


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director 

DATE: January 3, 2012

SUBJECT: Citizens Pool Advisory Committee

ISSUE

Resolution Number 8 authorized the formation of the Citizens Pool Advisory Committee.

BACKGROUND

This memo is a progress update regarding the status of advertising for Citizens Pool Advisory Committee members. As of January 3, 2012 the following has been completed to seek applications for Committee members:

- Announcement on the City's website under "City Headlines" with a link to the application.
- 2400 copies of an announcement mailed with the City of Tukwila water/ sewer bills on December 30, 2011
- Hazelnut circulation
- Tukwila Reporter (December edition) – currently in circulation
- Volunteer e-mail database (email on 12/23)
- Tukwila Businesses: mailed to approximately 300 Tukwila businesses
- Tukwila Talk –
- Announcements have been placed at City Hall, the Tukwila Community Center and the Pool.

The following is a timeline the Board adopted for the Committee formation:

Applications accepted through:	January 17, 2012.
Application review period:	January 18 - January 25, 2012
Interviews:	January 30 - February 3, 2012
Recommendations:	February 8, 2012
Appointments / Confirmation:	February 13, 2012
First Meeting:	March 12, 2012

DISCUSSION

It is anticipated that the Board President will make Committee appointment recommendations to the Board at their February 8th Board meeting. The Board may choose to provide direction or a "charge" to the Committee as they become established. The Board's charge may include items such as: review the CIP list, Programming Ideas, Rental Policy review, Contracted Services research and review, Pool Fee review, Budget review, or Tukwila School District outreach and relationship development.

RECOMMENDATION

Information Only.