

**Tigard Tualatin Aquatic District
Board of Directors Meeting
Tuesday, March 19, 2024**

The March meeting was called to order at 6:35pm.

Those present: Kathy Stallkamp, Becky Herron, Alan McAvoy, Matt Farris, Nancy Kraushaar; Anthony Markey (Aquatic Director);

Guests present via Zoom: Andee Florey, Catherine Sklut (TTAD employee);

Approval of Minutes

The December and February minutes were reviewed. Matt motioned to approve the minutes with corrections, seconded by Becky and passed unanimously.

Oral communications (3 minutes per guest)

None

OLD BUSINESS

2022-23 Budget Review

LGIP-Large Maintenance: \$850,000.00

Local Gov't Investment Pool: \$1,426,553.74

Checking: \$107,644.30

Total Current Assets: \$2,384,198.04

- \$219,000 spent on pool resurfacing to date

Vending Machines

Anthony got two bids on vending machines. Smitty's usually gives a two year warranty, however they would only give the machines 90 days if they are on the pool deck. The credit card in the machine takes 7% of sales. Anthony suggests placing it by the bench in the lobby of Tigard. The board discussed making the machines a part of Tigard's future remodel or perhaps TTAD sells items over the counter.

Medicare program- Renew Active

Anthony sent out a google survey last week via email. Renew Active had 15 votes, Silver and Fit 12 votes, one pass had 8 votes and SilverSneakers had 4 votes. Anthony will put out an in person survey once Tigard reopens. The Board will discuss it again in May.

NEW BUSINESS

2024/25 Budget Committee Appointment

There are two budget positions open. Mary Hawkins and Karen Andrus-Hughes have applied. Alan motioned to approve two new budget committee members, Mary Hawkins and Karen Andrus-Hughes, seconded by Matt and passed unanimously.

Aquatic Director Salary

Matt motioned to increase Anthony Markey's, TTAD Aquatic Director, salary by 3% starting February 10, 2024, seconded by Nancy and passed unanimously.

Board Goals Status Review

The board went over and discussed the 2023-2024 goals. Anthony will look for competitors with lower rates than TTAD's current software provider, Activenet. Anthony will evaluate offering an evening aerobic class. Anthony will reach out to TTSC about a date to meet and discuss the yearly agreement. Anthony needs to review the lifeguard manual.

Capital Improvement Plan

The Board discussed the capital improvement projects through 2032-33. The projects in the next few years:

- 2024-2025 ADA chairs at both pools to be replaced; Painting exterior at Tigard
- 2025-26 Showers replaced at Tigard; Tualatin natatorium repainted
- Replacing water heater (showers) added to projects

Large Maintenance Fund Review

Postponed until the next meeting.

Commercial Advertising Policy

Postponed until the next meeting.

TTAD - Marketing the District

Postponed until the next meeting.

Aquatic Director Report

The Tigard pool plaster is done, lights are installed, and they are brushing the plaster two times a day. New gutters are being installed and cost \$9600. Tigard cannot reopen until those are installed. Power was lost at Tigard. The electrician repaired a conduit which cost \$5000. The fire panel went out at Tualatin. The Red Cross has new training and materials we had to purchase. Tigard's roof is mostly done by April 15th but TTAD will lose 6 parking spots due to roofers equipment. There will be two additional weeks in August when the roofers come back to finish. TTAD will offer a Summer splash this year. We have updated the website.

Written Communications

None

Remarks from Director

- Kathy got a thank you from Catherine and Andee thanking the Board for the Christmas bonus. Kathy met with SDAO risk assessment last week. A walk through with Anthony and the risk assessor needs to be scheduled. The employee retention tax credit is being resubmitted for a few quarters that were missing. Paychex messed up on our quarterly taxes. Kathy emailed Josh Stone, no response yet. We received new best practices from SDAO. The whole Board needs to watch a video about public meetings. April 23, 2024 is the second budget meeting.
- Matt thanked Kathy for putting the budget together. Matt thanked Anthony for being open to the feedback during his review. Matt also thanked the staff for all that they do.

Adjournment

Nancy motioned to be adjourned at 8:32 pm, seconded by Matt and approved unanimously.

Respectfully submitted,
Andee Florey