

## **Aquatic Board meeting**

**Thursday, July 9<sup>th</sup>, 5:30 Assembly Chambers**

Call to Order

Roll Call

Approval of Agenda

Appointment of Acting Chairperson

Public Participation

Mayor's Comments – Merrill Sanford

City Manager Comments – Kim Kiefer

Law Department Comments – Amy Mead

City Clerk Comments – Beth McEwen

Election of officers – postpone until next meeting?

Committees

Operations –

Marketing –

Finance –

Hiring aquatics manager

What does success look like?

Financial review

Board Comments

Adjournment

Next meeting, Wednesday, July 22, 5:30 Room 224

To: CBJ Aquatics Board  
From: Kirk Duncan, CBJ Parks and Recreation Director  
Date: July 1, 2015  
Re: Upcoming Board meeting

First, thank you for be willing to serve on the Aquatic Board. We have a great opportunity to make the aquatics operation a tremendous success in terms of serving the community and increasing the financial viable of the facilities.

Attached you will find a suggested agenda for the meeting. As there is no great urgency to elect officers, I suggest that you postpone the election until the next meeting. I feel that will give everyone a little time to get comfortable sitting on the board. I also suggest that you appoint a temporary chairperson to run the meetings until officers are elected.

I will call the meeting to order, note the role and ask for approval of the agenda. The board can make changes to agenda at this time. I will then ask for someone to nominate an acting chairperson. Once the person has by elected, I will turn the meeting over to the chair. The public will be asked if they wish to comment on any items and then both the Mayor and City Manager will have a few comments.

I have asked the City Attorney and the City Clerk to speak briefly about rules and procedures of effective board operation. I will speak briefly about a committee structure that I think would work well which can be altered and decided upon in the future.

One item that I would like to have some assistance on is the selection of a new Aquatics Manager. I would like to ask two board members to assist in the interview process which will take place the week of July 13<sup>th</sup>.

We will speak briefly about the vision of the board and what the board thinks success looks like. This is simply a starting point with much decision at future meetings. I will be presenting a financial review of the operations. I will be sending out the financial material on Monday after another set of eyes has reviewed the report.

Board members will be asked to comment if they wish and we will then adjourn. Next board meeting will be Wednesday, July 22 at 5:30 in City Hall room 224.

Thanks again for your service and I look forward to working with each of you.

To: Aquatics Board  
From: Kirk Duncan  
Date: July 6, 2015  
Re: Financial Overview

Attached you will find a report comparing the financial performance of the aquatics operation for fiscal years 2014 and 2015. The FY 15 numbers will vary as yearend transactions are included but for our purposes today, these numbers will work.

Total revenue dropped from \$571,612 to \$558,355 with Dimond Park dropping from \$370,202 to \$342,958 while Augustus Brown increased from \$201,410 to \$215,397. This represents a drop in revenue of 2.3%.

Personnel services dropped from \$1,389,965 overall to \$1,131,613 for a decrease of \$258,352 or 18.5%

Other expenses decreased from \$573,618 to \$538,431 which is a reduction of \$35,187 or 6.1%

Attendance not counting Glacier Swim Club decreased from 96,064 to 90,541 or a decrease of 6%

Our first goal needs to be increasing the use of the pools. To do that, we need consistent operations. Once we have consistent operations and a schedule that people can understand we need to promote the pools through creative marketing and innovative programs.

I look forward to discussing these items with all of you.

CBI Aquatics Operation  
Financial Report  
6/30/2015

Combined Aquatics Operations

	Budget FY14	Actuals FY 14	Budget FY 15	Projected Actuals FY 15	Budget FY 16
Revenue	\$ 655,300	\$ 571,612	\$ 571,000	\$ 558,355	\$ 582,600
Personnel Services	\$ 1,602,900	\$ 1,389,965	\$ 1,527,000	\$ 1,131,613	\$ 1,452,100
Other Expenses	\$ 753,369	\$ 573,618	\$ 718,363	\$ 538,431	\$ 665,700
Total Expenses	\$ 2,356,269	\$ 1,963,583	\$ 2,245,363	\$ 1,670,044	\$ 2,117,800
Operating Deficit	\$ (1,700,969)	\$ (1,391,971)	\$ (1,674,363)	\$ (1,111,689)	\$ (1,535,200)
Attendance		96,064		90,541	

Dimond Park Aquatic Center

	Budget FY14	Actuals FY 14	Budget FY 15	Projected Actuals FY 15	Budget FY 16
Revenue	\$ 453,500	\$ 370,202	\$ 369,000	\$ 342,958	\$ 380,600
Personnel Services	\$ 905,100	\$ 844,298	\$ 879,700	\$ 677,239	\$ 780,800
Other Expenses	\$ 398,742	\$ 298,206	\$ 412,286	\$ 281,424	\$ 385,200
Total Expenses	\$ 1,303,842	\$ 1,142,504	\$ 1,291,986	\$ 958,663	\$ 1,166,000
Operating Deficit	\$ (850,342)	\$ (772,302)	\$ (922,986)	\$ (615,705)	\$ (785,400)
Attendance		52,590		47,132	

Augustus Brown Pool

	Budget FY14	Actuals FY 14	Budget FY 15	Projected Actuals FY 15	Budget FY 16
Revenue	\$ 201,800	\$ 201,410	\$ 202,000	\$ 215,397	\$ 202,000
Personnel Services	\$ 697,800	\$ 545,667	\$ 647,300	\$ 454,374	\$ 671,300
Other Expenses	\$ 354,627	\$ 275,412	\$ 306,077	\$ 257,007	\$ 280,500
Total Expenses	\$ 1,052,427	\$ 821,079	\$ 953,377	\$ 711,381	\$ 951,800
Operating Deficit	\$ (850,627)	\$ (619,669)	\$ (751,377)	\$ (495,984)	\$ (749,800)
Attendance		43474		43409	