

TUKWILA POOL METROPOLITAN PARK DISTRICT

November 13, 2017, 6:00 p.m.
Valley View Sewer District Conference Room
3460 S. 148th 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 VISION AND MISSION 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 Christine Neuffer, Commissioner Vanessa Zaputil, Commissioner Diane Myers, 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, TPAC

2. AGENDA

MOVED BY ZAPUTIL TO APPROVE THE AGENDA AS PRESENTED, SECONDED BY GENGLER. MOTION CARRIED (5-0).

3. CITIZEN COMMENTS

None

4. CONSENT AGENDA

- a.) Approval of Minutes of the Tukwila Pool Metropolitan Park District (TPMPD) Board of Commissioners (BoC) Regular Meeting, October 9, 2017, and the Minutes of the Tukwila Pool Metropolitan Park District (TPMPD) Board of Commissioners (BoC) Special Meeting, October 23, 2017. President Frangello-Anderson invited discussion. No further discussion took place.

GENGLER MOVED TO APPROVE THE MINUTES OF October 9, 2017, and October 23, 2017. MYERS SECONDED THE MOTION. President Frangello-Anderson questioned the accuracy of Commissioner Neuffer's Report, asking whether the event was indeed held at Joseph Foster Park (it was) and pointed out that the word "adjourned" is misspelled on page 7. **MOTION CARRIED (5-0).**

- b.) Approval of Vouchers

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

ZAPUTIL MOVED TO APPROVE THE VOUCHERS. GENGLER SECONDED THE MOTION. MOTION CARRIED (5-0).

5. REPORTS

a.) Commissioners Reports

- i. Zaputil, attended Finance Committee meeting; met with Auditor who said any fraudulent activity must be immediately reported to the SAO. The District Administrator will be responsible for ensuring any such reports are done. Neuffer noted that
- ii. Gengler said she attended the MRSC Finance training in DuPont, the Marketing Club meeting, and asked what the plan will be to inform the public about the approved price increases.
- iii. Neuffer said the next Programming Committee meeting will be Nov. 20th at 5:30 p.m.
- iv. Myers said she attended TPAC and the Marketing Club meetings, and picked up the new Swim Brochures. She asked that Michelle Simpson make contact with the Tukwila Community Center to make an appearance at the Thanksgiving lunch event, Tuesday Nov. 21st.
- v. Frangello-Anderson, presented the annual “President’s State of the District Report,” the text of which is included in the Agenda Packet.

b.) Finance

Gengler said the finance committee reports are only general financial statements produced by the bookkeeper every month, and more explanation is available upon request. Zaputil answered Frangello-Anderson’s questions about specific line items, and explained the breakdown of how FICA is calculated.

c.) Director of Aquatic Operations Report, as per written report, included in Agenda Packet.

d.) Richard Rabe presented the District Administrator Report, as per written report, included in Agenda Packet. Rabe spoke about the new Paid Sick Leave law enacted by the State Legislature, and he will produce a report detailing questions that the BoC should address to draft a comprehensive policy for the Employee Handbook.

e.) Tukwila Pool Advisory Committee (TPAC) Report, Myers volunteered to attend the next TPAC meeting in lieu of Zaputil.

6. BUSINESS ITEMS

Old Business

None

New Business

- a.) President Frangello-Anderson called to order a Public Hearing about the 2018 Tax Levies, beginning at 7:20 p.m. There were no public comments (bad weather and local power outages likely causing the absence of public attendance). The time for public comments was closed at 7:21 p.m.
- b.) 2018 Tax Levy

GENGLER MOVED TO APPROVE Resolution No. 2017-04 BY TITLE ONLY, ZAPUTIL SECONDED.

Resolution No. 2017-04: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT INCREASING THE REGULAR LEVY FROM THE PREVIOUS YEAR, COMMENCING JANUARY 1, 2018, ON ALL PROPERTY BOTH REAL AND PERSONAL, IN COMPLIANCE WITH RCW 84.55.120.

MOTION PASSED (5-0).

NEUFFER MOVED TO APPROVE Resolution No. 2017-05 BY TITLE ONLY, ZAPUTIL SECONDED.

Resolution No. 2017-05: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TUKWILA METROPOLITAN PARK DISTRICT LEVYING THE GENERAL TAXES FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2018, ON ALL PROPERTY BOTH REAL AND PERSONAL WITHIN SAID DISTRICT.

MOTION PASSED (5-0).

Zaputil commented that both Resolutions must be filed no later than November 30, 2017.

- c.) Board of Commissioners Duties
Discussion commenced and tabled until the BoC meeting in December.
- d.) Employee Handbook
Corrections to §5.1.4.3. to omit “transfer,” §6.11.2. to omit “if possible,” and to change §6.11.2. “no” to “not.”
- e.) Preliminary Budget
Zaputil explained that the budget presented did not reflect a recent revenue increase from the King County assessor, creating (temporarily) an apparent deficit.

7. MISCELLANEOUS

Discussion about documenting the process for New Commissioner onboarding, and the need for creating and saving an electronic version for future use.

8. EXECUTIVE SESSION

None

9. ADJOURNMENT

MOVED GENGLER TO ADJOURN, SECONDED BY MYERS. MOTION CARRIED (5-0).

The meeting concluded at 8:33 p.m.

Commissioner Christine Neuffer, Clerk of the Board

Date:

Nothing Follows