

Meeting of the Board of Commissioners TUKWILA METROPOLITAN PARK DISTRICT

Verna Seal, *President of the Board*
Kathy Hougardy, *Clerk of the Board*

Board Members: ▶ **Joe Duffie** ▶ **Dennis Robertson**
▶ **Allan Ekberg**
▶ **De'Sean Quinn** ▶ **Kate Kruller**

Monday, October 15, 2012, 8:00 PM
Tukwila City Hall Council Chambers

Resolution #13

1. CALL TO ORDER

2. CITIZEN COMMENTS

3. CONSENT AGENDA

- a. Approval of minutes: 9/17/12
- b. Approval of vouchers.

4. BUSINESS ITEMS

- a. Capital project update.
- b. Capital project financing: Authorize the issuance of Limited Tax General Obligation (LTGO) bonds through Seattle Northwest Securities with a proceeds amount of \$1 million to fund pool improvements beginning November 5, 2012.
- c. Review and discussion of 2013 preliminary budget.
- d. Authorize the President of the Board of Commissioners to sign a professional services contract with Lisa M. Marshall for the provision of legal counsel services for the Tukwila Metropolitan Park District through December 31, 2012.
- e. Overview of legal process for change in governance.

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5. REPORTS

- a. Commissioners
- b. Staff:
 - Capital Improvement Program (CIP) status
 - Operational issues
 - Short-term agenda review
- c. Tukwila Pool Advisory Committee:
 - Agenda and minutes
 - Chairperson report
- d. Miscellaneous:
 - Long-term agenda
 - Next meeting is November 19, 2012.

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6. MISCELLANEOUS

7. ADJOURNMENT

Tukwila City Hall is wheelchair accessible.

Reasonable accommodations are available at public hearings with advance notice to the City Clerk's Office (206-433-1800 or TukwilaCityClerk@tukwilawa.gov). This notice is available at www.tukwilawa.gov, and in alternate formats with advance notice for those with disabilities.

Tukwila Metropolitan Park District Board meetings are audio taped.

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director *RS*
Robert Eaton, Project Coordinator *RE*

DATE: October 15, 2012

SUBJECT: Capital Project Update

ISSUE

Pre-Construction update and status report on the Pool Capital Project.

FINANCIAL IMPACT

No financial impact.

BACKGROUND

At the August 20, 2012 MPD Board Meeting, the Board President was authorized to sign the contract documents with the State Department of Enterprise Services to approve the implementation of the Energy Services Proposal by McKinstry. Since that action was taken the project has been moving forward very quickly. The purpose of this memo is to update the Board on the Capital Project Status. Several different points are outlined in the Discussion section below.

DISCUSSION

Pre-Construction Project Update:

Stake Holder's Meeting

An invitation is being extended to the Board, TPAC, STP, community members, and pool patrons to attend and participate in a Stake Holder's Meeting on Thursday, November 1st at 7:00am at the Tukwila Community Center.

- Staff is asking people to Save the Date. An email invitation is forthcoming and this meeting will be Noticed.

Construction Project Tour

Staff is coordinating with the Contractor to facilitate a 50% Construction Tour for the Board and TPAC to see the project progress. This will be a great opportunity to see the progress of construction and build anticipation for the Grand Re-Opening in February.

- Staff and the Council Analyst will coordinate a time for Board Members to tour the project in early to mid-December.

RFPs and Significant Dates

Request for Proposals (RFPs) were distributed this week to the sub-contractors. Below is a list of significant dates associated with the RFP Process:

- Permit Pre-Application Meeting with City's Plan Reviewers – Tuesday, October 9
- Permits Applied for – Wednesday, October 10
- Pre-Bid Meeting with Sub-Contractor - Wednesday, October 10
- RFPs due to McKinstry - Wednesday, October 17
- Final Award announcement - Friday, October 19
- Facility Closure/Construction Begins - Monday, November 5

Allotment Items (to be completed by City staff)

The Bulkhead Renovation/Painting and the Pool Filter Project will both be completed using a combination of in-house work by staff and hiring an Aquatic Sub-Contractor.

The initial plan for the Roof and Exterior Access Improvements Projects was to complete these immediately, before the weather turned. However, the timing to get the projects through the contractual process will most likely be too late for construction this fall. Staff will continue to work and prepare for construction to begin in early spring 2013. City resources and contracts will be used to complete these projects.

As a reminder, the scope for the Roof Project has changed some based upon the additional information about the roof having approximately seven inches of insulation which was not known of in the contractor's quote initially solicited by staff or by McKinstry. The additional insulation will affect the method of attachment of the new membrane roof over the existing torch down roof and may cost more than the original estimation.

- Staff is hopeful the budget of \$85,449 will be sufficient for this project but is prepared for an increase based on recent changes.

A survey was completed and a landscape architectural firm has been selected to work with City staff to revise the plans for the Exterior Access Improvements Project. This firm will provide a new design to improve the function of the project and meet the code requirements opposed to previous plans that did not.

- Staff is still optimistic that the revised plans will be on or under the budgeted amount of \$90,000.

Quotes have been received from a flooring contractor for the product specified by staff (via an architect the City has used before) for the Locker Room Flooring project. Pricing for this has come in well under the allotted amount, approximately \$60,000.

- Staff has asked the flooring contractor to provide quotes for applying this product in additional areas based upon the cost savings.

Asbestos Testing

The Final Report from testing the entire facility and the pool liner and associated substrate was delivered to staff last week. In summary, a few traces of asbestos were found in 3 of 10 samples taken from the pool liner and the requirements to deal with these traces are minimal; full abatement is not required.

- This will provide significant cost savings from the originally allocated \$100,000 for this unknown factor.

Add/Alternates to the Base Bid

Natatorium Exhaust Fan:

Staff reviewed a suggested addition to the plans that the Engineers proposed; the installation of an Exhaust Fan for the natatorium to relieve the positive air pressure in the facility. This would pull air out of the building creating a slightly negative air pressure within (which is preferred) so that the chlorinated air does not get pushed into all the areas it shouldn't be. The cost for this additional item is approximately \$80,000 and is not feasible at this time because it is considered new equipment which triggers a different set of code requirements on the system, namely heat recovery. The original quote for heat recovery was close to \$1 million.

Heat Coils:

For the smaller front air system there is an initial Pre-Heat Coil and four additional heating coils that allow for different heating zones; 1) Men's locker room 2) women's locker room, 3) lobby and 4) office/first-aid room. The large Pre-Heat Coil is completely inoperable and must be replaced. It is listed as a separate "Add/Alternate". The additional four coils are also listed as "Add/Alternates". (All five of these coils are not included in the base bid due to the unknown condition of the coils prior to McKinstry's Engineers and Design Team's thorough inspections of the system).

Three of the four zone coils are original and in need of replacement within a couple of years. One was replaced with a "like kind" in 2010 after it froze and burst leaking water setting off the fire alarm.

The Engineer's Estimate for each of the four zone coils is approximately \$19,000 and \$24,000 for the large Pre-Heat Coil. Having them listed as "Add/Alternates" will provide a known price associated with them and can be seen in the proposals by the sub-contractors compared to the lump sum price for the rest of the proposal.

By replacing all of these coils now, they can be engineered to fit with the rest of the system and be accurately controlled with the installation of the new control system. If they are not replaced and included in the Capital Project then they will have to be done individually using the Repairs and Maintenance operating budget over the next few years. If they are completed in this process, they will have to be switched out with a "like kind" coil which could have a negative impact on the controls of the system (new coils will have different flow and pressure resistance on them that will not have been calculated and engineered with the new system).

It is necessary to include replacing these coils in the project to obtain a completely functional and accurately operating air system. Approximate cost for including all five coils is \$100,000.

- The costs savings from the greatly reduced asbestos handling requirements (not full abatement) for the pool liner will be used to cover the majority of the expense of the coils.

In summary, the cost savings of the Exterior Access Improvement Project can be used to cover any overage of the Roof Project. The cost savings of not having significant Asbestos Abatement costs associated with the Pool Liner Project will approximately cover the costs of the Heating Coils Add/Alternate. The cost savings from the Locker Room Flooring Project can be used to complete additional flooring work in other areas or additional cost of coils if necessary.

If there are any additional funds available as the actual project prices become known (compared to the Guaranteed Max in the Energy Services Proposal) then staff will work with McKinstry on how in include additional items further down the CIP List (Attachment 1) that was revised at the June 18, 2012 MPD Board Meeting.

RECOMMENDATION

No recommendation at this time.

ATTACHMENTS

CIP List (Board Revised 6-18-12)



MPD Board Revised 6-18-12

CIP List - Attachment 1

Table 4.2 - Facility Improvement Measure (FIM) Summary - Preliminary

Project: Tukwila Pool
Date: 6/13/12 Draft ESP Cost Estimate, Revised by Staff

FAC Item #	1-12	1-12	Project	McKinstry Budget	McKinstry Budget Modified Scope	Annual Utility Savings	Potential Incentives	Staff Comments on Exhibit A
1	1	1	Pool Liner, Water Edge Tile, and Main Drains	\$ 283,203		\$ -	\$ -	Page 1
2	2	2	Pool Circulation Pump VFD Pool Water Plumbing / Valve Replacement Pool Heating Water Pump Replacement	\$ 119,546	Use Reduced Scope on Projects as much as possible	\$ 2,586	\$ 8,551	Pages 1 & 2
3	3	3	ADA Pool Chair Lifts	\$ 22,635		\$ -	\$ -	Page 3
4	4	4	Chemtrol Replacement	\$ 22,624		\$ -	\$ -	Page 3
5	5	5	Nat. HVAC Digital Controls / Dampers Lobby HVAC Digital Controls / Dampers Nat. Fan & Motor Replacement	\$ 366,972		\$ 12,047	\$ -	Page 4
6	6	6	Building Heating Pump & Motor Replacement, Lobby Exhaust and Supply Motors Replacement	\$ 4,507		\$ 302	\$ 780	Page 4
7	7	7	Boiler Burner and Controls Replacement Condensing Domestic Water Heater	\$ 161,768		\$ 259	\$ -	Page 5
8	8	10	Lighting Conversion	\$ 107,049		\$ 4,298	\$ 10,777	Page 5
9	9	11	Remove Natatorium Ceiling Tiles	\$ 51,186		\$ -	\$ -	Page 5
10	10	14	Locker Room Tile (Showers & Walls)	\$ 49,550	\$ 20,364	\$ -	\$ -	Page 6
11	11	16	HVAC Lobby Supply Motor Replacement	\$ 1,101		\$ 302	\$ 780	Page 6
12	12	17	HVAC Lobby Exhaust Motor Replacement	\$ 1,101		\$ 302	\$ 780	Page 6
13 20	13	20	Locker Room Plumbing (Showers & Fixtures - (could be modified to \$47,152 no china)	\$ 83,250	\$ 36,098	\$ 1,822	\$ -	Pages 6 & 7
Base Scope of Work for Project Subtotal				\$ 1,273,492	\$ 1,198,154	\$ 1,250,000	\$ 21,918	\$ 21,666
14	14	28	Pool Cover / Blanket	\$ 37,383	\$ 1,235,537	\$ 1,235,537	\$ 8,570	\$ 14,041
15	20	39	Sewer Duct Meter	\$ 7,554	\$ 1,243,091	\$ 1,243,091	\$ 1,163	Page 7
16	18	9	Bulkhead Renovation	\$ 14,683	\$ 1,257,774	\$ 1,247,591		Page 7
MODIFIED Base Scope of Work for Project Subtotal						\$ 1,250,000	\$ 9,733	\$ 14,041
17	15	8	DE Filter System - Vacuum DE Remodel	\$ 149,089	\$ 1,406,863	\$ 15,000	\$ 1,262,591	Page 8
18	19	21	Gutter/Deck Tile	\$ 64,172	\$ 1,471,035		\$ 1,326,763	Page 9
19	17	13	ADA Improvements (Parking Lot)	\$ 127,000	\$ 1,598,035	\$ 90,000	\$ 1,416,763	Pages 8 & 9
20			Locker Room China	\$ 47,152	\$ 1,645,187	\$ 47,152	\$ 1,463,915	Pages 6 & 7
21	16	41	New Roof	\$ 85,449	\$ 1,730,636		\$ 1,549,364	Page 8
22	24	29	Privacy changing areas (modified - 1 dressing rm)	\$ 7,187	\$ 1,737,823		\$ 1,556,551	Page 10
23	25	30	Locker Room Floor Resurfacing	\$ 92,399	\$ 1,830,212	\$ 85,000	\$ 1,641,551	Page 10
24			New Lockers MODIFIED #24 for Grant			\$ 25,115	\$ 1,666,666	Page 10
GRANT Scope of Work for Project Subtotal							\$ 31,651	\$ 35,709
24	22	23	New Lockers	\$ 46,767	\$ 1,876,979		\$ 1,688,318	Page 10
25	26	31	Deck Resurfacing	\$ 145,748	\$ 2,022,697	\$ 135,000	\$ 1,823,318	Pages 10 & 11
None	21	22	Locker Room Painting (Staff Perform Work)	\$ -	\$ 2,022,697	\$ -	\$ 1,823,318	Page 8
Total Items 1-26				\$ 2,098,035	\$ 1,681,117		\$ 416,918	difference

27	27	12	Add Natatorium Sound Abatement (not in \$1M loan @ 2.17%)	\$ 132,568		\$ 132,568	\$ 1,955,886	Page 11
26	28	32	Enclosure - see architectural concept (\$155K store front windows)	\$ 164,734		\$ 164,734	\$ 2,120,620	Pages 11 & 12
29	33		Modify Front Desk Reception (if no Enclosure)			\$ 17,403		Page 12
30	34		Admin Offices Remodel			\$ 32,151		Page 13
31	35		Modify Family Changing Rooms (if no add on)			\$ 11,343		Page 13
32	36		Modify Supply Staff / Break Room					Page 13
33	37		Staff Locker Rooms Renovation			\$ 20,360		Page 13
34			New Entry - Women's Locker Room			\$ 14,112		Page 11
Perform as monies become available				\$ 297,302		\$ 392,671		
Being performed through Repairs and Maintenance and Life-Cycle Program								
35	18		Interior Doors Replacement (partial)	\$ 54,342		\$ 54,342		Page 14
36	19		Heat Exchanger (Pool Water Heat)	\$ 45,490		\$ 45,490		Page 14
37	24		Exterior Doors Replacement	\$ 73,988		\$ 19,089		Page 14
23	25		Deep End Guard Chair	\$ 10,633		\$ 15,950		Page 3
Total all Projects				\$ 173,820	\$ 118,921			
Total all Projects				\$ 2,493,819	\$ 2,192,709			

Not Being Pursued

40			Solar Thermal (system only)			\$ 216,809	\$ 1,800	See 6-18-12 Board Packet Item 4.c.
27			UV - New Item, strongly recommended	\$ 74,997		\$ 74,997	\$ (2,628)	Not Recommended
38			Add Windows in Natatorium			\$ 36,480	\$ -	Not Recommended
42			Privacy showers & changing areas - see sketch			\$ 144,203	\$ -	Not Recommended
43			New Natatorium Supply Air Ductwork			\$ 96,610	\$ -	Not Recommended
44			Vending Machines Power Control			\$ 1,438	\$ 51	Not Recommended
45			Addition - see sketch	\$ 900,000			\$ -	Not Recommended

INFORMATIONAL MEMORANDUM
Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director
 Craig Zellerhoff, Fiscal Coordinator

DATE: October 10, 2012

SUBJECT: Tukwila Pool Metropolitan Park District – Capital Projects Financing Authorization

ISSUE

Authorization to obtain financing for Pool Capital Projects.

FINANCIAL IMPACT

An average of \$82,263 in annual payment for 15 years.

BACKGROUND

The Tukwila Pool Metropolitan Park District (MPD) has determined the need for capital improvements in the amount of \$1,666,666 to sustain operations of the pool for the next 20 plus years. The MPD has committed \$1,250,000 as the match towards the Department of Commerce Grant in the amount of \$416,666. Funding alternatives and options have been provided to the Board at meetings on May 14, June 18, and August 20 (minutes attached). At this time, the Board is being asked to provide formal approval to authorize the funding mechanism to obtain the \$1,000,000 needed to fund the Capital projects.

DISCUSSION

The Tukwila Pool Metropolitan Park District has secured a total of \$666,666.66 toward the financing of the capital improvement projects to cover a portion of the financing requirements.

Table 1 – Capital Project Fund Source

Funding Source	Amount
Cash/Operating Loan	\$ 250,000
Federal Grant	416,666
Financing Needed	1,000,000
Total	\$ 1,666,666

The following financing two options are available to the Tukwila Pool MPD for the remaining \$1.0 million needed to proceed with the project.

Table 2 – Funding Options’ Descriptions

Investment Information	Background Information	Financing Summary
Green Campus Partners - Tax Exempt Lease Purchase (TELP)		
<p>A TELP is an installment purchase contract used to finance equipment and capital projects at a low interest rate. Interest rates depend on the strength of collateral, the borrower's credit worthiness, the duration of financing, and market conditions</p>	<ul style="list-style-type: none"> The transaction would be structured as an LTGO lease purchase between the District and Green Campus Partners. The District and the City will enter into an Interlocal agreement prior to closing, under which the City will guarantee the District's payment obligation. The guarantee will remain in place during the 15 year term of the financing. It is anticipated that the proceeds will be deposited into escrow with a bank during the construction period. The financed amount is net of utility rebates, District capital contribution and State grants and includes a 1% origination fee and estimated costs of issuance: The interest rate is 3.25%, which will float until shortly before closing. The District has the option to prepay the lease purchase on any payment date at a price of 103%. 	<p>Financed Amount: \$1.0M Term: 15 years Payments: Quarterly</p> <p>Financing Cost: \$ 35,000</p> <p>Interest Rate = 3.25%</p> <p><i>See attached worksheet for sample payment schedule (amounts will change based on final construction amount)</i></p> <p>EST ANN/UAL PMTS: \$ 87,454 TERM: 15 YEARS</p>
Seattle Northwest Securities - Long-term General Obligation Bond (LTGO)		
<p>Issuing a bond for \$1 million using the City bond rating of Aa3 would result in the annual debt payments ranging from \$79,000 to \$85,000 which is dependent on interest rates at time of issuance.</p>	<p>Current interest rates as of 10/2/2012:</p> <p><i>15 years – 2.69% = \$82,263 per year</i></p>	<p>Financed Amount: \$1.0M Term: 15 years Payments: Semi Annually</p> <p>Financing Cost: \$ 36,536</p> <p>Interest Rate = 2.69%</p> <p><i>See attached bond schedule from Seattle Northwest Securities worksheet for sample payment schedule (amounts will change based on final bond issuance date.)</i></p> <p>EST ANNUAL PMTS: \$ 82,263 TERM: 15 YEARS</p>

Based on the information available at this time issuing LTGO Bonds is the optimal financing method requiring annual debt service payments of \$82,263 annually for total payments of approximately \$1,233,950 over 15 years.

Table 3 – Investment Term Payment Review

Investment Type	Rate	Annual Payments	Term	Total Payments
TELP	3.25%	87,454	15 years	1,311,816
LTGO Bond	2.69%	82,263	15 years	1,233,950

RECOMMENDATION

It is recommended that the Board authorize the issuance of LTGO Bonds through Seattle Northwest Securities with a proceed amount of \$1 million to fund pool improvements beginning November 5th, 2012.

ATTACHMENTS

- Seattle Northwest Securities Amortization Schedule for \$1.0 million financing
- Green Campus Partners Amortization Schedule for \$1.0 million financing
- Minutes from the May 14, June 18, and August 20 MPD Meetings

SOURCES AND USES OF FUNDS

City of Tukwila, Washington
 Sample GO Bonds
 Assumes current Aa3 interest rates as of October 5, 2012

Dated Date	12/01/2012
Delivery Date	12/01/2012

Sources:

<hr/>	
Bond Proceeds:	
Par Amount	945,000.00
Premium	91,538.05
<hr/>	
	1,036,538.05
<hr/>	

Uses:

<hr/>	
Project Fund Deposits:	
Project Fund	1,000,000.00
 Delivery Date Expenses:	
Cost of Issuance	20,500.00
Underwriter's Discount	12,000.00
	<hr style="width: 100px; margin-left: 0;"/>
	32,500.00
 Other Uses of Funds:	
Additional Proceeds	4,038.05
<hr/>	
	1,036,538.05
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BOND DEBT SERVICE

City of Tukwila, Washington
Sample GO Bonds

Assumes current Aa3 interest rates as of October 5, 2012

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
06/01/2013			14,975	14,975	
12/01/2013	50,000	2.000%	14,975	64,975	79,950
06/01/2014			14,475	14,475	
12/01/2014	55,000	2.000%	14,475	69,475	83,950
06/01/2015			13,925	13,925	
12/01/2015	55,000	2.000%	13,925	68,925	82,850
06/01/2016			13,375	13,375	
12/01/2016	55,000	2.000%	13,375	68,375	81,750
06/01/2017			12,825	12,825	
12/01/2017	55,000	2.000%	12,825	67,825	80,650
06/01/2018			12,275	12,275	
12/01/2018	60,000	3.000%	12,275	72,275	84,550
06/01/2019			11,375	11,375	
12/01/2019	60,000	3.000%	11,375	71,375	82,750
06/01/2020			10,475	10,475	
12/01/2020	60,000	3.000%	10,475	70,475	80,950
06/01/2021			9,575	9,575	
12/01/2021	65,000	3.000%	9,575	74,575	84,150
06/01/2022			8,600	8,600	
12/01/2022	65,000	4.000%	8,600	73,600	82,200
06/01/2023			7,300	7,300	
12/01/2023	65,000	4.000%	7,300	72,300	79,600
06/01/2024			6,000	6,000	
12/01/2024	70,000	4.000%	6,000	76,000	82,000
06/01/2025			4,600	4,600	
12/01/2025	75,000	4.000%	4,600	79,600	84,200
06/01/2026			3,100	3,100	
12/01/2026	75,000	4.000%	3,100	78,100	81,200
06/01/2027			1,600	1,600	
12/01/2027	80,000	4.000%	1,600	81,600	83,200
	945,000		288,950	1,233,950	1,233,950

BOND PRICING

City of Tukwila, Washington
Sample GO Bonds

Assumes current Aa3 interest rates as of October 5, 2012

Bond Component	Maturity Date	Amount	Rate	Yield	Price	Premium (-Discount)
Bond Component:						
	12/01/2013	50,000	2.000%	0.380%	101.615	807.50
	12/01/2014	55,000	2.000%	0.520%	102.940	1,617.00
	12/01/2015	55,000	2.000%	0.640%	104.034	2,218.70
	12/01/2016	55,000	2.000%	0.780%	104.795	2,637.25
	12/01/2017	55,000	2.000%	1.000%	104.865	2,675.75
	12/01/2018	60,000	3.000%	1.190%	110.451	6,270.60
	12/01/2019	60,000	3.000%	1.440%	110.352	6,211.20
	12/01/2020	60,000	3.000%	1.700%	109.685	5,811.00
	12/01/2021	65,000	3.000%	1.930%	108.801	5,720.65
		515,000				33,969.65
2027 Term Bonds:						
	12/01/2022	65,000	4.000%	2.480%	113.388 C	8,702.20
	12/01/2023	65,000	4.000%	2.480%	113.388 C	8,702.20
	12/01/2024	70,000	4.000%	2.480%	113.388 C	9,371.60
	12/01/2025	75,000	4.000%	2.480%	113.388 C	10,041.00
	12/01/2026	75,000	4.000%	2.480%	113.388 C	10,041.00
	12/01/2027	80,000	4.000%	2.480%	113.388 C	10,710.40
		430,000				57,568.40
		945,000				91,538.05

Dated Date	12/01/2012	
Delivery Date	12/01/2012	
First Coupon	06/01/2013	
Par Amount	945,000.00	
Premium	91,538.05	
Production	1,036,538.05	109.686566%
Underwriter's Discount	-12,000.00	-1.269841%
Purchase Price	1,024,538.05	108.416725%
Accrued Interest		
Net Proceeds	1,024,538.05	

BOND SUMMARY STATISTICS

City of Tukwila, Washington
 Sample GO Bonds
 Assumes current Aa3 interest rates as of October 5, 2012

Dated Date	12/01/2012
Delivery Date	12/01/2012
Last Maturity	12/01/2027
Arbitrage Yield	2.045208%
True Interest Cost (TIC)	2.423510%
Net Interest Cost (NIC)	2.586930%
All-In TIC	2.697612%
Average Coupon	3.569487%
Average Life (years)	8.566
Duration of Issue (years)	7.494
Par Amount	945,000.00
Bond Proceeds	1,036,538.05
Total Interest	288,950.00
Net Interest	209,411.95
Total Debt Service	1,233,950.00
Maximum Annual Debt Service	84,550.00
Average Annual Debt Service	82,263.33
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	12.698413
Total Underwriter's Discount	12.698413
Bid Price	108.416725

Bond Component	Par Value	Price	Average Coupon	Average Life
Bond Component	515,000.00	106.596	2.692%	5.175
2027 Term Bonds	430,000.00	113.388	4.000%	12.628
	945,000.00			8.566

	TIC	All-In TIC	Arbitrage Yield
Par Value	945,000.00	945,000.00	945,000.00
+ Accrued Interest			
+ Premium (Discount)	91,538.05	91,538.05	91,538.05
- Underwriter's Discount	-12,000.00	-12,000.00	
- Cost of Issuance Expense		-20,500.00	
- Other Amounts			
Target Value	1,024,538.05	1,004,038.05	1,036,538.05
Target Date	12/01/2012	12/01/2012	12/01/2012
Yield	2.423510%	2.697612%	2.045208%

COST OF ISSUANCE

City of Tukwila, Washington
Sample GO Bonds

Assumes current Aa3 interest rates as of October 5, 2012

Cost of Issuance	\$/1000	Amount
Bond Counsel	12.69841	12,000.00
Moody's rating fee	8.46561	8,000.00
P/OS distribution	0.52910	500.00
	21.69312	20,500.00



Neal Skiver
Senior Vice President
Green Campus Partners LLC
215 Lincoln Avenue
Santa Fe, NM 87501
(732) 917-2311 office
(505) 690-3335 mobile
neal.skiver@greencampuspartners.com

October 11, 2012

Ms. Peggy McCarthy
Finance Director
City of Tukwila
6500 Southcenter Boulevard
Tukwila, WA 98188

RE: Lease Purchase Financing Proposal for the Tukwila Pool Metropolitan Park District

Dear Ms. McCarthy:

Green Campus Partners, LLC is pleased to present the following Summary of Terms and Conditions dated October 11, 2012 (collectively, the "*Financing Proposal*") to the Tukwila Pool Metropolitan Park District.

SUMMARY OF TERMS AND CONDITIONS

DATE: October 11, 2012

DISTRICT: Tukwila Pool Metropolitan Park District

CITY: City of Tukwila

LESSOR: Green Campus Partners, LLC, its successor and/or assigns

ESCROW AGENT: To Be Determined

SPECIAL COUNSEL: To Be Determined

CONTRACTOR: McKinstry

PURPOSE: The purpose of this transaction is to provide financing for certain facility improvement measures (collectively, the "*Equipment*"), which will be installed by the Contractor.

BACKGROUND: In August 2011, the voters of the City created the District, the boundaries of which are coextensive with the boundaries of the City. The District has the

authority to levy a general tax on the property not to exceed 15 cents per thousand dollars of assessed valuation each year.

STRUCTURE: This transaction will be structured as an Equipment Lease Purchase Agreement (the "*Lease Purchase*") between the District and the Lessor.

SECURITY: The Lease Purchase will be a limited tax general obligation of the District. The District will covenant and agree that it will include in its annual budget and levy ad valorem taxes, annually, within the constitutional and statutory tax limitations provide by law without a vote of the electors of the District, upon all the taxable property within the District in amounts sufficient, together with all other money of the District legally available for such purposes, to pay the Lease Payments. Regardless of the status of installation or performance of the Equipment, the District's obligation to make payments commence on that certain date as set forth in the Lease Purchase. Legal title to the Equipment shall be vested in the District. The Lease Purchase will be a net financial contract of the District, and all expenses (including, but not limited to, insurance, maintenance and taxes) will be the responsibility of the District.

CITY GUARANTEE: Prior to closing of the Lease Purchase, the City and the District will enter into an Interlocal Agreement (the "*Guarantee*"), under which the City will guarantee the District's Lease Purchase financial obligations. The Guarantee will be a limited tax general obligation of the City and will be in a form similar to other Interlocal agreements that the City has executed to support previous financing transactions. The Guarantee will remain in place during the Term of the Lease Purchase and the Lessor will only look to the Guarantee in the event the District is unable to fulfill its obligations under the Lease Purchase.

ESCROW: At closing, proceeds from the Lease Purchase will be deposited into an Acquisition Fund established pursuant to an Escrow Agreement (the "*Escrow*") by and among the District, the Lessor and the Escrow Agent. The Escrow Agent will be selected by the District, subject to the Lessor's approval. The Lessor has a relationship with Deutsche Bank National Trust Company, under which escrow services for these types of transactions are provided at a cost of \$1,000 (which can be included in the Financed Amount, if desired). During the installation period, the District will requisition funds in the manner outlined in the Escrow. No funds will be disbursed without the written approval of the District and the Lessor. The District will direct the investments in the Acquisition Fund and all interest earnings will accrue to the District's benefit.

FINANCED AMOUNT:	Equipment Cost	\$1,841,252
	Utility Rebates	(21,667)
	District Capital Contribution	(402,919)
	WA Jobs Now Grant	<u>(416,666)</u>
	Net Equipment Costs	\$1,000,000
	Lessor Origination Fee	10,000
	Costs of Issuance (estimated)	<u>25,000</u>
	Financed Amount	\$1,035,000

CLOSING DATE: To Be Determined (estimated November 15, 2012)

TERM: 15 years

INTEREST RATE: 3.25% tax-exempt, fixed rate

Interest Rate Adjustment: The Interest Rate above is based upon the 10-Year U.S. Treasury Swap Interest Rate (the "Index") as reported on the October 10, 2012 Federal Reserve H.15 Daily Update of 1.77% and is locked through November 11, 2012 (30 days). Thereafter, the final interest rate will subject to adjustment until approximately 15 business days prior to the Closing Date (the "Interest Rate Set Date"), based on the following formula:

Interest Rate = (the Index on the Interest Rate Set Date) * .65 + 2.10%

PAYMENTS: The District will make 60 quarterly level principal and interest payments beginning 3 months after the Closing Date. Please see the attached Sample Payment Schedule, which assumes a Closing Date of November 15, 2012.

PREPAYMENT: The District will have the option to prepay its obligations under the Lease Purchase in whole on any payment date with a prepayment premium of 3%.

ASSIGNMENT: The Lessor will agree that the Lease Purchase will not be re-offered publicly. The Lessor reserves the right to assign, sell or otherwise transfer the Lease Purchase (or interests therein) to an institution that the Lessor reasonably believes is either a Qualified Institutional Buyer, an Institutional Accredited Investor or to a trust, partnership, custodial arrangement or similar entity, interests in which are offered and sold in a private placement or limited offering only to Qualified Institutional Buyers or Institutional Accredited Investors within the meaning of the applicable federal securities law.

DOCUMENTATION: All documentation will be provided by Special Counsel and will include all documents, certificates and opinions as are reasonably necessary to evidence and carry out the transaction. All documents must be acceptable to all parties.

CLOSING COSTS: The Lessor is charging an origination fee of \$10,000 (1% of the net Equipment costs). The District will be responsible for paying the costs of the Special Counsel, Escrow Agent and its other direct transaction costs or fees.

CREDIT APPROVAL: The transaction is subject to final credit approval by the Lessor, subject to additional due diligence and the negotiation of mutually acceptable documentation.

FINANCING PROPOSAL

EXPIRATION: Unless accepted by the District or extended in writing by the Lessor (at its sole discretion), this Financing Proposal shall expire on October 19, 2012. Once accepted, this Financing Proposal shall expire if the transaction has not funded by December 31, 2012.

Capitalized terms used but not defined herein shall have the meaning given such terms in the transaction documents (i.e. the Lease Purchase, Guarantee, Escrow, etc.). Upon receipt of the signed Financing Proposal, GCP will endeavor to provide you with a timely commitment, and shall use good faith efforts to negotiate and finance the Lease Purchase based on the terms & conditions provided herein. It is a pleasure to offer this Financing Proposal to the Tukwila Pool Metropolitan Park District and we look forward to your review and response.

Very truly yours,



Neal E. Skiver
Senior Vice President

Agreed to and Accepted by:
Tukwila Pool Metropolitan Park District

_____ (Name)

_____ (Title)

_____ (Date)

**Tukwila Pool Metropolitan Park District
Equipment Lease Purchase Agreement
Sample Payment Schedule
(15 Year Financing Term, Level Payments)**

Equipment Costs	\$ 1,841,252
Utility Rebates	\$ (21,667)
Up-Front Capital Contribution	\$ (402,919)
WA Jobs Now Grant	\$ (416,666)
Net Project Costs	\$ 1,000,000
Origination Fee (1% of Net Project Costs)	\$ 10,000
Costs of Issuance (Legal, etc.)	\$ 25,000
Financed Amount	\$ 1,035,000
Tax-Exempt Interest Rate	3.25%
Annual Payments	\$ 87,454
Financing Term (years)	15.00
Average Life (years)	8.23
Closing/Funding Date (estimated)	11/15/12

Pmt. No.	Payment Date	Payment Amount	Interest Portion	Principal Portion	Outstanding Balance	Purchase Price
1	2/15/13	\$ 21,864	\$ 8,409	\$ 13,454	\$ 1,021,546	\$ 1,052,192
2	5/15/13	\$ 21,864	\$ 8,300	\$ 13,564	\$ 1,007,982	\$ 1,038,222
3	8/15/13	\$ 21,864	\$ 8,190	\$ 13,674	\$ 994,309	\$ 1,024,138
4	11/15/13	\$ 21,864	\$ 8,079	\$ 13,785	\$ 980,524	\$ 1,009,939
5	2/15/14	\$ 21,864	\$ 7,967	\$ 13,897	\$ 966,627	\$ 995,626
6	5/15/14	\$ 21,864	\$ 7,854	\$ 14,010	\$ 952,617	\$ 981,196
7	8/15/14	\$ 21,864	\$ 7,740	\$ 14,124	\$ 938,494	\$ 966,648
8	11/15/14	\$ 21,864	\$ 7,625	\$ 14,238	\$ 924,255	\$ 951,983
9	2/15/15	\$ 21,864	\$ 7,510	\$ 14,354	\$ 909,901	\$ 937,198
10	5/15/15	\$ 21,864	\$ 7,393	\$ 14,471	\$ 895,431	\$ 922,293
11	8/15/15	\$ 21,864	\$ 7,275	\$ 14,588	\$ 880,842	\$ 907,268
12	11/15/15	\$ 21,864	\$ 7,157	\$ 14,707	\$ 866,136	\$ 892,120
13	2/15/16	\$ 21,864	\$ 7,037	\$ 14,826	\$ 851,309	\$ 876,849
14	5/15/16	\$ 21,864	\$ 6,917	\$ 14,947	\$ 836,363	\$ 861,453
15	8/15/16	\$ 21,864	\$ 6,795	\$ 15,068	\$ 821,294	\$ 845,933
16	11/15/16	\$ 21,864	\$ 6,673	\$ 15,191	\$ 806,104	\$ 830,287
17	2/15/17	\$ 21,864	\$ 6,550	\$ 15,314	\$ 790,790	\$ 814,514
18	5/15/17	\$ 21,864	\$ 6,425	\$ 15,438	\$ 775,351	\$ 798,612
19	8/15/17	\$ 21,864	\$ 6,300	\$ 15,564	\$ 759,788	\$ 782,581
20	11/15/17	\$ 21,864	\$ 6,173	\$ 15,690	\$ 744,097	\$ 766,420

**Tukwila Pool Metropolitan Park District
Equipment Lease Purchase Agreement
Sample Payment Schedule
(15 Year Financing Term, Level Payments)**

Pmt. No.	Payment Date	Payment Amount	Interest Portion	Principal Portion	Outstanding Balance	Purchase Price
21	2/15/18	\$ 21,864	\$ 6,046	\$ 15,818	\$ 728,279	\$ 750,128
22	5/15/18	\$ 21,864	\$ 5,917	\$ 15,946	\$ 712,333	\$ 733,703
23	8/15/18	\$ 21,864	\$ 5,788	\$ 16,076	\$ 696,257	\$ 717,145
24	11/15/18	\$ 21,864	\$ 5,657	\$ 16,207	\$ 680,051	\$ 700,452
25	2/15/19	\$ 21,864	\$ 5,525	\$ 16,338	\$ 663,713	\$ 683,624
26	5/15/19	\$ 21,864	\$ 5,393	\$ 16,471	\$ 647,242	\$ 666,659
27	8/15/19	\$ 21,864	\$ 5,259	\$ 16,605	\$ 630,637	\$ 649,556
28	11/15/19	\$ 21,864	\$ 5,124	\$ 16,740	\$ 613,897	\$ 632,314
29	2/15/20	\$ 21,864	\$ 4,988	\$ 16,876	\$ 597,022	\$ 614,932
30	5/15/20	\$ 21,864	\$ 4,851	\$ 17,013	\$ 580,009	\$ 597,409
31	8/15/20	\$ 21,864	\$ 4,713	\$ 17,151	\$ 562,858	\$ 579,743
32	11/15/20	\$ 21,864	\$ 4,573	\$ 17,290	\$ 545,567	\$ 561,934
33	2/15/21	\$ 21,864	\$ 4,433	\$ 17,431	\$ 528,137	\$ 543,981
34	5/15/21	\$ 21,864	\$ 4,291	\$ 17,572	\$ 510,564	\$ 525,881
35	8/15/21	\$ 21,864	\$ 4,148	\$ 17,715	\$ 492,849	\$ 507,634
36	11/15/21	\$ 21,864	\$ 4,004	\$ 17,859	\$ 474,990	\$ 489,239
37	2/15/22	\$ 21,864	\$ 3,859	\$ 18,004	\$ 456,985	\$ 470,695
38	5/15/22	\$ 21,864	\$ 3,713	\$ 18,151	\$ 438,835	\$ 452,000
39	8/15/22	\$ 21,864	\$ 3,566	\$ 18,298	\$ 420,537	\$ 433,153
40	11/15/22	\$ 21,864	\$ 3,417	\$ 18,447	\$ 402,090	\$ 414,153
41	2/15/23	\$ 21,864	\$ 3,267	\$ 18,597	\$ 383,493	\$ 394,998
42	5/15/23	\$ 21,864	\$ 3,116	\$ 18,748	\$ 364,746	\$ 375,688
43	8/15/23	\$ 21,864	\$ 2,964	\$ 18,900	\$ 345,846	\$ 356,221
44	11/15/23	\$ 21,864	\$ 2,810	\$ 19,054	\$ 326,792	\$ 336,596
45	2/15/24	\$ 21,864	\$ 2,655	\$ 19,208	\$ 307,584	\$ 316,811
46	5/15/24	\$ 21,864	\$ 2,499	\$ 19,364	\$ 288,219	\$ 296,866
47	8/15/24	\$ 21,864	\$ 2,342	\$ 19,522	\$ 268,697	\$ 276,758
48	11/15/24	\$ 21,864	\$ 2,183	\$ 19,680	\$ 249,017	\$ 256,487
49	2/15/25	\$ 21,864	\$ 2,023	\$ 19,840	\$ 229,176	\$ 236,052
50	5/15/25	\$ 21,864	\$ 1,862	\$ 20,002	\$ 209,175	\$ 215,450
51	8/15/25	\$ 21,864	\$ 1,700	\$ 20,164	\$ 189,011	\$ 194,681
52	11/15/25	\$ 21,864	\$ 1,536	\$ 20,328	\$ 168,683	\$ 173,744
53	2/15/26	\$ 21,864	\$ 1,371	\$ 20,493	\$ 148,190	\$ 152,636
54	5/15/26	\$ 21,864	\$ 1,204	\$ 20,660	\$ 127,530	\$ 131,356
55	8/15/26	\$ 21,864	\$ 1,036	\$ 20,827	\$ 106,703	\$ 109,904
56	11/15/26	\$ 21,864	\$ 867	\$ 20,997	\$ 85,706	\$ 88,278
57	2/15/27	\$ 21,864	\$ 696	\$ 21,167	\$ 64,539	\$ 66,475
58	5/15/27	\$ 21,864	\$ 524	\$ 21,339	\$ 43,200	\$ 44,496
59	8/15/27	\$ 21,864	\$ 351	\$ 21,513	\$ 21,687	\$ 22,338
60	11/15/27	\$ 21,864	\$ 176	\$ 21,687	\$ (0)	\$ (0)

TUKWILA METROPOLITAN PARK DISTRICT

**May 14, 2012 – 5:30 p.m.
Council Chambers – Tukwila City Hall**

BOARD OF COMMISSIONERS MEETING MINUTES

CALL TO ORDER

Board President Seal called the Special Meeting of the Tukwila Metropolitan Park District (MPD) to order at 5:34 p.m.

TUKWILA METROPOLITAN PARK DISTRICT COMMISSIONERS

Present were Joe Duffie, Dennis Robertson, Allan Ekberg, Verna Seal, Kathy Hougardy, De'Sean Quinn, Kate Kruller.

TUKWILA METROPOLITAN PARK DISTRICT REPRESENTATIVES

Lisa M. Marshall, MPD Attorney; Peggy McCarthy, Treasurer.

CITY OF TUKWILA OFFICIALS

Jim Haggerton, Mayor; David Cline, City Administrator; Rick Still, Parks and Recreation Director; Robert Eaton, Parks and Recreation Project Coordinator; Malcolm Neely, Aquatics Program Coordinator; Kimberly Matej, Council Analyst; Melissa Hart, Deputy City Clerk.

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA

- a. Approval of minutes: 4/09/12
- b. Approval of vouchers: #360237, 360270, 360296, 360330, 360359, 360370, 360484 and #120399 and 120405 in the amount of \$13,807.84.

MOVED BY DUFFIE, SECONDED BY ROBERTSON TO APPROVE THE CONSENT AGENDA AS SUBMITTED. MOTION CARRIED 7-0.

BUSINESS ITEMS

a. Funding Alternatives for Capital Improvement Projects.

Peggy McCarthy, MPD Treasurer, explained the Tukwila MPD has determined the need for capital improvements to sustain operations of the pool for the next 20-30 years. To make the capital improvements a reality, the Tukwila Finance Department has researched and reviewed potential financing options. The financing options available to the Tukwila MPD are listed below. Of the options listed, only two are viable options; bond financing and the state LOCAL program. A third option, tax exempt lease purchase, will be considered when the scope of the project has been determined. The following information is being provided to the Board at this time for review and information only.



Ms. McCarthy conducted a detailed review of the following funding alternatives for Capital Improvement Projects, as identified on page 1 of the agenda packet.

Investment Vehicle	Investment Information	Interest Rate	Viable Option
Public Works Trust Fund	The MPD is not eligible for this program as the loans are limited to the following systems: Drinking water, Sanitary sewer, Storm water, Solid waste/recycling, Bridges, Roadways and Streets	10 years - .50% 15 years - .75% 20 years - 1.00% 25 years - 1.50% 30 years - 2.00%	NO
Seattle Northwest Securities - Long-term General Obligation Bond (LTGO)	Issuing a bond for \$1.35 million using the City bond rating of Aa3 would result in the annual debt payments ranging from \$111,000 to \$115,180 which is dependent on interest rates at time of issuance.	Current interest rates as of 4/25/2012: 15 years - 3.82% = debt service of payment of \$111,000 per year Interest rates plus 50 basis points: 15 years - 4.32% = debt service payment of 115,180 per year	YES
King County Investment Pool	The MPD is not eligible for funding through the King County Investment Pool per Scott Matheson.		NO
Local Option Capital Asset Loan program (LOCAL) - Washington State Treasurer	The program began in 1989 for state agencies but was expanded in 1998 to allow local governments to participate. Essentially the State Treasurer aggregates the financing needs of many local government agencies in order to reduce borrowing and issuance costs for all participants. There are two loan programs for financing: Real Estate and Equipment. The MPD would qualify for both types of financing due to the nature of the construction project. The LOCAL program approves loans twice a year in late March with first payment due June 1 and mid/late August with first payment due December 1. Loan applications are due January 10 th for March funding and June 20 th for August funding.	Real Estate - Loans for construction projects can be financed for 20 years. The interest rate as of 3/29/12 was 3.98%; actual rates are determined by competitive bids on the date of sale. Equipment - Loans for purchase of equipment can be financed for 10 years. The interest rate as of 3/29/12 was 2.17%; actual rates are determined by competitive bids on the date of sale.	YES
Tax Exempt Lease Purchase (TELP)	A TELP is an installment purchase contract used to finance equipment and capital projects at a low interest rate. Interest rates depend on the strength of collateral, the borrower's credit worthiness, the duration of financing, and market conditions.	Cost to finance will be determined after review of feasibility study.	Possibly
Department of Commerce grant program	The Department of Commerce (DOC) established a grant program through legislation this past session. The grant is limited to \$500,000. The project cannot be under 'construction' when the grant is applied for or possibly awarded; final procedures have not been adopted yet. The criteria matches up well for this project: 1) leverage of money 2:1 or 3:1 is best, 2) energy efficiencies, and 3) ready to construct in 2012.	Rick Still to complete review.	Possibly

b. Review of 20-year Financial Plan.

Rick Still, Parks and Recreation Director, explained the MPD Board reviewed a 20-Year Financial Plan at the November 14, 2011 meeting to help determine policy and direction prior to adopting the 2012 MPD budget. The Board determined it was not necessary to receive regular updates on the financial plan, i.e. every time the City's Assessed Value is updated. However, the Board is looking at pursuing a large capital investment in the pool and taking a "big picture" view of the financial implications is prudent.

Mr. Still provided a review of the elements of the 20-year plan as identified on pages 5 and 7 of the agenda packet.

Commissioner Robertson requested staff provide a list that defines the equipment that would be replaced as part of line item 9, Capital Improvement Program (CIP) and Life-Cycle Replacement.

Mr. Still stated he will provide that information for the Board.

Commissioner Robertson asked for clarification relating to the reduction of expenses associated with staff salaries.

Mr. Still explained the 2 full-time Pool staff will be reassigned to the Tukwila Parks and Recreation Department during the Tukwila Pool remodel.

Commissioner Robertson thanked the staff for the information provided on the 2 loan repayment options and the conservative approach used to draft the 20-year Financial Plan.

Commissioner Duffie asked if the City would be responsible if the MPD was not able to make a debt service payment.

Peggy McCarthy, Treasurer, explained responsibility of the debt service payment would be dependent upon the structure of the debt payment plan and if the City guarantees the debt.

Commissioner Kruller asked if the Board could receive an electronic copy of the draft 20-year Financial Plan.

Mr. Still explained the spreadsheet is a working document and is still changing, and a copy will be provided to the Board.

Vanessa Zaputil, 15171 52nd Avenue South, #5, stated that the CIP reserve balance verbiage has been changed from the original language on the draft 20-year Financial Plan. On previous versions it was listed as the "demolition fund." She reminded the Board that the current lease with the Tukwila School District stipulates that at the end of the 20-year lease, if the facility does not continue as a pool, the MPD is required to demolish the facility.

David Puki, 3748 South 152nd Street, commented that he has reviewed the draft 20-year Financial Plan, and he feels Attachment A, with a 15-year bond repayment plan, is the best choice.

The Commissioners exchanged comments and asked clarifying questions of staff on the above topic.

It was determined that there was Board consensus on the 20-year Financial Plan, with the 15-year repayment plan for the capital improvements.

c. Energy Services:

1. Presentation of draft Energy Services Proposal (ESP).

On January 12th, the MPD Board approved the Energy Service Performance Contracting (ESPC) process, authorized McKinstry Energy Services (McKinstry) as the Energy Services Company (ESCO), and authorized the initiation of the investment grade audit for the Tukwila Pool. At the April 9, 2012 Board meeting the Rough Order of Magnitude (ROM), was brought forth as a special item to update the Board

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT AMENDING RESOLUTION NO. 1 §12 (PART) TO CHANGE THE MEETING DAY OF THE BOARD OF COMMISSIONERS.

MOVED BY HOUGARDY, SECONDED BY DUFFIE THAT THE PROPOSED RESOLUTION BE ADOPTED AS READ. MOTION CARRIED 6-0, TO ADOPT RESOLUTION NUMBER 12.

Ellen Gengler, 13727 Macadam Road South, expressed concern regarding the meeting time change to 8:00 p.m. From her standpoint, this will limit residents from attending, and she has heard from multiple people that this later time is problematic. She wondered about having the meeting on a different day of the week such as Tuesday.

b. Financing options for capital projects.

Peggy McCarthy, Treasurer, explained that the financing options remain basically the same since the discussion at the last meeting, with the exception of the local financing program. The equipment improvements planned for the pool qualify for a 15-year payback period. The viable financing options for the pool are issuing bonds, the local program, tax exempt lease purchase, and Department of Commerce grant program. Additionally, should issuance of bonds be determined to be the optimal financing vehicle, the MPD could take advantage of the City's bond rating by obtaining a pledge from the City to pay the bond debt service if the MPD has insufficient funds to do so.

Vanessa Zaputil, Tukwila Pool Advisory Committee (TPAC) member, relayed that in talking with Ms. McCarthy, she learned that the cut-off date for this round of financing is June 20, 2012. We will have to wait for the next round which will be December. She stated that the 15-year financing option is attractive. They are unclear as to whether the loan payment for equipment would include engineering, design, and labor associated with the equipment.

Board President Seal announced that the recommendations from TPAC are included in the packet materials.

c. Solar thermal energy presentation and discussion.

Board President Seal explained that TPAC has recommended against moving forward with the solar thermal energy option.

Rick Still, Parks and Recreation Director, clarified that there are multiple heating methods, and the payback time range for solar thermal energy was approximately 28 years to 99 years. This did not meet the 15-year payback criteria for the project. The return was not there on the investment.

Vanessa Zaputil, TPAC member, concurred that solar thermal energy is not a priority at this time.

d. Approve the Capital Projects List as outlined in the Informational Memorandum dated June 13, 2012 in the packet. (page 45)

Mr. Still explained that the Capital Projects List needs to be prioritized and approved so the project can move forward, and it is an essential part of the grant application. The Capital Projects List has been examined and ordered using many different priority rankings over the last year. The latest ordering of the list was based upon continued building operations and the budget prices associated with each item, with the line of affordability being tentatively drawn after item 13. The TPAC recommendations were factored in when prioritizing the items. The pool cover is item 14, and that is important to many people. If the grant is received and/or there are cost savings from the first 13 items, then it would be possible to move further down the list. Once the list has been finalized and submitted with the grant application, the project scope cannot be reduced. This is a commitment that all the items on the project scope will be completed.

MOVED BY EKBERG, SECONDED BY HOUGARDY TO APPROVE THE CAPITAL PROJECTS LIST AS OUTLINED IN THE INFORMATIONAL MEMORANDUM DATED JUNE 13, 2012 IN THE PACKET.*

BUSINESS ITEMS

a. Funding alternatives for capital improvements.

Peggy McCarthy, Board Treasurer, provided an overview of this topic.

The Tukwila Pool MPD has determined the need for capital improvements in the amount of \$1.66 million to sustain operations of the pool for the next 20-30 years. The MPD has secured a total of \$666,666.66 toward the financing of the capital improvement projects to cover a portion of the financing requirements. An additional \$1,000,000 is needed to proceed with the project. To make the capital improvements a reality, financing options have been reviewed.



Ms. McCarthy provided a summary of each of the financing options:

- Green Campus Partners – Tax Exempt Lease Purchase (TELP)
- Seattle Northwest Securities – Long-term General Obligation Bond (LTGO)
- Local Option Capital Asset Loan Program (LOCAL) – Washington State Treasurer

Based on the current information, the Tax Exempt Lease Purchase is the optimal financing method requiring annual debt service payments of \$85,605 for total payments of \$1,284,070 over 15 years. While a funding decision will be necessary in the near future, this item is for information only at this time.

The Board Members discussed the options and offered the following comments: concern regarding whether the MPD could afford the \$134,284 annual payment associated with the LOCAL program; the need for greater details regarding payments guaranteed from the City versus not guaranteed and the risks involved; a desire to investigate interest rates acquired without City backing; review of any financial policies in place for a Board or for a City with a bond rating.

David Cline, City Administrator, clarified that this information was provided a couple of months ago in the 20-year plan. At that time the Board provided clear direction to go with the lower annual payments to ensure there is a policy of putting money away for investments. An 8-10 year payment plan would deviate from that model. All information will be presented prior to the decision on a financing option.

Vanessa Zaputil, 15171 52nd Avenue South, indicated that she will be placing this item on the next Tukwila Pool Advisory Committee (TPAC) meeting for discussion. She is interested in knowing the rates without City backing to ensure the big picture is evident before decisions are made.

Bryan Nelson, 3223 South 136th Street, noted the majority of the line items outlined in the LOCAL program show a 5-year payback. There has been analysis that 15-20 years is more reasonable, and he inquired if there is a way to appeal to have the number of years changed.

Board Member Robertson asked the Board Attorney if a future governance change would have any impact on the bond as it relates to a City guarantee.

Lisa Marshall, Board Attorney, responded that the RCWs are silent as to a change in governance and how that would affect a bond. The assumption would be that it would not have an impact.

b. Authorize the Board President to sign the grant acceptance agreement in a form approved by the Commission Attorney to accept the \$416,666 grant from the Department of Commerce 2012 Energy Efficiency Grants for Higher Education and Local Governments.


MOVED BY EKBERG, SECONDED BY ROBERTSON TO AUTHORIZE THE BOARD PRESIDENT TO SIGN THE GRANT ACCEPTANCE AGREEMENT IN A FORM APPROVED BY THE COMMISSION ATTORNEY TO ACCEPT THE \$416,666 GRANT FROM THE DEPARTMENT OF COMMERCE 2012 ENERGY EFFICIENCY GRANTS FOR HIGHER EDUCATION AND LOCAL GOVERNMENTS.*

Board Member Robertson referenced the completion date of June 30, 2013 and inquired about the implications if the project runs over and if the grant funding would have to be returned.

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director 

DATE: October 10, 2012

SUBJECT: 2013 Proposed Budget

ISSUE

Presentation of the Preliminary 2013 Budget.

FINANCIAL IMPACT

No financial impact at this time.

BACKGROUND

The Tukwila Pool Metropolitan Park District (MPD) 2013 Proposed Budget was distributed on October 1, 2012. The budget layout should be very similar to last year's approved budget. Items that have been modified are listed under discussion. The MPD 2013 Budget adoption schedule is below:

- October 1 – 2013 Proposed Budget distributed.
- October 3 – Tukwila Pool Advisory Committee (TPAC) budget review.
- October 15 – 2013 Proposed Budget presentation.
- November 7 – 2013 TPAC budget review and fees discussion.
- November 19 – 2013 Programs and Fees Discussion, to include TPAC recommendation.
Public Hearings on Tax Levy Resolution and 2013 Budget.
Adoption of Tax Levy Resolution and 2013 Budget Resolution.

The Tukwila Pool had a very successful year in 2012 as reflected in the following:

- Record numbers of participants have taken swim lessons, participated in an exercise class or swam as a family and enjoyed the special events at the pool.
- Cost reductions achieved through not filling the ¾-time Aquatic Specialist, utility savings and various operating savings.
- The Tukwila Pool Advisory Committee (TPAC) was created to gain resident insight and comments regarding the pool's direction.
- The major accomplishment of working through the capital improvements needs, hiring an energy savings company to design and construct the final list of projects, and committing to complete the capital projects this winter will help sustain the pool for another 20 years.

The 2013 Proposed Budget is based upon this year's successes with continued growth in pool participation, operational efficiencies, community involvement and enjoying a functional operating pool.

DISCUSSION

Below is discussion regarding formatting and changes made to the preliminary 2013 Proposed Budget since it was delivered to the Board, a comparison of the 2012 Approved Budget and the 2013 Proposed Budget and an explanation of Attachments 2 and 3.

FORMATTING and CHANGES on Page 3 - There were five significant changes made to the document provided on October 1 compared to Attachment 1 in this packet.

1. First, formatting was changed to identify the Beginning Fund Balance, Ending Fund Balance, Required – fund Balance (15% of Expenditures) and the Fund Balance Surplus (Used); and the Revenues are listed prior to the Expenditures.
2. Second, 2012 Revenue “General Fund Loan” was increased to match the 2012 budget; subsequently the 2013 budgeted loan amount was reduced. The 2011 loan transfer was higher than the projected 2011 budget to keep a positive cash flow.
3. Third, 2013 Expenditure: “60 Capital” the amount was changed from \$1,666,666 to 1,416,000, since \$250,000 of the Capital project is budgeted for 2012; and “70 Debt Service” was changed from \$156,455 to \$173,850 to account for the accumulated interest that will become due on the funds borrowed from the City prior to the first monthly payments to be made in June 2013.
4. Fourth, 2013 Expenditure: “60 Capital” the amount was changed from \$1,666,666 to 1,416,000, since \$250,000 of the Capital project is budgeted for 2012; and “70 Debt Service” was changed from \$156,455 to \$173,850 to account for the accumulated interest that will become due on the funds borrowed from the City prior to the first monthly payments to be made in June 2013.

2012 to 2013 BUDGET COMPARISON - Below are a few changes made between the 2012 and the 2013 Budget:

- a. Page 1, the Organizational Chart now lists the Tukwila Pool Advisory Committee.
- b. Page 2, the 2012 Accomplishments and 2013 program goals are listed.
- c. Page 3, besides the comments listed above under Formatting and Changes, the following are reflected in the budget:

Revenue:

- i. 2013 Tax Levy is based upon the September 2012 estimated Assessed Valuation.
- ii. 2013 Program Fees and Rentals are based upon the 10 months of 2012 revenue projected out to 11 months for 2013.
- iii. 2013 State Grant is the Department of Commerce Grant awarded for the Capital Project.
- iv. Tax Exempt Lease Program Loan (TELP) – is the \$1,000,000 Loan or capital financing program discussed at several previous MPD meetings. As of October 5, 2012, the Bond method of financing has lower rates.
- v. General Fund Loan of \$1,100,000 distribution to the MPD for operations and capital.

Expenditures:

- vi. 2013 Expenditures are a combination of projected numbers where possible and the 4% increase as assumed in the planning model. (See explanation under “Expenditures” in Attachment 2 described below)
- vii. “70 Debt Service” includes interest payments to the City on money loaned, seven (7) months of payments (June to December); and the TELP annual payment including set up fees.

- d. Page 4, is updated to include the 2013 Budget break down and Performance Measures.

INFORMATIONAL MEMO

MPD: Preliminary 2013 Budget

Page 3 October 10, 2012

The 2013 Budget is a summary document of individual line items per governmental accounting. For example, under Expenditures: "40 Other Services and Charges, 2013 Budget \$257,122" is summary of Consultants, Communications, Travel, Advertising, Operating Rentals & Leases, Public Utilities, Repairs & Maintenance, Miscellaneous and Credit Card Charges, as well as, Contracted Legal Services, Contracted Support Services, Insurance and the School Property Lease. A detailed list of these particular line items can be found on page 4 of the budget document. Additional budget details can be found in Attachment 2 and 3.

ATTACHMENT 2 and ATTACHMENT 3

Attachment 2 is a 5-Year look taken from the 20-year Revenue and Expenditure Financial Plan. A short term projection can be more accurately determined than a 20-year view. However, the 20-Year Finance Plan is a very useful planning tool if the assumptions are understood and they reflect what the current trends are. Fiscal Year 2012 Budget numbers are projected year-end estimates, rather than the approved 2012 budget to reflect the excellent growth in participants at the pool, resulting in greater revenue generation, while reducing operating costs. The model does indicate that we expect to see an increase in 2014 revenues prior to flattening out to the 1% growth as originally assumed. Otherwise, the model uses the same assumptions as previous submitted financial models for revenues and expenditures, which are:

REVENUE - 1% growth of program and rental fees, \$1.1 million bridge loan from the City, 2% growth of Tax Revenue (starting with the September projected Assessed Valuation); and

EXPENDITURES – 4% growth on all expenses, except where amended by projected "actuals" or by need. For example, a projected actual could be found under Public Utility Services line item (15f). The 2012 projected expenses are 2012 estimated expenses multiplied by 4%, then subtracted by the guaranteed \$30,000 in the Energy Service Plan (ESP). A projected need example could be found in the Advertising line item (15d) where it is anticipated that marketing should be increased to continue to see additional use of the facility. This number is an allotment for future needs not a 4% growth.

Attachment 3, the 20-Year Revenue and Expenditure Financial Plan uses the same assumptions and changes as mentioned above for the 5-Year look. The main emphasis for this planning tool is to maintain the 15% Fund Balance throughout the 20-year plan. The Fund Balance Reserve decreases over the 20 years due to the 4% growth in expenses increasing more than the 1% and 2% revenue growth.

RECOMMENDATION

It is recommended that the Board direct the Tukwila Pool Advisory Committee to review the 2013 Proposed Budget and prepare recommendations to staff by November 9, 2012.

ATTACHMENTS

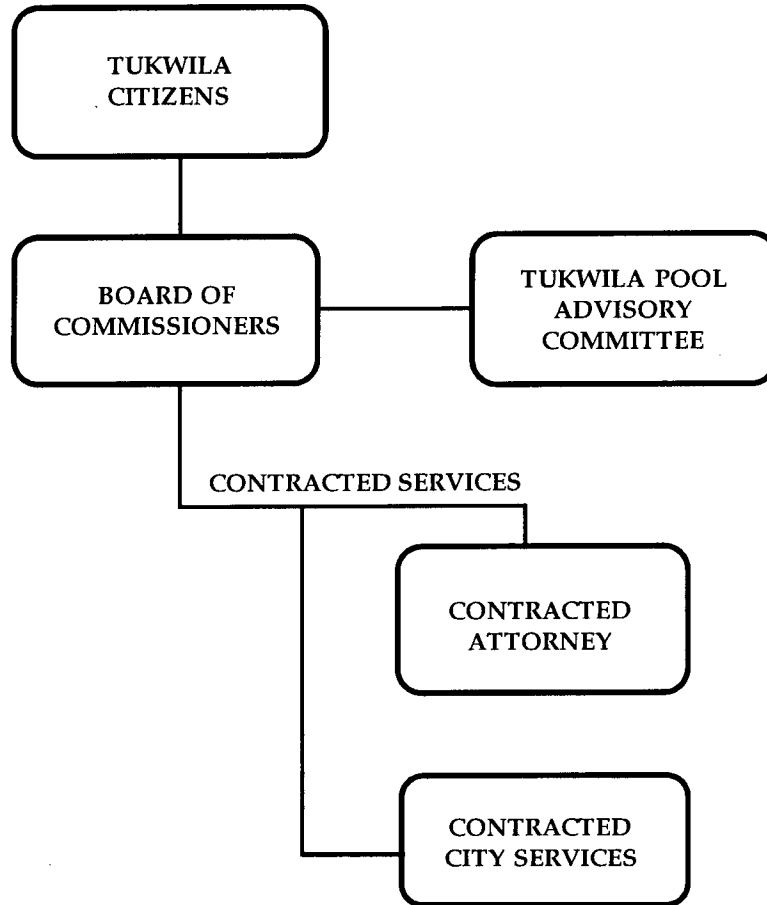
Attachment 1 – 2013 Proposed Budget

Attachment 2 – 5-Year Look from the 20-Year Financial Plan

Attachment 3 – 20-Year Revenue and Expenditure Financial Plan

2013 PROPOSED BUDGET

Metropolitan Park District



Goals & Accomplishments

DEPARTMENT: N/A

FUND: Agency

RESPONSIBLE MANAGER: Verna Seal

DIVISION: N/A

FUND NUMBER: 630

POSITION: Board President 2012

Description

The mission of the Tukwila Pool Metropolitan Park District (TMPD) is to promote and provide social, cultural, physical and safe swimming activities, lessons, and events for participants of all ages and abilities during their leisure time.

The Tukwila Pool Metropolitan Park District will provide lessons and open swims year-round. The aquatic staff, which include both part and full-time employees, are contracted resources used to conduct these water and swimming services and programs for the community. Fees are collected in an effort to offset operational costs.

2012 Accomplishments

- ◆ Aquatic Program fee revenue is 19% ahead of 2011 through September 2012.
- ◆ Increased cost program recovery to meet council direction.
- ◆ Implemented non-resident fee structure for programs.
- ◆ Offered after school Special Olympics Swim Team program for Tukwila and other local area school district students in the spring. Eighteen athletes participated on this year's team.
- ◆ Increased the program offerings for Teens with Teen Late Night at the Pool and additional Open Swim offerings.
- ◆ Researched, educated, and confirmed approval for entering into the Energy Savings Performance Contracting (ESPC) program with Washington State Department of Enterprise Services.
- ◆ Completed Planning and Design work of the ESPC and solicited bids.
- ◆ Received grant from Department of Commerce for the construction of the ESPC.
- ◆ Began capital improvement to the facility through ESPC.

2013 Program Goals

- ◆ Increase Aquatic Program fee revenue by 5%.
- ◆ Implement new TMPD resident and non-resident fee structure for passes.
- ◆ Implement new TMPD employee handbook.
- ◆ Increase number of participants in after school Special Olympics Swim Team program for Tukwila and other local area school district Students in the spring.
- ◆ Develop a long term marketing plan for the Pool and its programs.
- ◆ Continue to develop the Tukwila Pool Scholarship Program so that it supports the community needs and develop community support for fundraising efforts to sustain the scholarship program.
- ◆ Develop an afterschool swimming fitness program for Spring 2013 geared toward Middle School Age youth.

Attachment 1

Tukwila Metropolitan Park District

Description	2011 BUDGET	2011 ACTUALS	2012 BUDGET	2013 BUDGET
Beginning Fund Balance	\$ -	\$ -	\$ 63,491	\$ 197,605
REVENUE				
Tax Levy	-	-	-	680,186
Program Fees	35,000	32,375	128,570	180,000
Rentals	9,615	12,604	29,000	31,000
Donations	-	168	-	-
State Grant	-	-	-	416,666
Tax Exempt Lease Program - Loan	-	-	-	1,000,000
General Fund Loan	191,294	191,294	870,640	38,066
REVENUE TOTAL	\$ 235,909	\$ 236,441	\$ 1,028,210	\$ 2,345,918
EXPENDITURE				
10 Salaries & Wages	\$ 77,740	\$ 66,024	\$ 246,568	\$ 259,684
20 Personnel Benefits	28,434	20,408	78,807	81,775
30 Supplies	8,036	7,687	15,047	15,179
40 Other Services & Charges	90,928	78,831	273,674	257,122
60 Capital	-	-	-	1,416,666
70 Debt Service	-	-	-	173,850
00 Other-Life Cycle Replacement	-	-	250,000	-
00 Other-CIP Reserve	-	-	30,000	30,000
EXPENDITURE TOTAL	205,138	172,950	894,096	2,234,276
Ending Fund Balance	30,771	63,491	197,605	309,247
Required Reserve - Fund Balance (15% of Expenditures)			134,114	122,642
Fund Balance Surplus/(Deficit)	30,771	63,491	134,114	111,642
Metropolitan Park District Proposed Budget			\$ 894,096	\$ 2,234,276

* 2011 activity is based on the formation of the MPD effective 9/14/2012.

Salaries and Benefits

Salaries are based on actual costs for existing positions and include a cost of living adjustment per contract agreements.

PERSONNEL	2012 FTE	2012 Budgeted		2013 FTE	2013 Budgeted	
		Salaries	Benefits		Salaries	Benefits
Aquatics Program Coordinator	1	\$ 79,416	\$ 34,791	1	\$ 82,872	\$ 34,097
Aquatics Program Specialist	1	53,652	24,519	1	58,812	24,501
Extra Labor		113,000	19,497		118,000	23,177
Overtime	-	500	-	-	-	-
Department Total	2	\$ 246,568	\$ 78,807	2	\$ 259,684	\$ 81,775

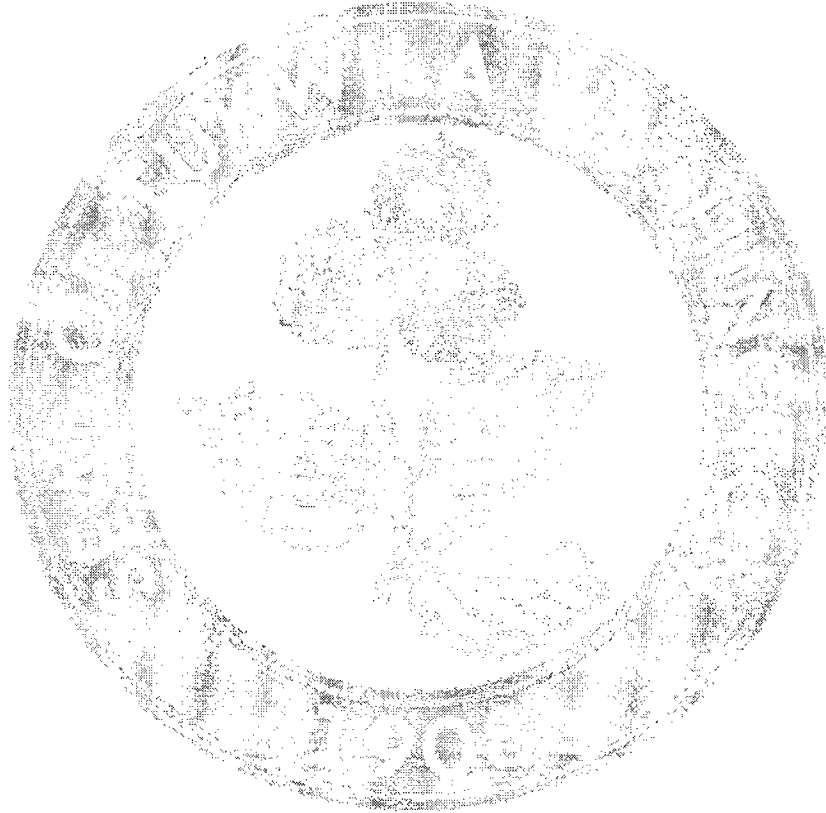
Professional Services

Professional services and contracts for the Metropolitan Park District include communications, security and fire monitoring, operating lease, utilities, memberships, as well as contracted legal and City services.

Account Number	Purpose	2012	2013
630.00.576.200.41.00	Consultants	\$ 300	\$ 100
630.00.576.200.42.00	Phone, security and fire monitoring	4,000	4,000
630.00.576.200.43.00	Mileage, meals, lodging, parking for WRPA conferences, training	400	-
630.00.576.200.44.00	Advertising banners, newspaper job listings	400	4,000
630.00.576.200.45.00	Rental of scissor lift for lights and ballasts	500	400
630.00.576.200.45.00	School Lease	10,950	10,950
630.00.576.200.47.00	Gas, electricity, sewer, and water	128,000	103,120
630.00.576.200.48.00	Pest control, HVAC service, boiler repair and maintenance, misc.	25,000	20,000
630.00.576.200.49.00	Permit fees, memberships, education and training	2,224	5,000
630.00.576.200.49.00	Contract Legal services	5,000	6,240
630.00.576.200.49.00	Contract City services	90,000	90,000
630.00.576.200.49.00	WCIA Insurance	5,000	9,912
630.00.576.200.49.08	Credit card charges	1,900	3,400
	Total Professional Services	\$ 273,674	\$ 257,122

Performance Measures

Parks & Recreation Aquatics Recreational Services	2009 Actual	2010 Actual	2011 Actual	2012 Projection	2013 Projection
Membership visits	14,234	14,585	13,527	11,607	15,000
Drop-in: lap, family & public swim	115,453	10,276	9,969	9,365	10,000
Swimming Lesson Registrants	2,129	2,150	2,146	2,174	2,300
Facility rentals	1,937	2,063	2,067	1,400	2,000
Rental attendance	56,735	56,370	35,164	35,000	36,000



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Revenue and Expenditures Tukwila Metropolitan Park District
5-Year Look
20-Year Financial Plan
2013 Tax Estimate; and
\$250K + \$1.416M Capital

ANNUAL ESTIMATED REVENUE		CITY		MPD		1% increase per year in Fee Revenue and 2% for New Construction & Property Tax revenue		2012-2016 5-Year			
	2011	2011	2011	2012 YR END Projections	2013	2014	2015	2016	2017		
18	BEGINNING FUND BALANCE	0	0	0	63,490	293,198	408,183	444,146	470,800	486,878	
1	PROGRAMS ⁽¹⁾	1% growth	\$ 157,000	\$ 131,654	\$ 36,157	\$ 166,750	\$ 180,000	\$ 189,000	\$ 190,890	\$ 192,799	\$ 194,727
2	RENTALS ⁽¹⁾	1% growth	\$ 48,000	\$ 28,731	\$ 13,216	\$ 29,150	\$ 31,000	\$ 33,000	\$ 33,330	\$ 33,663	\$ 34,000
3	BRIDGE LOAN ⁽²⁾				191,234	171,941	36,000				
4	TAX REVENUE ⁽³⁾	2% growth	323,169	220,005	AVG 2012 Est	680,186	693,790	707,666	721,819	736,256	
5	TOTAL REVENUE		528,169	380,390	240,667	1,066,540	929,252	915,790	931,886	948,282	964,983
	Revenue + Fund Balance	revised to 2011 adopted budget			240,667	1,130,030	1,222,450	1,323,973	1,376,032	1,419,081	1,451,860
ANNUAL ESTIMATED EXPENDITURES				MPD		4% increase per year		5-Year			
OVERHEAD & CAPITAL		2011	2011	2011	2012 YR END Projections	2013	2014	2015	2016	2017	
7a	City Contract	\$250 max	0	0	26,475	90,000	90,000	93,600	97,344	101,238	105,287
7b	MPD Attorney	Contracted	0	0	2011 Actual	6,000	6,240	6,490	6,749	7,019	7,300
7c	INSURANCE (WCIA)		0	0	Moved to	9,531	9,912	10,309	10,721	11,150	11,596
7d	School Lease	Due October	0	0	Operations	10,950	10,950	10,950	10,950	11,498	11,498
7	OVERHEAD	TOTAL	0	0	26,475	116,481	117,102	121,348	125,764	130,905	135,681
8	BRIDGE LOAN	\$1.1M (2% 10 years)	0	0	-	\$1.1M	88,245	121,458	121,458	121,458	121,458
9	CIP & Life-Cycle Replacement		0	0	-	250,000					
10	CIP RESERVE	Future CIP	0	0	-	30,000	30,000	30,000	30,000	30,000	30,000
11	BOND PAYMENT (see CIP Page)				BOND RATE not TELP = \$82,263/YEAR \$1M @ 2.42%	82,263	82,263	82,263	82,263	82,263	82,263
	CAPITAL	TOTAL	0	0	-	280,000	200,508	233,721	233,721	233,721	233,721
	Total Overhead	revised to 2011 adopted budget			26,475	396,481	317,610	355,069	359,485	364,626	369,402
OPERATIONS		2011	2011	2011	2012 YR END Projections	2013	2014	2015	2016	2017	
12a	FT SALARIES ^(1,4)	172,392	119,673	38,804	121,979	141,684	148,848	154,802	160,994	167,434	
12b	EXTRA LABOR ^(1,5)	120,000	73,433	27,220	111,000	118,000	125,000	130,000	135,200	140,608	
12c	OVERTIME	500	99	-	-	-	-	-	-	-	
12	SALARIES & WAGES	292,892	193,205	66,024	232,979	259,684	273,848	284,802	296,194	308,042	
13a	FICA ⁽¹⁾	22,155	14,735	5,031	16,197	19,773	20,895	21,731	22,600	23,504	
13b	PERS ⁽¹⁾	16,045	8,766	3,598	11,365	15,106	17,679	18,386	19,122	19,887	
13c	IND. INSURANCE ⁽¹⁾	2,848	9,400	3,251	9,818	14,694	15,920	16,557	17,219	17,908	
13d	MED/DENTAL/LIFE/VISION ⁽¹⁾	1,517	1,239	331	5,382	1,263	1,392	1,447	1,505	1,565	
13e	SELF-INSURED MED. & DENTAL ⁽¹⁾	35,420	30,079	8,197	22,911	30,938	32,176	33,463	34,801	36,193	
13	PERSONNEL BENEFITS	77,985	64,219	20,408	65,673	81,775	88,062	91,584	95,248	99,058	
14a	OFFICE & OPER. SUPPLIES	9,000	3,980	5,989	7,500	8,679	10,368	10,783	11,214	11,662	
14b	CHEMICALS	5,000	2,852	1,698	5,000	6,500	7,375	7,670	7,976	8,295	
14c	CENTRAL SUPPLIES	468	219	-	-	-	-	-	-	-	
14	SUPPLIES	14,468	7,051	7,687	12,500	15,179	17,742	18,452	19,190	19,958	
15a	PROFESSIONAL SERVICES	300	-	1,563	100	100	104	108	112	117	
15b	COMMUNICATION	4,000	1,783	815	4,000	4,000	4,160	4,326	4,499	4,679	
15c	TRAVEL	400	-	-	-	-	-	-	-	-	
15d	ADVERTISING	400	95	-	500	4,000	3,000	3,120	3,245	3,375	
15e	OPERATING RENTALS & LEASES	500	-	10,950	-	400	416	433	450	468	
15f	PUBLIC UTILITY SERVICES ⁽⁶⁾	110,000	94,707	29,915	101,000	103,120	107,245	111,535	115,996	120,636	
15g	REPAIRS & MAINTENANCE	25,000	13,840	6,639	16,000	20,000	20,800	21,632	22,497	23,397	
15h	MISCELLANEOUS	2,224	2,823	6,124	5,300	5,000	5,200	5,408	5,624	5,849	
15i	CREDIT CARD CHARGES		2,666	577	2,300	3,400	4,180	4,347	4,521	4,702	
15	OTHER SERVICES & CHARGES	142,824	115,915	56,583	129,200	140,020	145,105	150,909	156,945	163,223	
	Total Operations	\$ 528,169	\$ 380,390	\$ 150,702	\$ 440,352	\$ 496,658	\$ 524,757	\$ 545,747	\$ 567,577	\$ 590,280	
16	TOTAL EXPENDITURES	\$ 528,169	\$ 380,390	\$ 177,177	\$ 836,833	\$ 814,268	\$ 879,827	\$ 905,233	\$ 932,203	\$ 959,683	
SUMMARY								5-Year			
5	TOTAL REVENUE	\$ 528,169	\$ 380,390	\$ 240,667	\$ 1,130,030	\$ 1,222,450	\$ 1,323,973	\$ 1,376,032	\$ 1,419,081	\$ 1,451,860	
16	TOTAL EXPENDITURES	\$ 528,169	\$ 380,390	\$ 177,177	\$ 836,833	\$ 814,268	\$ 879,827	\$ 905,233	\$ 932,203	\$ 959,683	
18	YEAR END BALANCE	0	(0)	\$ 63,490	293,198	408,183	444,146	470,800	486,878	492,178	
17	15% Fund Balance			15% \$ 30,771*	\$ 125,525	\$ 122,140	\$ 131,974	\$ 135,785	\$ 139,830	\$ 143,952	

NOTES
 (1) Revenue/Expenditures adjusted for construction closure January 2013
 (2) Bridge loan - borrowed \$1.1M from City until Tax is collected
 Fund Balance Reserve \$ 167,673 \$ 286,042 \$ 312,172 \$ 335,015 \$ 347,047 \$ 348,225

INFORMATIONAL MEMORANDUM

TO: Commissioners of the Metropolitan Park District

FROM: Shelley Kerslake, Tukwila City Attorney

DATE: October 8, 2012

RE: Attorney Services for the Metropolitan Park District

ISSUE

The contract for District legal services expired in September and needs to be renewed to allow for services to continue through the end of the year.

BACKGROUND

The proposed contract extends legal services for the Metropolitan Park District through the end of the year.

DISCUSSION

N/A

RECOMMENDATION

Authorize the President to enter into a contract for legal services with the Lisa Marshall Law Firm.

PROFESSIONAL SERVICES CONTRACT

This Contract is entered into by and between the Tukwila Pool Metropolitan Park District, hereinafter referred to as “the District,” and Lisa M. Marshall and the Law Office of Lisa M. Marshall, LLC, hereinafter referred to as the “Contractor,” for the purpose of providing certain legal services to the District.

WHEREAS, the District has determined the need to have certain legal services performed for its citizens; and

WHEREAS, the District desires to have the Contractor perform such services pursuant to certain terms and conditions; now, therefore;

IN CONSIDERATION OF the mutual benefits and conditions hereinafter contained, the parties hereto agree as follows:

1. Scope of Services to be Performed by the Contractor. The Contractor shall perform those services described on Exhibit “A” attached hereto and incorporated herein by this reference as if fully set forth. In performing such services, the Contractor shall at all times comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services and the handling of any funds used in connection therewith.

2. Compensation and Method of Payment.

A. Fee. The District shall pay the Contractor for services rendered within ten (10) days after Board voucher approval in the form set forth on Exhibit “B” attached hereto and incorporated herein by this reference. The District shall pay the Contractor at the hourly rate of \$175, plus extraordinary expenses as set forth in Paragraph 2(B), below. The Contractor shall complete and return Exhibit “C,” Taxpayer Identification Number, to the District prior to or along with the first billing voucher submittal.

B. Extraordinary Expenses. The District will not be billed for travel time to and from Commission meetings. Extraordinary expenses shall include court filing fees, deposition and other discovery costs. In addition, the Contractor will charge the District fifteen cents per page for photocopying and facsimile, and shall be reimbursed for legal messenger services, computerized research charges, filing fees advanced, and other direct expenses.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing September 12, 2012 and ending December 31, 2012, unless sooner terminated under the provisions hereinafter specified.

4. Ownership and Use of Documents. All documents, drawings, specifications, and other materials produced by the Contractor in connection with the services rendered under this Agreement shall be the property of the District whether the project for which they are made is executed or not.

5. Independent Contractor. The Contractor and the District agree that the Contractor is independent with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto. Neither the Contractor nor any employee of the Contractor shall be entitled to any benefits accorded District employees by virtue of the services provided under this Agreement. The District shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, including but not limited to FICA, FUTA, state industrial insurance, state workers compensation, or otherwise assuming the duties of an employer with respect to the Contractor or any employee of the Contractor.

6. Indemnification. The Contractor shall indemnify, defend, and hold harmless the District, its agents, and employees from and against any and all liability arising from injury or death to persons or damage to property resulting in whole or in part from negligent acts or omissions of the Contractor, its agents, servants, officers, or employees, irrespective of whether in connection with such act or omission it is alleged or claimed that an act of the District, its agents, or employees caused or contributed thereto. In the event that the District shall elect to defend itself against any claim or suit arising from such injury, death, or damage, the Contractor shall, in addition to indemnifying and holding the District harmless from any liability, indemnify the District for any and all expenses incurred by the District in defending such claim or suit, including reasonable attorneys' fees.

7. Insurance.

A. The Contractor shall procure and maintain in full force throughout the duration of the Agreement comprehensive general liability insurance with a minimum coverage of \$1,000,000 per occurrence/aggregate for personal injury and property damage. Said policy shall name the Tukwila Pool Metropolitan Park District as an additional named insured and shall include a provision prohibiting cancellation or reduction in the amount of said policy except upon thirty (30) days prior written notice to the District. Cancellation of the required insurance shall automatically result in termination of this Agreement.

B. In addition to the insurance provided for in Paragraph A above, if applicable, the Contractor shall procure and maintain in full force professional liability insurance for those services delivered pursuant to this Agreement that, either directly through Contractor employees or indirectly through contractual or other arrangements with third parties, involve providing professional services. Such professional liability insurance shall be maintained in an amount not less than \$1,000,000 combined single limit per claim/aggregate. For the purposes of this Paragraph "professional services"

shall include, but not be limited to, the provision of any services provided by any licensed professional.

C. Certificates of coverage as required by Paragraphs A and B above shall be delivered to the District within fifteen (15) days of execution of this Agreement.

8. Record Keeping and Reporting.

A. The Contractor shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Contractor shall also maintain such other records as may be deemed necessary by the District to ensure proper accounting of all funds contributed by the District to the performance of this Agreement and compliance with this Agreement.

B. These records shall be maintained for a period of seven (7) years after termination hereof unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by the District.

9. Audits and Inspections. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by law during the performance of this Agreement. The District shall have the right to conduct an audit of the Contractor's financial statement and condition and to a copy of the results of any such audit or other examination performed by or on behalf of the Contractor.

10. Termination. This Agreement may at any time be terminated by the District upon giving the Contractor thirty (30) days written notice of the District's intention to terminate the same. If the Contractor's insurance coverage is canceled for any reason, the District shall have the right to terminate this Agreement immediately.

11. Discrimination Prohibited. The Contractor shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Contractor under this Agreement on the basis of race, color, religion, creed, sex, age, national origin, marital status, or presence of any sensory, mental, or physical handicap.

12. Assignment and Subcontract. The Contractor shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the District.

13. Entire Agreement. This Agreement contains the entire agreement between the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties hereto. Either party may request changes to the Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

14. Notices. Notices to the District shall be sent to the following address:

Tukwila Pool Metropolitan Park District
6200 Southcenter Blvd.
Tukwila, WA 98188
Phone number: 206-433-1800

Notices to the Contractor shall be sent to the following address:

Lisa M. Marshall
Law Office of Lisa M. Marshall, LLC
560 237th Avenue SE
Sammamish, WA 98074-3629
Phone: 425-679-1537

15. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees, expert witness fees, and costs of suit.

Date: _____

Date: _____

TUKWILA POOL METROPOLITAN
PARK DISTRICT

LAW OFFICE OF LISA M. MARSHALL,
LLC

By: _____
Verna Seal, Board President

By: _____
Lisa M. Marshall

Approved As To Form:

Shelley Kerslake, Tukwila City Attorney

EXHIBIT A

Scope of Services to be Provided by Contractor

The Contractor shall be principally responsible for performing all legal work for the District, except where defense is provided through insurance coverage. The following list of duties is illustrative, but is not necessarily inclusive, of the services to be performed by the Contractor:

1. Review or draft contracts, resolutions, interlocal agreements, and other legal documents as requested by the District;
2. Advise the Commissioners and staff members with regard to legal matters relating to their respective duties for the District;
3. Represent the District in all lawsuits and other contested administrative proceedings commenced by or against the District, except where defense is provided exclusively through insurance coverage;
4. Consult with and advise the Commissioners and staff members in person, by telephone, e-mail, or by written memo on District business; and
5. Attend Commission meetings, staff meetings, or other meetings, as requested by the District.

EXHIBIT B

Tukwila Pool Metropolitan Park District
Billing Voucher

To: Tukwila Pool Metropolitan Park District
6200 Southcenter Blvd.
Tukwila, WA 98188
206-433-1800

Contractor:
Mailing Address:
Specific Program: _____
Contract Period: _____ Reporting Period: _____
Amount requested this invoice: \$ _____

Invoice Number: _____ Date of Invoice: _____

Authorized signature

BUDGET SUMMARY

Total contract amount	\$ _____
Previous payments	\$ _____
Current request	\$ _____
Total requested this contract to date	\$ _____
Balance remaining	\$ _____

Note: If applicable, submit a separate voucher for each program which is funded by your
Tukwila Pool Metropolitan Park District contract.

For Department Use Only

Approved for Payment:

_____ Date: _____

EXHIBIT C

Tukwila Pool Metropolitan Park District
6200 Southcenter Blvd.
Tukwila, WA 98188
206-433-1800

TAX IDENTIFICATION NUMBER

In order for you to receive reimbursement from the Tukwila Pool Metropolitan Park District, we must have either a Tax Identification Number or a Social Security Number. The Internal Revenue Code requires a Form 1099 for payments to every person or organization other than a corporation for services performed in the course of trade or business. Further, the law requires us to withhold 20% on reportable amounts paid to unincorporated persons who have not supplied us with their correct Tax Identification Number or Social Security Number.

Please complete the following information request form and return it to the Tukwila Pool Metropolitan Park District before or along with the submittal of the first billing voucher.

Please check the appropriate category:

- | | |
|--|---|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Government | |
| <input type="checkbox"/> Individual/Proprietor | <input type="checkbox"/> Other (please explain) |

TIN#: -- - -----

SS#: -- - -----

Print Name: _____

Print Title: _____

Business Name: _____

Business Address: _____

Business Phone: _____

INFORMATIONAL MEMORANDUM

Tukwila Pool Metropolitan Park District

TO: Tukwila Pool MPD Board President and Board Members

FROM: Lisa Marshall, Commission Attorney

DATE: October 9, 2012

SUBJECT: Governing Authority of the TPMPD

ISSUE

Whether the TPMPD may change its form of governance from its current model to a board of elected commissioners and, if so, what is the process for changing the governing authority of the TPMPD?

FINANCIAL IMPACT

Should it change the form of governing authority, the financial impact to the TPMPD would be the cost of electing commissioners at a general election, which would total between \$10,000 and \$11,000. In addition, the cost of participation in the Voters Pamphlet is roughly \$1,000. There are approximately 7200 registered, active voters within the TPMPD boundaries. According to the King County Department of Records and Elections, the cost of a ballot measure at a general election is between \$1.25 and \$1.50 per registered, active voter.

BACKGROUND

When the question of formation of the TPMPD went to the voters in 2010, the resolution submitting the ballot measure specified that Tukwila City Councilmembers would serve as TPMPD Board Members. No commissioners were elected in conjunction with formation of the District. The resolution submitting the ballot measure also specified that the purpose of the TPMPD is to operate and maintain the Tukwila Pool. Accordingly, should the TPMPD wish to change the purpose of the TPMPD, the District would need to hold an election on the newly stated purpose. However, should the TPMPD wish to change the composition of the governing authority of the TPMPD, it would not need to do so at an election or elect commissioners. RCW 35.61.050(5). Because the TPMPD has not indicated a desire to change the purpose of the District, and because it is assumed that the District would likely prefer that commission members run for election if a change of governance is desired, this memo will focus only on the narrow issue of the process required to change the form of the TPMPD's governing authority to that of an elected commission.

DISCUSSION

Process for Electing Commissioners - Commission members may be elected only at a general - not a special - election. RCW 29A.04.330. Municipal elections are held in odd numbered years. Accordingly, the earliest date that TPMPD commissioners could be elected is at the general election (first Tuesday in November) 2013. Keep in mind that candidates must file and declare candidacy the May preceding the November election. Commission candidates run for specific commission positions, and no primary can be held. The person receiving the greatest number of votes for each position is elected as a commissioner.

Staggering of Terms: Commission terms are staggered so that, eventually, commissioners serve six-year terms. When the initial election of five commissioners occurs in an odd numbered year, the staggering of the terms of office occurs as follows: the two persons who are elected receiving the two greatest numbers of votes shall be elected to six-year terms of office. The two persons who are elected receiving the next two greatest numbers of votes are elected to four-year terms of office. The other person who is elected shall be elected to a two-year term of office. RCW 35.61.050. The initial commissioners shall take office immediately when they are elected and qualified. ("Elected and qualified" requires certification of election results and taking the oath of office). For purposes of computing their terms of office, the commissioners' terms shall be assumed to commence on the first day of January in the year after they are elected. Thereafter, all commissioners shall be elected to six-year terms of office.

Options Concerning Timing and Community Input: Importantly, because the law does not require park district commissioners to run for office after formation of the district (although this memo assumes the District would wish to hold an election), a district is free to elect commissioners, if at all, at any general election in an odd-numbered year beginning in 2013. The commission may wish to hold an election in 2013, or it may wish to not hold an election for several years thereafter, and that is acceptable as well. Because the TPMPD has so much discretion as to when to hold an election of commissioners, the TPMPD may desire to hold an advisory ballot measure to determine *if* the voters in the TPMPD would prefer elected commissioners or if they would prefer to maintain the current model. Advisory ballots may be held at a special or general election, although it is generally more costly to hold ballot measures at special elections.

In addition to or as an alternative to an advisory ballot measure, the TPMPD may choose to hold public hearings, meetings, workshops, or open houses to discuss with TPMPD voters the form of governance the voters prefer, and the steps required to change the form of governance.


As of this writing, staff has not determined how many of the park districts within Washington State have changed their forms of governance following formation of the districts. This research is ongoing, and results will vary depending upon whether or not district boundaries are contiguous with municipal boundaries as well as other factors.

RECOMMENDATION: While staff does not consider it appropriate to make a recommendation on the form of governance of the TPMPD, believing that this is a policy issue, it is recommended that – should a change occur – it follow a lengthy process of public input and participation. Additionally, if the District made a decision to hold an election of Commissioners at the 2013 general election, this means that the District would have only between now and May to prepare for the election. Given the current objectives and tasks before the District, this may be too short a time-frame for the amount of preparation such a change would require.

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director 

DATE: October 10, 2012

SUBJECT: Staff Report

ISSUE

Staff update on pool issues.

FINANCIAL IMPACT

No Financial Impact

BACKGROUND

This Informational Memorandum is to update the Board on the Capital Improvement Projects, operational issues and future MPD agendas.

DISCUSSION

Capital Improvement Project Update

Lisa Marshall confirmed that staff can utilize City resources and contracts to perform the five allotted projects the City will be coordinating as part of the upcoming project.

For more detailed information regarding the upcoming project please refer to Capital Project Update Memo, item 4A.

Marketing

Pooch Plunge media has been distributed including posters, press releases and website calendar listings. The plunge is scheduled for November 4, 2012. Brochures are being distributed to pool customers detailing activity alternatives they can take advantage of throughout the closure.

Operations

The pool is scheduled for closure on November 5 and will reopen the first week of February with a GRAND RE-OPENING CELEBRATION happening in mid February 2013.

Future MPD Agendas

November 19

- 2013 program and fees review.
- 2013 Budget public hearing, discussion and adoption.
- 2013 Tax levy resolution public hearing, discussion and adoption.
- Capital Project update.
- Quarterly Reports

December 17

- Capital Project Update.
- Preliminary 2013 Draft Long-Term Agenda.
- Preliminary 2013 TPAC Direction.
- Appointment of expired TPAC positions.
- Appointment of Board President and Clerk for 2013.
- Contracted support service and potential independent review.

**Tukwila Metropolitan Park District
Tukwila Pool Advisory Committee**

TO: Citizens Pool Advisory Committee
FROM: Bryan Nelson - Chair
DATE: 9/30/12
SUBJECT: Tukwila Pool Advisory Committee Meeting

If you are unable to attend, please notify Bryan at 206-931-1579

AGENDA

October 3, 2012

7:00 AM

Meeting Location: Tukwila Community Center

Call to Order

Approval of Minutes – September 12, 2012

Business Items:

1) 10 min: Pre-Construction/Development Status/Projected Construction Timeline/Marketing: Update only. No recommendations from TPAC expected.

2) 20 min: Review Preliminary Budget (requested from the 10/1 MPD Special Meeting): Any Questions, Clarification, additional information needed. No recommendations at this point.

3) 10 min: Review Governance Outline for Elected Board: Any Questions, Clarification, additional information needed. No recommendations at this point.

10 min: Discussion about having another community meeting that includes MPD, TPAC, STP and greater pool community. Extension from last meeting discussion.

4) 40 min: Review of the TPAC Direction from the Board discussed at the last MPD meeting. Begin working through timelines. Verna is going to work on incorporating the discussion from that meeting and send to us in advance.

Action item: fee increase recommendation MPD is requesting from TPAC.

Committee Reports

Citizen Comments

Staff Report

Other

Next Meeting: November 7, 2012

Adjournment

TUKWILA METROPOLITAN PARK DISTRICT
Tukwila Pool Advisory Committee

MINUTES

Tukwila Community Center
Wednesday, October 3, 2012 7:00 AM

Attendance

Committee: Bryan Nelson, Jeri Frangello-Anderson, David Puki, Vida Verdier, Vanessa Zaputil
Staff: Robert Eaton, Stephanie Gardner, Amy Kindell, Rick Still
Board Member: Verna Seal

Call to Order: Bryan Nelson called the meeting to order at 7:04 AM.

Approval of Minutes: Committee Members reviewed the minutes from the September 12, 2012 meeting and made amendments. Vida Verdier made a motion to approve the minutes as amended. David Puki seconded the motion. The motion carried 5-0.

Business Items

1. Pre-Construction/Development Status/Project Construction Timeline/Marketing – Robert Eaton provided a brief summary of the status of the project, sharing with the group the project is moving ahead with RFP's going out to sub-contractors next week. He also shared that the definite first day of the closure is November 5, 2012. Committee members asked specific questions about the project timeline. Robert Eaton and Rick Still explained the process has unique characteristics resulting in the specific timeline during construction being somewhat flexible. They assured the committee everything is on schedule.

Amy Kindell shared with the committee regarding upcoming marketing items. Fliers for the upcoming pre-closure Pooch Plunge were passed out to the committee. Amy Kindell discussed details of the event to the committee and shared that posters are up at City offices and fliers would be going out at other locations this week. Additionally, Amy Kindell shared with the committee three fliers that would be available to pool patrons later that day. The fliers provide information for adults, youth and seniors on alternate recreation activities they can participate in while the pool is being re-modeled. Committee members asked questions regarding the options listed in the fliers.

2. Review Preliminary Budget (requested from the 10/1 MPD Special Meeting) – Rick Still shared with the committee that financing options are still being explored and an application for one such option has been submitted. The final details are being worked out and the project is on track.

Committee members asked specific questions regarding how figures in the budget were generated or used. Rick Still answered committee questions around topics such as the use of 2011 proposed budget numbers vs. 2011 approved budget numbers, loan repayment, city valuation, credit card usage rates, employee compensation during the closure, employee retention during the closure and utilities rates. The committee forwarded this item to their next meeting.

TUKWILA METROPOLITAN PARK DISTRICT Tukwila Pool Advisory Committee

3. Review Governance Outline for Elected Board – not discussed
4. Review of the TPAC Direction from the Board discussed at the last MPD Meeting – Vanessa Zaputil provided the committee with a re-cap of the discussion by the Board of this matter at their meeting September 17, 2012 meeting. Committee members reviewed and discussed the TPAC work plan document that the Board reviewed and discussed at their last meeting. The committee then discussed the intention of the Board in providing TPAC with direction. Vanessa Zaputil shared that she felt the Board had been very supportive of TPAC pursuing items in addition to those in the document. Board Member Seal clarified that the action items listed in the document are items that the Board needs TPAC to attend to. The committee further discussed the tasks outlined in the document and how to respond to the direction from the Board.

The committee discussed how a gap analysis would be done, potential partnerships, and cultural competency.

Bryan Nelson brought up that idea of a community meeting being a possible way to address many of the topics like gap analysis and cultural competency. He shared that he felt the previous visioning meeting was great but mostly geared toward the upcoming improvements and it may be beneficial to do another visioning meeting for programming at the Pool. He suggested such a meeting could potentially happen before or during the upcoming closure. Rick Still explained to the committee that a visioning meeting that would involve all groups within the community would require quite a bit of planning and coordination.

8:18 AM Verna Seal exited the meeting.

The committee suggested a possible March or April visioning meeting. It was then discussed that committee members could build a list of community connections they currently have or would like to see built to support the Pool.

The Committee then briefly discussed their recommendation to the Board regarding a potential fee increase. They discussed the philosophy of how rate increases should be accomplished either in large increases occasionally or in small regular increases. Staff distributed information to the committee that showed the suggested rate increases, compared them with previous rates, compared them with the industry average from the fee study completed by Staff in late 2011, and showed the potential increased revenue from the suggested increase. The committee requested information from staff for their next meeting, on the fee increase habits of the other pools included in the late 2011 fee study as well as information about what pools were included in that study.

Vanessa Zaputil shared with the committee some of her notes from the September 2012 board meeting. The committee agreed to generate a recommendation for the Board on the proposed fee increase at their next meeting.

Citizen Comments: None

Staff Reports:

TUKWILA METROPOLITAN PARK DISTRICT
Tukwila Pool Advisory Committee

Other:

Adjournment: Vanessa Zaputil made a motion to adjourn the meeting. Vida Verdier seconded the motion. The meeting was adjourned at 8:36 AM.

Next Meeting: Wednesday, November 7, 2012 7:00 AM, Tukwila Community Center

Minutes by ANK



Current Tukwila Pool Fee Schedule
2013 Fee Recommendation

Fee Type	Tukwila Resident Fee	Proposed 2013 Resident Fee	Change	vs average	Early 2012 Tukwila Non-Resident	Post May 2012 Non-Resident Fee	Proposed 2013 Non-Resident Fee	Change	vs. average	Industry Average
Adult Drop-in	\$4	\$4	\$0	(\$0.22)	\$4	\$4	\$4.00	\$0	(\$0.22)	\$4.22
Youth/Sr Drop-in	\$3	\$3	\$0	(\$0.48)	\$3	\$3	\$3.00	\$0	(\$0.48)	\$3.48
Adult H2OX Drop-in	\$6	\$6	\$0	(\$0.54)	\$6	\$6	\$6.00	\$0	(\$0.54)	\$6.54
Sr. H2OX Drop-in	\$5	\$5	\$0	(\$0.12)	\$5	\$5	\$5.00	\$0	(\$0.12)	\$5.12
Youth 10 Punch Public Swim	\$27	\$28	\$1	(\$4.94)	\$27	\$30	\$30	\$0	(\$3.29)	\$33.29
Adult 10 Punch Public Swim	\$36	\$38	\$2	(\$1.01)	\$36	\$40	\$40	\$0	\$1.19	\$38.81
Senior 10 Punch Public Swim	\$27	\$28	\$1	(\$2.38)	\$27	\$30	\$30	\$0	(\$0.73)	\$30.73
Youth 1 Month Pass	\$28	\$29	\$1	(\$5.35)	\$31	\$35	\$37	\$2	\$2.25	\$34.75
Adult 1 Month Pass	\$39	\$41	\$2	(\$9.55)	\$43	\$49	\$52	\$3	\$1.50	\$50.50
Sr. 1 Month Pass	\$28	\$29	\$1	(\$5.35)	\$31	\$35	\$37	\$2	\$2.25	\$34.75
Youth 3 Month Pass	\$66	\$69	\$3	(\$34.23)	\$73	\$83	\$87	\$4	(\$16.53)	\$103.53
Adult 3 Month Pass	\$105	\$110	\$5	(\$32.30)	\$115	\$132	\$139	\$7	(\$3.55)	\$142.55
Sr. 3 Month Pass	\$66	\$69	\$3	(\$23.73)	\$73	\$83	\$87	\$4	(\$6.03)	\$93.03
Youth 12 Month Pass	\$187	\$196	\$9	(\$81.59)	\$205	\$236	\$247	\$11	(\$30.94)	\$277.94
Adult 12 Month Pass	\$308	\$323	\$15	(\$63.32)	\$339	\$388	\$407	\$19	\$20.28	\$386.72
Sr. 12 Month Pass	\$187	\$196	\$9	(\$30.59)	\$205	\$236	\$247	\$11	\$20.06	\$226.94
Adult H2OX 10 visit	\$52	\$55	\$3	(\$5.10)	\$52	\$60	\$60	\$0	\$0.30	\$59.70
Sr. H2OX 10 visit	\$42	\$44	\$2	(\$0.67)	\$42	\$50	\$50	\$0	\$5.23	\$44.77
Swim Lesson (\$/class)	\$5.50	\$5.50	\$0	(\$2.38)	\$6	\$6.50	\$6.50	\$0	(\$1.38)	\$7.88
Private Lessons	\$25	\$25	\$0	(\$5.44)	\$25	\$30	\$30	\$0	(\$0.44)	\$30.44
Semi Private Lessons	\$30	\$30	\$0	\$1.50	\$30	\$35	\$35	\$0	\$6.50	\$28.50
Party Rental (1-25 ppl) /hr	\$110	\$110	\$0	(\$13.67)	\$110	\$140	\$140	\$0	\$16.33	\$123.67
Party Rental (26-60 ppl) /hr	\$135	\$135	\$0	(\$27.08)	\$135	\$170	\$170	\$0	\$7.92	\$162.08
Party Rental (60-90 ppl) /hr	\$160	\$160	\$0	(\$20.56)	\$160	\$200	\$200	\$0	\$19.44	\$180.56
Party Rental (90-120ppl) /hr	\$185	\$185	\$0	(\$32.57)	\$185	\$235	\$235	\$0	\$17.43	\$217.57
Party Rental (120-150ppl) /hr	\$210	\$210	\$0	(\$43.71)	\$210	\$265	\$265	\$0	\$11.29	\$253.71
Party Room 1/hr	\$0	\$0	\$0	(\$32.56)	\$0	\$0	\$0	\$0	(\$32.56)	\$32.56
Lane Rental/hr - Schools	\$9	\$12	\$3	(\$1.38)	\$9	\$12	\$12	\$0	(\$1.38)	\$13.38
Lane Rental/hr - Swim Team	\$8	\$11	\$3	(\$1.05)	\$8	\$11	\$11	\$0	(\$1.05)	\$12.05

Comparison of 2011 Tukwila Pool Pass sales and revenues
with Proposed 2013 Tukwila Pool Pass rates and projected revenues

Fee Type	2011				2013				Total Revenue
	# Resident Purchased	Resident Rate	Revenue	# Non Resident Purchased	Non-Resident Rate	Revenue	Total Revenue		
Youth 10 Punch Public Swim	27	\$27	\$729	14	\$27	\$378	\$1,107		
Adult 10 Punch Public Swim	125	\$36	\$4,500	99	\$36	\$3,564	\$8,064		
Senior 10 Punch Public Swim	75	\$27	\$2,025	131	\$27	\$3,537	\$5,562		
Youth 1 Month Pass	35	\$28	\$980	11	\$31	\$341	\$1,321		
Adult 1 Month Pass	71	\$39	\$2,769	25	\$43	\$1,075	\$3,844		
Sr. 1 Month Pass	34	\$28	\$952	45	\$31	\$1,395	\$2,347		
Youth 3 Month Pass	4	\$66	\$264	2	\$73	\$146	\$410		
Adult 3 Month Pass	18	\$105	\$1,890	13	\$115	\$1,495	\$3,385		
Sr. 3 Month Pass	15	\$66	\$990	30	\$73	\$2,190	\$3,180		
Youth 12 Month Pass	0	\$187	\$0	0	\$205	\$0	\$0		
Adult 12 Month Pass	4	\$308	\$1,232	4	\$339	\$1,356	\$2,588		
Sr. 12 Month Pass	26	\$187	\$4,862	25	\$205	\$5,125	\$9,987		
Adult H2OX 10 visit	10	\$52	\$520	23	\$52	\$1,196	\$1,716		
Sr. H2OX 10 visit	18	\$42	\$756	24	\$42	\$1,008	\$1,764		
Grand Total	462		\$22,469	446		\$22,806	\$45,275		

Proposed Resident Rate	Projected Resident Revenue change	Proposed Non-Resident Rate	Projected Non Res. revenue change	Total projected revenue increase
\$38	\$250.00	\$40	\$396.00	\$646.00
\$28	\$75.00	\$30	\$393.00	\$468.00
\$29	\$35.00	\$37	\$66.00	\$101.00
\$41	\$142.00	\$52	\$225.00	\$367.00
\$29	\$34.00	\$37	\$270.00	\$304.00
\$69	\$12.00	\$87	\$28.00	\$40.00
\$110	\$90.00	\$139	\$312.00	\$402.00
\$69	\$45.00	\$87	\$420.00	\$465.00
\$196	\$0.00	\$247	\$0.00	\$0.00
\$323	\$60.00	\$407	\$272.00	\$332.00
\$196	\$234.00	\$247	\$1,050.00	\$1,284.00
\$55	\$30.00	\$60	\$184.00	\$214.00
\$44	\$36.00	\$50	\$192.00	\$228.00
Grand Total	\$1,070		\$3,850	\$4,920.00

Year Revenue Goal*	\$205,000
% of yearly revenue goal	2.40%
growth required by budget	2.50%

* assumption of 12 month year