


# INFORMATIONAL MEMORANDUM

## Tukwila Metropolitan Park District (MPD)

TO: Tukwila Pool MPD Board Members

FROM: Rick Still, Parks and Recreation Director 

DATE: April 4, 2012

SUBJECT: An amendment to resolution creating the Citizens Pool Advisory Committee

### ISSUE

Amend Resolution #8, which established the Citizens Pool Advisory Committee, to change the name from Citizens Pool Advisory Committee to Tukwila Pool Advisory Committee.

### FINANCIAL IMPACT

No Financial Impact

### BACKGROUND

The Citizens Pool Advisory Committee, at their March 12, 2012 special meeting approved a motion to request the Citizens Pool Advisory Committee official name to be changed to Tukwila Pool Advisory Committee, which more specifically defines the group and the community it serves.

### RECOMMENDATION

The Board is being asked to approve a resolution amending Section 1 of Resolution #8 at the April 9, 2012 MPD Board meeting.

### ATTACHMENTS

- Draft Resolution
- Resolution No. 8
- Minutes from the 3/12/12 MPD Meeting



**Tukwila Metropolitan Park District**

**DRAFT**

**Resolution No. \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT AMENDING RESOLUTION NO. 8 §1 (PART) TO CHANGE THE NAME OF THE CITIZENS POOL ADVISORY COMMITTEE.**

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

**WHEREAS**, at the March 12, 2012 meeting of the Board of Commissioners the Citizens Pool Advisory Committee requested the name of the committee be changed to the "Tukwila Pool Advisory Committee";

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

Resolution No. 8 §1 (part), "Citizens Pool Advisory Committee Established," is hereby amended to change the name of the Citizens Pool Advisory Committee to the "Tukwila Pool Advisory Committee."

PASSED BY THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT at a Regular Meeting thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
*Kathy Hougardy, Clerk of the Board*

\_\_\_\_\_  
*Verna Seal, President, Board of Commissioners*

APPROVED AS TO FORM BY:

Filed with the Clerk: \_\_\_\_\_

Passed by the Commission: \_\_\_\_\_

Resolution Number: \_\_\_\_\_

\_\_\_\_\_  
*Lisa M. Marshall, Commission Attorney*



# 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 31<sup>st</sup> 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.

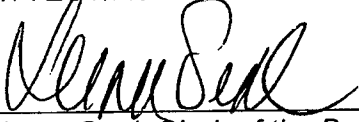
**Section 6. Annual Report.** The Citizens Pool Advisory Committee will report annually to the TMPD President and Board of Commissioners on the status of pool services and needs in the City.

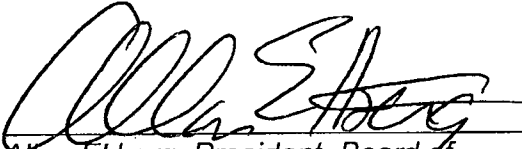
**Section 7. Purpose.** The Citizens Pool Advisory Committee will:

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.

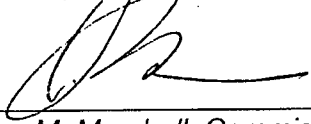
PASSED BY THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT at a Regular Meeting thereof this 12<sup>th</sup> day of December, 2011.

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
Verna Seal, Clerk of the Board  
Commissioners

  
\_\_\_\_\_  
Allan Ekberg, President, Board of  
Commissioners

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





2. Current President – brings a current leadership role with the MPD and may have strong interest on the relationship that is developed between the Board and Committee.
3. Current Clerk – brings a position that will take a leadership role the next year and may provide an educational and relationship building experience that may prove beneficial between the Board and Committee.
4. Interested Commissioner – brings a position that is not in any of the three leadership positions listed above and may have interest in the MPD and Committee's relationship.
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 MPD Clerk of the Board be the automatic Board, non-voting ad hoc member and the past President to be the alternate of the Citizens Pool Advisory Committee.

**MOVED BY ROBERTSON, SECONDED BY KRULLER TO ADOPT ALTERNATE NUMBER 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 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.

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 and 24, 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 (CPAC) 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.