


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President
 FROM: Rick Still, Parks and Recreation Director 
 DATE: August 15, 2012
 SUBJECT: 2013 Budget Direction

ISSUE

Provide direction for the 2013 Budget.

FINANCIAL IMPACT

No financial impact.

BACKGROUND

The Tukwila Metropolitan Park District (MPD) was formed on September 14, 2011. District budgets for 2011 and 2012 were adopted on December 12, 2011. The 2013 MPD budget needs to be adopted no later than the December MPD meeting this year.

DISCUSSION

The current plan for working through the budget issues to achieve adopting the 2013 budget has been outlined in the revised 2013 Draft Long Term Agenda and is listed below:

SEPTEMBER 17

1. **City Services Review** would include a summary breakdown of the contracted work effort performed by the City for \$7,500 per month (*see Recommendation section for possible reschedule*).
2. **Contracted Services (outsource) Presentation** would include a summary of types of individual contracted services needed to perform the scope of work which the City is currently being contracted (*see Recommendation section for possible reschedule*)
3. **Preliminary 2013 Programs and Fees Review** would include an outline of the types of programs i.e. swim lessons, rentals and special events; and a proposed fee schedule for 2013 programs.

OCTOBER 15

4. **Preliminary 2013 Budget** would be a line item budget that reflects the current 5-year model and any direction received from previous board meetings.

NOVEMBER 19

5. **2013 Program and Fees Review** would be modified according to Board direction.

DECEMBER 17

6. **Adopt 2013 Budget** would be a final document prepared for adoption.

RECOMMENDATION

Staff recommends moving forward with Items 3 – 6 as scheduled and, in efforts to provide a seamless re-opening of the pool after construction, that Items 1 and 2 be rescheduled until after the capital project is completed and normal operations have resumed.