

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: Rick Still, Parks and Recreation Director 

DATE: September 12, 2012

SUBJECT: Tukwila Pool Advisory Committee Work Plan

ISSUE

This memo seeks guidance and direction to the Tukwila Pool Advisory Committee as they develop their 2012/2013 Work Plan/Long Term Agenda.

FINANCIAL IMPACT

No financial impact.

BACKGROUND

The Tukwila Pool Advisory Committee (TPAC) was formed through Resolution #8 in early 2012. TPAC has been very active throughout the past nine months and has provided significant input into the upcoming pool improvement project. Staff has appreciated the assistance of the Committee throughout the construction planning process and is grateful for the energy this Committee has put forth. As construction moves forward staff would like to see the energy of the Committee to continue to be utilized for the benefit of the pool and the community.

TPAC has developed a priorities list and is currently developing a Work Plan/Long Term Agenda. At TPAC's September 12, 2012 meeting the group discussed their desire to continue to assist the MPD Board and Staff; however, they also expressed the desire for guidance from the Board. TPAC discussed the need for direction regarding the MPD Long Term Agenda and how they can be useful in assisting the board. Additionally, TPAC also discussed the need for guidance regarding other efforts they may be pursuing. A couple examples include: building relationships with the Tukwila School Board and Pool marketing/outreach.

DISCUSSION

Staff is requesting the Board review Resolution Number 8 and the TPAC priorities list along with the MPD Long Term Agenda to determine specific directions and/or guidance to TPAC to ensure the Committee's energy is best utilized. The Board President will prepare a consolidated list based on the Long Term Agenda and the TPAC priorities list, in compliance with Resolution Number 8, for discussion purposes.

ATTACHMENT

Attachment 1: TPAC Priorities List
Attachment 2: MPD Long Term Agenda
Attachment 3: Resolution #8

TUKWILA METROPOLITAN PARK DISTRICT
Citizens Pool Advisory Committee

Ongoing Priorities List as of August 8, 2012

The mission of the Tukwila Pool Advisory Committee is to advise, guide, and assist the Tukwila Metropolitan Park District on matters relating to the Tukwila Pool.

- CIP-ongoing
 - ~~○ Incorporation of individual showering & dressing stalls into plans~~
 - ~~○ ADA compliance plan~~
 - ~~○ Consideration of corrosive nature of swimming pools in materials selection~~
 - Financing options
 - ~~○ Ideas for energy efficiency~~
 - Continue providing analysis and guidance as needed
- Marketing
 - Merchandise
 - Availability of times for Pool Use
 - After School Program
 - Schools – Fliers home in backpacks
 - Pre-schools/Daycares in the area
 - Parent Meetings at Tukwila School District
 - Web Site
 - Closure Marketing
 - TPAC – Kid's Poster Competition?
- School District Relationship
 - ~~○ Casual meetings with school board members building long term partnerships~~
 - Swimming as a part of curriculum
- New Programs
 - Saturday Morning Swimming Lessons
 - Existing Programs: improvement, teaching methods
- Fiscal Responsibility
 - New Fees
 - Communication with patrons
 - Online Registration
 - Comparison of Revenue Models used by pools
- ~~• Advise Support MPD long term agenda~~
- Fundraising: scholarships, bricks/tiles
- Long Term Vision

Tukwila Metropolitan Park District 2012 Draft Long-Term Agenda

Board Adopted 1-9-12 *Revised for 6-18-12; MODIFIED 8-20-12

June 14 18

- *Resolution to change meeting date.
- *Funding alternatives for Capital Improvements
- *Capital Project List and authorization to move forward with items to meet grant requirements
- *Grant Application Authorization of Match
- *Revised 2012 Long-Term Agenda
~~Contracted Services Research~~

July 9 16

- *Rental Policy
~~City Services Contract review~~
~~Budget Direction~~

August 13- 20

- *Adopt Final Energy Service Plan (ESP) and Financing
- *Potential award of grant
- 1/4ly Operations Statistical Review
- 1/4ly Budget Review

September 10 17

- *City Services Contract review COST BREAKDOWN OF CITY PROVIDED SERVICES
- *Contracted Services Presentation ONE PAGE - POTENTIAL INDEPENDENT REVIEW
- Preliminary 2013 Program and Fees Review
ESP ADDENDUM FOR 5 REDUCED SCOPED PROJECTS

October 8 15

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

GOVERNANCE OUTLINE FOR ELECTED BOARD

November 13- 19

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

December 10 17

- Adopt 2013 Budget
- Construction Status Update/Project Timeline

OTHER: Build relation w/ TSD, Marketing

Tukwila Metropolitan Park District

Resolution No. 8

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT AUTHORIZING THE CREATION OF THE TUKWILA METROPOLITAN PARK DISTRICT CITIZENS POOL ADVISORY COMMITTEE.

WHEREAS, the citizens of Tukwila voted in August 2011 to create the Tukwila Metropolitan Park District by 63% approval; and

WHEREAS, the Tukwila Metropolitan Park District Board of Commissioners desires the on-going involvement and participation of community members as an essential component toward achieving the goals of the District; and

WHEREAS, the Tukwila Metropolitan Park District Board of Commissioners has determined that a Citizens Pool Advisory Committee is necessary and pertinent for the future success of the Tukwila Metropolitan Park District (TMPD); and

WHEREAS, the Tukwila Metropolitan Park District Board of Commissioners desires to solicit advice and recommendations from the Citizens Pool Advisory Committee regarding policy, budget and operations; and

WHEREAS, the Tukwila Metropolitan Park District Board of Commissioners and the members of the Citizens Pool Advisory Committee, by the creation of the Committee herein, recognize that the Committee shall serve in an advisory capacity and, while the Commission shall thoroughly consider the recommendations of the Committee, the Commission is not required to implement them;

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

Section 1. Citizens Pool Advisory Committee Established. The Tukwila Metropolitan Park District Citizens Pool Advisory Committee is hereby established and will consist of five members selected from citizens and/or Tukwila business owners who shall be appointed by the Tukwila Metropolitan Park District Board of Commissioners, subject to confirmation by a majority vote of the Board. 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. Appointments shall be made for the position and shall be selected without respect to political affiliations, race or sex. One Board Commissioner may be appointed as a non-voting liaison to the Citizens Pool Advisory Committee.

Section 2. Appointment Terms. Members of the Citizens Pool Advisory Committee shall serve a two-year term of appointment. Initial terms will include two one-year appointments and three two-year appointments, and all terms thereafter shall be two-year appointments. All appointments will expire December 31st of the last year of the term. 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. Staffing shall be provided as directed by the Tukwila Metropolitan Park District President and in cooperation with the Mayor's Office.

Section 3. Bylaws. The Citizens 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 4. Officers. Members of the Citizens 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 5. Meetings. The Citizens 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.

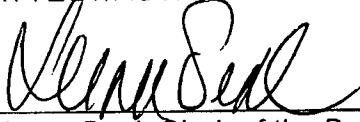
Section 6. Annual Report. The Citizens Pool Advisory Committee will report annually to the TMPD President and Board of Commissioners on the status of pool services and needs in the City.

Section 7. Purpose. The Citizens Pool Advisory Committee will:

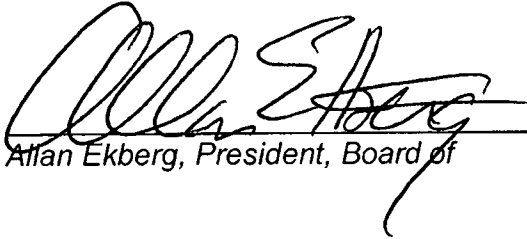
1. Plan, promote and recommend policy and standards for construction, development, maintenance, and operations of aquatic facilities within the TMPD limits by majority vote.
2. Develop and recommend programs to promote aquatic services and inform the public of aquatic facilities that are available for 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 METROPOLITAN PARK DISTRICT at a Regular Meeting thereof this 12th day of December, 2011.

ATTEST/AUTHENTICATED:

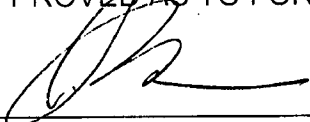


Verna Seal, Clerk of the Board
Commissioners



Allan Ekberg, President, Board of

APPROVED AS TO FORM BY:



Lisa M. Marshall, Commission Attorney

Filed with the Clerk: 12/7/11
Passed by the Commission: 12.12.11
Resolution Number: 8