

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

TO: Citizens Pool Advisory Committee
FROM: Bryan Nelson - Chair
DATE: 1/31/13
SUBJECT: Tukwila Pool Advisory Committee Meeting

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

AGENDA

February 6th, 2013

7:00 AM

Meeting Location: Tukwila Community Center

Call to Order

Approval of Minutes – January 9, 2012

Business Items:

- 1) 5 min: Update on OPMA Training, Process for noticing meetings
- 2) 10 min: CIP Completion, 3/4/13 Soft Opening Update
- 3) 30 min: Marketing updates
 - a) Grand Opening
 - b) logo
 - c) tagline
- 4) 30 min: Scholarship program: Review answers to questions Stephanie is following up on and provide information preliminary recommendation to MPD for the Feb MPD Meeting.
- 5) 5 min: Incorporate STP Pool Comparison into TPAC Work Plan
- 6) 5 min: Suggested items for MPD Board Retreat (if time allows, otherwise discuss at next TPAC meeting)

Committee Reports

Citizen Comments

Staff Report

Other

Next Meeting: March 6, 2013

Adjournment

TUKWILA METROPOLITAN PARK DISTRICT
Tukwila Pool Advisory Committee
MINUTES
Tukwila Community Center, Meeting Room B
February 6, 2013

ATTENDANCE

Committee: Bryan Nelson, Vanessa Zaputil (remote via phone), Jeri Frangello-Anderson, Dave Puki and Vida Verdier

Staff: Rick Still, Stephanie Gardner, Amy Kindell and Dave Johnson (Recreation Superintendant)

CALL TO ORDER: 7:05 am

Agenda was changed to move items 1 and 2 ahead of Minutes approval, due to Rick needing to leave the meeting.

Business Items:

- 1) ***OPMA update*** – Rick Still, had been out of town and had no update.
- 2) ***CIP Completion Update*** – Rick Still reported everything still on schedule, there is now water in the pool, floor and locker rooms look great. Balancing system in place with Robert receiving alert notices of any changes. Roofing is still on schedule to start in May. Items still needed to be completed are Baffles and lighting.

7:10 Rick Still exited meeting.

APPROVAL OF MINUTES: Committee and staff members reviewed the minutes from January 9, 2013 meeting and made amendments as follows:

Staff Member Stephanie Gardner noted the following changes to:

Business Item # 2, paragraph 2 last line to read “the new brochure will come out in April”

Business Item #2, paragraph 3 last line to read “sent to 885 people including pool users”

Business Item #3, paragraph 1, third line to reflect that Stephanie will get with Dave, who heads up the current program for answers and will email TPAC with answers for review.

Bryan Nelson noted the following change to

Business Item #3, first paragraph to read “ their current program, to help overcome language barriers and the possibility to be able to access financial information used for the current reduced lunch program eliminating duplication.”

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Bryan Nelson noted the following date change for the next TPAC meeting to be February 6, 2013.

Vida Verdier made motion to accept minutes as amended and Dave Puki seconded.

Business Item #3 - Scholarship Program

Stephanie Gardner apologized for not getting back to the committee members with all the answers to the questions from the January 9th meeting. Stephanie Gardner handed out a rough notes page she drafted to cover all the questions from the previous meeting . Dave Johnson was able to provide additional information and answer the questions that were presented by Stephanie on behalf of the committee. Dave touched on how the scholarship program uses the HUD guidelines for qualification. 1) Address verification, living in the city of Tukwila, 2) Income verification, last 2 years W-2's, 3) Attending school within the Tukwila School District. Summer Camp programs are the most popular at this time and the Basketball program is also one of the more program in demand. Bryan Nelson made mention about the possibility of updating the paper work that the Schools are currently using to maybe incorporate a check box to include the option to apply for other program scholarships if available. Dave Johnson also talked about encouraging support for the scholarship program and being able to get the word out. Amy Kindall has been in conversation with staff about streamlining the communication.

Amy Kindell indicated that currently the Tukwila Pool offers 50% funding, if that isn't sufficient than 100% can be funded.

TPAC members also asked about how best to award the \$5000 scholarship funds, seasonal seems to be the best option, ¼ Winter, ¼ Fall and ½ Spring/Summer. Tracking scholarship money and past use was also information that would be helpful for how to know what works best. Stephanie Gardner indicated that it might be a good idea for a sub-committee to be formed around the Scholarship program to better address all the questions and issues at hand.

Vida Verdier suggested the possibility of advertising banners to help business help raise money for scholarships.

Vanessa Zaputil shared the website information for the William Shore MPD scholarship application and how user friendly this application is and seems to be less intimidating to the applicant. Stephanie said that staff would draft a policy with guidelines for implementing of the scholarship program and send to TPAC for review, . The policy will then be presented at the March 6th TPAC meeting which will then be reviewed and TPAC will make a recommendation to the board for approval.

If everybody is in agreement with the draft the policy will then be sent to the MPD Attorney to review.

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Business Item #4 – Marketing Update: Jeri Frangello-Anderson presented what was discussed regarding the Grand Opening schedule for the April 20th Grand Opening in coordination with April Pools Day. The ribbon cutting is tentatively scheduled for 10:00 am – 10:30am, after the ribbon cutting the plan is to have tours available, demonstrations in 15 minute increments by the Synchro Swim Team, Dive Team and a life jacket fashion show. There will be display boards along one side showing before and after pictures of the pool. April Pools Day will run from 1 – 5, still working on all the details for how many people in the pool and how to monitor. The Marketing Committee also talked about TPAC taking on the responsibility of raising extra scholarship funds by possibly hosting a “Dunk your Commissioner” raffle or even the possibility of the Commissioners maybe challenging each other to raise the most without being dunked or possibly even a possible dollar match by commissioners. Vanessa Zaputil and Bryan Nelson also mentioned about advertising again for April Pools day and the grand re-opening in the back pack express.

MPD Logo and tagline are still working, Amy Kindell presented one word responses received from participants in the recent newsletter survey asking participants if they only had one word to describe the Tukwila Pool it would be: Amy was very excited by the responses. Some of the responses provided were Great, Kind, Community Friendly, Local and a Perfect way to start your day. Marketing Committee will meet prior to the March 6th TPAC meeting and present 3 tagline ideas for review and recommendation to present to the MPD board.

Business Item #5: Bryan Nelson talked briefly about the MPD asking for recommendation from TPAC on the Pool Comparison presented to the commissioners by STP. The Pool Comparison was moved to the March 6th 2012 TPAC meeting to allow for additional time to process through and prepare our proposal.

Next TPAC Meeting March 6, 2013

Adjournment: Dave Puki made a motion to adjourn the meeting and Vida Verdier seconded the motion and the meeting was adjourned at 8:30am