

**Tigard Tualatin Aquatic District
Board of Directors Meeting
Tuesday, June 18, 2024**

The June meeting was called to order at 6:03pm.

Those present: Kathy Stallkamp, Becky Herron, Nancy Kraushaar, Alan McAvoy; Matt Farris absent ;
Guests present via Zoom: Andee Florey, Catherine Sklut, John Ruzicka (TTAD employee);
Jim Alexander & Thomas Macaulay (came later)

Approval of Minutes

The review of the March, May and June 3rd minutes were reviewed. Alan motioned to approve the minutes, seconded by Becky and passed unanimously.

Oral communications (3 minutes per guest)

Jim Alexander thanked the Board for the handling of the pools during Covid.

OLD BUSINESS

2022-23 Budget Review

LGIP-Large Maintenance: \$850,000.00

Local Gov't Investment Pool: \$1,176,928.39

Checking: \$62,749.99

Total Current Assets: \$2,089,678.38

- Over budget for income
- Legal notices are over budget as the newspaper increased the size of the notice, which costs more.
- Pool chemicals are going to be over budget as the vendor has not been billing on time.

Employee Health Benefits

There will be an extra \$500 in employees' HSA accounts on July 1, 2024 as the health plan deductible increases to \$1500 total.

Scholarship Program for Customers

In 2019 the Board approved \$2000 for a scholarship program but no details were established. The Board will do some research and revisit this in another meeting.

Aquatic Director Resignation/Operation Updates

- Becky is on the accounts. Passwords changed.
- Anthony had a credit card and he cut it up.
- Kathy has used her personal credit card to pay for a few things and is being reimbursed.
- Anthony's exit interview was very positive. He said he took the district as far as he could. He thought Catherine and John could run each pool. He's concerned about inconsistency with operations and how customers might interpret that. He said we need a new CO2 vendor. We need janitorial service for Tualatin. He did not research replacement for Activenet software. He advised the district to wait until winter to decide on the Optum program.
- John passed his CPO test. John suggested Allie take the CPO test as well for redundancy.
- Alan asked about compensation for employees who have taken on more responsibilities due to Anthony's departure. The Board decided to wait and see what the workload is and compensate them retroactively.

Nancy motioned to have Catherine Sklut on the credit card, seconded by Alan, and passed unanimously.

TTAD Advertising Policy

The Board discussed the advertising policy draft. A revised version will be revisited at a future meeting.

2023/24 Board Goals Status

The goals were reviewed and updated. See attachment.

NEW BUSINESS

Large Maintenance Fund Transfer

Nancy motioned to transfer \$150,000 to the large maintenance fund, seconded by Kathy, and passed unanimously. The balance in that account will be \$1,000,000 after the transfer.

Employee Retirement Contribution

TTAD has traditionally given employees 6% of their salary into their retirement accounts. Becky motioned resolution 23-05 a resolution adopting employee retirement 2023-2024 fiscal year 6% of salary, seconded by Alan and passed unanimously.

Aquatic Director Report

John is going to remove the bench for the vending machines. Tigard needs a new chair for the lift, a vacuum and pressure washer. Tualatin needs a new pressure washer and pool vacuum. We need Red Cross items for the new lifeguard certification. Summer sale 41 passes sold and last year during the same time we sold 8. Staff inservice this week on Friday. We hired five new guards. When to work's free trial ends soon. It costs \$1800 for a year. Becky has reorganized and updated the SDS files. Water polo scoreboard advertisement is up. July 1st minimum wage goes up .50 cents. Andee and Catherine will look into the lesson card printing.

Written Communications

None

Remarks from Director

- Becky thanked the two PC 1's and the head admin for everything they are doing and have done for the District.
- Alan thanked the staff for the extra effort and work they are doing.
- Nancy said ditto they are working well as a team. Kathy is doing extra work as well and thanked her.
- Kathy is working on TTSC next month. Badge access would cost \$20,000 per pool, holding off on that. We need to change the alarm code. They will be working on the roof on Friday and the weekend at Tigard. They will be replacing ceiling tiles and needing HVAC shut down Thursday night. Friday is an all employees staff inservice at Tualatin and Kathy is going to drop in and say hello.

Adjournment

Becky motioned to be adjourned at 7:26 pm, seconded by Alan and passed unanimously.

Respectfully submitted,
Andee Florey

