



# Tualatin Hills Park & Recreation District

## ADVISORY COMMITTEE MEETING MINUTES

### Aquatics Advisory Committee Meeting

Date: January 7, 2015

Time: 7 pm

Location: Dryland Training Center

#### In Attendance

Committee Members: Lorene Sjoblom, Ezra Richards, Jon Schieltz, Kristina Britton,  
Ginny Baynes and Sheila McCarroll

Staff: Sharon Hoffmeister

#### I. Call to Order

Sharon opened the meeting at 6:45 pm.

#### II. Approval of Minutes

Lorene moved to accept the minutes from the December 3, 2014. Jon seconded the motion. Committee members approved the minutes.

#### III. Financial Report

Current balance was unavailable at the time of the meeting. Staff will email the updated balance to the committee members later in the week.

#### IV. Old Business

##### 2015/16 Capital Request Work Session with Center Supervisors:

The center supervisors recommend submitting the following prioritized list for 2015/16 Capital Improvement Budget consideration:

AAC Priority	Pool	Item Description	Justification/Need	Cost of Capital Acquisition	Annual Support or Maintenance
1	HSC	ADA Aquatic Lift - SR Smith, ER Semi-Portable Lift and Installation	The current lift is failing on a more regular basis and needs to be replaced in the next fiscal year. In order to safely and efficiently move guests in and out of the water, the swim center needs a good working lift. Price estimated for lift, shipping, and installation.	<b>\$10,500</b>	Routine general maintenance (i.e. tighten bolts, lubricate joints)
2	AQ	Splash AquaLift	2nd lift required when the bulkhead is in for guests needing assistance in the deep end	\$10,500	\$ 100.00
3	HSC	Storage Shed, Concrete Foundation and Pathway	Increase off-deck storage capacity at the swim center by removing a large portion of the maintenance supplies outside. Currently the deck is heavily cluttered with program equipment and makes it difficult for patrons and staff to navigate around the deck.	\$6000 - for Shed, \$11,000 for concrete <b>Total: \$17,000</b>	N/A
4	AQ	Wibit Action Tower XXL	Replaces the existing iceberg and will be a better fit for the center than the Aquaclimb which was found to be impractical at this center.	\$ 12,795.00	\$ 750.00
5	HSC	Front Desk Re-design (counters)	The current front desk configuration was installed in 1995 when the family dressing rooms were installed. The counter top is beginning to break down and needs to either be repaired or replaced. The front desk is currently too high for many of our guests who are in wheel chairs and walkers; this makes providing effective customer service difficult. The redesign would lower the height of the counter top which will also provide for more adequate work space for employees. Construction would take place during Fall 2015 closure.	<b>\$3500</b> - In-house fabrication and install.	

Sheila moved to approve the prioritize list. Jon seconded the motion. Roll call proceeded as follows:

Jon	Yes	Ezra	Yes
Lorene	Yes	Kristina	Yes
Sheila	Yes	Ginny	Yes

**V. New Business**

**Purchase Requests:**

Multiple Pools-Water Logs: As discussed at the December 3, 2014 meeting, staff was to update the purchase request for the water logs and resubmit at tonight's meeting. The updated request for the purchase of water logs (10 total) for Aloha, Somerset, Aquatic Center, Beaverton, Sunset and Raleigh is for a total cost of \$3031.

Kristina moved to approve the purchase of the water logs as presented for a total amount of \$3031. Ginny seconded the motion. Roll call proceeded as follows:

Jon	Yes	Ezra	Yes
Lorene	Yes	Kristina	Yes
Sheila	Yes	Ginny	Yes

Amplifier-Harman Swim Center: Staff is requesting the replacement of the amplifier which is used with the stereo system and wireless microphone for fitness classes. The cost of the items is \$299.99.

Ginny moved to approve the purchase of the amplifier as presented for a total amount of \$299.99. Sheila seconded the motion. Roll call proceeded as follows:

Jon	Yes	Ezra	Yes
Lorene	Yes	Kristina	Yes
Sheila	Yes	Ginny	Yes

Committee Elections: Since Julia's resignation, Kristina has filled in as chair person. The committee members were asked to consider taking on the leadership role of the committee. It was decided to table the election to the March meeting and get an update on committee member terms.

Family Triathlon Status: Since the Aquatic Center roof replacement is being deferred for one year, it may be possible to proceed with hosting the family triathlon in summer 2015, depending upon the impact of the Tennis Center roof replacement and what areas surrounding the building will be impacted. Staff will provide an update at the March meeting.

**VI. Other**

**Reports from committee members and staff:**

Jon Schieltz, Beaverton Swim Center: Did not receive an update from staff in time for the meeting. Jon did request that the committee consider replacing all of the lane line assemblies to the new ones that seem to be much safer for the user. Jon will work with Diana to have a purchase request submitted at the March meeting. Staff provided an update on the Swim in the New Year event with 12 participants and the closure to replace the return line over winter break was successful.

Sheila McCarroll, Aloha Swim Center: Free First Fridays are going well. The *Frozen* (in Spanish) dive-in movie went well with 40 attending. Two of the lifeguards on duty as well as the front desk staff member are bilingual which was great. During winter break, Aloha had the wipe out for open swim. In January, the First Friday event went well. The dive-in movie featured *Goonies* and staff had themed activities for the kids. The deluxe swim pass so far is a success. Swim lessons and splash are full. Staff are starting to offer stroke clinics and a women's only swim.

Ezra Richards, Sunset Swim Center: Sunset is fully staffed and the splash program is full with wait list.

Lorene Sjoblom, Harman Swim Center: Staff is making some scheduling changes on Monday and Wednesday afternoons and evenings as well as Saturdays in an effort to complement the schedules at Conestoga and Beaverton as well as utilize staff more efficiently. Lessons on Monday and Wednesdays are slow while Tuesdays and Thursdays are busy. Splash and weekend lessons are full. During the recent closure, the eyebolts at the ends of the pool were replaced; floors in the hallway leading to the family dressing rooms as well as staff locker rooms were replaced; assorted painting projects were completed.

**VII. Next meeting is scheduled for Wednesday, March 4, 2015, Sunset Swim Center.**

**VIII. Kristina moved to adjourn, Lorene seconded the motion. Meeting adjourned at 8 pm.**

Respectfully submitted,

Sharon Hoffmeister  
Recording Secretary