Twin Falls Recreation Center Ad Hoc Committee
Minutes

Tuesday, February 4, 2020, 12:00 PM

Special Meeting

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Bill Brulotte, Bryan Wright, Dave Dickerson, Eric Smallwood, Daragh Maccabee, Jan Mittlieder, Chris Scholes, Angela Heider, Kyli Gough, Sherry Murray, Alan Horner , Greg Lanting

1) **Call Meeting to Order/Confirmation of Quorum**
   Wendy Davis called the meeting to order at 12:06 PM
   A quorum was present.
   Committee Members present: Chris Scholes, Sherry Murray, Kylie Gough, Angela Heider, Bill Brulotte, Eric Smallwood, Daragh Maccabee (on phone), Greg Lanting
   Staff present: Wendy Davis, Mitch Humble, Nikki Miller
   Guest: John Barnholt, BRS Architects and Clint Sievers, Pivot North Architects

2) **General Public Input**
   N/A

3) **Items of Consideration**

a) Presentation of Proposed Recreation Center Operations Plan

John from BRS presented a draft on staffing and costs, operational expenses and revenues. John indicated that the largest expense for the center will be staff. His example of staffing included nine full time staff for the center. Recreation supervisor, aquatic supervisor, facility manager, night desk/front desk (ass't manager), recreation supervisor for fitness and wellness, custodial/maintenance supervisor to over see maintenance pack and one full time custodian. Front/night desk manager oversees the front desk operations which will have part time staff, who are greeting, scanning cards and registering for programs and then a full time membership coordinator who will also assist at the front desk. A new fitness and wellness component is the reason for having a fitness manager. The fitness manager coordinates the fitness instructors for aquatics and non-aquatics. There will be an attendant for the peak times to assist people with the use of equipment, keeping the area clean and tidy and answering questions. The recreation supervisor (existing) oversees the two new coordinators who will develop and coordinate the senior sports and educational sports programs. There will also be a child watch staff. Aquatics full time coordinator answering to the supervisor who will oversee the 50 meter pool and the lake operations, one lead full time and one part time lead and then the lifeguards. John then covered the costs for this kind of staffing, supplies, janitorial, pool chemicals, services such as IT, maintenance contracts, credit card fees, utilities, etc. John also talked about capital expenses in the future. The bulk of revenues will come from admissions daily, punch pass, annual passes and family passes. There will be child watch revenue and rental space revenue. John said that party room rentals are really taking off. He talked about fitness classes and more specialized fitness classes. Vending machines can also provide revenue. John indicated that swim instruction was not figured in as the type of pool that will be going is will be more geared to entry level/ introduction to swim lessons, for example mother/father child type lessons. Non school day programming is also being considered. John covered the dollar amount and types of fees that would be charged and operational strategies and usage/age restrictions. The discussion was open to the committee members. Daragh asked about depreciation charges and why these expenses are not included in his presentation. Discussion followed on purchasing versus leasing equipment and budgeting. John touched on subsidizing low income customers by setting up scholarships or donations.

b) Determine the Direction for the Completion of Phase II of the Community Recreation Center Feasibility Study
Wendy shared that the committee needs to determine how to proceed. Is it feasible to proceed with out a site or do we wait until a site can be established?

Clint from Pivot North Architects summarized that the scope of work created for this project was a 3 step process. The second step was honing in on a site and the end of step 2 was the draft presentation that John prepared. The City was going to work on some funding options. There was also a program list of spaces, room diagrams and a site diagram. Typically having a site works best when approaching the community. A soft site can be used to move forward and perhaps a site will come to the Committee. Wendy further discussed that proceeding without a site can create an atmosphere of doubt with the community. BRS feels compelled to provide the City with a program and meet a budget. Without a site it makes it difficult for BRS to meet the budget and develop the program.

Wendy asked the Committee what their thoughts are in moving forward with a soft site location.
Chris does not believe that moving forward without a site is not feasible. Chris asked Mitch if there are any updates for a location. Mitch indicated that there is not a hard location as of yet. The City is working on the locations that were ranked in executive system.
Bill Brulotte indicated that when trying to do this kind of project with the school systems having a conceptual visual of a structure can be helpful and perhaps someone in the community will step up.
Eric Smallwood also believes as Chris does, a site should be located before going to the public.
Mitch indicated that the top five are being worked on and the information has been shared with the potential site property owners.
More discussion followed.

c) Continue project funding discussion
This item is tabled until next meeting.

d) Approve the minutes of the November 19, 2019 Ad Hoc Committee Meeting
MOTION: Eric Smallwood moved to approve minutes as written. Bill Brulotte seconded the motion. Motion passed 6 to 0.

4) Upcoming Meetings
TBD

5) Adjournment
The meeting adjourned at 01:11 PM