

# **TUKWILA POOL METROPOLITAN PARK DISTRICT**

December 11, 2017, 6:00 p.m.  
Valley View Sewer District Conference Room  
3460 S. 148<sup>th</sup> Street, Tukwila, WA 98168

## **BOARD OF COMMISSIONERS REGULAR MEETING MINUTES**

### **1. CALL TO ORDER**

President of the Board: President Frangello-Anderson called the meeting to order at 6:00 p.m.

**TPMPD MISSION, VISION, AND VALUES STATEMENT** was recited by President Frangello-Anderson.

**THE PLEDGE OF ALLEGIANCE** was recited by the attendees.

### **ROLL CALL**

#### *TUKWILA POOL METROPOLITAN PARK DISTRICT COMMISSIONERS*

Present were: Commissioner Ellen Gengler, Commissioner Vanessa Zaputil, and President Jeri Frangello-Anderson.

#### *TUKWILA POOL METROPOLITAN PARK DISTRICT REPRESENTATIVES*

Present were: Richard Rabe, District Administrator

#### *MEMBERS OF THE TUKWILA COMMUNITY*

Present were: Aaron Shipman, Commissioner-Elect; Kristine Selleck, TPMPD Bookkeeper

**MOVED BY ZAPUTIL TO EXCUSE NEUFFER, GENGLER SECONDED. MOTION CARRIED (4-0).**

### **2. AGENDA**

**MOVED BY ZAPUTIL TO APPROVE THE AGENDA AS PRESENTED, GENGLER SECONDED. MOTION CARRIED (4-0).**

### **3. CITIZEN COMMENTS**

Dave Puki spoke about the new Drop-In Swim rate.

### **4. CONSENT AGENDA**

- a.) Approval of Minutes of the Tukwila Pool Metropolitan Park District (TPMPD) Board of Commissioners (BoC) Regular Meeting, November 13, 2017, and the Minutes of the Tukwila Pool Metropolitan Park District (TPMPD) Board of Commissioners (BoC) Special Meeting, November 29, 2017. President Frangello-Anderson invited discussion. No further discussion took place.

**MOVED BY GENGLER TO APPROVE THE MINUTES OF November 13, 2017, and November 29, 2017. ZAPUTIL SECONDED. MOTION CARRIED (3-0). SHIPMAN ABSTAINED.**

**MOVED BY ZAPUTIL TO APPROVE THE MINUTES OF November 29, 2017. GENGLER SECONDED. MOTION CARRIED (3-0). SHIPMAN ABSTAINED.**

b.) Approval of Vouchers

President Frangello-Anderson invited discussion, to which there was none.

**MOVED BY GENGLER TO APPROVE THE VOUCHERS. ZAPUTIL SECONDED.**

**MOTION CARRIED (5-0).** Zaputil said the Board should add the remaining three Commissioners to the first page of the Authorized Signatures form on file with the King County Treasurer, so that any one of the Commissioners could sign vouchers along with the District Administrator or the CPA. Frangello-Anderson noted it could be done as an update in 2018.

## **5. REPORTS**

a.) Commissioners Reports:

Commissioner Zaputil, attended the finance committee meeting, and noted that the audit is an ongoing process, and said she attended the “Spirit of Giving” event.

Commissioner Gengler, attended the finance committee meeting that produced a final proposed budget for 2018, also noting that the flyers for the “Winter Fiesta” are finished and distributed to the schools.

Commissioner Shipman, attended the “Spirit of Giving” event, and he looks forward to his full report next month.

President Frangello-Anderson, said the “Spirit of Giving” was a very touching event, and the parks department gave a nice “shout out” to the Tukwila Pool.

b.) Finance: Gengler invited questions, noting the presence of Bookkeeper Kristine Selleck as a source of direct answers to finance questions. Shipman asked if there were any shortages or overages in the past month? Gengler asked about amounts on pages 47 and 48 of the Agenda Packet, and Kristine Selleck explained those items, as well as offering explanations of the financial reports generally. Gengler announced the next Finance Committee meeting will be December 13, 2017, at 4:00 p.m.

c.) Director of Aquatic Operations Report: Explained the activities of the Done-In-A-Day that are planned, adding that an In-Service Staff meeting will happen after the “Winter Fiesta” event, followed by a Holiday Party for the staff. The community was engaged in a “Global to Local” meeting where changes to the single-gender swim rules were explained. Simpson said Still Waters agreed to send \$19,800 by check for the Kaiser Permanente grant funding.

d.) District Administrator Report: Page 51, no questions were posed.

e.) TPAC Report: Shipman reported the discussion of the TPAC Bylaws. Simpson said a reader of the Tukwila Reporter may be interested in joining TPAC, as she’s presently taking swimming lessons.

## 6. BUSINESS ITEMS

a.) As Notary Public, Kristine Selleck administered the oath of office to Aaron Shipman to fill TPMPD Board of Commissioners Position #5, to run from January 1, 2018 through December 31, 2023.

b.) Public Hearing re: 2018 Budget

No Comments from the Audience were offered.

c.) 2018 Budget Resolution:

**GENGLER MOVED TO APPROVE RESOLUTION 2017-07 FOR THE 2018 TPMPD BUDGET. ZAPUTIL SECONDED. MOTION CARRIED (4-0).**

Zaputil noted a large difference in the Facilities Repairs and Maintenance line item on the budget compared to that item on the 2017 budget. Gengler said that some items could not be included but that there is room to make adjustments throughout the year, and that this is a “living document.” Zaputil said nothing was taken out of the 2017 budget, but some things were added in for 2018. Questions were asked about the schedule for painting; the cost, warranty and lifespan of the flooring replacement; Zaputil explained the fund transfer amount on line 233.

d.) Appointment of TPAC Members:

**GENGLER MOVED TO RE-APPOINT JACQUE CARROLL AND DIANE MYERS TO TPAC. SHIPMAN SECONDED. MOTION CARRIED (4-0).**

e.) Board of Commissioners: Officer Selections

**ZAPUTIL NOMINATED CHRISTINE NEUFFER TO THE POSITION OF PRESIDENT OF THE TPMPD BOARD OF COMMISSIONERS, AND ELLEN GENGLER TO THE POSITION OF CLERK OF THE BOARD. FRANGELLO-ANDERSON SECONDED.** After lengthy discussion, the nomination was withdrawn by Zaputil. **GENGLER NOMINATED AARON SHIPMAN TO THE POSITION OF CLERK OF THE BOARD, WHO ACCEPTED THE NOMINATION. SHIPMAN SECONDED. AARON SHIPMAN WAS ELECTED TO BE THE CLERK OF THE BOARD IN 2018 (3-1), WITH FRANGELLO-ANDERSON VOTING NAY. SHIPMAN NOMINATED ELLEN GENGLER TO THE POSITION OF PRESIDENT OF THE TPMPD BOARD OF COMMISSIONERS. GENGLER ACCEPTED THE NOMINATION. GENGLER SECONDED. ELLEN GENGLER WAS ELECTED TO BE THE PRESIDENT OF THE BOARD IN 2018 (3-0), WITH ZAPUTIL ABSTAINING.**

f.) 2018 Board of Commissioners’ Meetings Schedule:

Zaputil pointed out a correction to the Financial Impact of the meetings, as it should be \$402 per meeting. **ZAPUTIL MOVED TO APPROVE RESOLUTION 2017-08 BY TITLE ONLY. GENGLER SECONDED. MOTION CARRIED (4-0).**

g.) 2018 Agenda Schedule – The Commissioners agreed to use President Frangello-Anderson’s chart as the basis for scheduling, and will consider additions to it throughout 2018.



h.) Contract Renewals: GDM Private Financial Solutions and Snure Law

**ZAPUTIL MOVED TO APPROVE RENEWAL OF THE SERVICES CONTRACTS OF GDM PRIVATE FINANCIAL SOLUTIONS AND SNURE LAW FOR 2018. GENGLER SECONDED. MOTION CARRIED (4-0).**

i.) WCIA Insurance premium / deductible choice, Property Program:

**GENGLER MOVED TO APPROVE THE WCIA INSURANCE COVERAGE WITH THE CURRENT RATE OF \$5,000 ANNUAL DEDUCTIBLE WITH AN ANNUAL PREMIUM OF \$6,095. ZAPUTIL SECONDED.** After DA Rabe explained the differences between the existing premium/deductible rates and the potential savings of \$1,583 by raising the deductible the motion was withdrawn by Gengler. Zaputil noted that the cost savings has a 13-year break even point.  
**ZAPUTIL MOVED TO APPROVE THE CHOICE OF A \$25,000 ANNUAL DEDUCTIBLE WITH AN ANNUAL PREMIUM OF \$4,512. GENGLER SECONDED. MOTION CARRIED (4-0).**

j.) Employee Handbook:

**ZAPUTIL MOVED TO APPROVE THE EMPLOYEE HANDBOOK, WITH REVISIONS TO SECTION 6. (Benefits and Leave), TO BECOME EFFECTIVE JANUARY 1, 2018. GENGLER SECONDED. MOTION CARRIED (4-0).**

## **7. MISCELLANEOUS**

None

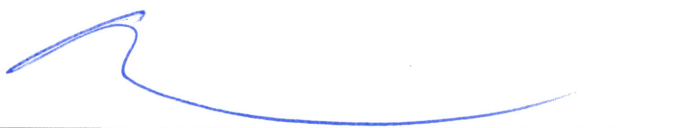
## **8. EXECUTIVE SESSION**

None

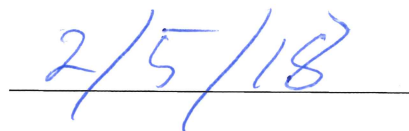
## **9. ADJOURNMENT**

**GENGLER MOVED TO ADJOURN, SECONDED BY ZAPUTIL. MOTION CARRIED (4-0).**

The meeting concluded at 8:57 p.m.



Commissioner Aaron Shipman, Clerk of the Board



Date:

[NOTHING FOLLOWS]