



## Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

### Aquatics Advisory Committee Meeting

Date: December 7, 2011

Time: 7:00 pm

Location: Dryland Training Center

#### In Attendance

Committee Members:

Jon Schieltz, Julia Kegg, Ginny Baynes, Kristina Britton, Kathy Johnson, Sheila McCarroll, Lorene Sjoblom

Staff:

Diana Waterstreet, Laurie Conlin, Sharron Patapoff, Sabrina Taylor-Schmitt, Heath Wright, Ross Van Sickle, Ann Mackiernan and Sharon Hoffmeister

#### I. Call to Order

Jon opened the meeting at 7:01 pm.

#### II. Special Presentation

Ann Mackiernan, Operations Analyst, presented information on the Comprehensive Plan update process. Ann opened the meeting by explaining the reason behind the update of the Comprehensive Plan at this time. Comp Plans are typically updated when anything significant happens. In the Park District's situation, two items of significance occurred, the new 2010 census and passage of the \$100 million 2008 Bond Measure. The update process will include a review of the existing goals and evaluate the accomplishments against the plan. This will not be a complete rewrite, just an update. As part of the process, the Park District will seek input from the Advisory Committees, CPOs and NACs.

The Comprehensive Plan will be the primary umbrella plan including demographics, goals and standards. A new component will be functional plans. These functional plans will be the action steps on how we accomplish the goals outlined in the Comprehensive Plan. The Comprehensive Plan will remain a static document, while the functional plans will be updated. The key to this process is that we will not get rid of any goals. They may be tweaked and we may add new goals.

Questions from the Committee members:

1. How do we gather information and get it to Ann? Ann stated the possibility of coming back to the Committee and updating them on the process and gather information.
2. How do we get involved with the Aging Facilities Study? Ann stated that the Aging Facilities Study is on hold until after the Comprehensive Plan update has been completed. A consultant did the prototype for the Aging Facilities Study with Garden Home Recreation Center. The remainder of the facilities will be evaluated in-house, based on the Garden Home Study.

#### III. Capital Work Session with Center Supervisors

The Committee members were provided a list of capital requests by the Center Supervisors (below). The Committee members were able to ask questions in an effort to prioritize the list for the January 4<sup>th</sup> Aquatics Advisory Committee meeting.

Pool	Item Description	Justification/Need	Cost of Capital Acquisition
HSC	Lane Line Reel	Replacing old reel, rusting.	\$1,900.00
HSC	Swimsuit Extractors (2)	New-due to success at BSC and AQ, nice amenity for patrons.	\$3,000.00
SSC	Portable Pool Lift	To meet new ADA requirement.	\$7,600.00
SSC	Transfer Platform-Wading Pool	To meet new ADA requirement.	\$1,800.00

Pool	Item Description	Justification/Need	Cost of Capital Acquisition
SSC	Permanent Shade Structure - Double Post HIP Shade Structure for Wading Pool deck	<ul style="list-style-type: none"> <li>• Sunset Swim Center has, in the past, purchased a collapsible shade canopy every summer at a cost of \$250.00 ea (3 out of the last 5 summers, staff had to purchase two because the canopy did not last through the summer). Cost to Center: \$2,000.</li> <li>• Permanent shade structure comes with a 10-year warranty for both steel posts and fabric for the shade itself.</li> </ul>	\$8,100.00
RSC	Portable Pool Lift	To meet new ADA requirement.	\$7,600.00
ASC	Lane Line	We have replaced two but still need three new ones.	\$1,300.00
ASC	Lane Line Reel	We currently do not own one and store in garbage cans.	\$1,900.00
BSC	Handicapped Lift	Required by the new Federal ADA law.	\$7,600.00
AQ	Portable Pool Lift	To meet new ADA requirement.	\$7,600.00
AQ	Aquatic Basketball Hoop	We no longer have one and have inquires about when we are replacing it.	\$1,000.00

#### IV. Approval of Minutes

Lorene moved to accept the minutes from the November 2<sup>nd</sup>, 2011 meeting. Julia seconded the motion. Committee members approved the minutes.

#### V. Financial Report

Current balance as of December 6, 2011 is \$29,785.87.

#### VI. Old Business

No old business was discussed.

#### VII. New Business

No new business was discussed.

#### VII. Other

Reports from Committee members and staff:

Kathy Johnson, Sunset Swim Center: Staffing is good until the closure (March 10-June 2). Lessons are full and private lessons are very popular on Fridays. Staff will be offering a Lifeguard Training class December 19-23. The class is full with 18 participants. Kathy also commented that the advertisement that was in *The Oregonian* looked nice and was eye-catching.

Ginny Baynes, Aquatic Center: Big swim meet this weekend (Paul Bergen Junior International Swim Meet, December 9-11). The next dive-in movie night is Friday, December 16<sup>th</sup> featuring *National Lampoon's Christmas Vacation* (PG version). There was also a dive meet the first weekend in December. The breezeway project continues through mid-December.

Kristina Britton, Conestoga Recreation & Aquatic Center: Anticipated completion of the expansion project is May 2012.

Julia Kegg, Harman Swim Center: Harman will be closed December 19-January 2. The projects include repair of the shower stalls in the family dressing rooms and installing floor drains in these rooms. Also, new lockers will be installed in the dressing rooms.

Jon Schieltz, Beaverton Swim Center: Pam's Party event was another great success this year. Those attending the party donated \$2,450, 338 pounds of canned food and a wide assortment of toys. Lessons are winding down for the season. Revenue is up and expenses are down at the point during the fiscal year.

**IX. Next Meeting will be held on** Wednesday, January 4<sup>th</sup> at the Dryland Training Classroom.

Jon moved to adjourn the meeting. Kathy seconded the motion.

Meeting adjourned at 8:30 pm.

Respectfully submitted,

Sharon Hoffmeister  
Recording Secretary