



**Lava Hot Springs Foundations
Board of Directors
January 24, 2025
Meeting Minutes**

The Board of Directors of the Lava Hot Springs Foundation of the State of Idaho met on Friday January 24, 2025 at the Lava Hot Springs Foundation's Administrative Board Room 430 E. Main Street in Lava Hot Springs Idaho.

Mission Statement

To ensure that the public has access to healthful, clean, and inviting facilities for recreation and healing purposes.

Present

In attendance Chair Jeff Hough, Vice Chair Ronald Johnson by teleconference, Board Members Robert Geddes, Cameron Salt and Lisa Wood by teleconference. Executive Director Tyson Koester and Management Assistant Bridget Losee. Guests: Emilee Vaden Hot Pools Manager, Karen Bartlett Olympic Swimming Pool Manager and Byron Spencer Maintenance and Operations Supervisor.

Welcome and Introductions

Chair Jeff Hough called the meeting to order and welcomed all in attendance.

Review and motion on minutes from November 15, 2024-Action Item

After Board review, Bob Geddes made a motion to approve the November 15, 2024 meeting minutes, Cameron Salt seconded the motion. The motion carried unanimously.

Discussion Item-Department Supervisor's report to the board

Supervisor's

Emilee Vaden Office Services Supervisor (Hot Pool Manager)

Gift Shop

- o SDI new company for purchasing supplies. They came in person to give a presentation, and the products are good quality. She orders shot glasses, patches, beanies and T-shirts (I survived the 100-degree water-logo).
- o The products are flying off the shelves, she is ordering larger quantities of each product. Storage for the products is an issue.
- o Other products that are sold in the Gift Shop.
 - Tumblers
 - Water bottles
 - Christmas Ornaments
 - Key Chains

Staff

We hired two new CSRI's (Customer Service Representative 1)

- Peggy Petersen
- Desiree Holsten

Training

Disc Training with Black River PM-Angie Lyon. The training was excellent for the employees. The training has helped the employees in the work environment and their personal lives.

Construction Projects

- o New Park-Parking lot
- o New Hottest Pool

Emilee thanked the Board for approving these improvements for the Hot Pool facility.

Goals

- o Expand the Gift Shop

- o Cold Plunge
- o New Logo-Branding
- o Motel Tour-Employee Training

Questions

Jeff Hough asked why we are not selling the products online?

Emilee explained that the current POS system-Lilypad can't accommodate the online sales. Hackers were causing issues with the sales.

Lisa Wood asked what is the mark up on items in the gift shop?

Emilee responded that the mark up is 50%.

Karen Bartlett-Olympic Swimming Pool Manager

- **Cabanas** were great addition at the pool. Food within the cabana is getting left on the cement sidewalks. There are cabanas being scheduled already for next year. It has been mentioned that there will be more cabana installed on the south side of the outdoor pool. She would like to have two installed west of the slides.
- **Food Trucks-** There was only one food truck (snow shack) last year. In the bid documents last year, they had to be there 90% of the season. The food trucks biggest concern was staffing for the entire seasonal especially when school starts in the fall. We don't want to have the truck coming in and out all during the summer season.
- **Floating Log** was installed toward the end of the summer season. It was a huge success. After the outdoor pool closed for the season, they noticed some flaws and it had to be sent back, she is hoping to have it back for 2025 summer season.
- **Aqua Zippin** has been a big issue at the pool. The maximum weight is 250lb. It is constantly needing repairs-maintenance. She would like to move it to another location.
- **Staff** has done an amazing job with first aid and there wasn't as many incidents.
- **New master's Program** They have started a master's program on Fridays, Darla Workman is the instructor for this program. So far, they have 3-7 people join the program.
- **Swim Lessons** classes have been full, and we need more swim instructors. Swim Lessons Jackson Hole Idaho Falls SLC come for the swim lessons. Families are coming all together to participate in the swim lessons. The initially the swim lessons started with 3 instructors and has grown significantly.

Goals

- **Lap swim classes-** she would like to have additional time slot for Lap swim such as 5:00pm-8:00 pm or 6:00pm-8:00pm. Another option possibly would be to close the indoor pool for activities in the evenings during the summer months.
- **Employee pay rates** Her concerns is that we get the pay increases for employees that come back multiple years but with the pay scale adjustment is has caused a salary compression with new and multiple year returning employees. Employees get a \$.25 hourly increase annually if they have work 250 hours within the year. It was mentioned to possibly start a retention bonus.

Byron Spencer-Maintenance and Operations Supervisor

Byron mentioned all the maintenance repairs and improvements that he and his staff have completed in CY 2024.

Such as

- Pumps, valves, drain covers and motor replacements-upgrades.
- Preventative UV bulb.
- Fenced berm area(Southwest area)fencing and installed sod and sprinkler system.
- Installed new Electrical panel in the Olympic Swimming Pool basement.
- Curly slide entrance repaired. Temporary plastic-fiber glasses cover.
- Automated Sprinkler System. They have converted 95% of the sprinkler system to automated system. This has been a great improvement.
- 3-Housts- installed in the basement to lift pumps, heavy equipment.
- Built retaining wall by the Maintenance Shop.
- Removed/Replaced concrete next to west end of Swimming Pool building. Repaired a water leak that was going into the basement of building.
- Security Cameras were installed by the speed slides, they had to install an extension pole.
- Manifolds were replaced for the hypothermal water in the sidewalks and driveway at Hot Pools.

- Stained the Hot Pools building and repainted the dressing doors and jams to match the canopies by the pool.
- Replaced stackable washers and dryers at both facilities.
- Upgraded from 50 gallon tots to 250 gallon tots for chlorine.
- Diving Board platform are being recoating and repaired
- **Goals**
 - Create a parking plan for the triangle park.
 - Replace flooring at Olympic Swimming Pool Building.
 - Refinish dressing floor in dressing rooms at Hot Pool facility.
 - New Building over the east KOA pump.
 - Paint and repair curly slide stairs.
 - Install more cabanas.
 - Finish sprinkler systems automation.
 - Parking lots refinished.
 - Upgrade lift station pump electrical.
 - New sprinkler system in the Majestic Park (after park-parking lot project is completed)
 - Dock by river repaired it is being washed out.

New equipment

Backhoe attachment for skid steer.

Scissor lift.

Bulk fuel tanks

Staff

He mentioned that he has an amazing staff with awesome employees.

Bob Geddes mentioned that he has had a lot of compliments on Christmas-event outdoor lighting at both facilities.

Jeff Hough thanked the managers for all their hard work. He mentioned that he doesn't get any calls about the management of the Foundation.

KOA East Ground Lease approval-Action Item

We have been working through the KOA east extension description issues. Sunrise survey company met with Tyson on the boundaries of the property. CEM Hydro has an easement agreement through the property for maintenance. Kody is working with CEM on their easement with the new construction of the leased extension property. They have run into a couple of issues with a line on west side of Blazer Highway. There are questions of when the Highway and building was put on the property. They have a rough draft to send to the Attorney General for oversight-approval. Tyson received a 70% drawing of the property and what they plan to do with improvements-design to the property with the proposed layout of the new campground. They will start to bore at the end of March or first of April and then will start the construction of the site. Bannock County will clean out the pit and then be off of the property by June 2025. Tyson will work with ITD (Idaho Transportation Department) for the purchase of the building that is on the west side of Blazer Highway property.

Ronald Johnson made a motion to approve the new redesign lease description of the extension property, Bob Geddes seconded the motion. The motion carried unanimously.

Updated plan for food truck bid for the Swimming Pool outdoor season-Action Item

Tyson would like to get the bids out in the next week or so. Last year the bid documents stated that the vendors had to be on site for 90% of the season. We had a vendor not bid or leave due to the 90% and difficulty of staffing. This will be the 4th year for having trucks. Tyson would like to reduce the stipulation of being on site 90% of the summer season.

Bid Documents

- 2 vendors.
- Require them to be there Friday-Sunday and holidays.
- Minimum bid \$4,000.00.

3 total concessions

- Two food trucks.
- PITA concession.
-

We currently allow outside food and drink at the pool currently.

Director Report

Executive Director Tyson Koester reported:

- Fire and Ice Winter Festival in Lava Hot Springs will be held February 7th-8th, 2025. Tyson is on the Chamber Board, and he is in charge of the parade and outdoor concert.
- Parking lot-light poles are in, and they should be working this week. Last Saturday was so busy, approximately 7,000 in attendance last weekend. There will be a change order for the east end of the Parking Lot project the grass area is currently has 2 to 1 slope and he would like to change it to 0 maintenance in that area.
- RFQ- curly slide tower project. The bid process is scheduled to start end of next summer and include the PKC (Portneuf Kiddie Pool) toys paint striped off of them and repainted.
- **Upcoming 2025 summer projects**

Install larger family Cabanas-Pavilions.

Where would the placement of more cabanas be placed, close to pool or back by the fence. Customers would pay more for pool side than back away from the water. There is area by the Towers, Aqua Zippin or the fence line by towers. People didn't care about the location of cabanas and not having to be poolside. The cabanas are stilling in the planning phases with the addition of electricity, water etc. There is power in the outside bathrooms, and we could use it for any cabanas in that area.

Byron Spencer and Karen Bartlett mentioned that there has been an issue with customers lifting coolers with alcohol over the fence by the outside bathrooms. Byron mentioned extending the height of the fence to prevent people from handing coolers over the fence. Back of the outside bathrooms is the weakest area for monitoring.

The staff will go in teams to handle drinking issues. Bannock County Sherrif Officers walk through the facilities on weekends. It was discussed to hire private security on busy weekends. There are approximately 174,000 people at the pool annually and how many alcohol issues?

Ron and Lisa agree with hiring private security for busy weekends in the summer.

This would protect staff at both Facilities. Tyson can put together a proposal for security and present at the next meeting. Lisa Wood mentioned that security is a good thing for due diligence. The city of Lava Hot Springs has hired more Bannock County Sherrif- policing presence in Lava and it has been a great improvement. They have made more of an effort to walk, bike throughout the city. Even parking a police car along Main Street deters problems as well.

- Create an advertising plan for construction projects to notify customers and let them know of the accessibility of the facilities during construction of parking lot, main street bridge and new hot pool.
- Cold plunge- northwest corner of the facility. Look at options and time frame. Water source not from city, but river. Non-consumptive use for river water usage for a cold plunge.
- The City of Lava Hot Springs Main Street Bridge replacement next to the Hot Pool facility will start in September 2025. There will be traffic flow issues.
- Design Build project-the cold plunge could be added into the contract of the Hottest pool project. Tyson asked CM Company about the cost of installing a cold plunge. Check into time frame. Have CM run some numbers for a cold plunge.
- Black River employee training. Continue with this training the employee have gave good feedback.

Financial Report

Tyson emailed the financial reports to the Board of Directors. Tyson is building a report for the meetings to give to the board. There is a report for all state agencies, and he must build it specifically for our agency. We need to increase the programs at the Olympic Swimming Complex. We have a lot of available time for programs etc. Karen Bartlett and Klarissa Jamieson are looking at expanding more programs at the swimming pool.

FY 25 July-December 2024

Revenue	\$2,792,803.80
Expenditures	\$3,004,972.60
Rev. vs Exp.	(212,168.80)

Fund Balances

41003 \$ 4,927,025.36
41004 \$ 5,208,045.57
Total \$10,135,070.93

10-Minute refreshment break

The meeting was called into a break at 11:19am and back in session at 11:29am.

Discussion Item-Attendance Report for Calendar Year 2024

CY 2024 Attendance
Hot Pools 310,719
Swim Pools 151,148
Total 461,867

Discussion Item-Hot Pool Remodel Update

Tyson had a meeting with the design build team last week and they ran into a couple issues.

- Retaining wall-shale rock safety issue.
- Option 5-shift the north side of the project to the south by 5 ft.
- Rod Iron fencing of south and east area of the pool.
- Add a 10ft x 10ft cold plunge into this project. Where would it be located.
- Design the cold plunge so that we don't have to use chemicals in it. Water turnover for the quantity of customer usage.
- ADA (Americans with Disability Act) ramp.

Discussion Item-Logo Update for the LHSE

Birgitta Bright of Forrest Design Group created some options for a new Foundation Logo. She presented six options to the management team. The options were also sent to the Board for input. The timeline to have the logo done was to try to get a decision made before the Snowbird Travel Show, which was held on January 14, 2025. There has been some feedback and changes suggested for the logo. Maybe just have a seal not the verbiage beside the seal. The seal logo could differentiate the foundation from the city of lava hot springs and have it be more of a resort concept. Tyson will have Birgitta and Destiny look into a contest for logo creation and have a family summer season pass as the award for the winner.

LHSE Board Officers Nominations and Elections-Action item

Chair Jeff Hough opened the floor for officer nominations.

Lisa Wood made a motion to nominate Jeff Hough as Chair, Cameron Salt seconded the motion. The carried unanimously.

Bob Geddes made a motion to nominate Ronald Johnson as Vice Chair, Lisa Wood seconded the motion. The motion carried unanimously.

Jeff Hough and Ronald Johnson accepted the positions.

Schedule next meeting

The next meeting is scheduled for April 18, 2024 at the Foundation Board Room 430 E. Main Street Lava Hot Springs.

Adjourn

The meeting was adjourned at 12:35 pm.

Board Chair Jeff Hough

Date

Executive Director Tyson Koester

Date

Minutes by:

Bridget Losee

Management Assistant