



Draft 2023 Budget Presentation

PUBLIC HEARING

OCTOBER 10, 2022





Revenues

Propose maximum levy

REET allocation

Updated excise tax and shelter rental estimates

Revised Zoo Trek estimate

Combined all sports fields revenue into one category

Revenues

310 Taxes

	Original	Proposed	Difference	%	Notes
311 10 00 000 Taxes, Real & Personal Property	1,461,536.00	1,494,356.00	32,820.00	102.2%	
313 17 00 000 Taxes, Zoo Trek Excise Tax	185,000.00	245,000.00	60,000.00	132.4%	
317 20 00 000 Taxes, Leasehold Excise Tax	1,000.00	1,000.00	0.00	100.0%	
317 40 00 000 Taxes, Forest Excise Tax	2,500.00	2,500.00	0.00	100.0%	
318 00 00 000 Other Tax (REET)	0.00	60,000.00	60,000.00	0.0%	
310 Taxes	1,650,036.00	1,802,856.00	152,820.00	109.3%	

360 Long Terms

	Original	Proposed	Difference	%	Notes
361 11 00 000 Investment Interest	2,000.00	4,000.00	2,000.00	200.0%	
362 40 00 003 S&F Rentals, Camping Fees	250.00	0.00	(250.00)	0.0%	Delete
362 40 00 004 S&F Rentals, 360 Field / Gateway	13,000.00	18,000.00	5,000.00	138.5%	
362 40 00 005 S&F Rentals, Home Park Picnic SI	200.00	400.00	200.00	200.0%	
362 40 00 006 S&F Rentals, Volunteer Park Shel	4,000.00	1,000.00	(3,000.00)	25.0%	Reflects Shelter Rentals and short term fields
362 50 00 001 S&F Rentals, Concessions Buildin	10,800.00	7,000.00	(3,800.00)	64.8%	
362 50 00 002 S&F Rentals, Gateway House Ren	15,618.00	14,400.00	(1,218.00)	92.2%	
362 50 00 003 S&F Rentals, Storage Space	50.00	0.00	(50.00)	0.0%	Delete
362 50 00 004 S&F Rentals, Sportsfields	2,000.00	8,000.00	6,000.00	400.0%	Little League, Soccer, Baseball, etc
362 50 00 005 S&F Rental, Taylor Bay Caretaker	9,171.00	9,180.00	9.00	100.1%	
367 00 00 000 Contributions & Donations	10,000.00	7,500.00	(2,500.00)	75.0%	
369 91 00 000 Other Revenue	2,000.00	2,000.00	0.00	100.0%	



Staffing & Salaries

Requesting 3% merit increases per performance evaluation and estimated 10% for COLA based on BLS numbers yet to be released (prior months between 7-8%)

Two (2) new full time maintenance worker positions

- 1 Maintenance Worker II
- 1 Maintenance Worker I

Eliminate Seasonal Positions

Budget for higher benefits, e.g. family benefits

BARS 20: Salaries & Benefits

	Original	Proposed	Difference	%	Notes
576 80 10 001 Commissioner Wages	7,500.00	7,500.00	0.00	100.0%	
576 80 10 002 Administrative Wages	263,000.00	301,983.00	38,983.00	114.8%	2023 Projection #2
576 80 10 003 Park Operations Wages	278,000.00	380,292.00	102,292.00	136.8%	2023 Projection #2
576 80 10 004 Park Operations - Temp Wages	58,500.00	0.00	(58,500.00)	0.0%	Delete
576 80 20 001 Commissioner Personnel Benefits	600.00	678.00	78.00	113.0%	2023 Projection #2
576 80 20 002 Administrative Benefits	98,000.00	109,190.00	11,190.00	111.4%	2023 Projection #2
576 80 20 003 Park Operations Benefits	155,000.00	184,765.00	29,765.00	119.2%	2023 Projection #2
576 80 20 004 Park Operations - Temp Benefits	16,500.00	0.00	(16,500.00)	0.0%	Delete
576 80 20 006 Uniforms/Safety Gear - Personne	3,500.00	4,000.00	500.00	114.3%	

What happens when we don't protect our assets?

More damage

Delays due to broken equipment

Increased liability in the event of injury

Higher repair costs

More extensive procurement process required

Staff frustration & burnout from high workload and needed repairs

Why transition from seasonal maintenance positions?

- Can't hire seasonal staff. Other agencies can't hire them too.
- Days of 6-month or 9-month unbenefited positions are gone with mostly college students applying (about 2-3 months)
- For safety and to meet L&I requirements the hiring, onboarding, and training process for a short time commitment is the same as full time employees
- Key Pen Parks still pays for pension benefits
- Key Pen Parks still pays for unemployment benefits with rising rates
 - folks can and DO collect UE raising our rates
- Lower wages for seasonals are hard to compete with bridge tolls and travel costs as many applicants are not from the KP/GH area

Why 2 new Full Time Maintenance Needed?

- Maintain 1300 acres with numerous amenities, almost 26 miles of trails, playgrounds, fields, buildings, restrooms, etc.
- Currently have 5 FTEs with 1.5 FTEs for seasonal employment
- Deferred maintenance is more costly
 - Painting and preventing wood rot, keeping gutters clean, raking playground chips, repairing steps
- Limited volunteers to assist with maintenance. Everyone on the KP is struggling here.
- Close to 2000 hours spent on trails alone over the past 12 months
- Little time for needed training; few opportunities for specialized training
- No time to identify early issues: trees down, minor roof issues, early playground equipment issues, etc.
- This brings us to where we should be for maintenance staffing

	Key Pen Parks	Pen Met Parks
Acres/Trails	1336, 25.6 miles of trails	800 + cushman trail and Tubby's dog park trail
Maintenance	5 FTE	11.8 FTE
Admin	4 FTE	6 FTE



Maintenance Budget

- Additional full-time staff will allow more deferred and daily projects to be completed.
- Additional general maintenance funds for projects such as:
 - Gravel warning track on fields
 - Continued seeding/fertilizer
 - Paint breezeway to barn
 - Repair steps at fields
 - Tree pruning
 - Adding colorful plants (hardy fuchsias to Volunteer Park)
 - Dug out repairs
 - Drainage repairs
 - New sheds for all sports users at Volunteer Park
 - Picnic table upkeep
 - Gravel replacement at 360 trailhead
 - Bollard revisions

BARS 30: Maintenance & Event Supplies

	Original	Proposed	Difference	%	Notes
576 80 31 002 Maintenance Supplies	60,000.00	107,000.00	47,000.00	178.3%	
576 80 31 003 Equipment Maintenance Supplies	3,200.00	3,520.00	320.00	110.0%	
576 80 31 004 Vehicle Maintenance Supplies	1,500.00	2,000.00	500.00	133.3%	
576 80 31 130 Supplies, Special Event Programs	3,000.00	600.00	(2,400.00)	20.0%	
576 80 31 140 Supplies, Special Events Non-Rev	14,000.00	10,000.00	(4,000.00)	71.4%	Moving expenses to proper BARS category
576 80 31 150 Supplies - Volunteer Program	7,500.00	1,000.00	(6,500.00)	13.3%	Basic safety supplies
576 80 32 000 Park Operations Fuel	9,000.00	22,000.00	13,000.00	244.4%	
576 80 35 000 Small Tools & Equipment - Maint	9,500.00	10,400.00	900.00	109.5%	

	Original	Proposed	Difference	%	Notes
576 80 41 000 Professional Services, Marketing	6,500.00	12,500.00	6,000.00	192.3%	Includes new funds for peachjar (school flyers), and new tents
576 80 41 001 Professional Services, Consultant	20,000.00	20,000.00	0.00	100.0%	
576 80 41 002 Professional Services, Financial (A	23,100.00	16,000.00	(7,100.00)	69.3%	Springbrook, Audit in 2024
576 80 41 004 Professional Services, Legal	9,500.00	10,450.00	950.00	110.0%	
576 80 41 005 Professional Services, Contracted	7,500.00	47,863.00	40,363.00	638.2%	Event services, water tests, brush cutting/logging for trail areas, parking lot sptriping for GW and VP
576 80 41 007 Professional Services, Web/IT Sup	5,000.00	1,000.00	(4,000.00)	20.0%	
576 80 41 008 Professional Services, Arborist	6,500.00	7,500.00	1,000.00	115.4%	
576 80 41 009 Election Costs	12,000.00	15,000.00	3,000.00	125.0%	
576 80 42 001 Communications, Phones, Intern	9,450.00	9,500.00	50.00	100.5%	
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576 80 43 001 Travel, Commissioners	500.00	500.00	0.00	100.0%	
576 80 43 002 Travel, Staff	15,000.00	15,000.00	0.00	100.0%	This assumes in-person training
576 80 44 001 Taxes And Operation Assessment	1,100.00	2,000.00	900.00	181.8%	
576 80 45 000 Equipment Rental\ Land, Genera	8,000.00	8,000.00	0.00	100.0%	
576 80 46 000 Insurance, General Liability	40,250.00	45,000.00	4,750.00	111.8%	
576 80 47 000 Utility Services, For All Parks	35,700.00	37,485.00	1,785.00	105.0%	
576 80 47 001 Utility Services, For Illegal Dumpi	1,000.00	1,000.00	0.00	100.0%	
576 80 48 000 Repairs & Maintenance, General	27,100.00	29,810.00	2,710.00	110.0%	
576 80 49 001 Licenses & Permits	4,500.00	6,000.00	1,500.00	133.3%	other permit costs such as water fountain, dog park shade, events
576 80 49 002 Dues & Subscriptions	5,000.00	7,500.00	2,500.00	150.0%	Software annual fees
576 80 49 003 Banking Fees	1,500.00	1,700.00	200.00	113.3%	
576 80 49 004 Other Expenses	4,000.00	4,000.00	0.00	100.0%	
576 80 49 006 Training, Staff	6,000.00	7,000.00	1,000.00	116.7%	WRPA, Pesticide Licenses, First Aid Re-cert, NRPA, BARS/Audit, Records

BARS 40

Proposed Events 2023

Gnome Hunt (new!)

Egg Hunt

Mom & Me Tea

Maker's Market

Summer Family Fun Fest

Bubble Fun Day (new!)

Craft Day(s) (new!)

Cinema Under the Stars

Family Fun Fest

All Hallows Eve

Trail Walks (in planning)

Volunteer Events 2023



Regular trail work parties
with support from new
maintenance staff



Partnering with
community groups for
specific projects

Planning Projects

Continued work on Gateway Master Plan Update

Capital Facilities Plan with regional park emphasis for Park Impact Fees

ADA Ramp design for Admin Building and Parking Lot at Volunteer Park

Geotech/design on Field 3 (Volunteer Park)

Design on Pickle Ball Court (or funds to KPCC)

Capital Projects

Emergency signage and general signage on trails (360, KCF, Maple Hollow, Rocky Creek)

Home Playground and Swing Set Replacement

Volunteer Park Swing Set Replacement

ADA ramps for Admin Building and parking lot in Volunteer Park

Possible Taylor Bay septic decommissioning

New Admin Building doors for compliance and safety

Barn/House repairs for roof, gutters, windows, wood rot, bird/mold cleaning

Maintenance Equipment

New pick-up truck (new staff) - \$35,000

2 new mowers (riding and stand up) -
\$32,000

New utility vehicle (Kubota
replacement) - \$41,000

Mobile Pressure Washer - \$12,000

Capital: Planning & Expenditures

Expenditures	Original	Proposed	Difference		Remarks
594 Capital Expenditures					
594 76 62 020 Capital Improvements	275,000.00	470,000.00	195,000.00	170.9%	Home Playground, VP swing set, ADA ramps at VP, TRail/Park Signage, Barn/House Repairs, new Admin doors, roll up doors, new skate park fence, TB well decommissioning, Disc Golf
594 76 62 024 Capital Expenditures - REET	0.00	60,000.00	60,000.00	0.0%	See capital improvements
594 76 63 001 Capital Expenditures/Expenses - I	10,000.00	0.00	(10,000.00)	0.0%	Delete
594 76 64 001 Capital Equipment - Maintenance	78,500.00	120,000.00	41,500.00	152.9%	
594 76 64 002 Capital Equipment - Events	5,000.00	0.00	(5,000.00)	0.0%	Delete
594 Capital Expenditures	468,500.00	930,000.00	461,500.00	198.5%	

	Original	Proposed	Difference	%	Notes
594 76 61 000 Capital Expenditures/Expenses La	0.00	0.00	0.00	0.0%	
594 76 62 001 Capital Improvements Master Pla	100,000.00	280,000.00	180,000.00	280.0%	GW Master Plan Update, CFP, ADA Ramp for VP, Geotech study on field 3, design on pickleball court



Land Acquisition ???

- Not added to the budget
- Consider adding match funds for Lind (\$1.5 Million) or Leahy (\$1.1 Million) through Conservation Futures or RCO application
- If more land is added, additional maintenance will be needed in 2024.

Use of Fund Balance

Proposes \$565,000 in fund
balance usage

Cash budget so no carryover

Estimated \$4.5 million in Fund
Balance at end of 2022

With this allocation at end of 2023
would have just under \$4 million

Questions?

