



City of Bethel, Alaska

Parks & Recreation Committee Agenda

Regular Meeting **Monday, September 17, 2012 – 6:00 p. m.** Bethel 4-H Youth Center

Barbara Mosier
Committee Chair
Term Expires 12/2013

Erica Neck
Committee Member
Term Expires 12/2013

Margaret Revet
Committee Member
Term Expires 12/2013

Mary Sattler
Council Rep 10/2012

Minnie Sallison Fritts
Committee Member
Term Expires 12/2013

Susan Taylor
Committee Member
Term Expires 12/2012

Amanda Colvin
Committee Member
Term Expires

OPEN POSITION
Alternate Committee Member
3 Year Term

Janet Athanas
Director
543-7711

Ronda Sargent
Secretary/Recorder
543-2088

City Planner
545-0114

John Sargent
Grant Development Manager
543-1386

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PEOPLE TO BE HEARD – THREE MINUTES PER PERSON**
- IV. APPROVAL OF MINUTES**
 - a. May 7, 2012
- V. APPROVAL OF AGENDA**
- VI. DEPARTMENT REPORT**
 - a. Janet- Director Report
- VII. UNFINISHED BUSINESS**
 - a. Open House
- VIII. NEW BUSINESS**
 - a. Baseball Field
- IX. MEMBER COMMENTS**
- X. ADJOURNMENT**

Posted: **September 12, 2012** at City Offices, AC, Swanson's, Bethel 4-H Youth Center, Post Office

Ronda A. Sargent, Secretary

DRAFT

**City of Bethel, Alaska
Parks and Recreation Committee Minutes**

May 7, 2012

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

The meeting was called to order by Barb Mosier at 6:12 PM.

II. ROLL CALL

Comprising a quorum of the Committee, the following were present:

Barbara Mosier, Susan Taylor,
Erica Neck, Minnie Sallison Fritts

Excused absence(s): Mary Sattler

Unexcused absence(s): Margaret Revet

Also in attendance were the following:

Ronda Sargent, Recorder
Janet Athanas, Director

II. SPECIAL ORDER OF BUSINESS

Amanda Colvin Oath of Office

III. PEOPLE TO BE HEARD

1. Leif Albertson-Pinky's Park Bellfield gets a lot of community use and I would like to see some more maintenance on the field for continued use. As users we manage the trash and equipment we use.

2. Zach Fansler- Pinky's Park Bellfield. I would like to see more maintenance on the field. I will volunteer to help with maintenance projects including recruiting volunteers for a project.

IV. APPROVAL OF MINUTES

MOVED BY:	S. Taylor	To approve the minutes of the regular meeting for April 9, 2012.
SECONDED BY:	E. Neck	
VOTE ON MOTION	Unanimously approved	

MOVED BY:	A. Colvin	To make Minnie Sallison Fritts absence for the regular meeting for April 9, 2012 excused due to 2 deaths in the family.
SECONDED BY:	S. Taylor	
VOTE ON MOTION	Unanimously approved	

V. APPROVAL OF AGENDA

MOVED BY:	M. Fritts	To approve the agenda.
SECONDED BY:	S. Taylor	
VOTE ON MOTION	Unanimously approved	

VI. DEPARTMENT HEAD REPORT

VII. UNFINISHED BUSINESS

a. Open House-

MOVED BY:	M. Fritts	To hold the Open House on Saturday, October 20, 2012 from 11:00 am - 3:00 pm
SECONDED BY:	S. Taylor	
VOTE ON MOTION	Unanimously approved	

VIII. NEW BUSINESS

- a. 4th of July activities- the committee brainstormed some ideas and is looking to hearing back from student council on their participation.

XI. MEMBER COMMENTS

Mosier: Welcome Amanda! I am excited about writing letters to Gov. Parnell about supporting the pool project.

Sallison Fritts: So glad it is not 50 below anymore!

Colvin: Glad the park is going in Tundra Ridge. Little League will be using the High School Fields this season.

XII. ADJOURNMENT

MOVED BY:	S. Taylor	To adjourn the meeting
SECONDED BY:	M. Sattler	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting adjourned at 7:30 PM.

*****The Parks & Recreation committee voted at the February meeting to not meet over the summer (JUNE, JULY & AUGUST). The next regular meeting will be September 10, 2012. *****

APPROVED THIS ___ DAY OF _____, 2012.

Barbara Mosier, Chair

Ronda A. Sargent, Committee Secretary



MEMORANDUM

DATE: 9/13/12
TO: Lee Foley
FROM: Janet Athanas & Ronda Sargent
SUBJECT: SUMMER 2012 CITY MANAGERS REPORT

MAY 2012

Programs/Divisions

- Seasonal Projects-
 - Ronda is working on the Fair committee for this year's Fair in August.
 - Jerry attended the Certified Playground Safety Inspector course in Fairbanks. We are awaiting his test scores.
 - Closed week will be May 28- June 1.
 - Ronda, Nikki, Barb Moiser and Margie Revet participated in the Bethel Children's Fair on April 30th. We had fun and passed out information about the 4-H Youth Center programs.
 - We are working with other agencies in town to make Clean Up Green Up bigger and better this year.
- Foods Programs-
 - Ronda & Jerry attended Summer Food Program training.
 - Jerry attended At-Risk Snack Cooks training in Sitka.
- 4-H Youth Center-
 - We will be open for K-6 grades at noon May 23-25.
 - We are preparing the summer plans for the 10 week program.
- Parks
 - Season begins May 14. Jerry and Ben will transfer out to Park Maintenance duties.

Staffing Issues/Concerns/Training

- The 4-H Youth Center was broken into May 15-16. We worked with PD on the report and what was taken.

JUNE 2012

Programs/Divisions

- Seasonal Projects-
 - Ronda continued with the fair meetings this month
 - We are preparing for the 4th of July Event
- Foods Programs-
 - Summer Food Program will begin June 4. Meals are free to anyone 18 and younger. Meal times are Lunch 12:30, Snack 3:30, Dinner 6:30.



MEMORANDUM

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SUBJECT: SUMMER 2012 CITY MANAGERS REPORT

- Grants-
 - This year we had two campfire counselors come to Bethel for three weeks. The counselors assisted with the 4-H Summer Day Camp, had extra activities like sleepovers and youth dances, outside of the other program times. They arranged for John Active to come and tell traditional Yupik stories. Part of John's visit was included in a Channel 2 news story about Story Telling in Alaska. The counselors took the kids on swimming trips to the river to practice life vest "swimming" and cold water survival skills. They also took the kids on a couple of hikes in the tundra. They helped us prepare and take the kids to be in the 4th of July parade. They did some arts and crafts projects and had two healthy challenges while they were here. One challenge was to brush your teeth 3 times a day and the other was to drink water throughout the day. Having Campfire come has become something that the staff and kids look forward to each summer.
- 4-H Youth Center-
 - *Science Experiments Completed*

Spinner Helicopters: By designing a helicopter using paper, the children were curious to how this worked. When the children constructed their own helicopters they experimented with height, weight, and speed. They discovered that using a paper clip instead of tape created more speed on the helicopter because of the weight difference. The children also learned that their helicopter gained speed when it was dropped from a distance such as a high deck rather than a short distance.

First Fliers: We spent the day with the kids designing and constructing paper airplanes. Each child showed their way of making a paper airplane and we chose the one that was more reliable with height, speed, and distance. The children gave their guesses on why the paper airplane was better than the others.

Tornado Tower: We made a tornado tower using two plastic two liter bottles and a plastic film canister. By putting these two bottles together using the film canister and water inside the bottles, we were able to create a tornado by spinning the bottle in one direction and letting the water flow from the top bottle to the bottom. They learned when water is being drained it spirals into a vortex exiting a lot faster and they were easily entertained and they think it looks cool.



MEMORANDUM

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Play Dough: We made homemade play dough using flour, water, salt, and oil. Before getting started we asked the children what they thought could make homemade play dough. After showing the ingredients, each child made a guess to why every ingredient helped make play dough. As we went on with the experiment, we added each ingredient one at a time so the children would slowly feel the change as they mixed their play dough with their hands.

Kiting: Using plastic bags, string, straws, and tape the children made kites. The children guessed why each piece of the kite helped it fly and as they experimented with their kites in the weather over a span of days they learned that the kites fly better when there is wind rather than a calm day.

Head North: Head north is a compass activity we did with the children to practice direction using a compass. We explained the difference between true north and magnetic north and also had them guess which directions were North, South, East, and West before demonstrating how to use the compass.

Catapults: We worked with the children step-by-step to building catapults using pencils, rubber bands, and a spoon. The children experimented with the design of the catapult to see what makes the flying object either go higher or further.

Wood Age: We gathered stumps of trees and cut them into slices then had the children estimate on how old the tree is. We showed the children that there is a way of counting how many years the tree has been alive by counting the rings.

Rainbow In A Jar: By having the children drop food coloring in a jar with vegetable oil and water, we taught them that the vegetable oil is lighter than the water and the food coloring is heavier than the vegetable oil. All these different weights created a droplet of different colors swaying in the water.

- *ATG Park*
 - The 4-H Summer youth went out on June 8th to help Mr. Trantham with the ATG Memorial Park. They helped fill the flower beds.
- Parks
 - Gary Max from Sitelines came to Bethel for a supervised install on the large playground equipment that went into Tundra Ridge Park. The piece was installed the week of June 25th. Thank You Gary Max and Jerry Cutlip for putting that in.



MEMORANDUM

DATE: 9/13/12
TO: Lee Foley
FROM: Janet Athanas & Ronda Sargent
SUBJECT: SUMMER 2012 CITY MANAGERS REPORT

Kudos/Thanks

- Department Employee of the Month: Joene "Jojo" Billy. Thank you Jojo for your hard work!

JULY 2012

Programs/Divisions

- Seasonal Projects-
 - The 4th of July event went smoothly. Thank you to our MC Miss Camai and her helpers. Thank you to Mr. Allgair for providing Sound and Northland Services for the "stage".
 - James Barker & his wife participated in the 4th of July parade and autographed the new release of the Bethel First 100 Years book.
 - The Parks & Recreation Department will be closed on the 5th of July.
 - Ronda attended Fair meetings.
- 4-H Youth Center-
 - Summer recreation included field trips to the power plant, fish & wildlife, library, Meyers' farm, berry picking in Pinky's Park. Field days to the ball field. Archery days with Marty L.
 - Summer arts & crafts included wire trees, cupcakes, potholders, picture holders, flower pots, fish camp buckets. Some of our youth entered these projects into the Bethel Fair and did well.

Staffing Issues/Concerns/Training

- Congratulations to Nikki Worm and Norman Pete on the delivery of their baby boy Mason. He arrived on July 5th!
- Thank you to ONC Summer Youth Employees for working with us this year! Willem Chaliak, Daniel Snyder & Giana Aloysius.

Budget/Financial

- Completed June Audit for food inventory (food programs & OTC). Submitted to Finance.

Kudos/Thanks

- Department Employee of the Month: Lauren Sleppy. Thank you Lauren for your hard work!
- 4th of July Shooting Star Award: Jerry Cutlip

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2012

GENERAL FUND

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS & REC/BYC</u>						
10-71-545 TRAINING/TRAVEL	.00	.00	.00	4,000.00	4,000.00	.0
10-71-561 SUPPLIES	156.00	3,596.52	3,752.52	22,000.00	18,247.48	17.1
10-71-563 WEARING APPAREL	.00	.00	.00	1,000.00	1,000.00	.0
10-71-564 BYC-SUPPLIES SUMMER FOOD PROG	.00	.00	.00	5,500.00	5,500.00	.0
10-71-565 ARBOR DAY GRANT SUPPLIES	.00	.00	.00	550.00	550.00	.0
10-71-567 ITEMS FOR RESALE	.00	1,038.87	1,038.87	11,000.00	9,961.13	9.4
10-71-602 GASOLINE/DIESEL/OIL	.00	1,280.38	1,280.38	4,690.00	3,409.62	27.3
10-71-621 ELECTRICITY	.00	735.08	735.08	7,900.00	7,164.92	9.3
10-71-622 TELEPHONE	.00	696.03	696.03	4,200.00	3,503.97	16.6
10-71-623 HEATING FUEL	.00	1,336.23	1,336.23	33,500.00	32,163.77	4.0
10-71-624 WATER/SEWER/GARB	.00	1,836.72	1,836.72	22,300.00	20,463.28	8.2
10-71-649 OTHER PROFESSIONAL FEES	.00	500.00	500.00	600.00	100.00	83.3
10-71-661 VEHICLE MAINT/REPAIR	.00	304.09	304.09	7,494.00	7,189.91	4.1
10-71-666 LWFC-PINKEYS PARK	.00	.00	.00	1,000.00	1,000.00	.0
10-71-668 PARK MAINT	.00	.00	.00	17,500.00	17,500.00	.0
10-71-669 OTHER PURCHASED SERVICES	.00	.00	.00	2,000.00	2,000.00	.0
10-71-680 YOUTH CENTER-THEFT & VANDALISM	.00	.00	.00	2,000.00	2,000.00	.0
10-71-683 MINOR EQUIPMENT	.00	3,590.79	3,590.79	12,000.00	8,409.21	29.9
10-71-691 YOUTH CENTER REPAIRS/UPGRADES	.00	.00	.00	50,000.00	50,000.00	.0
10-71-694 CITY PARK DEVELOPMENT	.00	.00	.00	11,488.00	11,488.00	.0
10-71-721 INSURANCE	.00	11,627.09	11,627.09	9,400.00	(2,227.09)	123.7
10-71-724 DUES/SUBSCRIPTIONS	.00	.00	.00	1,000.00	1,000.00	.0
10-71-727 ADVERTISING	.00	.00	.00	500.00	500.00	.0
10-71-733 POSTAGE	.00	.00	.00	300.00	300.00	.0
10-71-772 YKHC GARDEN AWARD PROJECT	.00	76.67	76.67	.00	(76.67)	.0
10-71-799 MISCELLANEOUS EXPENSE	.00	60.00	60.00	200.00	140.00	30.0
TOTAL PARKS & REC/BYC	156.00	26,678.47	26,834.47	232,122.00	205,287.53	11.6
TOTAL FUND EXPENDITURES	156.00	26,678.47	26,834.47	232,122.00	205,287.53	11.6

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2012

GENERAL FUND

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>						
10-43-435	PARKS & REC OTC SALES	.00	3,007.61	3,007.61	20,500.00	17,492.39 14.7
	TOTAL CHARGES FOR SERVICES	.00	3,007.61	3,007.61	20,500.00	17,492.39 14.7
<u>RENTAL INCOME</u>						
10-44-463	LOG CABIN RENTAL	.00	1,340.00	1,340.00	5,000.00	3,660.00 26.8
	TOTAL RENTAL INCOME	.00	1,340.00	1,340.00	5,000.00	3,660.00 26.8
<u>LICENSES, PERMITS & FEES</u>						
10-45-437	BYC 4-H PROJECTS	.00	84.32	84.32	.00 (84.32) .0
10-45-457	PARKS & REC JULY 4TH FEES	.00 (800.00)	(800.00)	5,000.00	5,800.00 (16.0)
10-45-458	PARKS & REC - OTHER	.00	159.00	159.00	450.00	291.00 35.3
10-45-459	B.Y.S.P. GAME REVENUE	.00	.00	.00	200.00	200.00 .0
10-45-461	B.Y.S.P. - WEIGHT ROOM	.00	1,077.05	1,077.05	6,800.00	5,722.95 15.8
10-45-465	PARKS & REC PROGRAM FEES	.00	2,300.00	2,300.00	14,000.00	11,700.00 16.4
10-45-467	P&R-BIKE RODEO PROJECT	.00	.00	.00	600.00	600.00 .0
	TOTAL LICENSES, PERMITS & FEES	.00	2,820.37	2,820.37	27,050.00	24,229.63 10.4
<u>MISCELLANEOUS</u>						
10-49-484	YOUTH CNT-PUB DONATIONS	.00	53.00	53.00	150.00	97.00 35.3
	TOTAL MISCELLANEOUS	.00	53.00	53.00	150.00	97.00 35.3
	TOTAL FUND REVENUE	.00	7,220.98	7,220.98	52,700.00	45,479.02 13.7

CITY OF BETHEL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2012

BYC FOOD PROGRAM

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEARNED	PCNT
<u>STATE OF ALASKA FUNDING</u>						
18-42-411 SFSP - LOCAL REVENUE	.00	25.00	25.00	.00	(25.00)	.0
TOTAL STATE OF ALASKA FUNDING	.00	25.00	25.00	.00	(25.00)	.0
TOTAL FUND REVENUE	.00	25.00	25.00	.00	(25.00)	.0

CITY OF BETHEL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2012

BYC FOOD PROGRAM

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PCNT
<u>BYC FOOD PROGRAM EXPENDITURES</u>						
18-50-571 SFSP - FOOD/SUPPLIES	.00	4,779.88	4,779.88	.00 (4,779.88)	.0
18-50-572 CACFP-FOOD/SUPPLIES	.00	813.71	813.71	.00 (813.71)	.0
TOTAL BYC FOOD PROGRAM EXPENDITUR	.00	5,593.59	5,593.59	.00 (5,593.59)	.0
TOTAL FUND EXPENDITURES	.00	5,568.59	5,568.59	.00 (5,568.59)	.0