in King, Kitsap, Pierce, and Snohomish counties. Transportation authorization, COVID-19 relief, and the return of member designated projects provide opportunities to advance the mission of the [Leafline Trails Coalition](#): Creating an interconnected network of shared use trails across the Central Puget Sound region. The "transportation network we propose improves the economy, increases mobility, reconnects communities, repairs the environment, and supports residents in living healthy, active lives.

Investing in trails is great for the economy. According to a 2020 Washington Recreation and Conservation Office [study](#), trails support 81,000 Washington jobs, on par with the aerospace industry. Trail-based activities make up 1.45% of Washington's gross domestic product and contribute \$8.2 billion per year to Washington's economy. Trails in Washington give back a whopping \$5.9 billion in environmental benefits per year. We can grow Washington's trail-based economy via targeted infrastructure investments: Active transportation provides more jobs per dollar than any other type of transportation infrastructure spending.

Active transportation is the cornerstone of an integrated mobility network. Trails provide transportation as a standalone mode and by connecting bus routes, light rail, and ferries. Trails enable kids to get to school safely and independently, provide safe active transportation access, link communities to each other, and support healthy outdoor recreation activities for all communities. As trails [see](#) record use during the pandemic, a nationwide Outdoor Industry



Association study found we can [keep new users coming back](#) by providing places to walk, bike, and roll close-to-home.

By focusing on connections between communities, underserved communities, and critical trail gaps, federal investments can connect the 450 miles of wide, mostly paved, shared-use trails in our region! Today in our [region](#), access to trails—like life expectancy—varies across zip codes. We must fill gaps in the network to provide equitable access. Trails provide a safe, low-cost transportation option that adds green space close to home [instead](#) of increasing air pollution, a strategy recommended to [close the health gap](#). By completing just one trail, the Main Alignment of the [Tacoma to Tahoma Network](#), Pierce County could reconnect communities separated by highway construction and see a reduction of 2,781,000 fewer miles traveled by car each year. [\[Menu\]](#)

Now is the time to connect safe walking and biking routes into a seamless regional system. Design and construction of these projects will create immediate jobs in the region and should be considered for federal funding as our region seeks to recover from Covid-related economic impacts. Ready projects that build east-west and north-south spines include:

- Centennial Trail (WA 1, 2)
- Cushman Trail Extension (WA 6)
- Eastrail (WA 1, 9)
- Foothills Trail (WA 10)
- Georgetown to South Park Trail (WA 7)
- Green River North Extension (WA 7)
- Interurban Trail (WA 2, 7, 8, 9 10)
- Lake to Sound Trail (WA 7, 9)
- Mountains to Sound Greenway (WA 7, 8, 9)
- Pipeline Trail (WA 8, 9, 10)
- Schuster Parkway Promenade Trail (WA 6)
- Sound to Olympics Trail (WA 6)
- Tacoma to Puyallup Trail (WA 6, 10)
- Tacoma Water Flume Line Trail (WA 6, 10)
- Whitehorse Trail (WA 1, 2)
- Yelm Prairie Line Trail (WA 10)

As Governor Inslee recognized in a recent [letter](#) to the congressional delegation, “Significant investment in active transportation is needed to address health, equity, and critical safety concerns when biking or walking...Expanding and connecting trail networks such as The Leafline network in central Puget Sound...would enhance mobility and put people to work quickly across the state.” Thank you for your leadership and for your consideration of this request to invest in the four-county trails network.



Such visionary investment would get us out of this crisis by transforming central Puget Sound towards a future marked by health, a strong and more equitable economy, and a cleaner environment. We welcome the opportunity to work with your respective offices to achieve this next important step for the Leafline Trails Network. Please do not hesitate to contact Claire Martini, Leafline Trails Coalition Manager, at claire@leaflinetrails.org.

Sincerely,

Name, Role
Organization

(etc)

