

# 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, May 14, 2012, 5:30 PM**  
**Tukwila City Hall Council Chambers**

**Resolution #12**

## SPECIAL MEETING

### 1. CALL TO ORDER

### 2. CITIZEN COMMENTS

### 3. CONSENT AGENDA

- a. Approval of minutes: 4/9/12
- b. Approval of vouchers.

### 4. BUSINESS ITEMS

- a. Funding alternatives for Capital Improvement Projects.
- b. Review of 20-year Financial Plan.
- c. Energy Services:
  - (1) Presentation of draft Energy Services Proposal (ESP).
  - (2) Cost estimate for draft ESP.
- d. Quarterly reports:
  - (1) Finance Department 2012 First Quarter financial summary.
  - (2) Parks & Recreation Department 2012 First Quarter Tukwila Pool statistical report.

**Pg.1**  
**Pg.3**  
  
**Pg.9**  
**Pg.13**  
  
**Pg.17**  
**Pg.21**

### 5. REPORTS

- a. Commissioners
- b. Staff:
  - Capital Improvement Program (CIP) status
  - Operational issues
  - Short-term agenda review
- c. Tukwila Pool Advisory Committee:
  - Agendas and minutes
  - Other
- d. Communication from Citizens and Sustain the Pool Group
- e. Long-term agenda
- f. Next meeting is June 11, 2012

**Pg.27**  
  
  
**Pg.31**  
  
  
**Pg.43**  
**Pg.53**

### 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](mailto:TukwilaCityClerk@TukwilaWA.gov)). This notice is available at [www.tukwilawa.gov](http://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: **Peggy McCarthy, Finance Director**

BY: **Craig Zellerhoff, Fiscal Coordinator**

DATE: **May 3, 2012**

SUBJECT: **Tukwila Pool Metropolitan Park District Financing Options for Capital Projects**

### ISSUE

Review the District financing options for potential Pool Capital Improvement Projects.

### FINANCIAL IMPACT

None. Summary information.

### BACKGROUND

The Tukwila Pool 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 obtained and reviewed potential financing options.

### DISCUSSION

The financing options available to the Tukwila Pool MPD are listed below. Of the options listed only two are viable, 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.

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: <ul style="list-style-type: none"> <li>• Drinking water</li> <li>• Sanitary sewer</li> <li>• Storm water</li> <li>• Solid waste/recycling</li> <li>• Bridges</li> <li>• Roadways</li> <li>• Streets</li> </ul>	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% = \$111,000 per year  Interest rates plus 50 basis points:  15 years - 4.32% = 115,180 per year	YES

INFORMATIONAL MEMO

Page 2

King County Investment Pool	The MPD is not eligible for funding through the King County Investment Pool per Scott Matheson – Treasury Manager. Scott’s reply to the financing inquiry was “Often when a new taxing district is created it starts operating before they are able to levy taxes. In those cases, the county has extended loans until their operating levy kicks in. We’ve never extended a loan to a district that is funding capital improvements.”		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 <sup>th</sup> for March funding and June 20 <sup>th</sup> for August funding.	<p><b>Real Estate</b> - 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.</p> <p><b>Equipment</b> – 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.</p>	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) has a grant program (Verna, I talked about this at TPAC) established through the 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 is set up perfectly for the 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

**RECOMMENDATION**

For information only.


**ATTACHMENTS**

None

## INFORMATIONAL MEMORANDUM

### Tukwila Metropolitan Park District

TO: **Tukwila Pool MPD Board President**

FROM: **Rick Still, Parks and Recreation Director** 

DATE: **May 9, 2012**

SUBJECT: **20-Year Financial Plan - presentation and discussion**

#### **ISSUE**

Review the 20-Year Financial Plan.

#### **FINANCIAL IMPACT**

No Financial Impact.

#### **BACKGROUND**

On November 14<sup>th</sup>, the MPD Board reviewed a 20-Year Financial Plan 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.

The general assumptions for the 20-Year Financial Plan are the same as before:

1. The Tax collected at \$0.15/1000 Assessed Value is determined based upon the 2012 Assess Value minus 4%; Line 4, Tax Revenue, starting year 2013.
2. The Tax Revenue is projected to increase at 2% per year, 1% allowed and 1% new construction; Line 4, Tax Revenue.
3. User Fee is projected to increase at 1% per year; Line 1, Programs and Line 2, Rentals.
4. Expenditures are projected to increase at 4% per year; Lines 7a to Line 15.
5. A 15% Year End Fund Balance is projected based upon the budgeted expenditures.

Other differences in the current 20-Year Financial Plan from the November presentation are:

- a. City and MPD 2011 revenue and expenditures actuals are shown.
- b. 2012 revenue and expenditures are reduced by two months for construction closure in November and December.
- c. 2013 revenue and expenditures are reduced by one month for construction closure in January.
- d. A new life cycle replacement program has been established based upon the projected scope of work in the capital improvements; Line 9, CIP & Life-Cycle.
- e. The guaranteed utility cost savings is proposed to be \$30,000 not \$40,000 per year; Line 18f, Public Utility Services, starting year 2013.
- f. Repairs and Maintenance was reduced from \$25,000 to \$20,000 anticipating less need for repairs with the improvements being made to the facility; Line 15g Repairs & Maintenance.

### **DISCUSSION**

There are two 20-Year Financial Plans that are very similar. The differences between the two plans are the capital financing; Line 11, Bond Payment, and the impact of the corresponding annual payments to the ending fund balance.

Attachment 1 includes a capital financing program over a 15-year period. The loan amount varies from \$1,200,000 to \$1,000,000 depending upon the financing rate of 1% to 3.5%, respectively. For this example the amount being financed is based upon \$85,000 in annual payments. This is approximately the maximum annual payment that maintains the 15% Fund Balance through the 20-Year period.

Attachment 2 includes financing of \$1,000,000 for 10 years at 2.17% for “equipment” as defined by Local Option Capital Asset Loan (LOCAL) program through the Washington State Treasure. The higher annual payment impacts the 20-Year Plan in two ways: 1) Between 2019 and 2024 the 15% Fund Balance is not maintained, it actually goes negative between 2021 and 2023, 2) Beginning in 2025 the Fund Balance increases significantly and the budget is healthy. For the years that the Fund Balance is low, money could be transferred from the MPD CIP Reserve, Line 10, to meet operational costs as necessary. This transfer could then be paid off starting in 2025.

### **Policy Direction:**

To guide staff as financing alternatives are being pursued policy direction is needed.

**Would the Board be comfortable with transferring money from the CIP Reserve to cover projected annual costs as needed until it could be transferred back a few years later?**

The CIP Reserve is a \$30,000 annual allocation for potential capital needs at the end of the 20-year land lease. This account will grow to \$390,000 through 2024. To maintain the 15% Fund Balance between 2019 and 2024 approximately \$315,000 of the \$390,000 would be needed. However, by maintaining the 15% Fund Balance with the transfer the 2031 Fund Balance would be approximately \$443,000 which is enough to cover the \$315,000 transfer.

### **RECOMMENDATION**

The Board is being asked to review and provide recommendations regarding the 20-Year Financial Plan and provide policy direction regarding the use of the Capital Reserve fund to balance the 15% Fund Balance during the lean years.

### **ATTACHMENTS**

1. 20-Year Financial Plan, 15-Year Financing
2. 20-Year Financial Plan, 10-Year Financing












**INFORMATIONAL MEMORANDUM**  
**Tukwila Metropolitan Park District**

TO: Tukwila Pool MPD Board President  
FROM: Rick Still, Parks and Recreation Director   
DATE: May 9, 2012  
SUBJECT: Draft Energy Services Proposal – presentation and discussion

**ISSUE**

McKinstry will be presenting a draft version of the Energy Services Proposal (ESP).

**FINANCIAL IMPACT**

No financial impact at this time.

**BACKGROUND**

On January 12<sup>th</sup>, 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), a 70% preliminary plan, was brought forth as a special item to update the Board on the progress of this project and to seek guidance on a some of the potential additional items to be included in the project scope if additional funding was available. Since then McKinstry has been working on the Energy Services Proposal (ESP) and has a draft version (Attachment 1) of it for tonight's meeting.

**DISCUSSION**

McKinstry will be presenting the Draft ESP and then facilitating discussion and fielding any questions as needed.

**RECOMMENDATION**

No recommendations at this time.

**ATTACHMENTS**

- 1. Draft ESP



If you would like the  
Tukwila Pool – Draft  
Energy Services  
Proposal, please follow  
the link titled the same  
name to view/print.



**INFORMATIONAL MEMORANDUM**  
**Tukwila Metropolitan Park District**

**TO: Tukwila Pool MPD Board President**

**FROM: Rick Still, Parks and Recreation Director** 

**DATE: May 9, 2012**

**SUBJECT: Draft Energy Services Proposal Cost Estimate**

**ISSUE**

Staff summarized the cost estimates from the Energy Services Proposal (ESP) into the attached spreadsheet for continuity and to aid in understanding the pricing of each item in the project list.

**FINANCIAL IMPACT**

No financial impact at this time.

**BACKGROUND**

On January 12<sup>th</sup>, 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), a 70% preliminary plan, was brought forth as a special item to update the Board on the progress of this project and to seek guidance on a some of the potential additional items to be included in the project scope if additional funding was available. The Board provided direction for various items and had questions on various parts of the ROM too. These questions should be answered in the Draft ESP that McKinstry will be presenting on.

Since the April 9, 2012 Board Meeting the Legislature initiated a grant program for energy related projects that are happening this year. Staff is still awaiting all the details but what we do know is that the criteria for the grant are 1) owner matching funds 3:1 to grant monies, 2) project needs to be an energy improvement related project, and 3) the project needs to happen this year.

The deadline for applying for the grant is July 2 with the notification of awards happening a few weeks later. Given our project list and matching capacity we can hope for \$416,666.00 in grant money so staff are recommending delaying the project long enough to apply for the grant and see if awarded in July before moving forward with the official approval of the Final ESP. Staff has been in communication with McKinstry in regards to the grant situation and process. McKinstry agrees that it would be beneficial to apply for the grant and they are looking at the trying to absorb this timeline delay in the overall project somewhere in their four month design stage so that this does not delay the construction start of November 5, 2012.

## **DISCUSSION**

Attachment 1, the Draft ESP Cost Estimate is a reformatted list of the same projects as seen on the 70% ROM list last month that shows the cut-off line on the project list based upon different funding scenarios. It was reformatted to include all items being looked at in this ESP project because it will be a tool included in the application for the grant and potentially other funding options too. This is why the column was added that designates each item as either an “E” for equipment or a “C” for construction. This is important as it relates to the \$1M loan at 2.17% which can only be used for equipment costs and not construction and is due on June 20, 2012.

Items 1 – 13 are the items that will be completed by McKinstry and can be afforded based upon a \$1M loan at 2.17% and the \$250,000 in capital cash if no grant money is awarded.

Items 14 – 34 include all additional items in a prioritized order that would be looked at if grant money was awarded. For this section, another column was added “Tukwila Modified Scope” that shows costs comparison if the item was reduced in scope or completed by staff not McKinstry. If an item were to be removed from the Energy Savings Performance Contracting (ESPC) program then staff would have to complete them using typical project processes.

In this section there are two lines showing the cut-off points for either McKinstry completing the work or Staff completing the work. This will be looked at more closely as the project moves forward and the grant outcome becomes evident.

Items 35 – 37 will be completed in-house using the operational budget and CIP lifecycle replacement plan as seen on the 20y year financial model.

Items in the last section are ones that are not being pursued anymore. This is partially due to budget restrictions and/or not a quick enough energy payback.

## **RECOMMENDATION**

No recommendation at this time.

## **ATTACHMENTS**

1. Draft ESP Cost Estimate





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

Project: **Tukwila Pool**  
 Date: May 7, 2012 **Draft ESP Cost Estimate, Revised by Staff**

5-14-12 Item #	4-9-12 Item #	Finance Option Code	Project	Tukwila Modified Scope	McKinstry Budget	Annual Utility Savings	Potential Incentives ***	Comments
1	1	C	Pool Liner, Water Edge Tile, and Main Drains		\$ 279,608	\$ -	\$ -	Provide new pool liner, water edge tile, and main drains.
2	2	E	Pool Circulation Pump VFD Pool Water Plumbing / Valve Replacement Pool Heating Water Pump Replacement		\$ 122,586	\$ 2,586	\$ 8,551	Convert existing pool circulation pumps to variable flow control, replace broken valves.
3	3	E	ADA Pool Chair Lifts		\$ 22,375	\$ -	\$ -	Provide new ADA pool chair lifts
4	4	E	Chemical Replacement		\$ 19,867	\$ -	\$ -	Replace existing pool chemical treatment system.
5	5	E	Nat. HVAC Digital Controls / Dampers Lobby HVAC Digital Controls / Dampers Nat. Fan & Motor Replacement		\$ 367,141	\$ 12,047	\$ -	Provide DDC controls upgrades, control damper repairs, and retrocommissioning services to the natatorium and locker room air handling units. The fan and motor will be replaced on the Natatorium air handling unit.
6	6	E	Building Heating Pump & Motor Replacement		\$ 4,507	\$ 302	\$ 780	Replace the existing hot water heating pump and motor.
7	7	E	Boiler Burner and Controls Replacement Condensing Domestic Water Heater		\$ 161,768	\$ 259	\$ -	This measure includes replacing the existing burner and linkageless controls. Existing domestic water heaters will be replaced with condensing units.
8	10	E	Lighting Conversion		\$ 107,049	\$ 4,298	\$ 10,777	Upgrade existing lighting systems.
9	11	C	Remove Natatorium Ceiling Tiles		\$ 51,186	\$ -	\$ -	Remove existing suspended ceiling in natatorium, add sound abatement.
10	14	C	Locker Room Tile (Showers & Walls)		\$ 48,550	\$ -	\$ -	Replace existing locker room tile, including shower and wall tiles.
11	16	E	HVAC Lobby Supply Motor Replacement		\$ 1,101	\$ 302	\$ 780	Replace the existing supply fan motor on the lobby air handling unit.
12	17	E	HVAC Lobby Exhaust Motor Replacement		\$ 1,101	\$ 302	\$ 780	Replace the existing exhaust fan motor on the lobby air handling unit.
13	20	E	Locker Room Plumbing (Showers & Fixtures - could be modified to \$52,000 no china)		\$ 83,250	\$ 1,822	\$ -	Provide retrofit or replacement of existing plumbing fixtures, including lavatories, showers, water closets, and urinals. (reduce scope?)
<b>Base Scope of Work for Project Subtotal</b>					<b>\$ 1,260,439</b>		\$ 21,668	
14	26	E	Pool Cover / Blanket	\$ 20,000	\$ 37,383	\$ 8,570	\$ 14,000	Provide manual pool covers. Rebate adjusted by staff.
18	9	E	Bulkhead Renovation	\$ 3,000	\$ 4,500			Renovate existing bulkhead
20	39	E	Sewer Deduct Meter	\$ 4,600	\$ 7,554	\$ 1,163		Provide deduct and charge meters for pool fill and blow down. Coordinate with local water utilities for rate modifications.
21	22	C	Locker Room Painting	\$ 15,000	\$ 22,500			Modify painting for McKinstry's scope of work from \$36K.
15	8	E	DE Filter System - Vacuum DE Remodel	\$ 50,700	\$ 76,050			Replace existing vacuum DE filter system with new filter type.
16	41	C	New Roof	\$ 52,000	\$ 78,000			Cost more to replace in 5 years due to potential failure than now with a 20+ year roof.
17	13	C	ADA Improvements (Parking Lot)	\$ 60,000	\$ 105,299			Provide parking lot ADA improvements for improved facility access.
19	21	D	Gutter/Deck Tile	\$ 52,000	\$ 64,172			Replace existing gutter and tile deck.
					\$ 258,793	<b>\$ 395,458</b>		<b>If \$416,666 Grant and McKinstry perform scope of work.</b>
22	23	E	New Lockers	\$ 26,000	\$ 39,000			30 lockers mens and womens each.
23	25	E	Deep End Guard Chair	\$ 4,000	\$ 6,000			Replace existing deep end guard chair
24	29	C	Privacy changing areas (modified - 1 dressing room)	\$ 5,000	\$ 7,187			Provide <u>ONE</u> new changing room in each locker room.
25	30	C	Locker Room Floor Resurfacing	\$ 27,500	\$ 92,389	\$ 41,250		Resurface locker room flooring.
26	31	C	Deck Resurfacing	\$ 54,500	\$ 145,716			Resurface existing deck and repair deck drains.
<b>If \$416,666 grant and MPD to Contract and Manage scope of work.</b>					<b>\$ 373,700</b>		\$ 290,764	
27	12	E	Add Natatorium Sound Abatement (not in \$1M loan @ 2.17%)	\$ 80,000	\$ 132,568			Add sound abatement to natatorium.
28	32	C	Enclosure - see architectural concept (\$155K store front windows)	\$ 140,000	\$ 164,734			Cost estimate based upon architect design & estimate.
29	33	C	Modify Front Desk Reception (if no Enclosure)	\$ -	\$ 17,403			Remodel existing reception area.
30	34	C	Admin Offices Remodel	\$ -	\$ 32,151			Remodel administration offices.
31	35	C	Modify Family Changing Rooms (if no add on)	\$ -	\$ 11,343			Modify family changing rooms.
32	36	C	Modify Supply Staff / Break Room	\$ -	\$ -			
33	37	C	Staff Locker Rooms Renovation	\$ -	\$ 20,360			Provide renovation of existing staff locker room, including repair of failed plumbing and upgrade to high efficiency plumbing fixtures.
34		C	New Entry - Women's Locker Room	\$ -	\$ 14,112			Provide new entry door into Womens Locker Room.
<b>Perform as monies become available</b>					<b>\$ 220,000</b>		\$ 392,611	
<b>Being performed through Repairs and Maintenance and Life-Cycle Program</b>								
35	18	C	Interior Doors Replacement (partial)		\$ 54,342			Replace existing interior doors (11 wood doors)
36	19	E	Heat Exchanger (Pool Water Heat)		\$ 45,490			Provide new pool water heat exchanger. (bundled heat exchangers)
37	24	C	Exterior Doors Replacement		\$ 19,089			Replace existing exterior doors. (3 doors + hardware on 6 doors)
					\$ -		\$ 118,921	
<b>Total all Projects</b>					<b>\$ 1,854,139</b>		<b>\$ 2,457,783</b>	
<b>Not Being Pursued</b>								
40			Solar Thermal (system only)		\$ 216,809	\$ 1,800		Provide solar thermal preheat system for pool and domestic water heating. This measure DOES NOT include a new roof for the facility.
27			UV - New Item, strongly recommended	\$ 74,997	\$ 74,997	\$ (2,628)	\$ -	Add UV treatment system to pool.
38			Add Windows in Natatorium		\$ 36,480	\$ -	\$ -	Provide new natatorium glazing. Cost estimate is \$100/sqft.
42			Privacy showers & changing areas - see sketch		\$ 144,203	\$ -	\$ -	Provide new changing rooms and private showers for locker rooms.
43			New Natatorium Supply Air Ductwork		\$ 96,610	\$ -	\$ -	Provide new supply air ductwork to improve air flow to natatorium.
44			Vending Machines Power Control		\$ 1,438	\$ 51	\$ -	Provide vending power management control for (2) existing refrigerated vending machines.
45			Addition - see sketch	\$ 900,000	\$ -	\$ -	\$ -	Cost estimate based upon \$300/sqft for approximately 3,000 sqft.



**INFORMATIONAL MEMORANDUM**  
**Tukwila Metropolitan Park District**

**TO: Tukwila Pool MPD Board President**

**FROM: Peggy McCarthy, Finance Director**

**BY: Craig Zellerhoff, Fiscal Coordinator**

**DATE: May 8, 2012**

**SUBJECT: 2012 1<sup>st</sup> Quarter Metropolitan Park District Financial Summary and Pool Statistics**

**ISSUE**

Review the District financial results for the quarter ending March 31, 2012 per RCW 35.24.540 – quarterly report status.

**FINANCIAL IMPACT**

None. Summary Information.

**BACKGROUND**

Review of actual financial results compared to budgeted results is a valuable tool to assess the soundness of the budgeting process and to determine financial trends and status of an organization.

**DISCUSSION**

As of March 31, 2012, the Tukwila Pool Metropolitan Park District realized operating revenues of \$45,617 which are higher than budget at 25.8% and 41.8% for program and rental revenue respectively. Expenditures are within or under budget as shown below:

Expenditures	Percent of Budget
Administration & Overhead	9.1%
Salaries & Wages	24.5%
Personnel Benefits	23.2%
Supplies	19.8%
Other	19.1%

A loan distribution of \$225,000 from the \$1.1 million operating loan was made on 4/15/2012.

**RECOMMENDATION**

Information Only

**ATTACHMENT**

2012 1<sup>st</sup> Quarter Tukwila Pool MPD, Revenues, Expenditures and Fund Balance.  
 2012 1<sup>st</sup> Quarter Statistical Report



**TUKWILA POOL MPD**  
**Revenues, Expenditures and Fund Balance**  
**January 1, 2012 to March 31, 2012**

Percent of year expired 25.00%

REVENUE	BUDGET	Actual Results			TOTAL	% of BUDGET
		JAN	FEB	MAR		
PROGRAMS	\$ 128,570	\$ 7,572	\$ 10,961	\$ 14,596	\$ 33,128	25.8%
RENTALS	29,000	4,292	2,997	4,845	12,134	41.8%
SALE OF MERCHANDISE	-	90	107	138	336	0.0%
DONATIONS	-	8	5	8	21	0.0%
OPERATING LOAN	870,640	-	-	-	-	0.0%
<b>TOTAL REVENUE</b>	<b>1,028,210</b>	<b>11,961</b>	<b>14,069</b>	<b>19,587</b>	<b>45,617</b>	<b>4.4%</b>
<b>EXPENDITURES</b>						
<b>ADMINISTRATION/OVERHEAD</b>						
45 GROUND LEASE	10,950	-	-	-	-	0.0%
51 INTERLOCAL CITY FEES	90,000	7,500	7,500	7,500	22,500	25.0%
41 LEGAL FEES	5,000	-	-	1,371	1,371	27.4%
49 INSURANCE	5,000	8,672	-	-	8,672	173.4%
<b>TOTAL ADMINISTRATION</b>	<b>110,950</b>	<b>16,172</b>	<b>7,500</b>	<b>8,871</b>	<b>32,543</b>	<b>29.3%</b>
<b>CAPITAL &amp; DEBT SERVICE</b>						
CIP LIFE-CYCLE REPLACEMENT	250,000	-	-	-	-	0.0%
CIP RESERVE	30,000	-	-	-	-	0.0%
<b>TOTAL CAPITAL &amp; DEBT SERVICE</b>	<b>280,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>OPERATIONS</b>						
11 SALARIES	133,068	11,165	11,165	11,165	33,495	25.2%
12 EXTRA LABOR	113,000	7,493	9,156	10,333	26,982	23.9%
13 OVERTIME	500	-	-	-	-	0.0%
<b>SALARIES &amp; WAGES</b>	<b>246,568</b>	<b>18,658</b>	<b>20,321</b>	<b>21,498</b>	<b>60,477</b>	<b>24.5%</b>
21 FICA	19,436	1,420	1,547	1,637	4,604	23.7%
23 PERS	13,638	922	939	949	2,810	20.6%
24 INDUSTRIAL INSURANCE	11,782	773	974	1,056	2,804	23.8%
25 LIFE,OPTICAL	6,458	96	105	103	304	4.7%
25 MEDICAL,DENTAL,LIFE,OPTICAL	27,493	2,578	2,578	2,578	7,735	28.1%
<b>PERSONNEL BENEFITS</b>	<b>78,807</b>	<b>5,789</b>	<b>6,143</b>	<b>6,324</b>	<b>18,256</b>	<b>23.2%</b>
31 OFFICE & OPERATING SUPPLIES	9,360	283	618	1,390	2,291	24.5%
31 CHEMICALS	5,200	-	184	498	682	13.1%
31 CENTRAL SUPPLIES	487	-	-	-	-	0.0%
<b>SUPPLIES</b>	<b>15,047</b>	<b>283</b>	<b>802</b>	<b>1,888</b>	<b>2,973</b>	<b>19.8%</b>
41 PROFESSIONAL SERVICES	300	-	-	-	-	0.0%
42 COMMUNICATION	4,000	134	306	114	554	13.8%
43 TRAVEL	400	-	-	-	-	0.0%
44 ADVERTISING	400	-	-	-	-	0.0%
45 OPERATING RENTALS & LEASES	500	-	-	-	-	0.0%
47 PUBLIC UTILITY SERVICES	128,000	2,289	10,669	10,608	23,566	18.4%
48 REPAIRS & MAINTENANCE	25,000	658	3,626	-	4,284	17.1%
49 MISCELLANEOUS	2,224	645	724	522	1,891	85.0%
49 CREDIT CARD FEES	1,900	133	297	308	738	38.8%
<b>OTHER SERVICES &amp; CHARGES</b>	<b>162,724</b>	<b>3,860</b>	<b>15,621</b>	<b>11,551</b>	<b>31,032</b>	<b>19.1%</b>
<b>TOTAL OPERATIONS</b>	<b>503,146</b>	<b>28,589</b>	<b>42,888</b>	<b>41,261</b>	<b>112,737</b>	<b>22.4%</b>
<b>TOTAL EXPENDITURES</b>	<b>894,096</b>	<b>44,761</b>	<b>50,388</b>	<b>50,131</b>	<b>145,280</b>	<b>16.2%</b>
CHANGE IN FUND BALANCE	\$ 134,114	\$ (32,800)	\$ (36,319)	\$ (30,544)	\$ (99,663)	-74.3%
BEGINNING FUND BALANCE		59,264	26,464	(9,854)	59,264	0.0%
<b>ENDING FUND BALANCE</b>	<b>\$ 134,114</b>	<b>\$ 26,464</b>	<b>\$ (9,854)</b>	<b>\$ (40,399)</b>	<b>\$ (40,399)</b>	<b>-30.1%</b>

# Tukwila Metropolitan Parks District

## Tukwila Pool Fee Revenues

**1st Quarter 2012**

Row #	Program Fee Type	1st Quarter 2012		Total #	2011 actual #		
		Resident #	Non Resident #				
1	Drop-ins	Adult Drop-in		761	1029		
2		Youth Drop-in		664	618		
3		Sr Drop-in		468	610		
4		Adult H2OX Drop-in		43	44		
5		Sr. H2OX Drop-in		22	39		
6		Misc. Drop-ins		14	28		
7	<b>Subtotal Drop-ins</b>			<b>1,972</b>	<b>2368</b>		
8	Pass Sales	4	2	6	0		
9		6	6	12	2		
10		1	7	8	17		
11		1	1	2	0		
12		4	1	5	7		
13		2	6	8	11		
14		0	0	0	0		
15		0	1	1	2		
16		1	0	1	2		
17		0	0	0	0		
18		2	0	2	0		
19		2	5	7	11		
20		5	1	6	7		
21		20	20	40	38		
22		13	23	36	29		
23		1	0	1	1		
24		1	4	5	5		
25		4	9	13	14		
26		2	3	5	4		
27		3	2	5	5		
28		1	0	1	1		
29		1	0	1	2		
31		<b>All Pass Scans</b>		<b>1,226</b>	<b>2,222</b>	<b>3,448</b>	<b>3534</b>
32		Lessons	1,131	1,216	2,347	2,281	
33			0	3	3	0	
34			0	0	0	6	
35		<b>Subtotal Lessons</b>		<b>1,131</b>	<b>1,219</b>	<b>2,350</b>	<b>2287</b>
36		<b>Total Programs</b> Drop-ins, Pass Sales & Lessons			<b>7,770</b>	<b>8,189</b>	
			#	#	Visits	Visits	
37	Rentals	3	9	430	665		
38		0	26	14,956	15620		
40		Lockers		408	588		
41		<b>Subtotal Rentals</b>		<b>3</b>	<b>9</b>	<b>12</b>	<b>16,873</b>
45	Estimated Visits			23,156	25,062		

# INFORMATIONAL MEMORANDUM

## Tukwila Metropolitan Park District

TO:           **Tukwila Pool MPD Board President**

FROM:       **Rick Still, Parks and Recreation Director**

DATE:       **May 8, 2012**

SUBJECT:   **2012 First Quarter Report**

**ISSUE**

2012 First Quarter Review of attendance and related revenue for the Tukwila Pool.

**FINANCIAL IMPACT**

No Financial Impact

**BACKGROUND**

The attached 2012 first quarter Tukwila Pool Statistical Report presents a breakdown in pool users by Total Attendance, Pass Sales, one time visits (or Drop-ins) and rental groups uses; a revenue breakdown by major revenue categories as well as a historical perspective regarding revenue. The attached document also compares revenues earned to revenue goals for the quarter, by revenue type.

The information included in the attached document is based on when revenues are earned (when a booking or lesson takes place) not when revenues are received (rung in). As such it is not comparable with revenue reports that reflect revenues received.

**DISCUSSION**

The 2012 first quarter Tukwila Pool Statistical Report is a summary of data collected on a monthly basis, you will see the quarterly report as Attachment A with pages 2 – 4 showing monthly reports containing the information used to generate the quarterly report. The first quarter report demonstrates revenue generated in the first quarter of 2012 is comparable to that of the first quarter of 2011.

**RECOMMENDATION**

For Information Only

**ATTACHMENT**

The 2012 first quarter Tukwila Pool Statistical Report.





Tukwila Metropolitan Parks District  
Tukwila Pool Fee Revenues  
1st Quarter 2012

ATTACHMENT A

Row #	Program Fee Type	Resident		Non Resident		Total		2012 proposed revenue	% of 2012 proposed revenue	2011 actual	
		#	\$	#	\$	#	\$			#	\$
1	Adult Drop-in					761	\$3,044.00			1029	\$4,116
2	Youth Drop-in					664	\$1,992.00			618	\$1,854
3	Sr Drop-in					468	\$1,404.00			610	\$1,830
4	Adult H2OX Drop-in					43	\$258.00			44	\$264
5	Sr. H2OX Drop-in					22	\$110.00			39	\$195
6	Misc. Drop-ins					14	\$35.00			28	\$56
7	<b>Subtotal Drop-ins</b>					<b>1,972</b>	<b>\$6,843.00</b>	<b>\$7,200</b>	<b>95%</b>	<b>2368</b>	<b>\$8,315</b>
8	Youth 1 Month Pass	4	\$112	2	\$62	6	\$174			0	\$0
9	Adult 1 Month Pass	6	\$234	6	\$258	12	\$492			2	\$78
10	Sr. 1 Month Pass	1	\$28	7	\$217	8	\$245			17	\$500
11	Youth 3 Month Pass	1	\$66	1	\$73	2	\$139			0	\$0
12	Adult 3 Month Pass	4	\$420	1	\$115	5	\$535			7	\$670
13	Sr. 3 Month Pass	2	\$132	6	\$438	8	\$570			11	\$775
14	Youth 6 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
15	Adult 6 Month Pass	0	\$0	1	\$206	1	\$206			2	\$374
16	Sr. 6 Month Pass	1	\$121	0	\$0	1	\$121			2	\$254
17	Youth 12 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
18	Adult 12 Month Pass	2	\$616	0	\$0	2	\$616			0	\$0
19	Sr. 12 Month Pass	2	\$356	5	\$1,025	7	\$1,381			11	\$2,165
20	Youth 10 Punch Pass	5	\$135	1	\$27	6	\$162			7	\$189
21	Adult 10 Punch Pass	20	\$720	20	\$720	40	\$1,440			38	\$1,368
22	Senior 10 Punch Pass	13	\$351	23	\$621	36	\$972			29	\$783
23	Youth 20 Punch Card	1	\$54	0	\$0	1	\$54			1	\$54
24	Adult 20 Punch Card	1	\$72	4	\$288	5	\$360			5	\$360
25	Senior 20 Punch Pass	4	\$216	9	\$486	13	\$702			14	\$756
26	Adult H2OX 10 visit	2	\$104	3	\$156	5	\$260			4	\$208
27	Sr. H2OX 10 visit	3	\$126	2	\$84	5	\$210			5	\$210
28	Adult H2OX 20 visit	1	\$104	0	\$0	1	\$104			1	\$104
29	Sr. H2OX 20 visit	1	\$84	0	\$0	1	\$84			2	\$168
30	<b>Subtotal Pass Sales</b>	<b>74</b>	<b>\$4,051</b>	<b>91</b>	<b>\$4,776</b>	<b>165</b>	<b>\$8,827</b>	<b>\$7,900</b>	<b>112%</b>	<b>158</b>	<b>\$9,016</b>
31	All Pass Scans	1,226		2,222		3,448				3534	
32	Swim Lessons	1,131	\$6,421	1,216	\$7,610	2,347	\$14,031			2,281	\$12,799
33	Private Lessons	0	\$0	3	\$75	3	\$75			0	\$0
34	Semi Private Lessons	0	\$0	0	\$0	0	\$0			6	\$180
35	<b>Subtotal Lessons</b>	<b>1,131</b>	<b>\$6,421</b>	<b>1,219</b>	<b>\$7,685</b>	<b>2,350</b>	<b>\$14,106</b>	<b>\$17,800</b>	<b>79%</b>	<b>2287</b>	<b>\$12,979</b>
36	<b>Total Programs</b>	Drop-ins, Pass Sales & Lessons				<b>7,770</b>	<b>\$29,776.00</b>	<b>\$33,040</b>	<b>90%</b>	<b>8,189</b>	<b>\$30,310</b>
37	One Time Rentals	3	\$330	9	\$1,231	430	\$1,561			665	\$1,800
38	Rentals -Special Int. Grps	0	\$0	26	\$10,466	14,956	\$10,466			15620	\$9,738
40	Lockers					408	\$102			588	\$147
41	<b>Subtotal Rentals</b>	<b>3</b>	<b>\$330</b>	<b>9</b>	<b>\$11,697</b>	<b>12</b>	<b>\$12,129</b>	<b>\$12,600</b>	<b>96%</b>	<b>16,873</b>	<b>\$11,685</b>
42	Vending						\$354	\$300.00	0.66%		\$0
43	Donations						\$12.50	\$0.00	0.00%		\$282
44	<b>Subtotal Other</b>						<b>\$366</b>	<b>\$300.00</b>	<b>122%</b>		<b>\$282</b>
45	Estimated Visits					23,156				25,062	
46	<b>Total Revenue Earned</b>					<b>\$42,271.40</b>	<b>\$45,800</b>	<b>92%</b>		<b>\$42,276.42</b>	

Tukwila Metropolitan Parks District  
Tukwila Pool Fee Revenues  
January 2012

Attachment A, Page 2

Row #	Program Fee Type	Resident		Non Resident		Total		2012 proposed revenue	% of 2012 proposed revenue	2011 actual	
		#	\$	#	\$	#	\$			#	\$
1	Adult Drop-in					174	\$696.00			301	\$1,204
2	Youth Drop-in					134	\$402.00			149	\$447
3	Sr Drop-in					124	\$372.00			216	\$648
4	Adult H2OX Drop-in					5	\$30.00			12	\$72
5	Sr. H2OX Drop-in					5	\$25.00			15	\$75
6	Misc. Drop-ins					3	\$6.00			9	\$18
7	<b>Subtotal Drop-ins</b>					<b>445</b>	<b>\$1,531.00</b>	\$2,200	70%	702	\$2,464
8	Youth 1 Month Pass	0	\$0	1	\$31	1	\$31			0	\$0
9	Adult 1 Month Pass	4	\$156	2	\$86	6	\$242			0	\$0
10	Sr. 1 Month Pass	1	\$28	1	\$31	2	\$59			6	\$177
11	Youth 3 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
12	Adult 3 Month Pass	1	\$105	0	\$0	1	\$105			2	\$105
13	Sr. 3 Month Pass	0	\$0	2	\$146	2	\$146			6	\$417
14	Youth 6 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
15	Adult 6 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
16	Sr. 6 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
17	Youth 12 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
18	Adult 12 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
19	Sr. 12 Month Pass	0	\$0	1	\$205	1	\$205			2	\$410
20	Youth 10 Punch Pass	3	\$81	1	\$27	4	\$108			1	\$27
21	Adult 10 Punch Pass	8	\$288	7	\$252	15	\$540			15	\$540
22	Senior 10 Punch Pass	2	\$54	7	\$189	9	\$243			11	\$297
23	Youth 20 Punch Card	1	\$54	0	\$0	1	\$54			0	\$0
24	Adult 20 Punch Card	1	\$72	2	\$144	3	\$216			2	\$144
25	Senior 20 Punch Pass	2	\$108	4	\$216	6	\$324			4	\$216
26	Adult H2OX 10 visit	0	\$0	1	\$52	1	\$52			1	\$52
27	Sr. H2OX 10 visit	0	\$0	0	\$0	0	\$0			1	\$42
28	Adult H2OX 20 visit	0	\$0	0	\$0	0	\$0			0	\$0
29	Sr. H2OX 20 visit	0	\$0	0	\$0	0	\$0			2	\$168
30	<b>Subtotal Pass Sales</b>	<b>23</b>	<b>\$946</b>	<b>29</b>	<b>\$1,379</b>	<b>52</b>	<b>\$2,325</b>	\$2,300	101%	53	\$2,595
31	All Pass Scans	370		640		1,010				1106	
32	Swim Lessons	264	\$1,452	280	\$1,680	544	\$3,132			776.00	\$3,735
33	Private Lessons	0	\$0	0	\$0	0	\$0			0	\$0
34	Semi Private Lessons	0	\$0	0	\$0	0	\$0			0	\$0
35	<b>Subtotal Lessons</b>	<b>264</b>	<b>\$1,452</b>	<b>280</b>	<b>\$1,680</b>	<b>544</b>	<b>\$3,132</b>	\$5,300	59%	776	\$3,735
36	<b>Total Programs</b>	Drop-ins, Pass Sales & Lessons				<b>1,999</b>	<b>\$6,988.00</b>	\$9,800	71%	2,584	\$8,794
37	One Time Rentals	1	\$110	3	\$355	135	\$465			75	\$330
38	Rentals -Special Int. Grps	0	\$0	7	\$2,959	5,573	\$2,959			6524	\$3,491
40	Lockers					0	\$0			0	\$0
41	<b>Subtotal Rentals</b>	<b>1</b>	<b>\$110</b>	<b>3</b>	<b>\$3,314</b>	<b>4</b>	<b>\$3,424</b>	\$4,100	84%	<b>6,599</b>	<b>\$3,821</b>
42	Vending						\$90.60	\$100.00	0.71%		\$0
43	Donations						\$8.00	\$0.00	0.00%		\$204
44	<b>Subtotal Other</b>						<b>\$98.60</b>	\$100	99%		\$204
45	Estimated Visits					7,707				9,183	
46	<b>Total Revenue Earned</b>					<b>\$10,510.60</b>		\$14,000	75%	<b>\$12,818.75</b>	

Tukwila Metropolitan Parks District  
Tukwila Pool Fee Revenues  
February 2012

Attachment A, Page 3

Row #	Program Fee Type	Resident		Non Resident		Total		2012 proposed revenue	% of 2012 proposed revenue	2011 actual	
		#	\$	#	\$	#	\$			#	\$
1	Adult Drop-in					286	\$1,144.00			319	\$1,276
2	Youth Drop-in					243	\$729.00			194	\$582
3	Sr Drop-in					176	\$528.00			165	\$495
4	Adult H2OX Drop-in					7	\$42.00			9	\$54
5	Sr. H2OX Drop-in					12	\$60.00			13	\$65
6	Misc. Drop-ins					5	\$15.00			7	\$14
7	<b>Subtotal Drop-ins</b>					<b>729</b>	<b>\$2,518.00</b>	<b>\$1,900</b>	<b>133%</b>	<b>707</b>	<b>\$2,486</b>
8	Youth 1 Month Pass	2	\$56	1	\$31	3	\$87			0	\$0
9	Adult 1 Month Pass	2	\$78	1	\$43	3	\$121			1	\$39
10	Sr. 1 Month Pass	0	\$0	3	\$93	3	\$93			5	\$146
11	Youth 3 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
12	Adult 3 Month Pass	1	\$105	1	\$115	2	\$220			5	\$565
13	Sr. 3 Month Pass	2	\$132	1	\$73	3	\$205			1	\$66
14	Youth 6 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
15	Adult 6 Month Pass	0	\$0	1	\$206	1	\$206			1	\$187
16	Sr. 6 Month Pass	0	\$0	0	\$0	0	\$0			2	\$254
17	Youth 12 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
18	Adult 12 Month Pass	1	\$308	0	\$0	1	\$308			0	\$0
19	Sr. 12 Month Pass	2	\$374	2	\$410	4	\$784			4	\$784
20	Youth 10 Punch Pass	1	\$27	0	\$0	1	\$27			1	\$27
21	Adult 10 Punch Pass	5	\$180	6	\$216	11	\$396			11	\$396
22	Senior 10 Punch Pass	5	\$135	7	\$189	12	\$324			10	\$270
23	Youth 20 Punch Card	0	\$0	0	\$0	0	\$0			1	\$54
24	Adult 20 Punch Card	0	\$0	1	\$72	1	\$72			0	\$0
25	Senior 20 Punch Pass	2	\$108	2	\$108	4	\$216			6	\$324
26	Adult H2OX 10 visit	0	\$0	1	\$52	1	\$52			1	\$52
27	Sr. H2OX 10 visit	1	\$42	2	\$84	3	\$126			1	\$42
28	Adult H2OX 20 visit	0	\$0	0	\$0	0	\$0			0	\$0
29	Sr. H2OX 20 visit	0	\$0	0	\$0	0	\$0			0	\$0
30	<b>Subtotal Pass Sales</b>	<b>24</b>	<b>\$1,545</b>	<b>29</b>	<b>\$1,692</b>	<b>53</b>	<b>\$3,237</b>	<b>\$2,400</b>	<b>135%</b>	<b>50</b>	<b>\$3,206</b>
31	All Pass Scans	409		754		1,163				1132	
32	Swim Lessons	359	\$1,973	444	\$2,664	803	\$4,637			456	\$2,499
33	Private Lessons	0	\$0	0	\$0	0	\$0			0	\$0
34	Semi Private Lessons	0	\$0	0	\$0	0	\$0			0	\$0
35	<b>Subtotal Lessons</b>	<b>359</b>	<b>\$1,973</b>	<b>444</b>	<b>\$2,664</b>	<b>803</b>	<b>\$4,637</b>	<b>\$5,900</b>	<b>79%</b>	<b>456</b>	<b>\$2,499</b>
36	<b>Total Programs</b>	Drop-ins, Pass Sales & Lessons				<b>2,695</b>	<b>\$10,392.00</b>	<b>\$10,340</b>	<b>101%</b>	<b>2,295</b>	<b>\$8,191</b>
37	One Time Rentals	0	\$0	1	\$270	60	\$270			215	\$710
38	Rentals -Special Int. Grps	0	\$0	9	\$4,071	5,507	\$4,071			4584	\$3,131
40	Lockers					400	\$100			4	\$1
41	<b>Subtotal Rentals</b>	<b>0</b>	<b>\$0</b>	<b>1</b>	<b>\$4,341</b>	<b>1</b>	<b>\$4,341</b>	<b>\$4,200</b>	<b>103%</b>	<b>4,803</b>	<b>\$3,842</b>
42	Vending						\$114.95	\$100.00	0.69%		\$0
43	Donations						\$4.50	\$0.00	0.00%		\$35
44	<b>Subtotal Other</b>						<b>\$119.45</b>	<b>\$100</b>	<b>119%</b>		<b>\$35</b>
45	Estimated Visits					8,262				7,094	
46	<b>Total Revenue Earned</b>					<b>\$14,852.45</b>		<b>\$14,500</b>	<b>102%</b>	<b>\$12,067.50</b>	

Tukwila Metropolitan Parks District  
Tukwila Pool Fee Revenues  
March 2012


Attachment A, Page 4

Row #	Program Fee Type	Resident		Non Resident		Total		2012 proposed revenue	% of 2012 proposed revenue	2011 actual	
		#	\$	#	\$	#	\$			#	\$
1	Adult Drop-in					301	\$1,204.00			409	\$1,636
2	Youth Drop-in					287	\$861.00			275	\$825
3	Sr Drop-in					168	\$504.00			229	\$687
4	Adult H2OX Drop-in					31	\$186.00			23	\$138
5	Sr. H2OX Drop-in					5	\$25.00			11	\$55
6	Misc. Drop-ins					6	\$14.00			12	\$24
7	<b>Subtotal Drop-ins</b>					<b>798</b>	<b>\$2,794.00</b>	<b>\$3,100</b>	<b>90%</b>	<b>959</b>	<b>\$3,365</b>
8	Youth 1 Month Pass	2	\$56	0	\$0	2	\$56			0	\$0
9	Adult 1 Month Pass	0	\$0	3	\$129	3	\$129			1	\$39
10	Sr. 1 Month Pass	0	\$0	3	\$93	3	\$93			6	\$177
11	Youth 3 Month Pass	1	\$66	1	\$73	2	\$139			0	\$0
12	Adult 3 Month Pass	2	\$210	0	\$0	2	\$210			0	\$0
13	Sr. 3 Month Pass	0	\$0	3	\$219	3	\$219			4	\$292
14	Youth 6 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
15	Adult 6 Month Pass	0	\$0	0	\$0	0	\$0			1	\$187
16	Sr. 6 Month Pass	1	\$121	0	\$0	1	\$121			0	\$0
17	Youth 12 Month Pass	0	\$0	0	\$0	0	\$0			0	\$0
18	Adult 12 Month Pass	1	\$308	0	\$0	1	\$308			0	\$0
19	Sr. 12 Month Pass	0	\$0	2	\$410	2	\$410			5	\$971
20	Youth 10 Punch Pass	1	\$27	0	\$0	1	\$27			5	\$135
21	Adult 10 Punch Pass	7	\$252	7	\$252	14	\$504			12	\$432
22	Senior 10 Punch Pass	6	\$162	9	\$243	15	\$405			8	\$216
23	Youth 20 Punch Card	0	\$0	0	\$0	0	\$0			0	\$0
24	Adult 20 Punch Card	0	\$0	1	\$72	1	\$72			3	\$216
25	Senior 20 Punch Pass	0	\$0	3	\$162	3	\$162			4	\$216
26	Adult H2OX 10 visit	2	\$104	1	\$52	3	\$156			2	\$104
27	Sr. H2OX 10 visit	2	\$84	0	\$0	2	\$84			3	\$126
28	Adult H2OX 20 visit	1	\$104	0	\$0	1	\$104			1	\$104
29	Sr. H2OX 20 visit	1	\$84	0	\$0	1	\$84			0	\$0
30	<b>Subtotal Pass Sales</b>	<b>27</b>	<b>\$1,578</b>	<b>33</b>	<b>\$1,705</b>	<b>60</b>	<b>\$3,283</b>	<b>\$3,200</b>	<b>103%</b>	<b>55</b>	<b>\$3,215</b>
31	All Pass Scans	447		828		1,275				1,296	
32	Swim Lessons	509	\$2,996	492	\$3,266	1,000	\$6,262			1,049	\$6,565
33	Private Lessons	0	\$0	3	\$75	3	\$75			0	\$0
34	Semi Private Lessons	0	\$0	0	\$0	0	\$0			6	\$180
35	<b>Subtotal Lessons</b>	<b>509</b>	<b>\$2,996</b>	<b>495</b>	<b>\$3,341</b>	<b>1,003</b>	<b>\$6,337</b>	<b>\$6,600</b>	<b>96%</b>	<b>1055</b>	<b>\$6,745</b>
36	<b>Total Programs</b>	Drop-ins, Pass Sales & Lessons				<b>3,076</b>	<b>\$12,414.00</b>	<b>\$12,900</b>	<b>96%</b>	<b>3,310</b>	<b>\$13,325</b>
37	One Time Rentals	2	\$220	5	\$606	235	\$826			375	\$760
38	Rentals -Special Int. Grps	0	\$0	10	\$3,436	3,876	\$3,436			4512	\$3,117
40	Lockers					8	\$2			584	\$146
41	<b>Subtotal Rentals</b>	<b>2</b>	<b>\$220</b>	<b>5</b>	<b>\$4,042</b>	<b>7</b>	<b>\$4,264</b>	<b>\$4,300</b>	<b>99%</b>	<b>5,471</b>	<b>\$4,023</b>
42	Vending						\$148.35	\$100.00	0.58%		\$0
43	Donations						\$0.00	\$0.00	0.00%		\$43
44	<b>Subtotal Other</b>						<b>\$148.35</b>	<b>\$100</b>	<b>148%</b>		<b>\$43</b>
45	Estimated Visits					7,187				8,197	
46	<b>Total Revenue Earned</b>					<b>\$16,826.35</b>		<b>\$17,300</b>	<b>97%</b>	<b>\$17,390.17</b>	

# INFORMATIONAL MEMORANDUM

## Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director 

DATE: May 9, 2012

SUBJECT: Staff Report

### ISSUE

Staff update on several 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 – ESPC**

McKinstry engineers, our Energy Services Contractor, have created a Draft Energy Services Plan (ESP). The ESP utilized MPD Board direction as priorities for the project. Due to the timing of potential grants and financing a Final ESP will be prepared for the June meeting. Loan application is due June 20<sup>th</sup> and the Grant is due July 2<sup>nd</sup>. Because our project would not be eligible if we were too far in the process the delay is occurring. Staff observed the manual pool cover being taken off at Mount Rainier Pool at 4:45 on May 7<sup>th</sup>. It took 30 minutes to perform this task. That would add about one hour of staff time to each day the pool cover is taken off for use, approximately 360 days per year.

#### **Operations**

A Chemtrol unit, computerized chemical feeding system, is being rented until we can replace it with the capital project. The HVAC air control system has continued to have overheating issues. Staff is having to manually turn on and off the pumps. Staff had an Architect prepare a drawing, see Attachment A, and cost estimate of the conceptual enclosure. The cost estimate increased from the square foot cost from \$60,000 to \$140,000 with all the additional details, amenities and soft costs.

April Pools day was a great splash. About 350 people attended the great event. The promotions also increased interest in our lesson programs.

#### **Future MPD Agendas**

June 11

- Final ESP review and adopt – either before or after the grant
- Potential Financing Alternatives Approval – Grant and/or loan applications
- Contracted Services Research Preliminary Results

July 9

- City Contracted Services Review
- Budget Direction

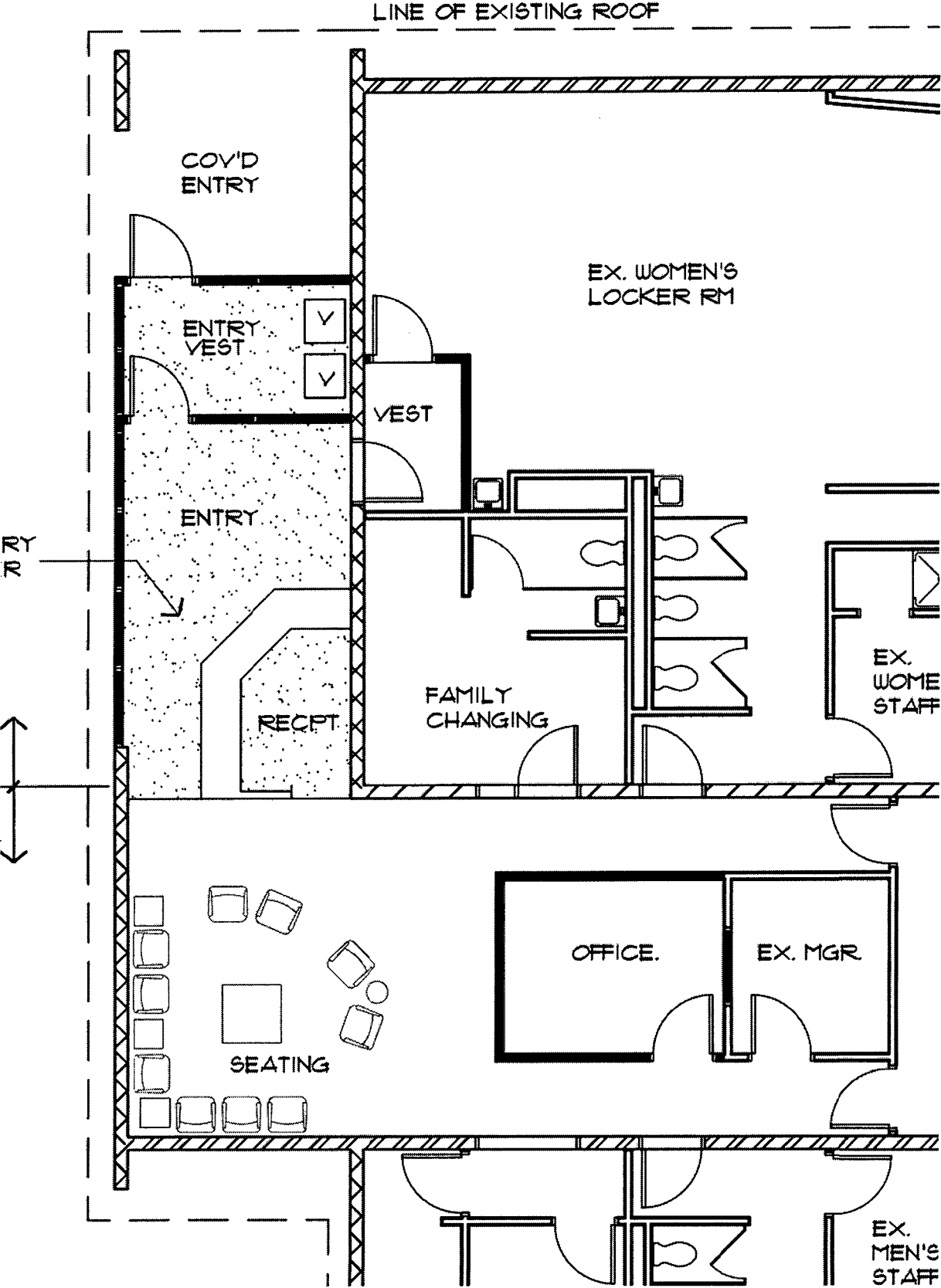
August 13

- Contracted Services Presentation
- Quarterly Reports

**ATTACHMENTS**

- A. Enclosure: Architectural Concept.

Enclosure: Architectural Concept







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

TO: **Citizens Pool Advisory Committee**  
FROM:  **Rick Still, Parks and Recreation Director**  
DATE: **April 11, 2012**  
SUBJECT: **Tukwila Pool Advisory Committee Meeting**

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If you are unable to attend, please notify Stephanie at 206-767-2342

**AGENDA**

April 14, 2012 8:00 AM  
Tukwila Community Center – **Senior Card Room**

**Call to Order**

**Approval of Minutes – April 7, 2012**

**Business Items**

1. Meeting Schedule- Bylaws & Calendar
2. Accept resignation and appointment of new Co-chair
3. Website update
4. Priorities List review
5. CIP list discussion
6. Attorney presence at MPD meetings

**Committee Reports**

**Citizen Comments**

**Staff Report**

**Other**

**Next Meeting: April 21, 2012**

**Adjournment**



TUKWILA METROPOLITAN PARK DISTRICT  
Tukwila Pool Advisory Committee

MINUTES

Tukwila Community Center – Senior Card Room  
Saturday, April 14, 2012 8:00 AM

**Attendance**

Commissioners: Jeri Frangello-Anderson, Bryan Nelson, David Puki, Vida Verdier, Vanessa Zaputil  
Staff: Amy Kindell  
Board Members: Kathy Hogardy

**Call to Order:** Bryan Nelson called the meeting to order at 8:05 AM.

**Approval of Minutes:** The minutes from the meeting April 7, 2012 were reviewed by the committee and corrections made. Vida Verdier motioned that the minutes be approved as amended. Jeri Frangello-Anderson seconded the motion. The motion carried 5-0.

**Business Items**

David Puki motioned to amend the agenda order of business items to 2, 1,3,6, 5, 4. Vida Verdier seconded the motion. The motion carried 5-0.

2. Accept resignation and appointment of new Co-chair– David Puki moved to accept Vida's Verdier's resignation from the position of Co-chair and appoint Vanessa Zaputil to the position of Co-chair for the remainder of the current term. Jeri Frangello-Anderson seconded the motion. The motion carried 5-0.
1. Meeting Schedule – Bylaws & Calendar – Committee members discussed the logistics of changing the currently established meeting dates and times.

8:20 AM Board member Kathy Hogardy joined the meeting.

David Puki motioned that the Special Meeting scheduled for Saturday, April 21, 2012, 8-9:30 AM at the Tukwila Community Center be moved to Wednesday, May2, 2012, 7-8:30 AM at the Tukwila Pool. Vanessa Zaputil seconded the motion. The motion carried 5-0.

3. Website update – Committee members asked questions of staff regarding the progress on the MPD website. Committee members requested that additional domain names be considered for purchase.
6. Attorney presence at MPD meetings – Committee members discussed how their previous motion for the MPD Board to consider the necessity of legal representation at MPD Board meetings was received. David Puki moved to request the addition of an agenda item to the next MPD Board meeting for discussion of the necessity of legal representation at all MPD Board meetings. Vanessa Zaputil seconded the motion. The motion carried 5-0.

## TUKWILA METROPOLITAN PARK DISTRICT Tukwila Pool Advisory Committee

### 5. CIP List Discussion –

8:40 AM Bryan Nelson exited the meeting.

8:41 AM Bryan Nelson returned to the meeting.

Committee Members discussed the Rough Order of Magnitude (ROM) document that was included in the MPD Board Meeting packet, April 9, 2012. Committee members asked clarifying questions of staff and staff indicated that answers to questions would be made available at the next Committee meeting.

4. Priorities List review– Committee members discussed that some of the items covered by this business item had already been discussed as part of Business Item number 5) CIP List Discussion. Committee members requested this Business Item be added to the next Committee Meeting agenda.

**Citizen Comments:** None

**Staff Reports:** None

### Other:

- Vanessa Zaputil reported to the committee that she and Christine Neuffer of Sustain Tukwila Pool, STP, attended the Showalter Middle School Parent Meeting Thursday, April 12, 2012 along with Amy Kindell, Aquatics Specialist. The parents at the meeting were receptive to hearing about Pool programs and expressed interest in after school programming at the pool.
- Agenda Items for 5/2/12 meeting –
  - Continued Review of the ROM from April 9, 2012 MPD Board Packet
  - Priorities List Review

**Adjournment:** Vanessa Zaputil motioned to adjourn the meeting at 9:35 AM, Vida Verdier seconded the motion. The motion carried, 5-0.

**Next Meeting:** Wednesday May 2, 2012 7:00 AM, Tukwila Pool.

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

TO: **Citizens Pool Advisory Committee**  
FROM:  **Rick Still, Parks and Recreation Director**  
DATE: **April 27, 2012**  
SUBJECT: **Tukwila Pool Advisory Committee Meeting**

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If you are unable to attend, please notify Stephanie at 206-767-2342

**AGENDA**

May 2, 2012

7:00 AM

Meeting Location: Tukwila Pool

**Call to Order**

**Approval of Minutes – April 14, 2012**

**Business Items**

- ROM Review, re: April 9, 2012 MPD Board Packet
- CIP Budget Discussion
- Priorities List Review
- April Pool's Day Review
- Summer Events Participation and Opportunities

**Committee Reports**

**Citizen Comments**

**Staff Report**

**Other**

**Next Meeting:** Regular Quarterly Meeting: Saturday, July 14, 2012 at 8:00 AM at the Tukwila Community Center unless otherwise determined.

**Adjournment**



TUKWILA METROPOLITAN PARK DISTRICT  
Tukwila Pool Advisory Committee

MINUTES

Tukwila Pool

Wednesday, May 2, 2012 7:00 AM

**Attendance**

Commissioners: Jeri Frangello-Anderson, Bryan Nelson, David Puki, Vida Verdier, Vanessa Zaputil

Staff: Rick Still, Amy Kindell

Board Members: Verna Seal

**Call to Order:** Vanessa Zaputil called the meeting to order at 8:05 AM.

**Approval of Minutes:** The minutes from the meeting April 14, 2012 were reviewed by the committee and corrections made. Vida Verdier motioned that the minutes be approved as amended. Jeri Frangello-Anderson seconded the motion. The motion carried 4-0.

8:07 AM Committee Member Bryan Nelson joined the meeting.

**Business Items**

Vanessa Zaputil motioned to amend the agenda order of business items to 4, 1, 2, 3, 5. David Puki seconded the motion. The motion carried 5-0.

4. April Pool's Day Review – Committee Members discussed the April 21, 2012 event and their pleasure with the turn out at the event. Questions were asked of staff about the event and the advertising that went into the event. Staff responded to questions and passed around photos from the event, as well as photos of the Tukwila Turtles Special Olympics Athletes taken at the Special Olympics Regional Aquatics Meet held the same day.

1. ROM Review, re: April 9, 2012 MPD Board Packet
2. CIP Budget Discussion
3. Priorities List Review –

Committee members discussed Business items 1, 2 and 3 at the same time. Committee members shared their thoughts since the last discussion of the ROM at the April 14<sup>th</sup> Tukwila Pool Advisory Committee (TPAC) Meeting. Committee members asked questions of staff and followed up on the questions that were asked at the April 14<sup>th</sup> meeting. Staff responded to questions and provided clarification on the process for the CIP project.

Vanessa Zaputil provided a re-prioritized list of items on the ROM that she drew up with the Save/Sustain Tukwila Pool group. (Attachment A) The list was discussed by the committee. Members of the committee mentioned that they were in agreement with the priority order of items in the list Vanessa Zaputil provided.

Vanessa Zaputil also provided the committee with a document she generated showing an estimated year end fund balance through 2031. (Attachment B) She discussed her concerns regarding the amount of funding the MPD could afford and how obligations would be met

## TUKWILA METROPOLITAN PARK DISTRICT Tukwila Pool Advisory Committee

based on her calculations and the information currently available. The committee discussed the nature of budgets and budgetary predictions as related to the ROM.

The discussion resulted in the committee making the following recommendations to staff-

- Roof replacement for the Pool be included in the CIP work
  - UV system not be included as a high priority item in the CIP work
  - Have the maximum amount of work/improvements that are possible to be done once a maximum dollar figure has been established for the CIP project.
5. Summer Events Participation and Opportunities – Committee members discussed with staff their ability to participate as volunteers and special events at the Pool. Staff agreed to let committee members know when opportunities became available and briefly discussed the planning of a Pool special event in conjunction with the Touch-a-Truck event June 23, 2012.

**Citizen Comments:** None

**Staff Reports:** None

**Other:**

- Agenda Items for 5/18/12 meeting –
  - Review of the May 14, 2012 MPD Board Packet

David Puki motioned to hold a Special Meeting 7:00 AM, Friday, May 18, 2012 at the Tukwila Pool in the Party Area. Jeri Frangello-Anderson seconded the motion. The motion carried.

**Adjournment:** David Puki motioned to adjourn the meeting at 8:30 AM, Vida Verdier seconded the motion. The motion carried, 5-0.

**Next Meeting:** Friday, May 18, 2012, 7:00 AM, Tukwila Pool, Party Area.



#1 Pool liner etc.	\$235841	
#2 Gutter Deck Tile	\$39000	
#3 Pool circ. Pump, etc	\$99554	
#4 ADA Chair lift	\$18849	
#5 Chemtrol	\$11193	
#6 HVAC Digital controls etc	\$320549	
#7 Boiler Burner etc.	\$173854	
#8 Filter remodel	\$124156	
#9 Bulkhead reno.	\$12227	
#10 Lighting	\$72835	
#11 ADA Parking	\$78000	
#12 Heat exchanger pool	\$45500	
#13 Locker plumbing	\$52000	
#14 Pool cover	\$20000	Based on Staff Report
#15 Sewer Deduct	\$3900	
#16 Roof	\$80000	Based on City Est. Research 20 year roof instead. Not viable out of operating budget. Needs replacement within 5 years. Done in conjunction with solar thermal
#17 Solar Thermal	\$100000	Based on Bainbridge Island \$75000 budget
#18 Deep End Chair	\$5850	
#19 Deck Drain, etc	\$121348	
Total	\$1614656	
Incentives rebates	-\$18551	
Total after rebates	\$1596105	
#20 Modify Family Change Room	\$6500	Include shower curtains for ADA shower and for portion of locker room
#21 Locker Room Floor	\$76938	
#22 Locker Tile	\$40431	
#23 Locker Room Painting	\$39000	
#24 Lockers	Need estimate	Replacement Locks for existing lockers
#25 Sound Abatement	Need estimate	Repair existing

#26 Ext doors	\$38474	
#27 Staff Locker Room	\$10400	Include low cost security
#28 Modify Front Desk	\$6500	Details needed
#29 New Air Ducts Pool	\$55000	
#30 Enclosure	\$60000	
#31 Admin offices	\$19500	
DELETED ITEMS		
Building Heat Pump VFD	\$15000	Not recommended by McKinstry
HVAC Pool supply fan VFD	\$15000	Not recommended by McKinstry
HVAC Lobby Supply VFD	\$10000	Not recommended by McKinstry
HVAC Lobby Exhaust VFD	\$10000	Not recommended by McKinstry
Interior Doors	\$64650	Replace on as need basis from operating budget
UV	\$62455	Issues regarding safety of product
Modify supply/staff room	\$10400	Issues addressed in #27
Add windows	\$30379	Cost and energy loss
Addition	\$900000	Cost prohibitive
Privacy showers	\$144203	Issues addressed in #20
Privacy changing	\$40465	Issues addressed in #20
Vending power management	\$1438	Require from rental company

***Created by Committee Member Vanessa Zaputil***

TUKWILA POOL 20 YEAR BASED ON MODIFIED 5 YEAR  
(1% FEE INCREASE, 2% TAX INCREASE)

THIS IS AN APPROXIMATE ONLY AND INCLUDES CITY SCHEDULE FOR CIP LIFECYCLE  
REPLACEMENTS

YEAR END BALANCE

2012	\$164,885
2013	\$302,466
2014	\$298,925
2015	\$286,678
2016	\$264,492

2017	\$231,739
2018	\$187,648
2019	\$131,413
2020	\$ 62,188

2021	-\$ 20,911	
2022	-\$118,815	(last year of bridge loan repayment)
2023	-\$ 81,037	
2024	-\$ 78,055	(\$18,000 CIP lifecycle)
2025	-\$ 75,165	
2026	-\$155,022	(\$64,000 CIP lifecycle)
2027	-\$191,023	
2028	-\$248,834	(last year of bond repayment)
2029	-\$324,347	(\$115,500 CIP lifecycle)
2030	-\$308,342	
2031	-\$317,719	

CIP LIFECYCLE

City budget is \$197,500

2016	Roof	\$ 80,000
2022	Pumps (10 years)	\$ 99,554
2024	Boiler burner and pool cover (12 years)	\$193,854
2027	Guard chairs, heat exchanger (15 years)	\$ 70,199
		-----
		\$347,699

Difference  $\$347,699 - \$197,500 = \$150,199$

Other major CIP not absorbed in operating budget? (Exterior painting)

April 16, 2012

Laura L. Snyder  
16829 Ambaum Blvd. S.  
Burien, WA 98148  
(206) 246-9103  
dragonfli7@msn.com

Tukwila Metropolitan Parks District Board  
6300 Southcenter Blvd.  
Tukwila, WA 98188

Dear Parks Board members,

Although I am not presently a resident of the city of Tukwila, I graduated from Showalter and Foster High School and have been a resident of Tukwila as an adult. I have depended on the Tukwila pool since it was built for my bi-weekly exercise.

I have strong feelings about the coming remodel and would like to express my opinions and observations from over the years of use at the pool.

#### 1. Locker rooms

There does not need to be extensive change to the locker room.

We do not need additional privacy areas made, the existing family bathroom works fine for young children that are too old for the locker room or if an alternate sex needs to help their child that is too young to go safely into the locker-room untended. Swimming locker rooms areas have traditionally been like other locker rooms where personal same sex modesty needs to be "stretched."

a. Lockers—we have done without working lockers for too many years as it is—can't we just continue to bring our own locks? Do we even need them?

b. Handicapped shower—we only need one handicapped shower.

c. Shower water temperature regulation- The showers temps are either too hot or changes dramatically with the flushing of toilets.

d. Locker room floor—for older members we need a safer floor surface.

#### \*\*\*\*\*2. Water Stairway Ladder\*\*\*\*\*

a. We **must** have a stairway like the one in the shallow end for the deep end. Bad knees and age cannot navigate the vertical stairways in the deep end. I have not been able to swim in the deep end for years because of bad knees, I have had to water walk because I cannot get into or out of the deep end.

#### 3. Disability crank chair

There only needs to be one, but it must work easily and have a wide chair and high weight limit for obese swimmers for whom swimming is one of the only exercises in which they can participate.

4. Additional window in the pool area.

The existing window is sufficient. All of us enjoy watching the weather outside while we swim or water walk, but an additional window if not needed.

5. Heating of pool.

The boiler is antiquated and breaks down often and the flux of pool water temperatures needs to be addressed. Please remember that health issues and aging issues are involved. Some days, people with heart problems and MS go home if the water is too cold.

6. Wheel chair access

The wheelchairs and walker access needs to be closer to the entrance, not at the far end of the parking lot.

7. Roof slant causing flooding problems

Every heavy rain there is the problem with flooding at the entry. I have watched through the years much digging but no resolution to the problem. Can't there be a way to moderate the rate of water in the gutters, or larger gutters and/or a cistern or maybe just go with the problem and make a dry garden feature with a rock "creek bed?" Surely, there is other grant money available for this ecological idea. Rain gardens are hot right now!

8. Check in area

I don't think this needs to be fiddled with, it seems too work just fine. The Lobby seems large enough too.

9. Having an independent pool management company take over for the existing staff  
No, no, no a thousand times NO!!

***Tukwila pool is not about making money by getting more swim teams to use the facility, restricting hours of use by regular swimmers.***

Tukwila pool has always been about the local community and the neighboring communities having a place to go for exercise. **Tukwila Pool is about HEALTH and COMMUNITY.** It is a place for people of all ages and disabilities, and health issues to gather.

The management under Malcolm through the years has been wonderful! He has hired staff that interacts with the swimmers and supports classes that support the wishes and physical needs of the swimmers. (like the Balance class for people with MS and balance issues.) People come from miles away from Tukwila (from as far as Monroe and Ravensdale) because of the wide band of open hours for adults. **People say that**

**the reason they come is because the big band of open swim hours gives them the flexibility they need that no other pool offers. The wonderful staff and the hours are what set Tukwila Pool apart!**

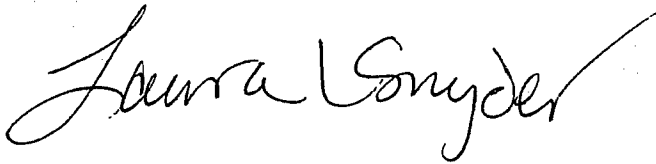
Time and time again, when one of those independent management companies comes in the community loses out and is not served!

Finally, we do not need fancy; we only need safety in the pool. Please keep Tukwila Pool open for seniors and lap swimmers. You have a faithful following. Thank you for working for us!

Please call me if you want any clarification to this letter (206) 2469103.

These opinions are not just ones held by me, many people have these same opinions. Thank you for considering these points.

Sincerely,

A handwritten signature in cursive script that reads "Laura L. Snyder". The signature is written in black ink and is positioned to the left of the typed name.

Laura L. Snyder  
16829 Ambaum Blvd. S.  
Burien, WA 98148





Tukwila Metropolitan Parks Dist. Board  
6300 Southcenter Blvd.  
Tukwila WA 98188

Gentlemen:

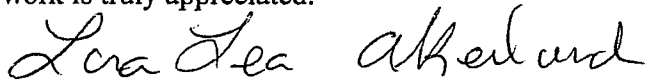
As a long time swimming pool user and participant of the visioning process I should like to add my thoughts to the future of the pool.

Of course, facility modernization and code compliance have to come first.

As a senior I would like to stress my appreciation of both the staff and management's attitude toward seniors. I tout the Tukwila pool as "kind to seniors" and believe me that is not true of many places in the area. Because there are so many seniors who's use of the pool is a vital part of remaining mobile and active and be able to participate in society there are a few changes that would help. Better handicap access from the parking lot to the pool, easier opening doors and an additional shower bench and perhaps wider benches in the changing room.

I have seen several plans for the renovation of the pool and all have some very good ideas, however from my personal point of view I like the pool as it is with the mentioned upgrades and any additions that help staff and management do even better jobs than they do now.

Thank you for all the time and effort you have put in to making our pool even better. Your hard work is truly appreciated.



Lora Lea Akerlund

425-255-5497



5/9/12

**To: Tukwila MPD Commissioners**

**It is our understanding that the commission will, as part of the CIP process, be asked to approve the priority of Capital Improvement Projects. If and when the commission determines that funding CIP is appropriate, we would like to submit, for consideration, a priority list upon which our group has agreed.**

**We have listened carefully over the past eight months as the city of Tukwila staff have presented various CIP options and we have provided to them additional community requests and input. We believe that energy conservation projects are important to both financial solvency and reducing the carbon footprint of the pool. Our group also felt that improvements in security and customer comfort projects would preserve and increase revenue as well as provide a safe workplace. As a result, the list we have compiled puts immediate, necessary repairs first, followed by energy saving projects, next community comfort items and finally non-essential operating items. We deleted items off the April 2012 ROM list for a variety of reasons as illustrated, including cost and consolidations.**

**We are happy to inform you, that most members of TPAC have also agreed with the priority order of this list.**

**We have spent a great deal of time fine tuning this list and hope it provides you guidance.**

**Finally, we ask you slow down, take your time and allow due diligence by all parties in these important decisions.**

**Sincerely,**

**Sustain Tukwila Pool**

Attachment: Sustain Tukwila Pool CIP Priority List 4/28/12



McKinstry 4/3/12 ROM Reference #	STP Priority List 4/28/12		
#1	#1 Pool liner etc.	\$235841	
#21	#2 Gutter Deck Tile	\$39000	
#2	#3 Pool circ. Pump, etc	\$99554	
#3	#4 ADA Chair lift	\$18849	
#4	#5 Chemtrol	\$11193	
#5	#6 HVAC Digital controls etc	\$320549	
#6	#7 Boiler Burner etc.	\$173854	
#8	#8 Filter remodel	\$124156	
#9	#9 Bulkhead reno.	\$12227	
#10	#10 Lighting	\$72835	
#13	#11 ADA Parking	\$78000	
#19	#12 Heat exchanger pool	\$45500	
#20	#13 Locker plumbing	\$52000	
#29	#14 Pool cover	\$20000	Based on Staff Report
#30	#15 Sewer Deduct	\$3900	
Not included separately	#16 Roof	\$80000	Based on City Est. Research 20 year roof instead. Not viable out of operating budget. Needs replacement within 5 years. Done in conjunction with solar thermal
#39	#17 Solar Thermal	\$100000	Based on Bainbridge Island \$75000 budget
#25	#18 Deep End Chair	\$5850	
#28	#19 Deck Resurfacing, etc.	\$121348	
	Total	\$1614656	
	Incentives rebates	-\$18551	
	Total after rebates	\$1596105	
#33	#20 Modify Family Change Room	\$6500	Include shower curtains for ADA shower and for portion of locker room
#26	#21 Locker Room Floor	\$76938	
#14	#22 Locker Tile	\$40431	
#22	#23 Locker Room Painting	\$39000	
#23	#24 Lockers	Need estimate	Replacement Locks for existing lockers

#11 & #12	#25 Sound Abatement	Need estimate	Repair existing
#24	#26 Ext doors	\$38474	
#35	#27 Staff Locker Room	\$10400	Include low cost security
#31	#28 Modify Front Desk	\$6500	Details needed
#42	#29 New Air Ducts Pool	\$55000	
#37	#30 Enclosure	\$60000	
#32	#31 Admin offices	\$19500	
	DELETED ITEMS		
#6	Building Heat Pump VFD	\$15000	Not recommended by McKinstry
#15	HVAC Pool supply fan VFD	\$15000	Not recommended by McKinstry
#16	HVAC Lobby Supply VFD	\$10000	Not recommended by McKinstry
#17	HVAC Lobby Exhaust VFD	\$10000	Not recommended by McKinstry
#18	Interior Doors	\$64650	Replace on as need basis from operating budget
#27	UV	\$62455	Issues regarding safety of product
#34	Modify supply/staff room	\$10400	Issues addressed in #27
#36	Add windows	\$30379	Cost and energy loss
#38	Addition	\$900000	Cost prohibitive
#40	Privacy showers	\$144203	Issues addressed in #20
#41	Privacy changing	\$40465	Issues addressed in #20
#43	Vending power management	\$1438	Require from rental company

## Tukwila Metropolitan Park District 2012 Long-Term Agenda

### **January 9**

Overview ESPC Program/Sign Interagency Agreement (IAA) with DES (memo)  
Approve McKinstry as ESCO (memo)  
Authorize ESPC program to proceed with IGA (memo)  
18<sup>th</sup> – 25<sup>th</sup> CPAC Application Review / Interviews (who and when?)

### **February 13**

CPAC member appointment/confirmation and “charge” by Board  
2011 Operations Statistical Review  
2011 Budget Review

### **March 12**

2011 Pool program presentation  
2011 CAFR presentation

### **April 9**

Pre-Final Analysis Presentation – Energy Service Plan (ESP)  
Rental policy review and discussion

### **May 14**

Present Energy Service Plan (ESP) to Board (get authorization to move ahead with construction)  
and financing options  
1/4ly Operations Statistical Review  
1/4ly Budget Review

### **June 11**

Contracted Services Research

### **July 9**

City Services Contract review  
Budget Direction

### **August 13**

Contracted Services Presentation  
1/4ly Operations Statistical Review  
1/4ly Budget Review

### **September 10**

Preliminary 2013 Program and Fees Review

### **October 8**

Pre-Construction/Development Status/Projected Construction Timeline  
Preliminary Budget

### **November 13**

2013 Program and Fees Review  
Construction Status Update/Project Timeline  
1/4ly Operations Statistical Review  
1/4ly Budget Review

### **December 10**

Adopt 2013 Budget  
Construction Status Update/Project Timeline

**OTHER:** Build relation w/ TSD, Marketing

