

AQUATIC BOARD
Thursday, August 6, 2015
Dimond Park Aquatic Center - Event Rooms – 3:00 p.m.
MINUTES

- A. Call to Order at 3:03 p.m.** by acting Chair, Max Mertz.
- B. Members present:** Beth Weldon, Tom Rutecki, Greg Williams, Ritchie Dorrier, Pat Watt, Joe Parrish (Telephone)
Member absent: None
Staff present: Kirk Duncan - P&R Director, Julie Jackson - Aquatics Manager, Daniel Chase – DPAC Pool Supervisor, Anna Bumgarner – United Pools Consultant
Guest Present: Loren Jones, CBJ Assembly Member
- C. Agenda Changes** – none.
- D. Approval of Minutes** – Wednesday, July 22, 2015; T. Rutecki recommends to amend minutes: Anywhere reads “G. Smith,” should read “G. Williams.” **Motion to approve minutes with amendments by R. Dorrier; no objections. Minutes of July 22, 2015 are approved with amendments.**
- E. Public Participation on Non-Agenda Items** – None.
- F. Committee Work/Director’s Report – Kirk Duncan**
- **Finance Committee Discussion** - K. Duncan elaborated on provided revenue and expense documents – also projected onto screen. L. Jones provided historical information. Discussion.
Committee specific questions/projects:
 - Overall analysis of revenue and expenses. Determine if there are items which may need further examination (e.g. personnel costs, energy management, etc.).
 - Obtain other expenses such as building maintenance, indirect costs, and in-kind.
 - Determine whether and how to include building maintenance, indirect costs, etc. in cost recovery.
 - Compare cost recover to similar models in other communities.
 - Identify best practices on free structure, develop policies (similar to Boise).
 - Determine best accounting structure for Aquatics – should there be a separate fund?
 - **Next Finance Committee Meeting scheduled for 4pm on Thursday, August 13, 2015 at Dimond Park Aquatic Center**
 - **Marketing Committee Discussion.**
Committee specific questions/projects:
 - Assist in developing and implementing new fee structure. Action items include:
 - Identify “sellable products”
 - Examine data of current and past users
 - Determine how to “grandfather” in current pass holders and others who have paid into the future.
 - Determine when and how to roll out/market new fees.

- Establish guidelines for corporate participation
 - Cooperative agreement with Alaska Club and/or Pavitt's
 - Wellness programs for employees and families
 - Possible recruitment activities for corporate participation
 - When guidelines are drafted, include CBJ Law Department
- Assist in establishing guidelines for renting of facilities after hours: fees, staffing, minimum advance notice.
- Determine a liaison with school district.
- **Next Marketing Committee Meeting to be determined. Committee Lead (G. Williams) will coordinate with committee members to determine next meeting date – Anticipated for the beginning of September.**
- **Operations Committee Discussion.**
Committee specific questions/projects:
 - Assist in developing strategies for staffing. Issues include: full-time, part-time, <15 hours/week; overall staffing (recruitment, training, retention)
 - Assist in identifying user groups, numbers, programs, schedule, including schools, GSC, lessons.
 - Examine energy management at DPAC – including heat recovery system and electric bills (look at electric projections from construction phase)
 - Another diving board at DPAC
 - Scoreboard at DPAC
 - AB Maintenance and improvements identified on page 5 of Executive Summary in report; identify schedule for completion and source of funding.
- **Next Operations Committee Meeting scheduled for 4pm on Monday, August 17, 2015 at Dimond Park Aquatic Center.**

G. Board Comments –

B. Weldon asked clarifying question regarding FY11 & DPAC.

R. Dorrier confirmed upcoming Board Meeting Locations.

M. Mertz discussed the Board's role and relationship with staff; mentioned 1% in 2017 and the formation of a possible ad-hoc group. Next meeting on 8/18/15 changed from 4:30 to 5pm.

H. With no additional business before the board, M. Mertz adjourned at 4:55 p.m.

Proposed Next Board Meetings: 3rd Tuesday of Each Month:

8/18/15	Room 224	5pm
9/15/15	Chambers	
10/20/15	Room 224	
11/17/15	Chambers	
12/15/15	Chambers	
1/19/16	Chambers	

Minutes respectfully submitted by J. Jackson on 8/13/2015.