DES MOINES POOL METROPOLITAN PARK DISTRICT

2014 BUDGET

Board of Commissioners

Gene Achziger, President
Nancy Kuehnoel, Board Clerk
Eric Kasnick
Schell Ross
Toni Overmyer
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DES MOINES POOL METROPOLITAN PARK DISTRICT
KING COUNTY, WASHINGTON

RESOLUTION NO. ___2013-05___

A RESOLUTION of the Board of Commissioners of
Des Moines Pool Metropolitan Park District, King County, Washington,

Adopting a Budget for the Year 2014

WHEREAS, the King County Assessor has notified the Commissioners of the Park District of the estimated assessed valuation of property lying within the boundaries of said district for the year 2013 is $2,213,097,897.00 and,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The attached Exhibit A is adopted as the 2014 budget of the Des Moines Pool Metropolitan Park District.

2. The Honorable County Council of King County, Washington is hereby requested to make a regular property tax levy for 2013, collected in 2014, for Des Moines Pool Metropolitan Park District of $554,984.

3. The County Comptroller of King County, Washington be and is hereby authorized and directed to deposit and sequester the monies received from the collection of the tax levy specified in Paragraph #2 above in the amounts and funds specified below:
   A. $554,984.00 to the Current Expense Fund of the District.
   B. $___________ to the Debt Service Fund of the District.
   C. $___________ to the Capital Expense Fund of the District

4. One copy of this resolution shall be delivered to each of the following: County Council and County Assessor of King County, Washington.

ADOPTED by the Board of Commissioners of Des Moines Pool Metropolitan Park District, King County, Washington, at a regular meeting this ___5th___ day of _____November__________, 2013.

________________________________________________________________________

Commissioner

________________________________________________________________________

Commissioner

________________________________________________________________________

Commissioner

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Commissioner

________________________________________________________________________

Clerk
Budget Message from the President

Dear Citizens,

It is my pleasure to present the District Budget for the 2014 fiscal year. This budget reflects the District’s ongoing commitment to providing aquatic programs for patrons of all ages in a fiscally responsible and sustainable fashion.

2013 Accomplishments

This is the district’s 4th year of operation. This year the district entered into a contract for executive management services to assist us with the formative steps of our organizational structure and pool facility evaluation. The district adopted an Administrative Plan and completed a Pool Facility evaluation and assessment.

2014 Financial Outlook

The district will use the results of the Pool facility evaluation and assessment to take the next steps in evaluating whether DMPMPD needs to replace the current aging facility or upgrade to meet current standards.

Need input
Vision, Mission, Values and Goals

Vision Statement

A water-safe community that honors our aquatic heritage

Mission Statement

To enhance our community’s quality of life by providing access to and promoting participation in aquatic programs
Core Values

Accountability to the public we serve

Act with Integrity

Take Responsibility

Transparency

Treat people with dignity & respect

Goals

Understand & support our community’s changing needs

Continue prudent use of taxpayer’s funds

Promote & support aquatics programs

Provide a safe & functional facility

Communicate with the people we serve

Create a positive customer experience in terms of cost, quality, delivery, safety and morale
District Contact Information

Des Moines Pool Metropolitan Park District

22015 Marine View Drive South (Physical)

P.O. Box 98711 (Mailing Address)

Des Moines, WA  98198

Phone: 206-406-3225 (Clerk of the Board)

Email: sandydmpmpd@gmail.com

Web site: www.desmoinespool.com
The Des Moines Pool Metropolitan Park District does not have any employees. All services of the district are provided through contracts. This maximizes the district’s current resources during the evolution of the district while retaining the ability to maintain an effective delivery of aquatic programs to the community.
District Funds

The accounting rules applicable to the District requires the use of “fund accounting”, wherein the money received (revenues) and the money spent (expenditures) are accounted for in separate funds. This is done to ensure that money collected or designated by the District for a special purpose is spent for the purpose intended. The District budget has two major funds:

General Fund – This fund is used to account for the District’s ongoing activities. It includes aquatic programming, administration, planning, and facility maintenance. The General Fund accounts for the majority of the Des Moines Pool budget.

Capital Projects/Reserve Fund – This fund is used to accumulate dollars over a period of time to allow for the future purchase and/or acquisition of major equipment or aquatic facility upgrades/replacement.

<table>
<thead>
<tr>
<th>Fund</th>
<th>2011 Actual</th>
<th>2012 Actual</th>
<th>2013 Budget</th>
<th>2014 Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Cash</td>
<td>$0.00</td>
<td>$139,567</td>
<td>$436,956</td>
<td>$302,884</td>
</tr>
<tr>
<td>Revenues</td>
<td>$559,670</td>
<td>$587,712</td>
<td>$658,916</td>
<td>$594,900</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$420,102</td>
<td>$290,324</td>
<td>$815,023</td>
<td>$809,585</td>
</tr>
<tr>
<td>Ending Cash</td>
<td>$139,567</td>
<td>$436,956</td>
<td>$280,849</td>
<td>$88,199</td>
</tr>
<tr>
<td><strong>CAPITAL FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Cash</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$210,000</td>
</tr>
<tr>
<td>Revenues</td>
<td>$0</td>
<td>$0</td>
<td>$140,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Ending Cash</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$210,000</td>
<td>$310,000</td>
</tr>
</tbody>
</table>
General Fund Revenue

General Fund revenues consists of property taxes, intergovernmental grants, charges for services through interlocal agreement and interest income from investments. DMPMPD contracts for pool management which includes the operation of programs and services at Mt. Rainier Pool.

Beginning Cash – represents the carry forward amount from the previous fiscal year.

Property Taxes – the primary revenue source for the district.

Intergovernmental Revenues (grants) – the 2014 budget does not anticipate grant income

Charges for Services – reflects a contractual agreement between DMPMPD and the City of Normandy Park for aquatic facility access.

Interest and Miscellaneous Income – interest earnings from King County Treasurer’s office.

<table>
<thead>
<tr>
<th>Revenue by Classification</th>
<th>2011 Actual</th>
<th>2012 Actual</th>
<th>2013 Budget</th>
<th>2014 Projected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Cash</td>
<td>$0.00</td>
<td>$139,568</td>
<td>$436,956</td>
<td>$302,884</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$520,636</td>
<td>$535,317</td>
<td>$546,573</td>
<td>$567,900</td>
</tr>
<tr>
<td>Grants/Intergov’t</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$80,000</td>
<td>$0.00</td>
</tr>
<tr>
<td>Contract-N.Park</td>
<td>$0.00</td>
<td>$50,000</td>
<td>$25,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>Interest Income</td>
<td>$278</td>
<td>$2,395</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Donations</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$4,644</td>
<td>$0.00</td>
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</tbody>
</table>
General Fund Expenditures

General Fund expenditures are used to support the ordinary operations of the District including aquatic programs, facility maintenance and all other central operations and services.

<table>
<thead>
<tr>
<th>Expenditures by Category</th>
<th>2011 Actual</th>
<th>2012 Actual</th>
<th>2013 Budget</th>
<th>2014 Projected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$35,176</td>
<td>$96,405</td>
<td>$149,873</td>
<td>$228,185</td>
</tr>
<tr>
<td>Pool Facility</td>
<td>$124,270</td>
<td>$158,341</td>
<td>$201,700</td>
<td>$336,400</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>$45,088</td>
<td>$35,578</td>
<td>$323,450</td>
<td>$175,000</td>
</tr>
<tr>
<td>Transfers to Reserves</td>
<td>$70,000</td>
<td>$0.00</td>
<td>$140,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>Debt Repayment</td>
<td>$145,567</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>$420,102</td>
<td>$290,324</td>
<td>$815,023</td>
<td>$809,585</td>
</tr>
</tbody>
</table>
Capital Projects and Expenditures for 2014

The projects listed have been identified by the District through a pool facility evaluation completed during 2013. The District intends to fund all projects identified and listed below through the General fund budget.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project #</th>
<th>Project Budget $</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curb Cuts</td>
<td>2014-01C</td>
<td>5,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Locker Room Doors</td>
<td>2014-02C</td>
<td>5,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Underwater Lights</td>
<td>2014-03C</td>
<td>12,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Restroom ADA</td>
<td>2014-04C</td>
<td>45,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Repair Brick/Mortar</td>
<td>2014-05C</td>
<td>30,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Seal Exterior Brick</td>
<td>2014-06C</td>
<td>30,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Pool Lift</td>
<td>2014-07C</td>
<td>8,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td>Exterior Ramp</td>
<td>2014-08</td>
<td>40,000.00</td>
<td>General Fund</td>
</tr>
<tr>
<td><strong>Total Projects -2014</strong></td>
<td></td>
<td><strong>175,000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

Larger projects identified by the District facility assessment will be further evaluated in conjunction with a pool relocation/retention evaluation during the 2014 fiscal period.

Capital Project Reserve Fund

The District has established and committed to increasing its capital project reserve fund to meet the future capital needs of the districts aquatic facility. Annual contributions from the general fund to a separate reserve fund is currently set at $70,000.

![Capital Reserve Fund Contributions/Balance Chart](chart.png)
Glossary of Terms

APPROPRIATIONS - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

CAPITAL ASSETS - Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have a cost greater than $5,000 and an initial useful life extending beyond a five years.

CAPITAL PROJECTS FUND - Funds used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets

CAPITAL OUTLAYS - Expenditures which result in the acquisition of or addition to capital assets.

INTERFUND TRANSFERS - flows of assets (such as cash or goods) without equivalent flows of assets in return and without a requirement for repayment

MAINTENANCE – routine, regularly scheduled events which extend the life of a capital item

NON-CAPITALIZED ASSETS – Building improvements, machinery, equipment, works of art, infrastructure, and all tangible or intangible assets that are used in operations with an initial cost less than $5,000 and a useful life of less than 5 years.

PROJECT MANAGEMENT SYSTEM – DMPMPD uses Job Numbers to organize and track costs related to specific projects. The nomenclature is each new project number will be identified by the year plus the chronological numbering of projects for that year. As an example, the first project of 2014 will be identified with 2014-01. DMPMPD will further differentiate between projects by assigning the following suffix:

- C for Capital
- R for Repair/replacement
- M for Maintenance
- E for Equipment Purchase
- A for Administrative projects/purchases
- P for Professional Services (consultants, engineers, etc..)
PUBLIC WORK – To ensure DMPMPD meets the State’s requirements for labor, construction, alternation, repair or improvement other than ordinary maintenance the District must adhere to elements of Washington State’s definition of a Public Work found in RCW 39.04.010. Public Work rules do not apply to equipment purchased or work contracted for services such as consultants.

REPAIR – corrects or prevents a failure of machinery, equipment or infrastructure and is expected to extend its useful life.

SMALL AND ATTRACTIVE ASSETS – see definition of “Non-Capitalized Assets”.