

## INFORMATIONAL MEMORANDUM

### Tukwila Pool Metropolitan Park District

**TO:** Tukwila Pool MPD Board President

**FROM:** David Puki, Tukwila Pool Advisory Committee Chair

**DATE:** April 13, 2014

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

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#### **ISSUE**

Summary of the April meeting held at TCC

#### **FINANCIAL IMPACT**

N/A

#### **BACKGROUND**

Meeting date April 05, 2014

#### **DISCUSSION**

- 1) The committee reviewed student participation and additional committee members as directed by the Board during the February MPD meeting. Please see the April meeting minutes when submitted for discussion details. A revised (2) option recommendation was approved and is provided below.
- 2) Business items 2 and 3 of the TPAC agenda were combined to have a discussion about how to combine pool events around other community special events such as Touch a Truck or Night Out. Discussion on holding a BBQ/Swim Party either before or following other community events as a fund raiser might be an opportunity. Private community pools seem to use this approach for their memberships with good success. The committee will follow-up on this concept at future meetings.
- 3) Our ED update revealed that previous TPAC recommendations were going to be discussed at the next EDC meeting. Variations to scholarship approvals for transparency would be discussed. Jennafer also informed us that there was no formal sponsorship policy and one will need to be created. She updated us on the TPAC web page and said it would be some time before it would be available. Other decisions regarding the Pools website must be made first.
- 4) It was noted at the end of our meeting that next month we will have election of Committee officers for the next year.

#### **TPAC RECOMMENDATIONS**

TPAC recommends the following choices for committee expansion;

- 1<sup>st</sup> Choice: TPAC's original recommendation - 5 regular voting members, up to 4 non-voting student representatives. (Preferred)
- 2<sup>nd</sup> Choice: TPAC recommends this committee be expanded to include 6 regular voting members. In addition, TPAC recommends up to 2 voting student representatives be included in the expansion of committee members.



Tukwila Pool Advisory Committee

March 1, 2014

Minutes

Tukwila Community Center

Call to Order: 8:03 am

ATTENDANCE:

TPAC MEMBERS: Jeri Frangello-Anderson, Vanessa Zaputil, Dave Puki, Kim McCoy, Kay Mulliner

TP MPD CLERK: Kate Kruller

EXECUTIVE DIRECTOR: Jennafer Price Cargill

TP MPD COMMISSIONERS: Allan Ekberg, Verna Seal

GUESTS: Ellen Gengler, Diane Myers, Christine Neuffer

APPROVAL OF FEBRUARY 1, 2014 MINUTES: Kim made motion to accept minutes as presented, Vanessa seconded. Unanimous Vote

Business Item 1: Review and discussion of Scholarship data received.

Dave handed out scholarship data that was provided at the November 2013 TP MPD Meeting. Dave indicated that this scholarship data was never formally received by TPAC, but was included in the TP MPD November packet by Rick Still. This data is to help with the success of the program and what anticipated usage will be in the future. Current budget allows \$10,000 for scholarships. The information that was provided showed the number of scholarships awarded, number of visits covered by scholarship, number of individuals, number of returning participants, number of Camp Tukwilly recipients, percent of returning participants and value of scholarship and number of 3<sup>rd</sup> grade swim lesson vouchers redeemed through October 2013. Vanessa provided a pie/bar chart to determine how many people are getting lessons, 25 students received 1 session and 20 received 2 sessions. Based on the data provided it appears that the \$10,000.00 budget seems to be adequate for the year. Vanessa asked the question if the policy needed to be changed from the current 25/50/25 to upping the summer amount to accommodate the summer lessons and lesson the winter and spring percentages. Discussion of student progression to the next level, who makes the decision regarding students needing to repeat, how many students need to repeat? Is additional funding required to accommodate if students are repeating. Is fund raising needed to accommodate?

Vanessa asked the question regarding the 3<sup>rd</sup> grade swim lesson voucher program and where this funding is coming from, is this included in the Scholarship funding? For transparency, tracking of the 3<sup>rd</sup>

grade vouchers would be helpful data and should this program be tracked separately. The 3<sup>rd</sup> grade vouchers are given to all 3<sup>rd</sup> grade students in the Tukwila School District for one set of lessons. This does not include Tukwila residents that have kids going to other school districts like Highline and home schools. Vanessa indicated that tracking and attendance of the classes would be helpful information for use of public dollars and transparency.

Vanessa made a motion to recommend that the Executive Director to sign off on every approved Scholarship application as well as every session awarded. Jeri seconded. Unanimous vote.

#### Business Item 2: Pool Cover Usage

Staff indicated at the TP MPD Meeting that as of Monday February 24<sup>th</sup> the pool cover is being used daily. Kim wanted to send thanks to staff on behalf of TPAC for implementing the pool cover.

#### Business Item 3: Marketing discussion on Tukwila Business involvement and sponsorship.

Jeri indicated that she had a brief meeting with Amy regarding how best to approach local Tukwila Businesses with sponsorship and to also get their employees involved in the pool. Jeri indicated that since every member has a different relationship with businesses and citizens, if they could provide a list of 10 – 20 businesses in Tukwila that they feel would be a good target for possible sponsorship. Jeri asked if she could get this list before March 19<sup>th</sup> which is the next Marketing Meeting. Business sponsorship could help with additional funding for the pool. Discussion was brought up about businesses being able to donate and possibly incentive to receive a tax benefit. Dave indicated some other pools have used business sponsorship with banners and kick board advertising. Vanessa indicated that this should be a policy that the TP MPD should put into play regarding sponsorship, advertising and revenue opportunities and set procedure guidelines.

Vanessa made a motion to recommend the TMPD create a policy for donor/ sponsorship opportunities, Jeri seconded. Unanimous vote.

Jeri also did indicate that she had mentioned to Amy about eblast for marketing, and Amy indicated that is wasn't very successful.

#### Business Item #4: Executive Director Update

Website: Jennafer asked if TPAC would like to have a page, all were in agreement with yes. Jennafer is currently working on updating the website to include the TP MPD and TPAC information. Vanessa indicated that the Snohomish Aquatic Center is an awesome site to try to copy.

TPAC Student/Member increase: Jennafer indicated that at the TP MPD Meeting on Wednesday the Commissioners had asked for resolution #8 to be taken back to TPAC for their recommendation. The TP MPD would like to see 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice of recommendations for how many regular and student

positions. Kim indicated that 6 of the 7 commissioners indicated that they liked the idea of a student voting privileges. TPAC to put on future agenda to discuss and come up with recommendation as directed.

Jennafer indicated that posting staff photos at the pool is an ongoing discussion with staff, they are working on what the best solutions is and what the best need will be. Ellen gave accolades to Jennafer for taking over the task of the CityClerk at the TP MPD meeting which cuts down on staff time to the TP MPD. Kim also thanked Jennafer for her report on the K & J Design recommendations. Allan also added that the TP MPD board is happy about the fact that Jennafer is to be involved with the Marketing and will be continuing to work with the operator regarding thoughts on full time management coverage.

Jeri made motion to adjourn, Vanessa seconded.

Next TPAC meeting April 5, 2014, 8:00 am