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MINUTES

Regular Meeting of the Board of Commissioners
Fidalgo Pool and Fitness Center
Thursday, December 1, 2016, 5:30 p.m.

CALL TO ORDER

The meeting was called to order by Commissioner Pam Taylor at 5:30 p.m.
Commissioners Present: Pam Taylor, Jeremy McNett, David Way
Commissioners Absent: Mel Larsen, Andrew Olson
Staff Present: Marilyn Stadler, John Little, Cheryl Thomas
Public: Jaime Pesaturo

PUBLIC COMMENTS/CORRESPONDENCE

"Tell Us About It" Summary

We had 14 "Tell Us About It" forms and two email since our last Board of Commissioners' meeting. A summary of the comments is below:

1. The age limited in the gym should be lowered to 14.
2. We need a net for playing balloon volleyball.
3. One of the lifeguards refused to put in a lane separator between Lane 1 and the exercise area, saying "a part is missing". Please fix the lane separator ASAP because we get the entire backwash from the masters' swimmers. Water in the mouth is no fun. (Has been repaired.)
4. The treadmill closet to the wall is very squeaky. Needs to be lubed up. I had to switch to another machine. Please maintain. (Referred to Maintenance Manager.)
5. Your staff members are awesome. Why are you charging for WiFi?
6. Please add WiFi
7. Want WiFi back, it is part of my work out.
8. You have turned off the public WiFi. It was a very nice feature. I used it here waiting for my spouse and friends. Can you please install a guest WiFi network? Thanks.
9. WiFi is such a normal benefit in most venues. It would be so simple to add a router in the exercise room and include a guest network. I strongly support WiFi service for customers.
10. What's up with no WiFi - \$44 a month is doable. Thrive - They have Wifi and it si \$20 a month. You're cheap!
11. After school, I come to the pool for TAC practice. I have an hour and 35 minutes until practice starts. During this time, I like to get homework done so I can get it done faster and I don't have to stay up all night. Sometimes my homework requires internet connection to get it done, and I have been able to do it for a long time. Recently (Starting on 11/28/2016), the WiFi was taken away, slowing causing my grade to drop (potentially) because I am not able to get done. I am able po use my phone's hotspot, but

this uses valuable data that costs a lot of money to use. Please consider public WiFi return. Thanks. (After several complaints in a short time, the Executive Director contacted Comcast on November 28th to set up guest WiFi services. It will be available in less than a week. The news was sent out to the patrons by an email blast. Notifications were posted in the buildings. We also personally contacted the patron's requesting the service with the news.)

12. We would appreciate if the board would put on the agenda ...the need for a "body step" / "aerobics" class at the pool. The only athletic club in town - Thrive...had discontinued this class. I believe there is a desire for this class in town. Thank you for add this to the club gym/classes. (Returned email to alert the patron of our new Step class.)
13. Never contacted when class is cancelled. This is a second time. (Notices were posted for a week and 1/2. A patron email was sent. It was also posted on the website and phone message.)
14. More games (from a young person)
15. I think that you should add a hot tub to the pool and Hot Cheetos.
16. Please no TVs in the fitness center. Too noisy. Who's going to decide what channels they play?

Executive Director Marilyn Stadler stated that she has ordered guest WiFi for the patrons. Comcast will be here to install it on Monday, December 5, 2016.

Jaime Pesaturo, a young TAC patron at FPFC, came in to talk with the Commissioners about the candy prices. She stated that on the Arizona Ice Tea can it has a price of .99 cents, but the District charges a \$1.50. Commissioner Way explained that the .99 cents is the price that the manufacturer places on the can, but we charge \$1.50 which is a marked up and has been advertised in the lobby. The \$1.50 price also includes tax. Ms. Pesaturo also commented that candy prices are too high. Commisioner Way explained that the District is a retailer of candy, makes a slight profit on sales and charges cheaper prices than movie theaters and other similar venues.

APPROVAL OF MINUTES

The Regular Board of Commissioners' minutes from the November 3, 2016 meeting were reviewed.

MOTION: A motion was made and seconded (MCNETT/WAY) to approve the minutes from the November 3, 2016 meeting as submitted. The motion passed unanimously.

APPROVAL OF VOUCHER(S)

12/01/16	\$79,056.28
TOTAL	\$79,056.82

MOTION: A motion was made and seconded (MCNETT/WAY) to approve the voucher as submitted. The motion passed unanimously.

Thunderbird Aquatic Club (TAC) – Coach Jason Hunter

- TAC numbers are:
 - Home School Group: 12
 - MS/HS: 7

Intro to TAC: 7
Bronze: 30
Silver: 19
Gold: 18
Juniors: 22
Seniors: 5
Masters: 20

Total 118 without masters, Active + or –3.

- The girls' high school season has ended, they took 2nd at districts. They also took 3rd at state.
- Two weeks ago, Nov. 19th and 20th the team attended the AGI swim meet at the Snohomish Aquatic Center. To swim at the meet, swimmers needed gold time cuts (swimmers had to have a specific time to swim). A number of new PNS cuts were made and the number of swimmers who attended was up from last year.
- TAC has 3 meets coming up in the next three weeks. Husky invite, PNS Fall Divisionals and PNS 14 and under champs.
- Coach Hunter stated that he has been working with the Anacortes School District on potentially offering 6 graders swim school.

Aquatics & Fitness Report – Aquatic & Fitness Manager Carla Bigelow

- **SilverSneakers®:** In September 2016, 182 out of 774 enrollees participated for 1,085 visits. In October 2016, 197 out of 783 enrollees participated for 1,339 visits.
- **Silver&Fit®:** In September 2016, 5 out of 12 enrollees participated for 33 visits. In October 2016, 5 out of 10 enrollees participated for 27 visits.
- **At Your Best®:** In September 2016, 26 out of 52 enrollees participated for 188 visits. In October 2016, 38 out of 60 enrollees participated for 228 visits.
- **FITNESS:**
 - **Classes:**

Due to class growth and patron requests, AFM Bigelow added a Monday/Wednesday 7 AM Strength and Conditioning class that began on November 21.
 - **Fitness Center:**

Precor Maintenance came in November for the quarterly maintenance of the exercise equipment. Jeff replaced a rod in the leg press that has had some wear issues. All other equipment needed routine maintenance.
 - **Senior Fitness Medicare Programs:**
 1. Premera Blue Cross and Regence Blue Shield will be changing their Senior Fitness benefit to Silver&Fit® on January 1, 2017. Premera and Regence are large insurers in Skagit County and have been using Healthways' SilverSneakers®. Due to HIPAA regulations, neither Healthways SilverSneakers® nor American Specialty Health (ASH) Silver&Fit® will be able to provide us with a list of affected FPFC members. As transition information is made available, AFM Bigelow will be working with Bus. Mgr. Thomas and front desk staff to change patrons to the appropriate program.
 2. AFM Bigelow received promotional materials from ASH's Silver&Fit® regarding their approved classes at contracted facilities like FPFC. After reading the materials and consulting with Silver&Fit® staff it was determined that FPFC meets the standards to move from a Silver&Fit® Basic facility to a Silver&Fit®.

As a Silver&Fit® Full facility, FPFC will be required to offer a minimum of two (2) Silver&Fit® approved classes per week and offer one (1) social activity quarterly. American Specialty Health will reimburse FPFC for an additional two (2) visits per month (12 visits instead of 10) per Silver&Fit® patron at the current contracted rate.

3. Transition activities for Optum Fitness Advantage continue. ED Stadler and AFM Bigelow attended a webinar in mid-November on upcoming changes to the Healthy Contributions web portal.
 4. Optum announced changes in member confirmation letters and member ID numbers for At Your Best® members beginning January 1, 2017 as a result of the new Optum Fitness Advantage program. Member IDs for existing members will not be affected.
- **AQUATICS:**
 - **Fitness Classes:**
 1. Classes are going well. Instructor Fors completed her American Exercise Association certification class and test. She is waiting for her certificate from the Association.
 - **Swim School:**
 1. There are 86 students registered for Fall Session III swim lessons. Winter 2017 planning is nearly complete. Flyer and registration will be available the week of December 5. A Learn-to-Swim Level 5/6 will be offered Winter session at the request of several parents.
 - **Swim Teams:**
 1. The contract for the Boys Swim and Dive teams from Burlington-Edison and Sedro Woolley High Schools is complete. Practices began on Monday November 14.
 2. Due to holiday closures at Arne Hanna Aquatics Center, Bellingham Bay Swim Team is holding three (3) practices at FPFC. Team administrators agreed to a fee of \$6 per swimmer per practice. Team coaches estimated that 40 swimmers would attend each practice. 91 age group swimmers total attended the first two practices (total fees to date: \$546). The team will be billed following the December 26 practice.
 - **Wibit - Open Swims & Rentals:**
 1. The Wibit continues to generate interest and excitement for Friday Night Open Swim and rentals. AFM Bigelow creates a Facebook event each week with the announcement of which pieces will be in the water. She shares the posting on the Anacortes People group page and invites Anacortes area FB members to the event. AFM Bigelow encourages staff and Commissioners to like, share and comment on the event posting to increase its visibility on Facebook.
 - **Swim Instructor Liability Insurance:**
 1. AFM Bigelow researched liability insurance for private swim instructors. There are two companies who offer coverage for private sports coaches/instructors. For a \$1 million policy premiums start at just under \$300 per year. Insurance companies will not insure instructors under the age of 18. Currently we have one (1) private instructor who is under 18. Commissioner Way asked Commissioner Taylor and Executive Director Marilyn Stadler to seek legal advice concerning the practice of private swim lessons.

Administration – Executive Director Marilyn Stadler & Business Manager Cheryl Thomas

- The Active Military Program October 2016 was 69 visits by 28 different participants, visits 69 YTD. The usage by military families for October 2016 was 39 visits.

Month	# of Visits	Month	# of Visits
October 2015	89	October 2016	69
November 2015	72	November 2016	
December 2015	84	December 2016	
January 2016	80	January 2017	
February 2016	61	February 2017	
March 2016	67	March 2017	
April 2016	61	April 2017	
May 2016	63	May 2017	
June 2016	55	June 2017	
July 2016	43	July 2017	
August 2016	30	August 2017	
September 2016	51	September 2017	
TOTAL	756	TOTAL	69

- Other statistics:
 1. The FPFC total number of visits for October 2016 was 3,761 January – October 2016 Year-to-Date was 35,776. The FPFC total number of visits for October 2015 was 3,988 and January – October 2015 Year-to-Date was 36,565. These statistics don't include the visits from Physical Therapy patrons, swim meet participants or rentals.

Maintenance – John Little

- The pool atrium HVAC boiler water recirculation pump seal failed. The bearings and seals of the pump and motor were renewed.
- All computers were taken to a computer service company for service and repair.
- Renewed the water heater at 2210 J Ave.
- No major projects are planned for December.

Investments

- A total of \$227,164.27 is invested and will mature on August 1, 2017.

Financial Reports

Our Balance Sheet is reflective of our current financial status. Levy net income based on QB for October 2016 – \$156,394.55 and YTD – \$157,547.19. We will receive smaller levy releases in November and December. Program net income for October 2016 – \$3,787.36 and YTD - \$61,190.10. Gross income for programs is listed below:

DEPARTMENT	FISCAL YEAR	OCTOBER 2016	OCTOBER YTD 2016	OCTOBER 2015	OCTOBER YTD 2015
Aquatics	Jan 1 – Dec 31	\$18,352	\$178,796	\$14,559	\$158,223
Swim Lessons	Jan 1 – Dec 31	\$3,495	\$55,498	\$5,997	\$66,234
Youth Aquatics	Sept 1 – Aug 31	\$7,755	\$15,951	\$8,541	\$17,480

Fitness Center	Jan 1 – Dec 31	\$7,009	\$64,446	\$5,205	\$52,691
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Old Business

• **Resolution #318 – Levy Increase 2017**

- The Skagit County Assessor’s Office requires us to have an additional resolution concerning the limit factor amount of 101% for our 2017 levy. This will accompany Resolution #317.

MOTION: A motion was made and seconded (OLSON/LARSEN) to approve Resolution #318 to request the levy increase be at the limit factor of 101%. The motion passed unanimously.

• **Architect Contract**

- After the Commissioners approved that an architectural design services contract could be negotiated with ARC last month, Commissioner McNett, Co-Chair Christine Mathes and Executive Director Marilyn Stadler met with Principal Stan Lokting. A scope of services was initially discussed that included three options – renovation of the existing building, renovation of existing building with an aquatic addition and a completely new structure. The first proposal was in the amount of \$147,000, which the three LFP members stated exceeded the budget planned for this project. At that point, Commissioner McNett stated that ARC was asked to consider a proposal for two options – the renovation of the existing building with an aquatic addition and a completely new structure. He also explained that we didn’t need the in depth work of electrical, mechanical, civil and other consultants specified in the first proposal presently because ARC, DCW and Councilman Hunsaker will be able to 1) assess what systems Fidalgo Pool & Fitness has, 2) state the current state of the building, 3) recommend what should be done based on public input and need, 4) give good estimates on costs, and 5) include the public in the planning process. The Committee and Commissioners will need to state in our communication with the public that the cost may change based on how soon the project is completed. For instance, if construction is planned for five years, contingency must be considered because of annual cost increases. The Long Range Planning Committee recommends that the Board of Commissioners sign the contract for \$82,950.

MOTION: A motion was made and seconded (TAYLOR/MCNETT) to have the Executive Director sign the Architectural Design Services contract with ARC in the amount of \$82,950. The motion passed unanimously.

New Business

- **None**

ADJOURN

MOTION: A motion was made and seconded (TAYLOR/WAY) to adjourn the meeting at 6:25 p.m. The motion passed unanimously.

The next regular meeting is scheduled for Thursday, January 5, 2017, 5:30 p.m. at Fidalgo Pool and Fitness Center conference room.