

**SEATTLE PARK DISTRICT  
KING COUNTY, WASHINGTON**

**RESOLUTION 49**

A RESOLUTION amending the bylaws of the Seattle Park District to modify the process for appointment of the Seattle Park District Treasurer.

WHEREAS, Section 1.1 of the bylaws of the Seattle Park District sets out the process for appointing the Seattle Park District Treasurer that was based on the version of RCW 35.61.180 in existence in 2014; and

WHEREAS, RCW 35.61.180 required the appointment process for the Seattle Park District Treasurer to include approval of the King County Treasurer; and

WHEREAS, RCW 35.61.180 was modified in 2017 to permit the city to solely appoint the Park District Treasurer when the city's boundaries are coterminous with the Park District's boundaries; and

WHEREAS, the Seattle Park District desires to modify the bylaws to be consistent with this change to RCW 35.61.180; and

WHEREAS, Article 4 of the bylaws of the Seattle Park District sets out the process for adopting amendments to the bylaws, which occurs via adoption of a Resolution by the Park District Board; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SEATTLE PARK DISTRICT OF THE CITY OF SEATTLE, KING COUNTY WASHINGTON, AS FOLLOWS:**

Section 1. The Board of Commissioners of the Seattle Park District adopts the changes to Section 1.1 of the bylaws of the Seattle Park District as shown in Attachment 1 to this resolution.

1 These changes modify the process of appointing the Seattle Park District Treasurer to be  
2 consistent with RCW 35.61.180.

3 Section 2. This resolution shall take effect and be in force immediately upon passage.

4 Adopted by the Seattle Park District this 6th day of  
5 September, 2022, and signed by me in open session in authentication of its  
6 adoption this 6th day of September, 2022.

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8 President of the Seattle Park District

9 Filed by me this 6th day of September, 2022.

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11 Elizabeth M. Adkisson, Interim City Clerk  
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15 Attachments:  
16 Attachment 1 – Seattle Park District Bylaws with amendment

Att 1 – Seattle Park District Bylaws Resolution  
V1a

BYLAWS  
OF THE  
SEATTLE PARK DISTRICT

**BYLAWS**  
**OF THE**  
**SEATTLE PARK DISTRICT**

**ARTICLE I**  
**OFFICERS AND COMMITTEES**

Section 1.1 Officers Designated. From among its members, the District Board shall elect a President and a Vice President. The Vice President will also be the Clerk of the Board. The Seattle Park District ("District") Treasurer will be the individual appointed as Director of Finance for the City of Seattle. If there is a vacancy in the Director of Finance position, the interim or acting Director of Finance shall act as the Park District Treasurer until the City appoints a permanent director. Such other officers and assistant officers as may be deemed necessary may be elected or appointed by the District Board. Other than the positions of Vice- President and Clerk, no person may simultaneously hold more than one office. In addition to the powers and duties specified below, the officers shall have such powers and perform such duties as the District Board may prescribe.

Section 1.2 Election, Qualification, and Term of Office. The President and Vice President shall be elected by the District Board at the first meeting of each year. . The President and Vice President shall hold office until their successor is elected.

**ARTICLE II**  
**POWERS AND DUTIES**

Section 2.1 Powers and Duties. The officers of the District shall have the following duties:

(a) President. The President shall serve as the ceremonial head of the District and shall preside over all District Board meetings. The President shall, subject to the control of the District Board, exercise general supervision, direction, and control of the business and affairs of the District. On matters decided by the District, unless otherwise required under applicable state law, interlocal agreement, the District Charter, or by these Bylaws, the signature of the President alone is sufficient to bind the District. The President of the District Board shall be the District's registered agent for purposes of service of process.

(b) Vice President. The Vice President shall serve in the absence of the President as the ceremonial head of the District and shall preside over District Board meetings in the President's absence and shall otherwise execute the President's powers and duties. The Vice President also serves as the elected Clerk of the Board as referenced in RCW 35.61.120. With the agreement of the City of Seattle, the duties of the Clerk of the District Board may be delegated to

Traci Ratzliff  
Seattle Park District Bylaws  
July 20, 2022  
Version 1  
the Clerk of the Seattle City Council.

(c) Treasurer. The Treasurer shall receive and faithfully keep all funds of the District. The Treasurer shall also discharge such other duties as may be prescribed by the District Board.

Section 2.2 Establishment of Committees.

(a) Committees of the District Board. The District Board may, by resolution, designate from among its members one or more committees, each consisting of at least three members, to represent the District Board and, where consistent with these Bylaws, the Charter, and Chapter 35.61 RCW, act for and on behalf of the District Board.

(b) Citizen Committees. The District Board may, by resolution, designate from outside its membership one or more committees, each consisting of at least three members, to advise the District Board.

Section 2.3 Removal of District Board Officers. Upon reasonable prior notice to all District Board members of the alleged reasons for dismissal, the District Board, by an affirmative vote of the majority of the quorum, may remove any officer (President, Vice President, or other office created by the District Board) of the District Board from his or her office whenever in its judgment the best interests of the District will be served.

Section 2.4 District Board Compensation. District Board members shall not receive the compensation authorized under Chapter 35.61.150 RCW.

**ARTICLE III**  
**MEETINGS**

Section 3.1 Regular District Board Meetings Regular meetings may be scheduled by the District Board by resolution. At any regular meeting of the District Board, any business may be transacted and the District Board may exercise all of its powers.

Section 3.2 Special District Board Meetings. Special meetings of the District Board may be held at any place and at any time whenever called by the President or by a majority of the members of the District Board.

Section 3.3 Notice of District Board Meetings. Notice of meetings shall be given in a manner consistent with the Open Public Meetings Act, RCW Chapter 42.30.

Section 3.4 Procedures. Where consistent with State law, the procedures of the City of Seattle City Council will govern the procedures of the District Board. However, despite any apparent conflict with City Council rules, a Park District Resolution may be introduced and acted upon during the same meeting of the District Board. Failure to follow procedural rules will not in itself constitute sufficient grounds for invalidating any District Board action. The District Board will comply with City contracting, labor relations, minimum and prevailing wage, open public meetings, public records, ethics, and nondiscrimination requirements.

Section 3.5 Public Comment. Opportunity for public comment at District Board meetings shall be required when the District Board considers adoption of its budget for service or imposition of any tax, charge or fee. The District Board from time to time may, in its sole discretion, permit public comment regarding additional topics.

Section 3.6 Public Hearings. A public hearing will be held: (1) to dissolve the district as provided in RCW 35.61.310); (2) when required by law; or (3) as desired by the District Board.

Section 3.7 Proxies Prohibited. Votes may be cast at District Board meetings only by members of the District Board in attendance at the meeting either in person, by telephone or by electronic means. Voting by proxy is prohibited.

#### **ARTICLE IV** **AMENDMENTS TO BYLAWS**

Section 4.1 Proposals to Amend Bylaws. Any District Board member may introduce a proposed amendment to the Bylaws (which may consist of new Bylaws) at any regular meeting, or at any special meeting for which 30-day advance notice has been given.

Section 4.2 District Board Consideration of Proposed Amendments. If notice of a proposed amendment to the Bylaws, and information including the text of the proposed amendment and a statement of its purpose and effect, is provided to members of the District Board 15 days prior to any regular District Board meeting or any special meeting for which 30- day advance notice has been given, then the District Board may vote on the proposed amendment at the same meeting as the one at which the amendment is introduced. If such notice and information is not so provided, the District Board may not vote on the proposed amendment until the next meeting for which 30-day advance notice has been given and at least 15 days prior to that meeting the text of the proposed amendment and a statement of its purpose and effect is provided to District Board members. Changes to the proposed amendment that are within the scope of the original amendment will be permitted at the meeting at which the vote is taken.

Section 4.3 District Board Approval of Amendments to Bylaws. Resolutions of the District approving amendments to the Bylaws by affirmative vote of a majority of the District Board may be implemented at such time as selected by the District in the Resolution without further action. Copies of the all amendments to the Bylaws shall be filed with City of Seattle City Clerk as public records.

#### **ARTICLE V** **ADMINISTRATIVE PROVISIONS**

Section 5.1 Books and Records. The District shall keep current and complete books and records of account and shall keep minutes of the proceedings of its District Board and its committees. With the Agreement of the City of Seattle, the District's public notices, minutes of proceedings, annual budget, annual reports, and other published documents authored by or for

the District shall be filed with the Seattle City Clerk at the time that they are publicly distributed. The District shall work with the City Records Management Program to ensure that all District records, regardless of physical format or characteristic, are managed according to State law and City of Seattle policy and law.

Section 5.2 Fiscal Year. The Fiscal Year of the District shall begin January 1 and end December 31 of each year, except the first fiscal year which shall begin on August 19, 2014 and end on December 31, 2014.

**ARTICLE VI**  
**BUDGET**

Section 6.1 The annual budget shall be adopted each year by resolution.

**ARTICLE VII**  
**APPROVAL OF BYLAWS**

**Approved and adopted by the Seattle Park District Board on**

**September 6, 2022**

**By:** \_\_\_\_\_

**President**