


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board

FROM: Rick Still, Parks and Recreation Director 

DATE: November 13, 2013

SUBJECT: Preliminary Long-Term Agenda

ISSUE

Preliminary Draft of the Proposed 2014 Long-Term Agenda

FINANCIAL IMPACT

No Financial Impact

BACKGROUND

As 2013 nears an end, it is time to review all that was done in 2013 and look ahead to the 2014 preliminary proposed Long-Term Agenda.

DISCUSSION

Attachment A is the 2013 Long-Term Agenda capturing what was addressed throughout the year at the MPD Board Meetings. Attachment B is the preliminary proposed 2014 Long-Term Agenda for the MPD. In efforts to save time and balance meeting workloads, items were grouped together thus alleviating the need for monthly meetings. This was completed given the currently known items needing attention on this preliminary draft version of the 2014 Long-Term Agenda.

RECOMMENDATION

Staff recommends the Board utilize the Preliminary Draft Proposed 2014 Long-Term Agenda to plan their calendar of Agenda Items for the year.

ATTACHMENTS

- A. 2013 Long-Term Agenda
- B. Preliminary Proposed 2014 Long-Term Agenda - DRAFT

Tukwila Metropolitan Park District Long-Term Agenda 2013

2013													
January 1/22/13	February 2/19/13	March 3/18/13	March 3/30/13	April 4/15/13	May 5/20/13	June 6/17/13	July 7/15/13	August 8/19/13	September 9/10/13	September 9/16/13	October 10/21/13	November 11/18/13	December 12/16/13
Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Board Retreat	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.	Consent Agenda: Approval of minutes; and vouchers.
Capital Project Update	Capital Project Update	Capital Project Update	Board Retreat	Adopt Vision and goals	Adopt vision and goals for MPD	Approve process & timeline for hiring of ED	Authorize Board President to negotiate contract for legal services	Capital Project WA DES Close out	Budget Work Session	Consultant: KJ Design Pool Operations Presentation 6-10:30p	Policy: Single Gender Programs CTG presentation	EXECUTIVE SESSION	
2013 Programs & Fees Review	Support Services Review	Capital Project - ILA w/City for long-term general obligation bonds		Approve RFP for legal services	Adopt revised long-term agenda	Annual Review: Rental Policy	Update on E.D. hiring process	2013 TPAC Vacancy #3 & #5, terms to 12-31-14			Public Heary 2014 Budget & Tax Levy Increase (1%)	Resolutions Adopt: 2014 Tax Levy; 2014 Tax Levy Increase	
Method to appoint Board President & Clerk	MPD & TSD Collaboration, Dr Matthes	Marketing: Logo, tag line, etc.		Authorize Addendum #4 ILA w/City extend contract to 12/31/13	Policy Review: Budget timeline	Policy Review: Budget timeline	Consultant Review of Pool Operations	Contact: Consultant Review of Pool Operations KJ Design			Adopt 2014 Program Fees	Consultant Review of Pool Operations	
STP Comparison Report		Scholarship program			Endorsement of Community Transformation Grant, \$48,000 policy to remove barriers to aquatics		Tukwila Pool Operations 101	Contact: Consultant MPD Attorney Shure Law			Proposed 2014 Budget Review	Contract: Support Services Contract	
Capital Project Update		Board Retreat planning & agenda			Quarterly Report Program, Financial & Support Services			Scholarship fund: funding allotment			2013 TPAC Role & Responsibility	Resolutions Adopt: 2014 Budget;	
Capital Project - TOUR	Re-Grand Opening TBD	2012 Year End Report - Program, Financial & Support Services						Preliminary Budget Direction; Programs & Fees Discussion; & Fee Study			2013 TPAC Vacancy Appointment Process	Policy: Behavior	
								Quarterly Report Program, Financial & Support			2013 TPAC Safety & Hygiene	Policy: Suggestion Box	
											Commissioner Report - Scholarship Program Analysis Request	2013 TPAC Terms Expiration #2 & #4	
											Brochure Info Due 10-14-13	MPD Regular Meeting Date & Time Change Discussion	
											Preliminary Long-Term Agenda	Preliminary Long-Term Agenda	
											10-1-13 Budget Distribution	Commissioner Report - E.D. Update	
											Budget & 5-year Financial Plan Distribution W/ Policy Issues	Quarterly Report - Program, Financial & Support Services; Scholarship Analysis; Appointment of Officers	
												Attorney Contract through 12/2014	

Color KEY
Consent Agenda
Budget Items
Capital Issues
Policy Issues
Support Services
TPAC Issues
Legal Services Issues
Long-term planning
Reports

Tukwila Metropolitan Park District Long-Term Agenda 2014

Attachment B

DRAFT

2014											
January	February	March	April	May	June	July	August	September	October	November	December
1/20/14	2/17/14	3/14/14	4/21/14	5/19/14	6/16/14	7/21/14	8/18/14	9/15/14	10/20/14	11/17/14	12/15/14
	Consent Agenda: Approval of minutes; and vouchers.			Consent Agenda: Approval of minutes; and vouchers.			Consent Agenda: Approval of minutes; and vouchers.			Consent Agenda: Approval of minutes; and vouchers.	
Executive Director Contract Discussion		Board Retreat		Policy Review: Rental, programs and budget			Preliminary Budget Direction; Programs & Fees Direction, & Fee Study	Budget Workshop	Fees Adoption: Market now for January	Appointment of Officers	
				Marketing Plan Review					Public Hearings: 2015 Tax Levy 2015 1% Tax Increase 2015 Budget	Resolutions Adopt: 2015 Tax Levy 2015 Tax Levy Increase 2015 Budget	
Preliminary TPAC Direction	2013 Year End Report - Program & Financial; Support Services Contract			Quarterly Report Program, Financial & Support Services			Quarterly Report Program, Financial & Support Services			2014 TPAC Terms Expiration #3, #4 & #5	
<p style="text-align: center;">GRANT Policy Due Dates: By City for Pool Operations Guard Start Program (Jan), Translation (Mar), & Single Gender (May)</p>											
<p style="text-align: center;">Brochure Info Due 10-16-14</p>											
<p style="text-align: center;">10-1-14 Budget Distribution Budget & 5-year Financial Plan Distribution W/ Policy Issues</p>											
<p style="text-align: center;">Preliminary Long-Term Agenda</p>											
<p style="text-align: center;">Preliminary TPAC Direction</p>											
<p style="text-align: center;">Attorney Contract</p>											
<p style="text-align: center;">Support Services Contract</p>											
<p style="text-align: center;">Quarterly Report Program, Financial & Support Services</p>											

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