


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board

FROM: Rick Still, Parks and Recreation Director 

DATE: October 16, 2013

SUBJECT: TPAC Role and Responsibility

ISSUE

Review the Role and Responsibility of TPAC

FINANCIAL IMPACT

No financial impact.

BACKGROUND

The Citizen's Pool Advisory Committee (CPAC) was formed on December 12, 2011 and later changed its name to the Tukwila Pool Advisory Committee (TPAC) on March 12, 2012. Board President Seal wanted to discuss this issue with the Board due to recent TPAC meetings.

DISCUSSION

The role of TPAC is noted in TMPD Resolution No. 8, "*WHEREAS, the Tukwila Metropolitan Park District Board of Commissioners desires to solicit advice and recommendations from the Citizen's Pool Advisory Committee regarding policy, budget and operations;*"

The responsibility of TPAC is to communicate their work in the following methods:

- 1) Keep minutes from their meetings, submit them to staff for inclusion into the MPD Board Meeting Agenda packets.
- 2) Report annually to the Board President on the status of pool services and needs in the City.
- 3) Submit recommendations on action items to Staff for inclusion in the Staff Report for the MPD Board Meeting Agenda packets.

RECOMMENDATION

Staff recommends annual review of TPAC's Role and Responsibility.

ATTACHMENTS

TMPD Resolution No. 8

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.

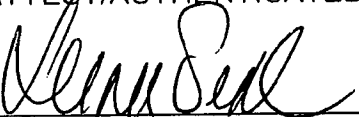
Section 6. Annual Report. The Citizens Pool Advisory Committee will report annually to the TMPD President and Board of Commissioners on the status of pool services and needs in the City.

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

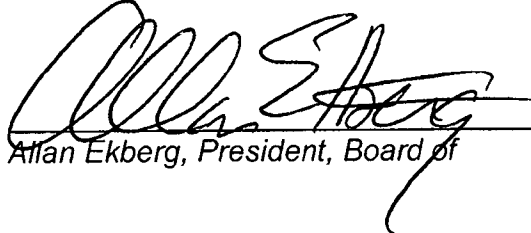
1. Plan, promote and recommend policy and standards for construction, development, maintenance, and operations of aquatic facilities within the TMPD limits by majority vote.
2. Develop and recommend programs to promote aquatic services and inform the public of aquatic facilities that are available for 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 18th day of December, 2011.

ATTEST/AUTHENTICATED:

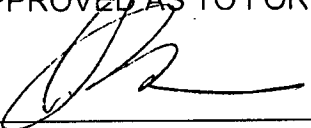


Verna Seal, Clerk of the Board
Commissioners



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