

## TUKWILA METROPOLITAN PARK DISTRICT

March 12, 2012 – 6:00 p.m.  
Council Chambers – Tukwila City Hall

### BOARD OF COMMISSIONERS MEETING MINUTES

#### CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board President Seal called the Tukwila Metropolitan Park District (MPD) meeting to order at 6:03 p.m.

#### TUKWILA METROPOLITAN PARK DISTRICT COMMISSIONERS

Present were Joe Duffie, Dennis Robertson, Verna Seal, Kathy Hougardy, De'Sean Quinn, Kate Kruller.

Commissioner Ekberg was not present.

#### TUKWILA METROPOLITAN PARK DISTRICT REPRESENTATIVES

Lisa M. Marshall, Park District Attorney; Peggy McCarthy, Treasurer.

#### CITY OF TUKWILA OFFICIALS

David Cline, City Administrator; Rick Still, Parks and Recreation Director; Malcolm Neely, Aquatics Program Coordinator; Kimberly Matej, Council Analyst; Melissa Hart, Deputy City Clerk.

#### CITIZEN COMMENTS

Christine Neuffer, 13813 37<sup>th</sup> Avenue South, stated she is representing the recently renamed group "Sustain Tukwila Pool" Committee. The committee has changed their purpose from saving the pool to sustaining the Tukwila Pool. The Committee envisions a viable pool as a community resource with increased programs and partnerships within the community.

#### CONSENT AGENDA

- a. Approval of 2/13/12 meeting minutes.
- b. A resolution amending Resolution No. 8 to elect officers of the Citizens Pool Advisory Committee on an annual basis. (Resolution No. 10)

**MOVED BY ROBERTSON, SECONDED BY HOUGARDY TO APPROVE THE CONSENT AGENDA AS SUBMITTED. MOTION CARRIED 6-0.**

#### BUSINESS ITEMS

- a. Citizens Pool Advisory Committee:

**(1) Appointment of a Tukwila Metropolitan Park District Board Member as an ad hoc member of the Citizens Pool Advisory Committee.**

Rick Still, Parks and Recreation Director, explained Resolution No. 8 established a Citizens Pool Advisory Committee (CPAC) to provide advice on Tukwila Pool issues being addressed by the Board will be addressing. The Board desired to have representation on the committee by appointing a Board member to be a non-voting ad hoc member of the CPAC.

Some proposed options for representation are as follows:

1. Past President – brings recent MPD leadership experience and may have a more developed relationship with the Committee.

2. Current President – brings a current MPD leadership role and may have strong interest in the relationship that is developed between the Board and Committee.
3. Current Clerk – brings a position that will take an MPD leadership role the next year and may provide an educational and relationship building experience that may prove beneficial for the Board and Committee.
4. Interested Commissioner – brings a position that is not in any of the three leadership positions listed above, with interest in the relationship between MPD and the Committee.
5. Combination of Current Clerk and Past President – combines option 3 and option 2, by appointing the current Clerk as the ad hoc member and the past President as the alternative ad hoc member. This option may assist with consistent ad hoc member participation at all of the regular and special Committee meetings.

Staff recommends that the current Clerk of the MPD Board be the non-voting ad hoc Board member to the Citizens Pool Advisory Committee and the Past President to be the alternate.

**MOVED BY ROBERTSON, SECONDED BY KRULLER TO ADOPT OPTION # 5.  
MOTION CARRIED 6-0.**

**(2) Report from the first Citizens Pool Advisory Committee meeting.**

All Committee members were present for the first Citizens Pool Advisory Committee held on February 25, 2012. 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 adoption.
2. The officers elected were Bryan Nelson as Chairperson and Vida Verdier as the Vice-chairperson.
3. The Committee followed the resolution “meet no less than quarterly” when setting their regularly scheduled meeting days. 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.

After discussion, the Committee determined 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 am at the Tukwila Community Center. Currently, the scheduled special meetings are March 10, March 24, and April 28, with the regular meeting scheduled for April 14.

Mr. Still explained the Committee members are requesting the name of the committee be changed from the Citizens Pool Advisory Committee to the Tukwila Pool Advisory Committee (TPAC). Additionally, the Committee will submit copies of their meeting agendas and minutes for inclusion into the Board’s agenda packet.

Board President Seal explained the request by CPAC to change the name will follow standard process, with a draft amendment to Resolution No. 8, which will be added to the agenda for the next Board of Commissioners meeting for consideration.

**Bryan Nelson, 3223 South 136<sup>th</sup> Street**, thanked Rick Still and the Parks and Recreation Department staff for their assistance during the new committee meetings. He explained the committee is formally requesting their meeting agendas and minutes be included on the monthly agenda. They feel communication is very important, and the monthly update will allow the Board to review the Committee status.

**b. Pool program presentation.**

Rick Still, Parks and Recreation Director, explained the Board requested a presentation on the current programs and services provided at the Tukwila Pool. Mr. Still utilized a PowerPoint presentation to update the Board on those services and programs.

## REPORTS

- a. Board President Seal reported voucher totals for the period ending March 5, 2011 were \$906.40.
- b. Staff:    1. Capital Improvement Program (CIP) status.

The Board of Commissioners exchanged comments and concerns on the information included in the packet to include: annual account audit by the Washington State Auditor's office; the distribution of the Comprehensive Annual Financial Report (CAFR); equipment issues at the pool, to include recent issues with the boiler; long-term operation of the pool; and Board agreement on the amount of information presented in the staff report relating to pool operations.

**Bryan Nelson, 3223 South 136<sup>th</sup> Street**, asked for clarification on the contracted services review scheduled for the June 11, 2012 meeting.

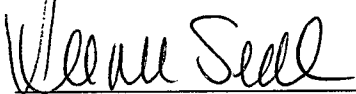
David Cline, City Administrator, explained, the Board will review the current support services agreement at the June meeting and review the costs and services City staff are currently providing to the MPD. Those include accounting and financial, technology support, maintenance, pool staff, purchasing/contracting and other services for the daily operation of the pool. The Board will begin the process of exploring options that are available for pool operation, and during the budget process they will decide which plan is best for the MPD.

**David Puki, 3748 South 152<sup>nd</sup> Street**, explained the future capital improvements to the Tukwila Pool will be coming before the Board for a decision very soon. He suggested the Energy Services Contractor include information on heating the pool with solar energy for the Board to consider. He feels solar energy would provide another cost savings for the MPD that should be explored. Additionally, he suggested expanded utilization of the pool by the Board exploring weekend swim lessons for working families.

- Staff:        2. Long-term agenda.  
              3. The next MPD meeting is April 9, 2012.

## ADJOURNMENT

**6:50 p.m. MOVED BY DUFFIE, SECONDED BY HOUARDY THAT THE TUKWILA METROPOLITAN PARK DISTRICT MEETING BE ADJOURNED. MOTION CARRIED 6-0.**



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Verna Seal, President, Board of Commissioners



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Melissa Hart, Deputy City Clerk