



City Manager  
334 Front Street  
Ketchikan, AK 99901

Phone (907) 228-5603  
Fax (907) 225-5075

TRANSMITTAL MEMORANDUM
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TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Assistant City Manager

DATE: October 20, 2022

RE: **Ketchikan Committee for the Homeless' Quarterly Financial Report – July Through September 2022**

Pursuant to paragraph (a) of Section 14 of the 2022 Community Agency Funding Agreement between the City of Ketchikan and the Ketchikan Committee for the Homeless, attached for City Council review is a copy of the agency's quarterly financial report for the period of July through September 2022. Should Councilmembers have questions and/or concerns regarding the quarterly financial report, staff can attempt to respond accordingly.

10/05/22

City of Ketchikan  
334 Front Street  
Ketchikan, Alaska  
99901

To Whom it May Concern:

Please find attached the 3rd quarter financial summary  
for the Ketchikan Committee for the Homeless (PATH).

A handwritten signature in black ink, appearing to read "G. Boatwright", with a stylized, cursive script.

Gerald Boatwright  
Treasurer/Board Member  
Ketchikan Committee for the Homeless

10/05/22

Ketchikan Committee for the Homeless  
**Profit and Loss Standard**  
 July through September 2022

	Jul - Sep '22
Ordinary Income/Expense	
Income	
Interest Income	1.51
Contributions Income	
Tattoo Raffle Income	574.88
Business donations	1,288.50
Private Donations	1,171.97
Client Fees	365.00
Total Contributions Income	3,400.35
Total Income	3,401.86
Expense	
Bank Service Charges	31.96
Utilities	
LP Gas/Hot Water System	648.58
Garbage Service	888.29
Phone/Cable/Internet	1,033.03
Heating Oil	618.11
Electric, Water, Sewer	2,586.19
Total Utilities	5,774.20
Repairs	
Building Repairs	
Pantry Room Repairs	750.00
Downstairs Bathrooms Re...	245.24
Building Repairs - Other	528.07
Total Building Repairs	1,523.31
Total Repairs	1,523.31
Insurance	
Workman's Comp. Insurance	1,370.00
Total Insurance	1,370.00
Contract Labor	
Misc Labor	3,314.52
Manager's Payroll	7,618.77
Misc Contract Labor	
Assistant Manager	3,794.50
Total Misc Contract Labor	3,794.50
Fed taxes	4,226.00
State Unemployment Taxes	298.35
Total Contract Labor	19,252.14
Supplies	

10/05/22

Ketchikan Committee for the Homeless  
Profit and Loss Standard  
July through September 2022

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	Jul - Sep '22
Office	520.32
General Supplies	198.16
Total Supplies	718.48
Total Expense	28,670.09
Net Ordinary Income	-25,268.23
Net Income	-25,268.23

10/05/22

Ketchikan Committee for the Homeless  
**Balance Sheet Standard**  
As of September 30, 2022

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	<u>Sep 30, '22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Veterans Grant Checking Acc...	48.67
ARPA Grant	39.36
Well's Farge Savings Account	40,069.34
Wells Fargo Checking	176.13
Total Checking/Savings	<u>40,333.50</u>
Total Current Assets	<u>40,333.50</u>
<b>TOTAL ASSETS</b>	<u><u>40,333.50</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Bal Equity	14,119.88
Retained Earnings	30,680.51
Net Income	-4,466.89
Total Equity	<u>40,333.50</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>40,333.50</u></u>

## Register

10/05/22

Wells Fargo Checking Register through 10/01/22:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
07/01/22	4531	Petro Marine	Utilities:Heating ...	6/21. 62 ...	-331.70	X	5,082.21
07/07/22	4532	Ty Rettke	Contract Labor:M...	July draw	-500.00	X	4,582.21
07/07/22	4533	Ben Jasper	Contract Labor:M...	July draw	-300.00	X	4,282.21
07/07/22	4534	Todd Edmon...	Contract Labor:M...	July draw	-300.00	X	3,982.21
07/10/22	4535	R&M Engine...	Repairs:Building ...	work on c...	-750.00	X	3,232.21
07/13/22		Misc. Deposit	-split-	Salazar a...	93.50	X	3,325.71
07/13/22	4536	Ty Rettke	Contract Labor:M...	2nd qt ph...	-450.00	X	2,875.71
07/13/22	4538	Gary Boatwri...	Supplies:General...	RE for lau...	-198.16	X	2,677.55
07/13/22	4539	KPU	-split-	utilities	-1,345.63	X	1,331.92
07/14/22		transfer fro ...	Well's Farge Savi...		5,000.00	X	6,331.92
07/18/22		Facebook	Contributions Inc...	donation...	901.97	X	7,233.89
07/18/22		IRS	Contract Labor:F...	941 payr...	-1,466.96	X	5,766.93
07/18/22		State of Alas...	Contract Labor:S...	2nd quart...	-298.35	X	5,468.58
07/19/22	4543	Petro Marine	Utilities:LP Gas/...	Invoice #...	-167.57	X	5,301.01
07/20/22		Misc. Deposit	Contributions Inc...	donation	40.00	X	5,341.01
07/25/22	4540	Ty Rettke	Contract Labor:M...	July payroll	-2,072.85	X	3,268.16
07/25/22	4541	Ben Jasper	Contract Labor:M...	July payroll	-985.43	X	2,282.73
07/25/22	4542	Todd Edmon...	Contract Labor:M...	RRR July ...	-677.57	X	1,605.16
07/28/22	4544	Madison Har...	Repairs:Building ...	building r...	-528.07	X	1,077.09
08/04/22		Misc. Deposit	Contributions Inc...	Stripe tat...	206.43	X	1,283.52
08/08/22		transfer fro ...	Well's Farge Savi...		5,000.00	X	6,283.52
08/08/22	4545	Ty Rettke	Contract Labor:M...	August dr...	-500.00	X	5,783.52
08/08/22	4546	Ben Jasper	Contract Labor:M...	August dr...	-300.00	X	5,483.52
08/08/22	4547	Todd Edmon...	Contract Labor:M...	August dr...	-300.00	X	5,183.52
08/12/22		Misc. Deposit	-split-	Rotary 50...	1,514.50	X	6,698.02
08/15/22		IRS	Contract Labor:F...	941 payr...	-1,401.08	X	5,296.94
08/15/22	4548	Petro Marine	Utilities:LP Gas/...	LP: Invoic...	-210.98	X	5,085.96
08/17/22		Misc. Deposit	Contributions Inc...	Stripe tatt...	16.44	X	5,102.40
08/19/22	4549	Tongass Bus...	Supplies:Office	office sup...	-44.99	X	5,057.41
08/19/22	4551	Petro Marine	Utilities:LP Gas/...	LP/Invoic...	-102.91	X	4,954.50
08/22/22		Misc. Deposit	Contributions Inc...	Facebook...	40.00	X	4,994.50
08/25/22		Misc. Deposit	Contributions Inc...	Tatto raff...	94.58	X	5,089.08
08/25/22	4550	Todd Edmon...	Contract Labor:M...	Draw#2 f...	-300.00	X	4,789.08
08/26/22	4552	Ty Rettke	Contract Labor:M...	August p...	-1,668.37	X	3,120.71
08/26/22	4553	Ben Jasper	Contract Labor:M...	August p...	-1,044.37	X	2,076.34
08/26/22	4554	Todd Edmon...	Contract Labor:M...	August p...	-377.56	X	1,698.78
08/28/22	4555	Madison Har...	Repairs:Building ...	bathroom...	-212.91	X	1,485.87
09/01/22	4556	Tongass Bus...	Supplies:Office	office sup...	-87.67	X	1,398.20

## Register

10/05/22

Wells Fargo Checking Register through 10/01/22:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
09/03/22		transfer fro ...	Well's Farge Savi...		5,000.00	X	6,398.20
09/05/22		Misc. Deposit	-split-	Salazar 1...	195.50	X	6,593.70
09/06/22	4557	KPU	-split-	late paym...	-1,633.17	X	4,960.53
09/08/22	4558	Ty Rettke	Contract Labor:M...	Sept draw	-500.00	X	4,460.53
09/08/22	4559	Ben Jasper	Contract Labor:M...	Sept draw	-400.00	X	4,060.53
09/08/22	4560	Todd Edmon...	Contract Labor:M...	Sept Draw	-300.00	X	3,760.53
09/12/22		Misc. Deposit	Contributions Inc...	4 deposit...	253.32	X	4,013.85
09/14/22	4561	KPU	-split-	Sept bill	-1,528.71	X	2,485.14
09/15/22		IRS	Contract Labor:F...	August p...	-1,357.96	X	1,127.18
09/18/22		transfer fro ...	Well's Farge Savi...		5,000.00	X	6,127.18
09/20/22		Misc. Deposit	-split-		44.11	X	6,171.29
09/26/22	4562	Alaska Natio...	Insurance:Work...	after audi...	-1,370.00		4,801.29
09/26/22	4563	Petro Marine	Utilities:LP Gas/...	LP	-167.12	X	4,634.17
09/27/22	4564	Madison Har...	Repairs:Building ...	RRR build...	-32.33	X	4,601.84
09/29/22	4565	Petro Marine	Utilities:Heating ...	9/26. \$5...	-286.41		4,315.43
09/29/22	4566	Ty Rettke	-split-	RRR cell ...	-807.96		3,507.47
09/29/22	4567	Ty Rettke	Contract Labor:M...	Sept payr...	-1,477.55		2,029.92
09/29/22	4568	Ben Jasper	Contract Labor:M...	Sept payr...	-764.70		1,265.22
09/29/22	4569	Todd Edmon...	Contract Labor:M...	Sept payr...	-1,059.39		205.83
09/30/22	4570	Tongass Bus...	Supplies:Office	office	-29.70		176.13