

# **Tukwila Pool Metropolitan Park District**

**Resolution No. 19**

## **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT AUTHORIZING THE CREATION OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT EXECUTIVE DIRECTOR COMMITTEE.**

**WHEREAS**, the Board of Commissioners of the Tukwila Pool Metropolitan Park District (TPMPD) wish to provide a governing body to the TPMPD Executive Director; and

**WHEREAS**, the Tukwila Pool Metropolitan Park District Board of Commissioners desires to approve and authorize the Executive Director to take necessary time sensitive actions while awaiting full TPMPD Board approval; and

**WHEREAS**, the Tukwila Pool Metropolitan Park District Board of Commissioners would like to support the Executive Director in carrying out the duties described in the position description; and

**WHEREAS**, the Tukwila Pool Metropolitan Park District Board of Commissioners desires to assist the Executive Director in ensuring that the pool meets the needs of the community;

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

**Section 1. Tukwila Pool Metropolitan Park District Executive Director Committee is established.** The Tukwila Pool Metropolitan Park District (TPMPD) Executive Director Committee is hereby established and will consist of four appointed members including the Executive Director, the current sitting TPMPD President, the current sitting TPMPD Clerk of the Board, and an additional Board Member selected by the Board of Commissioners. If the President or Clerk is not available, another Board Member may be appointed by the Board of Commissioners.

**Section 2. Responsibilities and Duties of the Executive Director Committee.** The Executive Director Committee will provide review and oversight to issues brought forward by the Executive Director. Issues may include, but are not limited to: 1) TPMPD policies and operating procedures, 2) budgeting and financing, 3) health and safety, 4) TPMPD administration. The Executive Director shall facilitate and be responsible for setting the Executive Director Committee meeting agendas and keeping all necessary correspondence and notes. The other committee members are responsible for attending meetings and providing input, guidance and consensus. In addition, they are responsible for: providing direction and authority to the Executive Director for time sensitive issues, acting as a sounding board for issues, and assisting in identifying agenda items for subsequent Executive Director Committee meetings.

**Section 3. Meetings of the Executive Director Committee.** The normal frequency for meetings will be no less than monthly. Dates, time and length of meetings shall be determined by the Executive Director Committee.

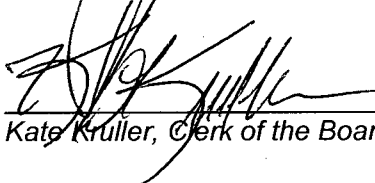
**Section 4. Appointment Terms.** Members of the Executive Director Committee shall serve a one-year term of appointment. All appointments will expire December 31<sup>st</sup>. If an appointment becomes vacant, the term of the new appointment shall be the remainder of the term. Vacancies shall be filled as soon as possible by the Board.

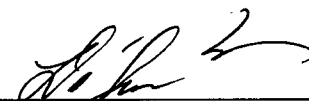
**Section 5. Purpose.** The TPMPD Executive Director Committee will:

1. Act as a sounding board to the Executive Director.
2. Approve and authorize the Executive Director to take necessary time-is-of-the-essence actions while awaiting full TPMPD Board ratification.
3. Review and interpret TPMPD pool policies, procedures and processes and/or recommend changes and additions for full Board approval as needed.
4. Provide the Executive Director with the support necessary to achieve the goals of the position.
5. Aid the Executive Director in ensuring the pool meets the needs of the community.

PASSED BY THE BOARD OF COMMISSIONERS OF THE TUKWILA POOL METROPOLITAN PARK DISTRICT at a Regular Meeting thereof this 26<sup>th</sup> day of February, 2014.

ATTEST/AUTHENTICATED:

  
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Kate Kruller, Clerk of the Board

  
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De'Sean Quinn, President,  
Board of Commissioners

APPROVED AS TO FORM BY:

  
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Brian Snure, Commission Attorney

Filed with the Clerk: 2-19-14  
Passed by the Commission: 2-26-14  
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