

INFORMATIONAL MEMORANDUM

Tukwila Pool Metropolitan Park District

TO: **Tukwila Pool MPD Board of Commissioners**

FROM: Jennafer Price Cargill, Executive Director

DATE: June 25, 2014

SUBJECT: Repeal of Resolutions 8, 10 & 11 and reestablishment of TPAC with new membership guidelines

ISSUE

Do the Board of Commissioners wish to repeal Resolutions 8, 10 and 11 and authorize the revised establishment of the Tukwila Pool Advisory Committee allowing up to six regular members and up to two student representatives?

FINANCIAL IMPACT

None

BACKGROUND

Since the Citizens' Pool Advisory Committee was originally established by Resolution 8 in 2011, several amendments have been authorized and proposed. One such amendment changed of name to the Tukwila Pool Advisory Committee (Res. 11), and another provided a clarification of how Officers were elected (Res. 10). Now, the majority of Commissioners have requested that TPAC expand from five up to six members and allow for the addition of up to two voting student representatives.

To adequately track all these changes, it has been recommended that all prior TPAC-related resolutions be repealed and a new resolution be authorized that re-establishes TPAC and includes all of the amended language as well as the new membership guidelines. Current TPAC members have reviewed and/or participated in crafting the language in the new resolution.

ATTORNEY ACTION: Reviewed Not Reviewed

RECOMMENDED ACTION:

It is recommended that the Board of Commissioners consider a motion to approve a resolution that repeals Resolutions 8, 10 and 11 and re-establishes the Tukwila Pool Advisory Committee.

ATTACHMENTS

-Resolution repealing Resolutions 8, 10 & 11 and re-establishing the Tukwila Pool Advisory Committee

Tukwila Pool Metropolitan Park District

Resolution No. _____

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT REPEALING RESOLUTIONS 8, 10 AND 11 AND AUTHORIZING THE REVISED ESTABLISHMENT OF THE TUKWILA POOL ADVISORY COMMITTEE.

WHEREAS, the Board of Commissioners of the Tukwila Pool Metropolitan Park District adopted Resolution No. 8 on December 12, 2011, which established the Citizens' Pool Advisory Committee; and

WHEREAS, the Tukwila Pool Metropolitan Park District Board of Commissioners adopted Resolution 10 clarifying procedures for electing which Officers are elected to the Citizens Pool Advisory Committee on March 12, 2012; and

WHEREAS, the Tukwila Pool Metropolitan Park District Board of Commissioners adopted Resolution 11 amending the name to the "Tukwila Pool Advisory Committee" on April 9, 2012; and

WHEREAS, the Tukwila Pool Metropolitan Park District Board of Commissioners have determined that the Tukwila Pool Advisory Committee should be expanded to include up to four additional full members; and

WHEREAS, the Tukwila Pool Metropolitan Park District Board of Commissioners determined that the Tukwila Pool Advisory Committee would benefit from having up to four student representatives; and

WHEREAS, the Tukwila Pool Metropolitan Park District Board of Commissioners decided to repeal Resolution 8 and Resolution 11 so that a new resolution may be adopted reflecting the desired changes; and

WHEREAS, the Tukwila Pool Metropolitan Park District Board of Commissioners and the members of the Tukwila Pool Advisory Committee, reaffirm that the Committee shall serve in an advisory capacity and, while the Board of Commissioners shall consider the recommendations of the Committee, the Board of Commissioners is not required to implement Committee recommendations;

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT RESOLVES AS FOLLOWS:

Section 1. Tukwila Pool Metropolitan Park District Resolution 8, Resolution 10 and Resolution 11 are repealed. The Tukwila Pool Metropolitan Park District repeals Resolution 8 establishing the Citizens' Pool Advisory Committee and Resolution 10

clarifying the Committee's election procedures and Resolution 11 changing the name to the Tukwila Pool Advisory Committee.

Section 2. Tukwila Pool Advisory Committee Established. The Tukwila Pool Metropolitan Park District Tukwila Pool Advisory Committee is established and will consist of six full voting members appointed by the Tukwila Pool Metropolitan Park District Board of Commissioners. No more than 2 members shall be non-residents. A formal process of selection shall include application to and review by the Board of Commissioners President and a background check. Appointments shall be made for the position and shall be selected on a non-discriminatory basis and without respect to political affiliations. One Board Commissioner may be appointed as a non-voting liaison to the Tukwila Pool Advisory Committee.

Section 3. Membership. Members of the Tukwila Pool Advisory Committee shall be appointed by the Tukwila Pool Metropolitan Park District Board of Commissioners in accordance with the following guidelines:

A) Terms of Membership. Current members of the Tukwila Pool Advisory Committee shall serve a two year term of appointment. New members may be appointed for one year to ensure that more than half of all members' terms will not expire at the same time. Once a member has completed a one year term, reappointments shall be for a two year term. All appointments will expire December 31 of the last year of the term.

B) Student Representatives. In addition to the appointed positions, the Tukwila Pool Metropolitan Park District will recruit and select up to two voting Student Representatives to the Tukwila Pool Advisory Committee. Student Representatives shall be residents of Tukwila and enrolled in good standing in any high school or be a high-school aged student who is documented as receiving home-based instruction.

a. **Purpose of Student Representatives.** The purpose of the Student Representative to the Tukwila Pool Advisory Committee is to provide a documented student voice to the Tukwila Pool Advisory Committee. The Student Representatives will provide support and insight to the Committee's understanding of student issues, concerns and perspectives.

b. **Term of office of Student Representatives.** Student Representatives shall be selected by the Tukwila Pool Metropolitan Park District Board of Commissioners at the beginning of the traditional school year. Upon notification of selection, Student Representatives may begin participating in Tukwila Pool Advisory Committee activities immediately and will be expected to participate through the remainder of the traditional school year. In the event of a vacancy during the school year, another Student Representative may be selected from qualified applicants to serve the remainder of the term.

c. **Documentation of Student Representatives.** Student Representative attendance and participation in Tukwila Pool Advisory Committee meetings shall be documented in the minutes.

C) Vacancies. If an appointment becomes vacated, the expiration of the term of the appointment shall be to fill only the expired position of such term. Vacancies shall be filled for unexpired terms as soon as possible.

Section 4. Bylaws. The Tukwila Pool Advisory Committee shall be empowered to create and adopt such bylaws as are necessary for the conduct of business, and a majority of the Committee shall constitute a quorum for the transaction of business.

Section 5. Officers. Members and Student Representatives of the Tukwila Pool Advisory Committee shall meet and organize by electing, from the members of the Committee, a chairperson and vice-chairperson and such other officers as may be determined by the chair.

Section 6. Meetings. The Tukwila Pool Advisory Committee shall meet no less than quarterly and the Committee shall keep a record of all meetings. It shall be the duty of the chairperson to preside at all meetings. The vice-chairperson shall perform this duty in the absence of the chairperson. The Tukwila Pool Advisory Committee is not subject to the Washington State Open Public Meetings Act. However, all meetings of the Tukwila Pool Advisory Committee shall be open to the public and the Committee shall use reasonable efforts to notify the public of their regular and special meetings.

Section 7. Annual Report. The Tukwila Pool Advisory Committee will report annually to the TPMPD President and Board of Commissioners on the status of pool services and needs in the District.

Section 8. Purpose. The Tukwila Pool Advisory Committee will:

1. Plan, promote and recommend policy and standards for construction, development, maintenance, and operations of aquatic facilities within the TPMPD limits by majority vote.
2. Develop and recommend programs to promote aquatic services and inform the public of aquatic facilities that are available for public use.
3. Encourage, recommend and aid programs for or related to aquatics services and enrichment.
4. Explore ways and methods of obtaining private, local, state, and federal funds to promote aquatics projects and programs within the community.
5. Promote pool gift giving, including setting standards for such gifts.
6. Render any other advice and assistance related to aquatics services.

PASSED BY THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT at a Regular Meeting thereof this _____ day of _____, 2014.

ATTEST/AUTHENTICATED:

Kate Kruller, Clerk of the Board

*De'Sean Quinn, President,
Board of Commissioners*

APPROVED AS TO FORM BY:

Filed with the Clerk: _____

Passed by the Commission: _____

Resolution Number: _____

Brian Snure, Commission Attorney