

**Tukwila Metropolitan Park District  
Tukwila Pool Advisory Committee**

TO: Citizens Pool Advisory Committee  
FROM: Bryan Nelson - Chair  
DATE: 1/2/13  
SUBJECT: Tukwila Pool Advisory Committee Meeting

---

If you are unable to attend, please notify Bryan at 206-931-1579

**AGENDA**

January 9th, 2013

7:00 AM

Meeting Location: Tukwila Community Center

**Call to Order**

**Approval of Minutes – December 5, 2012**

**Business Items:**

- 1) 5 min: Update on OPMA Training, Process for noticing meetings
- 2) 20 min: CIP Completion, Grand Opening Marketing updates (tagline/logo)
- 3) 45 min: Scholarship program: Goal is to be ready for opening on 2/4, so need to finalize a proposal at our meeting for the next MPD meeting in order to be implemented for opening. Please review discussion in minutes from last meeting around current process and options/questions for new program.
- 4) 20 min: Review MPD Long Term and TPAC Work Plan

**Committee Reports**

**Citizen Comments**

**Staff Report**

**Other**

**Next Meeting: February 13, 2013**

**Adjournment**



TUKWILA METROPOLITAN PARK DISTRICT  
Tukwila Pool Advisory Committee

MINUTES, Approved January 9, 2013  
Tukwila Community Center  
Wednesday, December 5, 2012 7:00 AM

**Attendance**

Committee: Bryan Nelson, Jeri Frangello-Anderson, David Puki, Vida Verdier, Vanessa Zaputil - via telephone

Staff: Amy Kindell, Rick Still

Board Member: De'Sean Quinn

**Call to Order:** Bryan Nelson called the meeting to order at 7:03 AM.

**Approval of Minutes:** Committee Members reviewed the minutes from the November 7 & 10, 2012 meetings and made amendments to the November 7, 2012 minutes.

Committee member David Puki inquired as to the need for entry and exit times to be recorded in the minutes. Board Member Quinn shared the practice is standard and allows readers to know who participated in a conversation or decision making process. Vida Verdier also explained that the practice is outlined in Robert's Rules of Order.

Vida Verdier made a motion to approve the minutes as amended. Jeri Frangello-Anderson seconded the motion. The motion carried 5-0.

**Business Items**

1. Schedule for 2013 TPAC Meetings: De'Sean will most likely be the MPD commissioner joining us next year, so let's work with his schedule. –  
The committee discussed with Board Member Quinn meeting dates and times for 2013. Board Member Quinn expressed that he would have challenged with an 8:30 AM end time. The committee planned to continue to meet at 7 am at the Tukwila Community Center two Wednesdays before the next Board Meeting.
2. Discussion on electing a TPAC Secretary for taking, managing meeting minutes, etc. –  
Vanessa Zaputil made a motion to elect Jeri Frangello-Anderson to the position of TPAC secretary to take effect January 9, 2013. David Puki seconded the motion. The motion carried 5-0.
3. Rick/Amy: Update on Construction, Marketing, OPMA Training. –  
Rick Still shared with the committee that the project is going well. The timing of trades, in order to complete the project in a timely fashion, is ongoing. He also shared that work will begin on the projects contracted to the City, both the Roof and front access way, will begin next week.

Amy Kindell shared with the committee that the Facebook page for the Pool will be going live with the next Pool Newsletter set to be sent out the coming Friday. She also shared that the Pool will be offering a Lifeguard Training Course over the December break to train potential

## TUKWILA METROPOLITAN PARK DISTRICT Tukwila Pool Advisory Committee

new staff members. Information about the course has been disseminated throughout the community. The course is expected to fill.

Committee members inquired how many staff has been lost as a result of the closure. Amy Kindell responded that staffing levels are greatly reduced. She explained that daytime staff has been lost at nearly 100%, and evening staff have been lost by roughly half. The lifeguard class is part of the effort to recruit new staff.

Bryan Nelson brought up the volunteer painting parties and inquired if more work needed to be done. Vanessa Zaputil stated that the locker rooms were complete and no more volunteer work was needed. David Puki shared that Ace Hardware on International Blvd. was very generous in allowing TPAC to purchase painters tape at a reduced rate and were excited to do so as the request came from Board Member Kruller, who volunteered at the painting parties. The committee discussed the logistics of sending thank you notes to volunteers who participated in the painting parties. Rick Still told the committee that staff will draft and send a thank you note to volunteers. *January 9, 2013 Note: Vanessa Zaputil requested minutes state STP (Sustain the Tukwila Pool) organized the painting party. Staff clarified that it was TPAC's idea to host a Painting Party, the idea arose at a TPAC meeting, ( when the capital project list was being determined) and it is staff's understanding that TPAC took the lead on the party as staff coordinated with a TPAC member.*

Rick Still responded to questions regarding OPMA training that details are still forthcoming and he would share them when dates and times have been finalized.

4. Clarification points for May proposed rate changes for Board. These should be captured in the minutes, but from Vanessa's brain/database: talked to seniors/participants, Kay attended our meetings and relayed no objections, Malcolm indicated that he felt there was not much resistance to increased rates, can help with funding scholarship program – Committee members discussed their opinions and justification surrounding their recommendation to the Board to increase prices in May 2013. Committee members cited reasons such as the ability to market the existing rates at the re-opening, their comfort with their recommendation based on discussions with community members, as well as the existence of the scholarship program.

There was consensus among the committee that they would like to see an increase in rates as close to the re-opening as feasible.

8:05 AM Rick Still exited the meeting.

5. Review/Update Long Term Agenda for TPAC. Need to add scholarship program.- Committee Members discussed the long term agenda and items they wish to work on during 2013, including tabled items from 2012, Gap Analysis, Community Outreach, and the Scholarship Program.

8:16 AM De'Sean Quinn exited the meeting.

## TUKWILA METROPOLITAN PARK DISTRICT Tukwila Pool Advisory Committee

The committee requested staff provide them with a copy of the current scholarship program application and criteria for qualifying for scholarships at the Pool. The committee also requested an update from the Marketing Team regarding the grand re-opening.

**Citizen Comments:** None

**Staff Reports:**

**Other:**

**Adjournment:** Vida Verdier made a motion to adjourn the meeting. Jeri Frangelo-Anderson seconded the motion. The meeting was adjourned at 8:32 AM.

**Next Meeting:** Wednesday, January 9, 2012 7:00 AM, Tukwila Community Center

Minutes by ANK



# INFORMATIONAL MEMORANDUM

## Tukwila Metropolitan Park District

TO: **Tukwila Pool MPD Board President**

FROM: Bryan Nelson, Tukwila Pool Advisory Committee Chairman

DATE: January 16, 2013

SUBJECT: **January TPAC Chairman's Report**

---

### **ISSUE**

High level summary of Jan TPAC Meeting and Next Steps

### **FINANCIAL IMPACT**

N/A

### **BACKGROUND**

1/7 TPAC meeting

### **DISCUSSION**

At the 1/7 TPAC meeting:

- 1) Reviewed and discussed progress from the marketing committee as well as additional ideas around the logo, tagline, grand opening campaign, future promotions, etc. for the marketing committee to consider and present for the next TPAC meeting in Feb. Goal is to present recommendations to the MPD Board for the Feb MPD meeting (and further review/revisions at MPD Retreat).
- 2) Discussed the current scholarship program in place at the pool (as well as Hero program for Parks and Rec). Gathered several additional questions on how these are currently implemented (specifically selection criteria on income, coordination with School District, since majority of students would probably qualify for scholarship if already approved for free/reduced lunch, have access to students and better equipped to overcome language and paperwork/application barriers with parents, possibly streamlining Pool process and combining with Hero program, etc.

We will continue discussion at Feb TPAC Meeting with the additional information with goal of providing preliminary recommendation to MPD for the Feb MPD Meeting.

- 3) Future Agenda items (Feb) in addition to mentioned above include:
  - a. Review and provide feedback on STP's pool comparison
  - b. Review and provide suggestions on MPD Retreat Agenda