

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: **Tukwila Pool MPD Board President**

FROM: David Puki, Tukwila Pool Advisory Committee Chairman

DATE: September 9, 2013

SUBJECT: **TPAC Committee Chair's Report**

ISSUE

Summary of the September meeting held at TCC and special meeting at Friendz

FINANCIAL IMPACT

N/A

BACKGROUND

Meeting dates September 04, 2013 and September 07, 2013

DISCUSSION

- 1) Discussion continued on safety and hygiene issues from the previous month's meeting. There were no updates provided by staff. Commissioner Ekberg suggested creating a punch list. Commissioner Quinn offered to communicate with pool staff and update the committee. It was brought to my attention Friday the 6th we would need to vote on a motion in order to make recommendation to the Board for action. A special meeting was held Saturday the 7th and motion was made and passed unanimously with 4 of 5 members present to make recommendation to the MPD Board. **(See Recommendation Section)**
- 2) The staff presentation for 2014 Aquatics Programming and fees was reviewed and discussed. It was noted that no fee increases were included for 2014, only a 1% increase for usage and 2% tax revenue increase. The presentation showed that the Pool on average is 11% to 30% less cost than other pools in the surrounding area. A 2% fees increase was discussed at the meeting and agreed to. Additional discussion via email followed our regular meeting. A special meeting was held Saturday the 7th and motion was made and passed unanimously with 4 of 5 members present to make recommendation to the MPD Board. **(See Recommendation Section)**
- 3) Discussion has gotten underway on forming Key Partnerships with other area Pools per TPAC/MPD adopted best practices. Members reviewed lists of Public and Community operated Pools in the Seattle area. Commissioner Quinn suggested all members review both lists and compile a list attributes for each pool to discuss at our next meeting.

- 4) Marketing and advertising brought discussion on how to get local businesses involved. Tracking of our current scholarship program to show its success could encourage business participation as well as prepare future funding needs. Business sponsored swim events, concessions and swag were also mentioned as possibilities. A list of questions for staff regarding the scholarship program will be generated to evaluate program success and future funding need.
- 5) The 1st review of customer feedback was conducted. 14 comments were submitted. 1 requested a response regarding beverages at the Pool. Vanessa will respond to that request. TPAC members agreed all other comments were staff issues.

RECOMMENDATIONS

- 1) TPAC recommends that the MPD Commissioners direct the 3rd Party Operator to address a workable list of safety and hygiene issues provided below to correct or minimize possible serious injury potential and protect pool users.
 - A) Wet children standing alone on wet benches to dry off and put their clothes on.
 - B) Separate spectators from pool users to minimize deck/pool contamination.
 - C) Slick locker room floors especially when contaminated with body powders.
 - D) Men's ADA shower seat is broken and not usable by those in a wheelchair.
 - E) Periodic walk thru's by staff with sign-off sheet to improve locker room safety.
 - F) Exterior side entry door is being blocked open.
- 2) TPAC recommends the MPD Commissioners direct the 3rd Party Operator to provide a fee increase proposal that would generate 2% additional revenue in the categories of Programs and Rentals in 2014 to help defray rising costs. It is TPAC's intent in this request that the 3rd Party Operator suggest targeted increases and resident fees minimally, if at all be impacted.

Tukwila Metropolitan Park District Tukwila Pool Advisory Committee

TO: Citizens Pool Advisory Committee
FROM: David Puki - Chair
DATE: 7/30/2013
SUBJECT: Tukwila Pool Advisory Committee Meeting

If you are unable to attend, please notify David at 206-248-7973

AGENDA

WED., Aug. 7th, 2013

7:00 AM

Meeting Location: TCC

Call to Order

Approval of Minutes – July 8th, 2013

Business Items:

- 1) 10 min. - Follow-up status report on suggestion box implementation.
- 2) 20 min. - 2014 programming presentation. TPAC to review for Oct. Board recommendation.
- 3) 20 min. - Discussion on forming a partnership with other Municipal Pools, MPD's and Pool Advisory's.
- 4) 20 min. - Discussion of Pool Health, Safety and Hygiene concerns.
- 5) 20 min. - Discussion of Resolution 8, Board mandated direction and TPAC best practices recommendations.
- 6) Pend. - Chair report of TPAC candidate interviews and Board selection process timeline.
- 7) Pend. - Customer comments from suggestion box.

Other

Next Meeting: September 4th, 2013

Adjournment

Tukwila Pool Advisory Committee

Tukwila Community Center Meeting Room "B"

Minutes

August 7, 2013

FINAL

Call to Order: 7:05 Dave Puki

Attendance: Verna Seal, Kay Mulliner, Rick Still, Dave Puki, Vanessa Zaputil, Jeri Frangello-Anderson, Kim McCoy.

Approval of July 8, 2013 minutes, Vanessa made motion to accept the July 8, 2013 minutes with no corrections and Dave Puki seconded.

Business Items:

1. Follow-up status report on suggestion box implementation: Vanessa provided a status and timeline of events and communications over the last couple of months including TPAC's approved proposal to the board. Vanessa presented her frustration as a volunteer with TPAC with staff disrespecting TPAC's practices and how badly she was treated trying to get the suggestion box installed at the Tukwila Pool. Verna suggested that this procedure needs to go back to the board to assure that this is what the board wants and if this is fact then the board will give direction to the staff. Comments by TPAC members indicated that Commissioner De'Sean Quinn was very involved in the conversations regarding TPAC monitoring the suggestion box and working with staff to set up a mutual agreed time to jointly go through the suggestions provided. Rick noted that he had 2 keys and that 1 key was placed in the safe just in case the keys were misplaced. Further discussion regarding the understanding from the board was that TPAC would work with staff and coordinate timing for reviewing comments. Rick indicated to Verna that this didn't need to go back to the board since the understanding was agreed upon that TPAC would hold the keys and coordinate with staff for reviewing the suggestions cards per the approved procedure.
2. 2014 Programming Presentation – TPAC to review for October Board Recommendation
Rick indicated that there was no information at this time and that it would be presented to the board for review at the next meeting. There was some confusion since it had been proposed by staff in a memo at the June MPD meeting that the presentation would be given to TPAC for their recommendations to the board. Rick apologized for not having this information available.

3. Discussion on forming a partnership with other Municipal Pools, MPD's and Pool Advisory's: Dave shared the Best Practices Report, item 3 Developing Key Partnerships. Dave asked for TPAC for ideas on how to go about this and to compile a list of pools, MPD's and Advisory groups that we wish to form a partnership with. Verna indicated that the consultant has started their work on suggestions for the pool. Dave Suggested to look at pools with the same geographics as Tukwila and local pools in the area, for example, Kent and Renton and even Des Moines. Dave suggested to look at the seasonal pools and the programs that are being offered. It was also suggested to contact the Seattle SW Advisory Council, Verna indicated that we should also check with Amy on these other groups as she may have the contacts that are needed. Vanessa compiled a list of just King County Pools as a start for contacting and exploring partnerships and to help even explore additional fund raising programs for the Tukwila Pool. Verna indicated that the MPD Scholarship has been a huge success.
4. Pool Health, Safety and Hygiene: Dave made note that the lobby area looked pretty clean. Verna made mention that her daughter who works at the pool indicated that they have a lot of duties that must be performed. Kay indicated that there is a safety concern when they run the floor cleaner during business hours. She also noted that at 1:05 when the pool closes to clean the staff is hustling around with mops to clean. There has been some concern recently with some safety issues at the pool. Suggestion was made that maybe a posting of what is acceptable and common courtesy to patrons in the locker rooms. It was noted that this could improve the customer experience. Suggestion was made to maybe have more staff presence, periodic walk through of the area and staff signature check stations in the restrooms similar to restaurants, hotels, etc. Vanessa also noted that she has received some comments about the side door being left open. Kay made mention that other pools have a roped area that will not allow patrons to enter the pool deck, this might be a good option to help with safety and to avoid people entering the pool deck. Vanessa also suggested that maybe a sign inside and outside indicating this is an emergency entrance only.
5. Discussion of Resolution 8, Board mandated direction and TPAC best practices recommendations: TPAC had asked for direction back at the May meeting, still waiting for direction. Dave read the purpose from resolution 8 what the purpose of the TPAC committee will be, Section 7, #1, #2, #3, #4, #5 and #6. Dave suggested that we think about this purpose and what we want to achieve. Verna talked about getting local businesses involved for sponsorships and the local business will get advertisement. Dave indicated that for sponsors to be able to sponsor, we would need to come up with a policy and procedure for what criteria would be required.
6. Chair Report of TPAC candidate interviews and board selection process timeline: Dave indicated that there were 3 candidates that applied and they have interviewed 2 and the 2 are present at this meeting. Verna indicated that the 3rd candidate is very busy and Verna will contact directly to see what his availability will be. The next MPD meeting August 19, 2013, Board will appoint the 2 members Kay and Kim to TPAC and Verna's hope would be that the 3rd candidate would be

an alternate. Dave also noted that the TPAC folder hasn't been updated since May. Verna indicated that she will check into this. Dave noted that even though TPAC doesn't have to abide by OPMA it is important that TPAC still have public visibility.

Miscellaneous: Vanessa asked about the slide to Rick on when it will be open, Rick had no additional information to report.

Vanessa made motion to adjourn and Dave seconded.

Next Meeting: September 4th, 2013