



TUKWILA POOL METROPOLITAN PARK DISTRICT

Regular Meeting of the Board of Commissioners

MINUTES

President of the Board: **Christine Neuffer** *Clerk of the Board:* **Jeri Frangello-Anderson**
Board Members: **Ellen Gengler, Aaron Shipman, Vanessa Zaputil**
Recording Secretary: **Kristine Selleck**
Date and Time: **Monday, July 8, 2019, 6:00 p.m.** *Resolution Numbers:*
Location: **Valley View Water & Sewer District Conference** *n/a*
Room: 3460 S 148th St., Tukwila, WA 98168

01. CALL TO ORDER/MISSION & VISION/PLEDGE OF ALLEGIANCE/ROLL CALL

Christine Neuffer called meeting to order at 6:00pm, she read aloud the Mission, Vision, and Values of the Tukwila Pool Metropolitan Park District, lead the group in the Pledge of Allegiance, and took roll call:

Present: Commissioner Ellen Gengler, Commissioner Christine Neuffer, Commissioner Jeri Frangello-Anderson, Director of Aquatics Operations Brad Harpin and District Administrator Kristine Selleck

Absent: Commissioner Vanessa Zaputil, Commissioner Aaron Shipman

Ellen Gengler made a motion to excuse Commissioner Vanessa Zaputil and Commissioner Aaron Shipman. Jeri Frangello-Anderson seconded. Discussion: None. Motion Passed 3.0 at 6:02pm

02. APPROVE AGENDA

Ellen Gengler made a motion to approve the Agenda, Jeri Frangello-Anderson seconded. Discussion: None. Motion Passed 3.0 at 6:03pm.

03. RECOGNITION OF EMPLOYEE OF THE MONTH

Employee of the Month for June 2019 – Lydia Mawi

04. CITIZEN COMMENTS

None

05. CONSENT AGENDA

a) Approve Minutes of Tukwila Pool Metropolitan Park District (TPMPD) Board of Commissioners (BoC) Meeting:

Jeri Frangello-Anderson made a motion to approve the Draft Minutes from the June 10, 2019 Regular Meeting, Ellen Gengler seconded. Discussion: None. Motion Passed 3.0 at 6:05pm

b) Approve Vouchers:

Ellen Gengler made a motion to approve the vouchers signed in June 2019 as presented in the packet. Jeri Frangello-Anderson seconded. Discussion: None. Motion Passed 3.0 at 6:05pm.

06. REPORTS

a) Commissioners: Each Commissioner verbally gave report of their TPMPD activities

b) Director of Aquatics Operations: Brad Harpin read his operations report

Ellen Gengler requested to see free pass redemption statistics in future reports

c) District Administrator: Kristine Selleck read her district report

Discussion regarding a Volunteer policy to be created and/or updated by October 2019 (Goal)

d) Finance Committee: Jeri Frangello-Anderson gave report of Finance Committee Activity

e) Tukwila Pool Advisory Committee (TPAC): Meeting minutes submitted were reviewed

f) Programming & Outreach/Marketing: Brad Harpin mentioned that there will be a meeting this month

07. BUSINESS ITEMS:

a) Request for Quotes (RFQ) Pool Liner Resurfacing Project:

Jeri Frangello-Anderson mentioned that the Recommendation section of the memo needs to be updated to reflect that Staff will move forward with the process, not the Finance Committee

Ellen Gengler made a motion to move forward with the Small Works RFQ for the Pool Liner Resurfacing Project as presented in the packet. Jeri Frangello-Anderson seconded. Discussion: Jeri Frangello-Anderson mentioned that the RFQ presented in the packet incorrectly referenced the Finance Committee in the recommendation.

Ellen Gengler made a motion to amend the original motion to remove the reference to the Finance Committee in the Recommendation section of the Memo for this business item to read: It is recommended that the Board approve to solicit contractors with the RFQ using MRSC Rosters, our website, and Facebook. Jeri Frangello-Anderson seconded. Amendment Discussion: None. Amended Motion Passed 3:0 at 6:56pm.

Original Motion Additional Discussion: None. Original Motion Passed 3:0 at 6:56pm.

b) Policy 280 Social Media:

Jeri Frangello-Anderson made a motion to approve Social Media Policy #280 as presented in the packet. Ellen Gengler seconded. Discussion: There was discussion regarding researching archiving software for social media. Motion Passed 3:0 at 7:05pm.

c) Employee Handbook Update – Employee Personal Use of Social Media:

Jeri Frangello-Anderson made a motion to approve the Employee Handbook revisions related to employee personal social media use as presented in the packet. Ellen Gengler seconded. Discussion: None. Motion Passed 3:0 at 7:13pm.

d) Policy 525 Accounts Receivable:

Jeri Frangello-Anderson made a motion to approve Financial Policy 525 – Accounts Receivable as presented in the packet. Ellen Gengler seconded. Discussion: None. Motion Passed 3:0 at 7:14pm.

e) Finance Committee Mission & Purpose:

The Finance Committee will continue to update the Finance Committee Mission & Purpose.

08. MISCELLANEOUS:

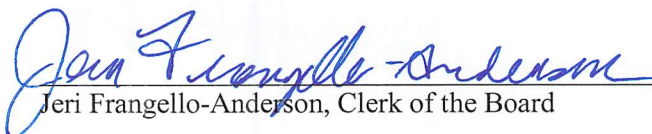
Ellen Gengler thanked TPAC for all the work they do. Jeri Frangello-Anderson thanked the Director of Aquatics Operation and District Administrator for weekly updates and to Austin Stowers for attending Board of Commissioners Meetings.

09. EXECUTIVE SESSION: The TPMPD Board of Commissioners did not recess into Executive Session per RCW 42.30.110.

10. ADJOURNMENT:

Jeri Frangello-Anderson made a motion to adjourn. Ellen Gengler seconded. Discussion: None. Motion Passed 3:0 at 7:26pm

ATTEST:


Jeri Frangello-Anderson, Clerk of the Board

8/12/2019
Date: