

Recreation Advisory Board

Agenda

Monday, July 23, 2018
Louisville Recreation|Senior Center
Paramount Classroom
900 West Via Appia
6:30 PM

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Public Comments on Items Not on the Agenda – 5 Minutes
- VI. City Council Update – 10 minutes
- VII. Recreation Staff Update and Construction Update
- VIII. Golf Course Update
 - David Dean-maintenance update
 - David Baril-operations update
- IX. Branding Discussion
- X. Discussion Items for Next Meeting on Monday, August 27th
- XI. Adjourn

Recreation Advisory Board

Meeting Minutes

**June 25, 2018
Recreation Center
900 West Via Appia
6:30 PM**

Call to Order – Chairperson Lisa Norgard called the meeting to order at 6:30 P.M.

Roll Call was taken and the following members were present:

Board Members Present: Rich Bradfield, Audrey DeBarros, Ingrid Krenz, Lisa Norgard, Bob Shoulders, Michele Van Pelt,

Board Members Absent: Woody Hipsher, Tucker Brown

Council Members Present: Dennis Maloney

Staff Members Present: Katie Beasley, Paul Borth, Megan Davis, Jesse DeGraw, Diane Evans, Kathleen Hix, Paula Knapek, Kathy Martin, Kate Meyer, Mandy Perera, Julie Seydel, Joe Stevens,

Approval of Agenda – The agenda was approved by all members.

Motion – Van Pelt

Second – Norgard

Approval of Meeting Minutes – The minutes from the May 21, 2018 meeting were approved as written

Motion – Shoulders

Second – Van Pelt

Public Comments - None

Council Update

- Joe Stevens is resigning his position as Director of Parks & Recreation as of July 13, 2018 to spend more time with his family. He will stay on as Project Director for the Rec Center expansion for up to 29 hours per week through December 18, the projected project completion date. An Interim Director, Tracy Winfree, previously with the City of Boulder will replace Joe until a permanent replacement is identified
- At the July 12, 2018 Council Budget Retreat council will be planning for long-term sustainability, replacement and upkeep for both the Rec Center and the Golf Course.
- At the July 17, 2018 meeting council will discuss the over-realization of the Rec Center sales tax in 2018 and the best way to refund the over collection.

Staff Update and Construction Update

- Touch a Truck had over 2,000 attendees
- The hail event damage is covered for construction by Saunders and their insurance, and for existing structures by the city's insurance.
- The following calendars were distributed by Kathy Martin at the meeting.
 - Notes:
 - While the parking lots are closed in late July and August, parking is planned along Via Appia.
 - While the parking lots are closed, senior meals will move offsite to a site to be determined.
 - Memory Square will be open through the end of September to accommodate swimmers while the Rec Center pool is closed August 1 through October 1.

July 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 <i>Parking lot closed until Monday August 27th</i>	31 <i>Parking lot closed</i>				

August 2018

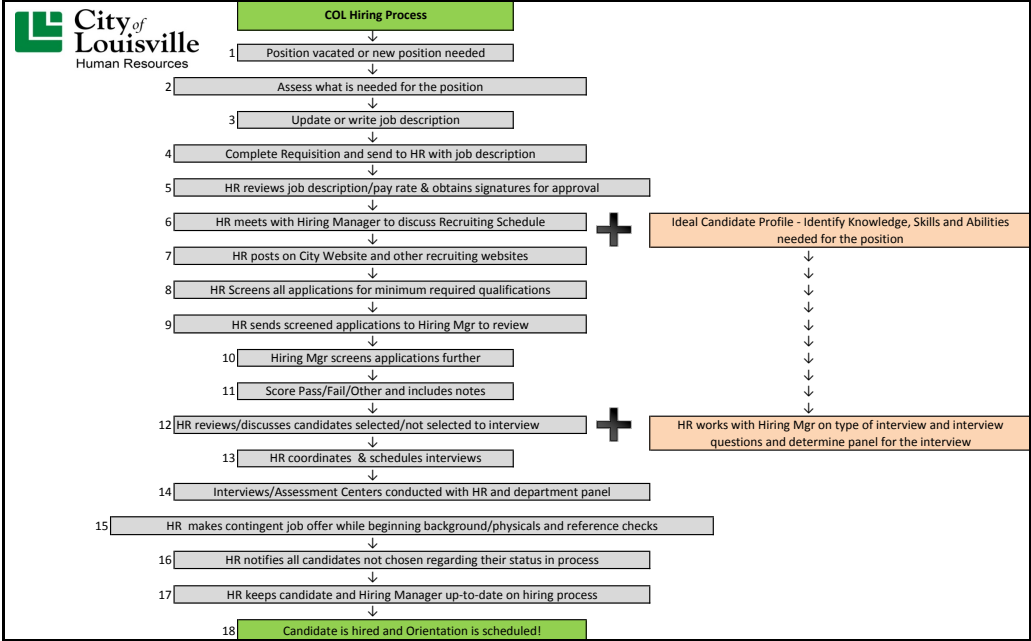
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 <i>Parking Lot Closed</i> <i>Main Pool closed until October 1st</i>	2 <i>Parking Lot Closed</i>	3 <i>Parking Lot Closed</i>	4 <i>Parking Lot Closed</i> <i>North Wing Closed For 10 weeks</i>
5 <i>Parking Lot Closed</i>	6 <i>Parking Lot Closed</i>	7 <i>Parking Lot Closed</i>	8 <i>Parking Lot Closed</i>	9 <i>Parking Lot Closed</i>	10 <i>Parking Lot Closed</i>	11 <i>Parking Lot Closed</i>
12 <i>Parking Lot Closed</i>	13 <i>Parking Lot Closed</i>	14 <i>Parking Lot Closed</i>	15 <i>Parking Lot Closed</i>	16 <i>Parking Lot Closed</i>	17 <i>Parking Lot Closed</i>	18 <i>Parking Lot Closed</i> <i>LRC Closed Until Sept 4th</i>
19 <i>LRC Closed</i>	20 <i>LRC Closed</i>	21 <i>LRC Closed</i>	22 <i>LRC Closed</i>	23 <i>LRC Closed</i>	24 <i>LRC Closed</i>	25 <i>LRC Closed</i>
26 <i>LRC Closed</i>	27 <i>Parking Lot Re-opens</i> <i>LRC Closed</i>	28 <i>LRC Closed</i>	29 <i>LRC Closed</i>	30 <i>LRC Closed</i>	31 <i>LRC Closed</i>	

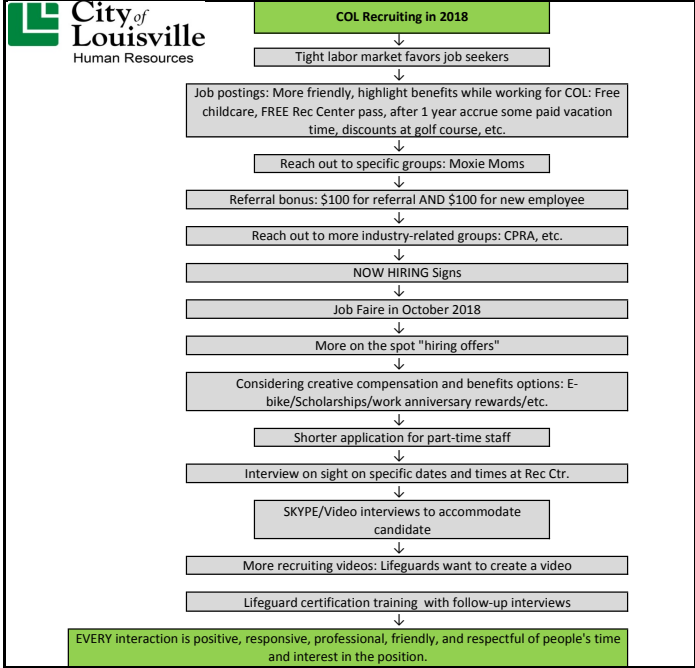
September 2018

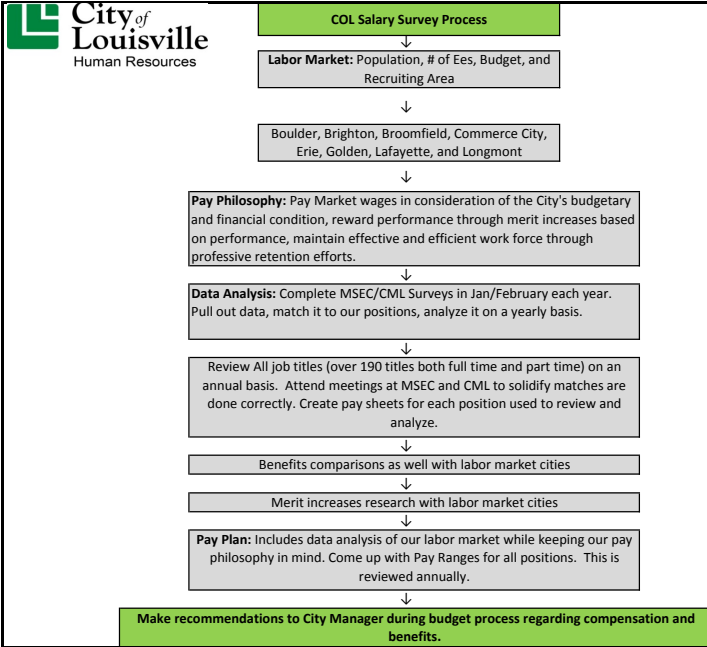
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 LRC closed
2 LRC closed	3 LRC closed	4 LRC Opens West Wing Opens!	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

HR Staffing Presentation

- Kathleen Hix and Paula Knapek presented the plan for hiring the additional staff for the expanded Rec Center, including the following included items.
- The identified 124 new hires are a DRAFT of the hiring needs for the expanded Rec Center. It is expected that many of these roles can be consolidated.
- The board discussed the challenging labor market and brainstormed ideas for attracting qualified candidates. There was also discussion regarding the inefficiencies of having staff that work just a few hours per week versus more full- or half-time positions.







2018-19 Rec Center Hiring due to Expansion					
	Post Date	Start Date	Position Title	Qty	Monthly Totals
June					
	5/1	6/1	Lifeguards	5	
	5/1	6/1	WSI-Swim Teachers	6	
	6/6	7/9	Guest Services Rep	3	
	6/11	7/2	Water Aerobics Instructors	5	
	6/18	7/23	FT-Facilities Technician I (NEW)	1	
June Totals:					20
July					
	7/2	8/20	Pee Wee Soccer	4	
	7/15	9/17	FT-Fitness Rec Sup I (NEW)	1	
	7/17	10/1	Water Aerobics Instructors	5	
			Nite at the Rec-cancelled for Fall 2018	0	
July Totals:					10
August					
			Rec Pool Closed 7/31 to 9/30/2018		
	8/1	9/17	FT -Pool Maintenance Tech (NEW)	1	
	8/1	10/1	Guest Services Rep	3	
	8/1	10/1	Day Lifeguards	15	
	8/1	9/15	PT -Rec Instructor II -for Teens	2	
August Totals:					21
September					
			New Catalog (Sep,Oct,Nov, Dec)		
	9/15	10/12	Post/Plan for October Job Fair	0	
	9/15	11/13	FT -Rec Sup I-Programming /Seniors (NEW)	1	
September Totals:					1
October					
			Job Fair at Rec Center		
	10/15	1/7	Silver Sneakers Yoga Instructor (NEW)	2	
	10/15	1/7	Silver Sneakers Splash Instructor (NEW)	2	
October Totals:					4
November					
			Hold LifeGuard Class over TG break		
	11/1	11/26	Lifeguards	20	
	11/15	1/15	Fitness Instructors 10-15	10	
	11/1	1/15	Nite at the Rec	8	
	11/1	1/2	Weight Room Attendant (NEW)	4	
	11/1	1/2	Youth Sports Officials	4	
November Totals:					46
December					
	12/1	1/7	WSI-Swim Teachers	6	
	12/1	1/7	Wtr Aerobic Glide Yoga Inst. (NEW)	2	
	12/1	1/7	Bums Tums Inst. Senior (NEW)	1	
	12/1	1/7	Party Room Attendent (NEW)	6	
	12/1	1/7	Gym Monitor for MAC (NEW)	4	
December Totals:					19
January					
			New Catalog (Jan, Feb, Mar, Apr)		
			FT -YA Asst Program Coordinator (NEW)	1	
January Totals:					1
February					
	2/1	3/1	Facilities Assistant-Tier II - 32 hours	2	
February Totals:					2
Grand Totals of New Hires:					124

Programming Presentation

- Recreation Center Management-Fees
 - 93% of Rec Center users are Louisville residents.
 - Most non-residents are from Superior.

- Seniors

- Youth

- Sports

- Aquatics
 - Paul Borth and Kate Meyer presented the following additional item on the dynamic aquatics schedule as they like the rest of the Rec Center team optimize new opportunities.

Louisville Recreation Center Aquatics Program Pool

LANES	MONDAY				TUESDAY				WEDNESDAY				THURSDAY				FRIDAY				SATURDAY				SUNDAY				LANES				
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4					
5:30 AM																													5:30 AM				
6:00 AM	LAP SWIM				LAP SWIM				LAP SWIM				LAP SWIM				LAP SWIM												6:00 AM				
7:00 AM	GLIDE BOARD YOGA/BEG				LAP SWIM				GLIDE BOARD YOGA/INT.				LAP SWIM				GLIDE BOARD YOGA/ADV.				ADULT STROKE CLINIC				LAP SWIM				7:00 AM				
8:00 AM	BABY & ME FITNESS				CARDIO SHALLOW				BABY & ME FITNESS				CARDIO SHALLOW				OPEN SWIM								LAP SWIM				8:00 AM				
9:00 AM	CARDIO SHALLOW				GENTLE SHALLOW				CARDIO SHALLOW				GENTLE SHALLOW				CARDIO SHALLOW				SWIM LESSONS 4 INS				LEARN TO SCUBA & SNORKEL				9:00 AM				
10:00 AM	SWIM LESSONS 2 INS				PLAY DATE				SWIM LESSONS 2 INS				PLAY DATE				AQUA FLEX														10:00 AM		
11:00 AM					FLUID RUNNING								FLUID RUNNING												11:00 AM								
12:00 PM	CARDIO DEEP				LAP SWIM				GENTLE DEEP				LAP SWIM				DEEP TONE												12:00 PM				
1:00 PM	SPLASH				LAP SWIM				SPLASH				LAP SWIM				LAP SWIM				LAP		LAP		LAP		1:00 PM						
2:00 PM	LAP SWIM				LAP SWIM				LAP SWIM				LAP SWIM				LAP SWIM				OPEN SWIM		SWIM		OPEN SWIM		SWIM		2:00 PM				
3:00 PM	STROKE CLINIC		PRIV. 2 INS		MINI'S 2 INS		PRIV. 2 INS		STROKE CLINIC		PRIV. 2 INS		MINI'S 2 INS		PRIV. 2 INS		MINI'S 2 INS		PRIV. 2 INS										3:00 PM				
4:00 PM			MINI'S 2 INS								MINI'S 2 INS						MINI'S 2 INS		PRIV. 2 INS						CARDIO DEEP		4:00 PM						
5:00 PM	MINI'S 2 INS		PRIV. 2 INS		SWIM LESSONS 4 INS				CARDIO SHALLOW				SWIM LESSONS 4 INS				GENTLE DEEP						Log Shallow				5:00 PM						
6:00 PM	CARDIO DEEP Log Shallow								CARDIO DEEP Log Shallow								Log Shallow												6:00 PM				
7:00 PM	ADULT STROKE CLINIC																																7:00 PM
8:00 PM	OPEN SWIM				OPEN SWIM				OPEN SWIM				OPEN SWIM				OPEN SWIM																8:00 PM
9:00 PM	Close 8:45				Close 8:45				Close 8:45				Close 8:45				Close 8:45																9:00 PM

KEY

LAP SWIM

OPEN SWIM

contact
 Kate Meyer at
 303.335.4927 or
 katem@louisvilleco.gov

"Rec Programs" indicates there is no availability for leisure or lap swimming.

- Fitness/Child Care/Nite at the Rec
 - There will be no Nite at the Rec this fall.
 - Kathy Martin presented the additional proposed schedule for FitZone, which follows.

Yoga/Senior Class Schedule YEAR ROUND

Louisville Recreation Center

Welcome to the "FITZONE"! Admittance to "FitZone" fitness classes is included in your daily admission, 10 or 20-visit pass, monthly pass or SilverSneakers® membership at the Recreation Center. It is recommended that all persons starting an exercise program consult their physician prior to participation. Participants must be at least 14 years old.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00-7:00am <i>Sunrise Yoga</i>	8:30-9:30am Modified Yoga CM	6:00-7:00am <i>Yoga</i> Becky	8:30-9:30am Modified Yoga CM	6:00-7:00am <i>Cycle-Yoga</i> (yoga portion)	8:00-11:30am Tai Chi	9:00-10:30am <i>Yoga</i> C.M.
8:00-9:00am <i>SS*CardioFit</i> Donna	9:45-10:45am Building Flexibility Donna	8:00-9:00am <i>Nia (Fluid Dance)</i>	9:45-10:45am Building Flexibility Donna	8:00-9:00am <i>Gentle Yoga</i> C.M.	8:00-9:15am <i>Power Yoga</i> Becky	10:45am-11:45am <i>Yoga Burn</i> Becky
10:30-11:30am <i>SS*Classic</i> Donna	10:45-11:45am <i>Gentle Yoga</i> Ronda	10:30-11:30am <i>SS*Classic</i> Donna	10:45-11:45am <i>Yoga for hips/back</i> C.M.	9:15-10:30am <i>Intermediate Yoga</i> C.M.	9:30am-1:00pm Tai Chi	12:00-1:00pm <i>Nia (Fluid Dance)</i>
12:00-1:00pm <i>Yoga</i>	12:00-12:45pm <i>Yoga</i>	12:00-1:00pm <i>Yoga</i>	12:00-12:45pm <i>Yoga</i>	12:00-1:00pm <i>Yoga</i>	2:00-3:00pm <i>SS*Yoga</i>	2:45-3:45pm Bums & Tums
1:30-2:30pm <i>Move/Improve It</i> Nancy/Terry	1:00-2:00pm <i>SS*CardioFit</i> Donna	1:30-2:30pm <i>Move/Improve It</i> Nancy/Anastasia	1:00-2:00pm <i>SS*CardioFit</i> Donna	1:30-2:30pm <i>Nia (Fluid Dance)</i>		
2:45-3:45pm <i>SS*Yoga</i>	3:45-5:15pm Tai Chi	2:45-3:45pm <i>Bums & Tums</i>	3:45-5:15pm Tai Chi	4:00-5:15pm <i>Cycle-Yoga</i> (yoga portion)		
4:00-5:15pm <i>Cycle-Yoga</i> (yoga portion) Becky	5:30-6:30pm <i>Pilates Mat</i> Anastasia	4:00-5:15pm <i>Cycle-Yoga</i> (yoga portion) Ronda	5:30-6:30pm <i>Pilates Mat</i>	5:30pm-6:30pm <i>Yoga Burn</i>		
5:30-6:45pm <i>Power Yoga</i>	6:45-7:45pm <i>Restorative Yoga</i> Wendy	5:30-6:45pm <i>Power Yoga</i>	6:45-7:45pm <i>Restorative Yoga</i> CM			
7:00-8:00pm <i>Yoga</i> Becky		7:00-8:00pm <i>Yoga</i> CM				

The classes in black are existing classes (some of the timeframes have been adjusted slightly to accommodate all classes). Open times are available for individual usage, contracted groups and/or rentals..

The classes in red are proposed classes based on patron requests & probable instructor availability. The classes in green are potential new class offerings with increased staffing (either employees or contracted).

Class Descriptions

Pilates Mat: All are welcome to this mind-body class that focuses on increasing core strength as well as flexibility. Controlled exercises are done on a mat usually in a sitting or lying-down position. Some exercises will also challenge the upper body.

Yoga: Traditional Hatha yoga, Vinyasa-style (flowing, continuous movement between postures) focuses on breathing techniques, relaxation and proper alignment in postures which restores calm, balance, and enhances energy. The classes designated as **Yoga** are designed for all levels.

Gentle classes are slower paced with gentle transitions between postures. **Intermediate** classes are for those who are ready to move on to more challenging poses, and feel comfortable being in poses longer with less resting in between. There will also be more balancing and inversions. These classes conclude with the guided, deep relaxation of Yoga Nidra. **Hips/Back** focuses on poses that bring greater flexibility to the hips and lower back. **Power** indicates a more vigorous, fitness-based approach. **Burn** incorporates light hand weights, at times holding poses to target and strengthen specific muscles. The occasional "cardio burst" creates an energizing and fun class! **Restorative** involves holding poses longer and use of props. It is designed to promote physical, mental and emotional relaxation.

Discussion Items for Next Meeting

- Senior services as a follow on to council meeting (may be August)
- Branding
- Golf Course Charges

Adjourn – The meeting was adjourned at 8:51 P.M.

Motion - Norgard

Second - Krenz

2018 REVISED Dashboard

April , May , June

2018

Background information	Quarterly actual	Quarterly budget	YTD actual	YTD Budget
Playable Days	80	80	132	155
Total Rounds	9,662	11,376	9,662	14,800
Revenue				
Golf club rental	\$ 1,809	\$ 2,200	\$ 2,123	\$ 2,300
Green Fees	\$ 329,297	\$ 290,000	\$ 388,170	\$ 374,400
Golf Cart Fees	\$ 78,811	\$ 76,424	\$ 88,343	\$ 94,866
Golf Club Repair	\$ 4,062	\$ 2,500	\$ 8,526	\$ 4,500
Golf Lessons	\$ 33,597	\$ 8,000	\$ 36,433	\$ 12,000
handicap fees	\$ 4,185	\$ 6,000	\$ 4,950	\$ 6,500
Pro Shop retail sales	\$ 52,112	\$ 45,370	\$ 63,829	\$ 56,687
Pull Cart Rentals	\$ 1,717	\$ 3,169	\$ 2,205	\$ 3,937
Range Fees	\$ 47,851	\$ 50,664	\$ 59,887	\$ 55,251
Annual pass revenue	\$ 43,568	\$ 20,000	\$ 90,837	\$ 72,000
Sweet Spot lease F&B sales	\$ 7,565	\$ 10,000	\$ 7,565	\$ 10,000
Sweet Spot utilities	\$ 3,832	\$ 5,732	\$ 10,165	\$ 11,582
Interest earnings				
miscellaneous		\$ 767	\$ 550	
total revenue	\$ 608,406	\$ 520,826	\$ 763,583	\$ 704,023
total revenue per round	\$ 62.97	\$ 45.78	\$ 79.03	\$ 47.57
Expenditures				
	Quarterly actual	Quarterly budget	YTD Actual	YTD Budget
Course maintenance	169,306	\$ 183,000	236,481	\$ 286,000
Golf Operations	282,431	\$ 176,000	358,652	\$ 228,000
clubhouse	18,922	\$ 24,000	34,735	\$ 44,000
Marketing	15,092	\$ 42,700	39,909	\$ 70,500
Total expenditures	485,751	425,700	669,777	628,500
Expense per round	\$ 50.27	37.42	69.32	\$ 42.47
Total revenue - total expenc	122,655	\$ 95,126	93,806	\$ 75,523
gross profit (loss) per round	\$ 13	\$ 8.36	\$ 9.71	\$ 5.10

LOUISVILLE RECREATION / SENIOR CENTER
January to June 2018

RECREATION & SENIOR CENTER USE AND REVENUE	2018	2017	VARIANCE \$	VARIANCE %	2018 EXPENSE
Total Daily Admissions	141,469	143,488	(2,019)	-1%	
Annual/Monthly Pass Admissions	110,596	109,779	817	1%	
Punch Pass Admissions	23,262	23,975	(713)	-3%	
Daily Admissions	7,611	9,734	(2,123)	-22%	
Admission Revenue					
Membership Revenue	\$ 276,311	\$ 299,512	\$ (23,201)	-8%	
Punch Pass Revenue	\$ 87,417	\$ 84,937	\$ 2,480	3%	
Daily User Fee Revenue	\$ 31,773	\$ 45,280	\$ (13,507)	-30%	
Total Admission Revenue	\$ 395,501	\$ 429,729	\$ (34,228)	-8%	
Other Revenue					
Childcare	\$ 4,388	\$ 5,343	\$ (955)	-18%	
Facility Rentals	\$ 8,991	\$ 8,710	\$ 281	3%	
Rec Center Concession	\$ 2,540	\$ 4,308	\$ (1,768)	-41%	
Pro Shop Sales	\$ 559	\$ 561	\$ (2)	0%	
Tax	\$ 583	\$ 610	\$ (27)	-4%	
Park Rentals	\$ 23,038	\$ 22,205	\$ 833	4%	
Total Other Revenue	\$ 40,099	\$ 41,737	\$ (1,638)	-4%	
TOTAL ADMISSION AND OTHER REVENUE	\$ 435,600	\$ 471,466	\$ (35,866)	-8%	
RECREATION PROGRAM REVENUE:					
Recreation Center Swim Lessons	\$ 36,893	\$ 54,025	\$ (17,132)	-32%	\$ 225,146.00 General Aquatics
Private Swim Lessons	\$ 10,445	\$ 22,280	\$ (11,835)	-53%	
Aquatics Red Cross	\$ 838	\$ 387	\$ 451	117%	
Aquatics Contractors	\$ 10,735	\$ 10,114	\$ 621	6%	
Memory Square Lessons	\$ 1,090	\$ 460	\$ 630	137%	\$ 50,959.00 General Memory Square
Memory Square Admission	\$ 5,388	\$ 7,722	\$ (2,334)	-30%	
Swim Teams	\$ 1,050	\$ 5,080	\$ (4,030)	-79%	
Aquatics Total Revenue	\$ 66,439	\$ 100,068	\$ (33,629)	-34%	\$276,105 Aquatics Total Expenses
Youth Activities	\$ 155,674	\$ 161,668	\$ (5,994)	-4%	\$ 131,314.00 General Youth Activities
Youth Activities Contractors	\$ 18,282	\$ 21,185	\$ (2,903)	-14%	\$ 48,683.00 Nite At The Rec
Youth Activities Red Cross	\$ -	\$ -	\$ -		
Youth Sports	\$ 49,113	\$ 48,726	\$ 387	1%	\$ 98,980.00 General Youth Sports
Youth Sports Contractors	\$ 18,365	\$ 15,775	\$ 2,590	16%	
Nites	\$ 22,223	\$ 29,151	\$ (6,928)	-24%	
Youth Services Total Revenue	\$ 263,657	\$ 276,505	\$ (12,848)	-5%	\$278,977 Youth Services Total Expenses
Adult Sports	\$ 14,037	\$ 18,543	\$ (4,506)	-24%	\$ 7,589.65 General Adult Sports
Adult Activities	\$ 35,137	\$ 52,267	\$ (17,130)	-33%	\$ 19,139.00 General Fitness
Fitness Contractors	\$ 27,208	\$ 28,164	\$ (956)	-3%	
Fitness Red Cross	\$ 54	\$ 297	\$ (243)	-82%	
Adult Services Total Revenue	\$ 76,436	\$ 99,271	\$ (22,835)	-23%	\$26,729 Adult Services Total Expenses
Senior Fees	\$ 42,680	\$ 41,607	\$ 1,073	3%	\$ 138,567.00 General Seniors
Senior Grants/Contributions	\$ 3,055	\$ 2,606	\$ 449	17%	
Senior Contractors	\$ 5,962	\$ 6,240	\$ (278)	-4%	
County Reimbursement	\$ 13,040	\$ 32,558	\$ (19,518)	-60%	
Meal Site	\$ 14,974	\$ 8,605	\$ 6,369	74%	\$ 61,241.00 General Senior Meals
Senior Services Total Revenue	\$ 79,711	\$ 91,616	\$ (11,905)	-13%	\$199,808 Senior Services Total Expenses
TOTAL RECREATION PROGRAM REVENUE	\$ 486,243	\$ 567,460	\$ (81,217)	-14%	\$ 213,237.00 REC CENTER MANAGEMENT \$ 163,176.00 REC CENTER BLDG MAINTENANCE \$ 7,365.00 MEMORY SQUARE BLDG MAINT \$ 65,653.00 ATHLETIC FIELD MAINTENANCE
TOTAL REC & SENIOR CENTER REVENUE	\$ 921,843	\$ 1,038,926	\$ (117,083)	-11%	\$1,231,050 TOTAL EXPENSES
					\$ (309,207) TOTAL NET REVENUE (EXPENSE)