


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District (MPD)

TO: Tukwila Pool MPD Board

FROM: Rick Still, Parks and Recreation Director 

DATE: March 6, 2012

SUBJECT: Report from first Citizens Pool Advisory Committee (CPAC) meeting

ISSUE

Report from first Citizens Pool Advisory Committee meeting.

FINANCIAL IMPACT

No Financial Impact

BACKGROUND

All committee members were present for the first Citizens Pool Advisory Committee held on February 25. As "charged" by the Board at their February meeting, the Committee worked through proposed draft bylaws, determined officers and set a meeting schedule.

1. There were a few changes to the proposed draft bylaws that the Committee will review at their next meeting prior to adopting them.
2. The officers elected were Bryan Nelson as Chairperson and Vida Verdier as the Vice-chairperson.
3. The Committee followed the resolution when setting their regularly scheduled meetings, "meet no less than quarterly." The regular meetings were established for every third month: January, April, July and October. Meetings will be held on the second Saturday of the quarter at 8:00 a.m.

Later, the Committee determined that they would schedule special meetings from 8:00 a.m. to 9:30 a.m. every other Saturday for two months. Additional, special meetings would be reconsidered near the end of the two month period. The next Citizens Pool Advisory Committee special meeting is March 10 from 8:00 AM to 9:30 at the Tukwila Community Center. Currently, the scheduled special meetings are March 10 and 24, April 28, with the regular meeting scheduled for April 14.

DISCUSSION

At their March 10 meeting, the Committee will finalize the bylaws and discuss priorities for discussion by the CPAC, discuss a Mission Statement and receive an update from the Save the Pool group on coordinated efforts with the Tukwila School District and use of the Tukwila Pool.

To keep the Board updated on their work efforts, the Committee would like to include their agendas and minutes as part of the MPD Board packet under "reports".

ATTACHMENTS

CPAC Agenda and draft Minutes from February 25, 2012 meeting
CPAC Agenda for March 10, 2012 meeting

**Tukwila Metropolitan Park District (MPD)
Citizens Pool Advisory Committee**

TO: **Citizens Pool Advisory Committee**
FROM:  **Rick Still, Parks and Recreation Director**
DATE: **February 22, 2012**
SUBJECT: **February 25, 2012 Committee Meeting Agenda**

If you are unable to attend, please notify Stephanie at 206-767-2342

AGENDA

February 25, 2012 -- 8 AM
Tukwila Community Center – **Arts A Room**

Call to Order

Approval of Minutes – Not applicable

Old Business

None

New Business

1. Introductions.
2. Discuss bylaws.
3. Election of Officers.
4. Housekeeping: establish meeting times, frequency, location.
5. Mission statement and purposes discussion.
6. Discuss information archiving for annual reports production.
7. Action items and priorities list discussion.

Citizen Comments

Other

Adjournment

Next Meeting: TBD

TUKWILA METROPOLITAN PARK DISTRICT

Citizens Pool Advisory Committee

MINUTES - DRAFT

Tukwila Community Center – Arts Room A
Saturday, February 25, 2012 8:00 AM

Attendance

Commissioners: Jeri Frangello-Anderson, Bryan Nelson, David Puki, Vida Verdier, Vanessa Zaputil

Staff: Rick Still, Stephanie Gardner, Amy Kindell

Call to Order: The meeting was called to order at 8:05 AM.

Approval of Minutes: There were no minutes to be approved.

Business Items

- 1. Introductions**
Committee members and Staff introduced themselves.
- 2. Discuss Bylaws**
Committee members discussed the draft bylaws for CPAC and made revisions and corrections as needed. Another draft will be distributed at the March 10, 2012 meeting.
- 3. Election of Officers**
The floor was opened for nominations for Chairperson. Vida Verdier nominated Bryan Nelson for Chairperson. The nomination was seconded by Vanessa Zaputil. Bryan Nelson accepted the nomination. The nomination carried, 4-0.

David Puki nominated Vida Verdier for Vice-Chairperson. Bryan Nelson seconded the nomination. Vida Verdier nominated Vanessa Zaputil for Vice-Chairperson. Bryan Nelson seconded the nomination. Vanessa Zaputil declined the nomination. Vida Verdier accepted the nomination. The nomination carried, 4-0.
- 4. Housekeeping: establish meeting times, frequency, location**
Vanessa Zaputil motioned that the CPAC schedule special meetings every two weeks on Saturday at 8:00 AM during the months of March and April 2012 at the Tukwila Community Center. Bryan Nelson moved to amend the motion. Vanessa Zaputil amended the motion to 'CPAC shall meet 3/10, 3/24, 4/7, & 4/21/12 at 8:00 AM to 9:30 AM. David Puki seconded the motion. The motion carried, 4-0.
- 5. Mission Statement and purposes discussion.**
Discussion tabled until 3/10/12 meeting.

TUKWILA METROPOLITAN PARK DISTRICT Citizens Pool Advisory Committee

6. Discuss information archiving for annual reports production
The committee discussed the contents of Annual Reports and consensus was reached that the contents of CPAC annual reports would be drawn from CPAC meeting minutes. The agenda and minutes shall be placed in the MPD agenda packets for record retention and public availability.
7. Action items and priorities list discussion
The MPD long-term agenda was distributed to the Committee and will be reviewed in more detail at the March 10, 2012 special meeting

David Puki motioned that all CPAC agendas and meeting minutes be made available to the Board in Board Meeting agenda packets. Motion seconded by Vita Verdier. The motion carried, 4-0.

Citizen Comments: There were no Citizen Comments

Other:

Agenda Items for 3/10/12 meeting:

- Adopt by-laws
- Priority list of items for discussion by CPAC
- Review Minutes from 2/25/12 Meeting
- Discuss Mission Statement
- Update on Save Tukwila Pool efforts to coordinate with Tukwila School District

Adjournment: At 9:50 AM Vanessa Zaputil made a motion to adjourn the meeting, Jeri Frangello-Anderson seconded the motion. The motion carried, 4-0.

Next Meeting: Saturday, March 10, 2012 at 8:00 AM, Tukwila Community Center

**Tukwila Metropolitan Park District (MPD)
Citizens Pool Advisory Committee**

TO: **Citizens Pool Advisory Committee**
FROM:  **Rick Still, Parks and Recreation Director**
DATE: **February 22, 2012**
SUBJECT: **March 10, 2012 Committee Meeting Agenda**

If you are unable to attend, please notify Stephanie at 206-767-2342

AGENDA

March 10, 2012, 8:00 AM
Tukwila Community Center – **Senior Card Room**

Call to Order

Approval of Minutes – February 25, 2012

Business Items

1. Adopt by-laws
2. Priority list discussion
3. Discuss Mission Statement
4. Update on Save Tukwila Pool efforts to coordinate with Tukwila School District

Committee Reports

Citizen Comments

Staff Reports

Other

Next Meeting: March 24, 2012

Adjournment