



TUKWILA POOL METROPOLITAN PARK DISTRICT

Regular Meeting of the Board of Commissioners

MINUTES

President of the Board: **Christine Neuffer** *Clerk of the Board:* **Jeri Frangello-Anderson**

Board Members: **Ellen Gengler, Aaron Shipman, Vanessa Zaputil**

Recording Secretary: **Kristine Selleck**

Date and Time: **Monday, December 9, 2019, 6:00 p.m.**

Resolution Numbers:

Location: **Valley View Water & Sewer District Conference
Room: 3460 S 148th St., Tukwila, WA 98168**

2019-06

2019-07

01. CALL TO ORDER/MISSION & VISION/PLEDGE OF ALLEGIANCE/ROLL CALL

Christine Neuffer called meeting to order at 6:00pm, she read aloud the Mission, Vision, and Values of the Tukwila Pool Metropolitan Park District, lead the group in the Pledge of Allegiance, and took roll call:

Present: Commissioner Aaron Shipman, Commissioner Jeri Frangello-Anderson, Commissioner Christine Neuffer, Commissioner Ellen Gengler, Commissioner Vanessa Zaputil, District Administrator Kristine Selleck, Director of Aquatics Operations Brad Harpin, Elected Commissioner Andrew Stahl, and guest: Richard Stahl

02. APPROVE AGENDA

Commissioner Vanessa Zaputil made a motion to approve the Agenda as presented. Commissioner Ellen Gengler seconded. Discussion: None. Motion Passed 5:0 at 6:01pm.

03. RECOGNITION OF EMPLOYEE OF THE MONTH

Employee of the Month for November 2019 – Tukwila Pool MPD – Staff and Volunteers

04. OATH OF OFFICE: COMMISSIONER POSITIONS 3&4

Commissioner Andrew Stahl was sworn in for Position #3

Commissioner Jeri Frangello-Anderson was sworn in for Position #4

05. CITIZEN COMMENTS

Commissioner Christine Neuffer addressed a comment card from the suggestion box

06. CONSENT AGENDA

a) Approve Minutes of Tukwila Pool Metropolitan Park District (TPMPD) Board of Commissioners (BoC) Meeting:

b) Approve Vouchers:

Commissioner Ellen Gengler made a motion to approve the consent agenda as a whole. Commissioner Aaron Shipman seconded. Discussion: None. Motion Passed 5:0 at 6:20pm.

07. REPORTS

a) Commissioners:

Board President, Christine Neuffer, read the 2019 State of the District

Each Commissioner verbally gave report of their TPMPD activities

b) Director of Aquatics Operations: Brad Harpin read his operations report

c) District Administrator: Kristine Selleck read her district report

d) Finance Committee: Commissioner Vanessa Zaputil gave report of Finance Committee Activity

e) Tukwila Pool Advisory Committee (TPAC): Thank you, TPAC!

f) Programming & Outreach/Marketing: no report this month.

08. BUSINESS ITEMS:

a) Public Hearing - Re: 2020 Annual Budget

President Christine Neuffer opened the public hearing at 7:15pm.

- No citizens were present to testify
- No citizens turned in reports

President Christine Neuffer closed the public hearing at 7:16pm.

b) 2020 Annual Budget: Resolution 2019-06

Commissioner Ellen Gengler made a motion to read Resolution 2019-06 by title only. Commissioner Jeri Frangello-Anderson seconded. Discussion: None. Motion Passed 5:0 at 7:21pm.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT ADOPTING THE ANNUAL BUDGET OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT FOR THE FISCAL YEAR 2020

Commissioner Ellen Gengler made a motion to approve Resolution 2019-06 as presented. Commissioner Jeri Frangello-Anderson seconded. Discussion: None. Motion Passed 5:0 at 7:22pm.

c) 2020 Board Regular Meeting Schedule: Resolution 2019-07

Commissioner Aaron Shipman made a motion to read Resolution 2019-07 by title only. Commissioner Vanessa Zaputil seconded. Discussion: None. Motion Passed 5:0 at 7:24pm.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT ESTABLISHING THE MEETING SCHEDULE FOR THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT

Commissioner Ellen Gengler made a motion to approve Resolution 2019-07 as presented. Commissioner Aaron Shipman seconded. Discussion: Aaron Shipman inquired about location contingency arrangements. Motion Passed 5:0 at 7:26pm.

d) 2020 Board Officer Selections

Commissioner Christine Neuffer explained that the Board President cannot serve two consecutive years and opened up nominations.

Commissioner Ellen Gengler nominated Commissioner Aaron Shipman for the 2020 Board Presidency. Commissioner Vanessa Zaputil seconded. Commissioner Aaron Shipman accepted the nomination. Motion Passed 5:0 at 7:34pm.

Commissioner Jeri Frangello-Anderson nominated Commissioner Vanessa Zaputil for the 2020 Board Clerk position. Commissioner Ellen Gengler seconded. Commissioner Vanessa Zaputil accepted the nomination but mentioned that she may need coverage for some TPAC Meetings. Motion Passed 5:0 at 7:40pm.

e) TPAC Appointments

Commissioner Vanessa Zaputil nominated Jacque Carroll to TPAC Position #1 with a term ending date 12/31/2021. Commissioner Aaron Shipman seconded. Discussion: Jacque is an exceptional volunteer. Thank you, Jacque. Motion Passed 5:0 at 7:43pm.

Commissioner Vanessa Zaputil nominated Diane Myers to TPAC Position #2 with a term ending date 12/31/2021. Commissioner Jeri Frangello-Anderson seconded. Discussion: Diane is one of the original founding members who is amazing and always steps in where needed. Thank you, Diane. Motion Passed 5:0 at 7:45pm.

f) 2020 Contract Renewals: Attorney and CPA

Commissioner Vanessa Zaputil made a motion to approve the Snure Law Office contract with Tukwila Pool MPD for 2020. Commissioner Ellen Gengler seconded. Discussion: The Commissioners and Staff have been very pleased with the service from Snure Law Office. Motion Passed 5:0 at 7:49pm.

Commissioner Jeri Frangello-Anderson made a motion to approve the GDM Financial Solutions contract with Tukwila Pool MPD for 2020. Commissioner Aaron Shipman seconded. Discussion: The Commissioners and Staff have been very pleased with the service from GDM Financial Solutions. Motion Passed 5:0 at 7:51pm.

g) Employee Handbook Update – APPENDIX A.2 Tukwila Pool MPD Wage & Salary Schedule 2020

Commissioner Vanessa Zaputil made a motion to approve the Employee Handbook Update -- APPENDIX A.2 Tukwila Pool MPD Wage & Salary Schedule 2020 which includes the summer incentive pay wage scale conditional to the added language:

**Steps are not automatic and only awarded based on employee performance criteria set forward in Appendix A-1*

Commissioner Ellen Gengler seconded. Discussion: Commissioner Aaron Shipman inquired about having staff sign the handbook acknowledgment page. Motion Passed 5:0 at 8:08pm.

09. MISCELLANEOUS:


Departing Commissioner Christine Neuffer was on the original initiative to Save the Pool (STP). Thank you, Christine.

10. EXECUTIVE SESSION: The TPMPD Board of Commissioners did not recess into Executive Session per RCW 42.30.110

11. ADJOURNMENT:

Commissioner Ellen Gengler made a motion to adjourn. Commissioner Vanessa Zaputil seconded. Discussion: None. Motion Passed 5:0 at 8:17pm.

ATTEST:



Vanessa Zaputil, Clerk of the Board

Tukwila
1/13/20

Date: