



# City of Bethel, Alaska

## Parks, Recreation, Aquatic, Health & Safety Center

### Committee Agenda

Regular Meeting

January 11, 2016 – 6:00p.m.

City Hall 300 State Highway

Michelle DeWitt  
Committee Chair  
Term Expires 12/2017

Judy Wasierski  
Committee Co Chair  
Term Expires 12/2018

Kathy Hanson  
Committee Member  
Term Expires 12/2018

Barbara Mosier  
Committee Member  
Term Expires 12/2018

Beverly Hoffman  
Committee Member  
Term Expires 12/2018

Mary Weiss  
Committee Member  
Term Expires 12/2018

Rick Robb  
Council Rep  
Term Expires 10/2017

Matthew Ross  
Parks and Recreation Rep.

Raunicka Ray  
Pool/Health Center Rep.

Vacancy  
Alternate Committee Member  
3 Year Term

Vacancy  
Alternate Committee Member  
3 Year Term

Pauline Boratko  
Committee Recorder

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PEOPLE TO BE HEARD – THREE MINUTES PER PERSON**
- IV. APPROVAL OF AGENDA**
- V. APPROVAL OF THE MINUTES**
  - a. December 7, 2015
- VI. SPECIAL ORDER OF BUSINESS**
  - a. Annual Committee Training by the City Clerk
- VII. DEPARTMENT HEAD REPORT**
- VIII. UNFINISHED BUSINESS**
  - a. Capital Fund Trails- Identification of Priority Improvements
  - b. Pool Operations Plan- Review and Discussion
  - c. Pool Usage- Review of usage data
  - d. Pool Financial Report- Review of Updated Revenue/Expenses
  - e. 4-H Youth After School Program at the Pool- Spring Water Safety Activity
  - f. Corporate Discounts- Update on status of existing/new agency/corporate partners
  - g. Option to renew contract with United Pools
  - h. Board walk behind University of Alaska-demolish old boardwalk and make new trail
- IX. NEW BUSINESS**
  - a. Establish a New Dog Park
  - b. Pool Temp Strategy
  - c. Sub- Committee Report
- X. MEMBER COMMENTS**
- XI. ADJOURNMENT**

Posted\_at City Hall, AC, Post Office, Corina's

Pauline Boratko, Committee Recorder

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**City of Bethel, Alaska**  
**Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes**

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December 7, 2015

Regular Meeting

Bethel, Alaska

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**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:15 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present:  
Michelle DeWitt, Kathy Hanson, Beverly Hoffman, Mary Weiss arrived at 6:25 pm, and Judy Wasierski arrived at 6:11pm

Excused absence(s): Rick Robb

Also in attendance were the following:

Matthew Ross, Parks & Rec.  
Ann Capela, City Manager  
Pauline Boratko, Committee Recorder  
Raunicka Ray, Pool Manager  
Barbara Moiser

**III. PEOPLE TO BE HEARD:**

Ronda Sargent- suggested to the committee that an event should water safety event to take place at the Pool during the spring break students have in March of 2016.

**IV. APPROVAL OF AGENDA**

MOVED BY:	B. Hoffman	Motion to approve agenda
SECONDED BY:	J. Wasierski	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	J. Wasierski	Motion to approve the minutes
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

**VI. DEPARTMENT HEAD REPORT:**

Matthew Ross, Parks and Recreation representative reported on the Log Cabin use. Not much detail was presented but the Log Cabin is rented on a monthly basis and not on a daily basis. A dollar amount was given to the committee.

**IX. UNFINISHED BUSINESS:**

- a. Capital Fund Trails- The trail from the hospital to the University of Alaska- Kuskokwim Campus needs repair

MOVED BY:	B. Hoffman	Motion to require Public Works Director to use funds for existing trails
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

- b. Pool Operations Plan: Advertisement to gain public attention assisting Raunicka Ray and Mike Chung

MOVED BY:	B. Hoffman	Motion to adopt two subcommittee for advertising and pool temp regulation
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

MOVED BY:	B. Hoffman	Motion to make sure that the week the pool is shut down for cleaning is the first week of school
SECONDED BY:	J. Wasierski	
VOTE ON MOTION:	Unanimously approved	

- c. Pool Financial Report: Pool Financial report from October was presented to committee. A new time suggested for committee meeting is now set for the second Monday of every month to receive previous month's report. A financial report for the Pool is due after the committee meets on that first Monday of the month.
- d. 4-H Youth After School Program: After school program at Pool estimated at 14-16 kids from 3 pm- 5:30pm Tuesday-Friday \$350 per child that includes meals.
- e. Corporate Discounts: Yukon Kuskokwim Health Corporation and Yuut Learning Center are the only two companies that have currently discounts. The committee is currently working with the Lower Kuskokwim School District (LKSD), Association of Village Council Presidents-Regional Housing Authority (AVCP-RHA), and the Association of Village Council Presidents-Incorporated (AVCP-Inc) to get them discounts at the Pool.

**X. NEW BUSINESS:**

- a. Option to renew contract with United Pools- It was recommended to stay with United Pools for two more years and United Pools is interesting in continuing their contract also.
- b. Board walk behind University of Alaska- demolish old boardwalk and make new trail.

MOVED BY:	B. Hoffman	Motion to City Council to use tobacco tax for board walk repair up to \$270,000
SECONDED BY:	K. Hanson	
VOTE ON MOTION:	Unanimously approved	

**XI. MEMBER COMMENTS**

- M. Weiss- Good meeting! Sorry I was late, and just to let everyone know I will be out of town up until January 6, 2016
- J. Wasierski- I felt good about the meeting, and the relationship with Raunicka.
- B. Hoffman- Do something about warmer pool temperatures, I also recommend wall heaters.
- K. Hanson- Keep reading, be prepared.
- M. Ross- no comment
- R. Ray- no comment
- M. Dewitt- I'm going to be working with Matt in the near future on a winter event in March.

**XII. ADJOURNMENT**

MOVED BY:	B.Hoffman	To adjourn the meeting at 8:11 pm
SECONDED BY:	J. Wasierski	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting adjourned at 8:11 p.m.

APPROVED THIS \_\_\_ DAY OF \_\_\_\_\_, 2015.

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Pauline Boratko, Committee Recorder

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Michelle Dewitt, Chair

## Dog Park Option 1: "Bus Barn"



For the Dog Park next to the bus barn we would have to get the Bethel Search and Rescue building moved out of the area. Then there would be 512 Ft of fencing that would need to be installed with one man gate and the installation of the Dog Park equipment. Estimation of labor is 160 hours for two employee workers with two to three volunteers. Once everything is in place then we will need in plant grass and fertilizer.

Equipment	Dog Park Structures	\$5,873.00
Fencing	512ft 1 man gate	\$5,120.00
Labor	Installment	\$2,771.20
Building removal	Search & Rescue	\$0.00
Landscaping	Fertilizer & Grass seed	\$1,420.00
<b>TOTAL</b>		<b>\$15,184.20</b>

## Dog Park Option 2: "Riverside Bluff Park"



For the dog park on the river side bluff we will install dog equipment and will only need 100 feet of fencing and two man gates to be installed. It will take two employees 40 hours each to install.

Equipment	Dog Park Structures	\$5,873.00
Fencing	100ft of Fencing	\$1,000.00
Labor	80 hours to Install	\$2,942.00
<b>TOTAL</b>		<b>\$9,815.00</b>

## Dog Park Option 3: "Senior Center Park"



For the Dog Park next to the Senior Center we need 420 Ft of fencing that would need to be installed with one man gate and the installation of the Dog Park equipment. Estimation of labor is 160 hours for two employee workers with two to three volunteers. Once everything is in place then we will need in plant grass and fertilizer.

Equipment	Dog Park Structures	\$5,873.00
Fencing	420 ft of fencing 1 man gate	\$4,200.00
Labor	Installment/ tree Removal	\$4,245.60
Dirt	atleast 20 loads or more ?	\$2,800.00
Landscaping	Fertilizer & Grass seed	\$2,840.00
Parking lot	5 loads ?	\$700.00
<b>TOTAL</b>		<b>\$20,658.60</b>



# City of Bethel

## Committees and Commissions

### Recommendation to City Council

Committees and Commissions that wish to make a recommendation to City Council should turn this form in to the City Clerk or to the City Council representative on the committee or commission.

<b>Committee/Commission:</b> Parks & Recreation	<b>Chairman:</b> Minnie Sallison-Fritts
<b>Date Submitted:</b>	<b>Council Rep:</b>
<b>Issue:</b>	
The community has been asking for an off leash dog park. The City 2035 Comprehensive Plan lists a dog park as a community improvement goal. (see page 9-32 in comp plan)	
<b>Recommendation:</b>	
The Parks & Recreation Committee, after reviewing all three sites, recommends that council approve the proposed option 2 "riverside bluff park" as the site for a dog park. The committee feels that the cost at this site will be minimal for the purpose, the location has easy access, required labor to make the improvements is minimal, and no need to displace BSAR.	

**Other: attachments Dog Park Options 1-3.**

Received by: \_\_\_\_\_  
 Date: \_\_\_\_\_



parks + playgrounds

# Leash-Free And Lovin' It

Giving dog lovers ownership  
over play spaces



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BY JACQUELYN GODDARD

If local, state, or federal park managers were asked to identify a trend for users of park property, many of the managers would name the increase in dogs going off-leash. According to survey results released earlier this year by The American Pet Products Association, dog ownership has increased to an all-time high of 83.3-million dogs ([www.americanpetproducts.org](http://www.americanpetproducts.org)).

Further, anecdotal evidence suggests that requests from dog owners to park managers for designated locations for their pets to play have also increased. As a result, municipal officials have devised a variety of new policies, including designating off-leash hours in specific parks, installing pet runs that can be used for a fee, and having pet owners take the initiative to form a group, raise money for construction materials, and then maintain the recreation area.



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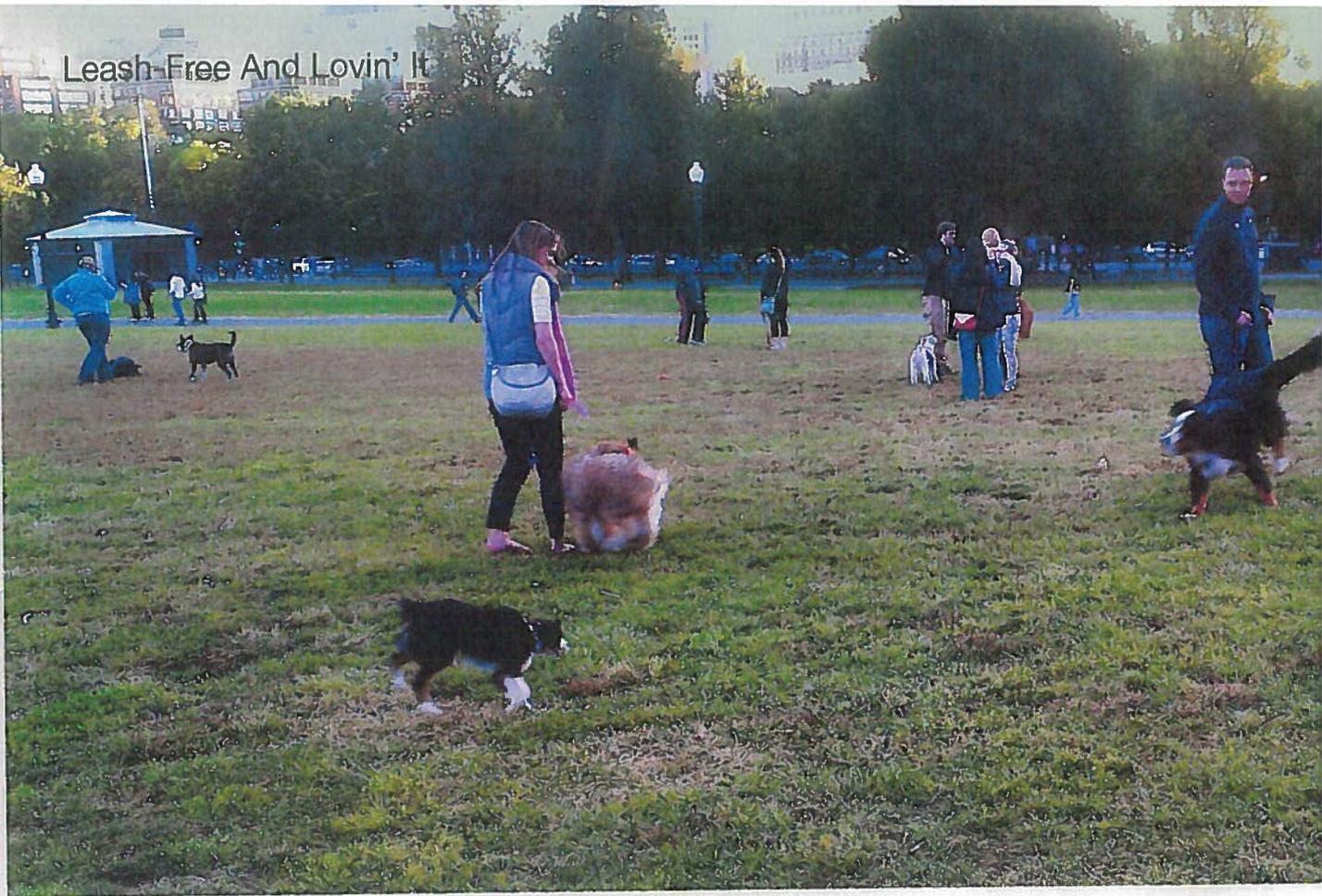
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**The Benefits**

Park managers and dog owners realize there are many advantages to establishing specific areas for dogs to run off-leash:

- Pets and other park users will be safer if kept separate.
- Parks will be active during off-peak times, which helps lower crime and vandalism.
- Neighbors may use a park more frequently if they know they won't be approached by over-friendly canines.
- Public areas are kept cleaner since dog owners are more likely to pick up waste.

The Approval Process The city of Boston's approach to recreation areas for dogs is outlined in a city ordinance adopted in 2004. Information about the ordinance is posted on the city's website: [www.cityofboston.gov/Images\\_Documents/DRP%20ordinance\\_tcm3-27878.pdf](http://www.cityofboston.gov/Images_Documents/DRP%20ordinance_tcm3-27878.pdf). The ordinance facilitates a partnership between dog owners, other park

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users, and department officials. The first step is a group of 10 or more people filing an application with the Boston Parks and Recreation Commission for an off-leash area. A public hearing is then held on the proposed plan, and if the application is approved, the recreation space designation is subject to a one-year probationary period; designations expire after 5 years, at which time the applicant may submit an application for renewal. Applicants are responsible for raising money to create and maintain the off-leash area.

### Support And Expansion

Following the guidelines, residents have successfully established official dog-recreation spaces at Peters Park in the city's South End and at Ronan Park in the neighborhood of Dorchester. These designated off-leash sites are located on municipal land, but funded with contributions from residents, foundations, dog owners, and the city. In the case of the exercise space in the South End, Friends of Peters Park raised more than \$150,000 for design costs, construction, and maintenance. Those who worked to create this recreation space feel they were successful for several reasons:

- The applicants were committed to the plan for the long-term.
- The process was very public.
- The applicants received specific guidance and feedback from the property owner and the city's parks and recreation department.

Currently in Boston, efforts are underway to create a unique play space for dogs in the downtown area. The applicants are Friends of the Public Garden and Common Canine and their proposal is to create six "rotating" off-leash areas on Boston Common. Rotating the play space will help the turf to restore itself. Because the property has historic designation, the applicants will need approval for boundary markers, trash receptacles, and signage from the Boston Landmarks Commission. The two groups hope to create off-leash areas ranging from



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21,000 to 57,000 square feet, which will allow for recreation daily between 5 a.m. and 10 a.m., and 4 p.m. to 9 p.m.

### Follow The Rules

Regulations for the recreation areas are similar to rules adopted in other communities:

- All dogs must be licensed and vaccinated.
- Puppies must be of a certain age to enter the area.
- Prong and choke collars must be removed prior to play.
- Adults may only bring two dogs at a time into the space.
- Young children are not allowed in the area.
- Owners must clean up pet waste.

### Other Successful Ventures

Other municipalities in Massachusetts with dog-recreation areas include Lowell, Salem, Medway, and Sharon. The Salem Dog Park requires a \$25 yearly "Pooch Pass" that funds the site's maintenance. The Lowell Dog Park was created after months of research into issues such as the ground surface. Lowell decided on Pea Stone as the play surface after learning that sand was difficult to keep clean, could lead to drainage problems, and would attract fleas. In Medway, rules for using the fenced-in dog-recreation area include filling in holes dug by animals and reporting

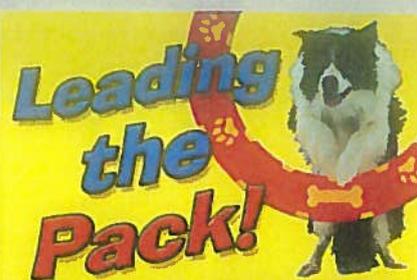
any bites or scratches to the animal-control officer. In Sharon, features of the off-leash site include double-entry gates and fresh water for the animals during warm months. In Massachusetts, some municipal officials have had help in creating dog-recreation areas thanks in part to the Massachusetts Dog Owners Groups, (MassDOG). The nonprofit's website, [www.MassDOG.org](http://www.MassDOG.org), contains information about the state government's efforts to create off-leash areas, locations for canine play, links to local pet groups, and maps and policies for various sites.

### A Dedicated Bunch

Park managers who have been involved in plans for recreation areas stress the importance of having a balance of activities for all park users. They urge colleagues to think about staffing issues, access issues, and user-group needs. In many places where dog-recreation areas have been created successfully, it is due to partnerships with dog owners, since the people involved in the activities are often the most committed to facilitating change. **PRB**

*Jacquelyn Goddard is the Director of External Affairs and Communications for the city of Boston, Mass. Reach her at [jacque.goddard@cityofboston.gov](mailto:jacque.goddard@cityofboston.gov).*

To comment on this article, log on to [www.parksandrecbusiness.com](http://www.parksandrecbusiness.com)



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October 14, 2010

Ms. Rhonda Sargent  
City of Bethel Parks and Recreation  
PO Box 1388  
Bethel, AK 99559-1388

Dear Ms. Sargent,

Thank you for requesting product information on the PetMitten pet waste pick-up system through the Park & Recreation Business magazine's product information program. I appreciate the opportunity to provide additional information about PetMittens. I have enclosed a product information flyer and a PetMitten made in the new oxy-biodegradable film for your consideration.

The PetMitten system is low-cost and low-maintenance. Because they really are *mittens*, they are easier to use than just a bag. They are extra-large, thick and opaque to make the pick-up process discreet and inoffensive. These user friendly features encourage dog owners to pick up after their pets. Since they are thick, there is no need for costly "double-bagging". After use, the PetMitten is tied off and becomes a bag-like container for easy disposal.

Our dispenser is welded of heavy-duty, powder-coated aluminum to withstand rugged outdoor conditions and be as vandal resistant as possible. Designed with simple, gravity-fed dispensing, there are no moving parts to repair or replace. The tissue-style dispensing method is also cost effective because users are more likely to take just one PetMitten. The high-capacity dispenser holds 500 PetMittens eliminating the need for frequent monitoring and refilling. And, since it can be locked using a padlock and your master key, maintenance folks do not need an additional key or have to deal with flimsy integrated locks. We think our dependable and economical dispenser is the best pet station dispenser available and hope you will check it out.

In response to the increasing need to protect the environment and reduce the amount of plastic resins that build up in our landfills, PetMittens are now made of oxy-biodegradable material. These new biodegradable PetMittens will oxidize to the extent that microorganisms can consume them rather than eventually just breaking down into polyethylene shards. That is the key to actually being "biodegradable" as compared to "degradable". They are also still made in the U.S.A.

I welcome the opportunity to provide any additional product or volume discount information. Please do not hesitate to call, email, or visit our website at [www.petmitten.com](http://www.petmitten.com). I look forward to talking with you and doing business with you soon.

Thank you again for your interest and best regards,

A handwritten signature in cursive script that reads 'Christine'.

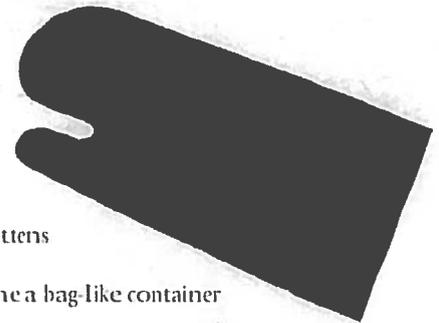
Christine Nichol

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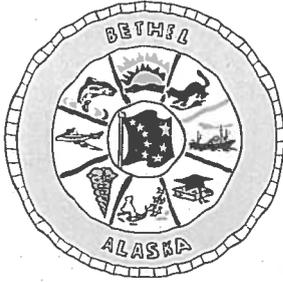


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# CITY OF BETHEL

## PARKS & RECREATION DEPARTMENT

P.O. Box 1388 Bethel, Alaska 99559-0388  
 907-543-2088 907-543-2248  
 Fax 907-543-2183 Fax 907-543-2083

### Log Cabin rental procedures:

Reservations, Payments and Key sign out can be done at the following locations:  
 Bethel 4-H Youth Center, 519 Mission Dr. 907-543-7711 Fax 907-543-2183  
 PO Box 1388, Bethel, AK 99559

1. Read policies and contract, sign contract.
2. Make Reservation. Reservations will be held for **7 days**, by which time we must receive the signed paperwork, deposit and/or proof of insurance to confirm the reservation.
3. Make payments: Rental fee & Cleaning Fee: \$200 refundable deposit in check form made out to the City of Bethel.
4. Sign out key.

Log Cabin	
Cleaning Deposit (refundable)	\$200.00
Main room/full day (over 4 hrs)	\$175.00
Kitchen/full day	\$50.00
* Both/full day	\$225.00
Main room/half day (up to 4hrs)	\$90.00
Kitchen/half day	\$25.00
* Both/half day	\$115.00
Log Cabin-non profit	
Cleaning Deposit (refundable)	\$200.00
Main Room	\$50.00
Kitchen & Main Room	\$75.00

50 chairs; 8 tables [8(3'x6'), 2 (3'x8')]; Flip Chart; Dry eraser board/ dry eraser; Extension cords; TV/VCR/DVD; Coffeepot; Teapot; are available and may be used for your event.

**DUE TO FIRE CODE REGULATIONS – ABSOLUTELY NO TABLES, CHAIRS OR ANY OTHER OBJECTS WILL BE PLACED IN THE ENTRY WAY.**

**MAX. OCCUPANCY 60 PEOPLE**

**WITHOUT PRIOR APPROVAL – POSTERS OR PICTURES ARE NOT ALLOWED TO BE POSTED ON THE WALL.**

## ***Log Cabin FY 2015***

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During fiscal year 2015 we have had six individual rentals and currently have two groups on six month rentals. These two groups consist of YK Baptist Church and Strong Woman. KQ Sewing Club pays for the whole year. YK Baptist uses the building every Sunday from 9am-2-pm. Strong Woman has use Monday, Wednesday, and Friday from 5:30pm-7pm. Sewing Group has use every other Saturday and on occasions takes weekends. YK Baptist has paid \$250.00 for six months. Strong Woman has paid \$250.00 for six months, and KQ Sewing has paid \$1000.00 for the year.

Parks is currently based out of Log cabin in the office. Since moving to Log Cabin vandalism has dropped about 80% from previous years. Continue to see issues with people using the back area for alcohol & drug use. Parks and Rec. & Building Maintenance have made numerous requests to PD for patrolling the area in evening time. We have gotten little to no cooperation with PD.

Log Cabin biggest issue at the time needs to be leveled and raised eight inches. Reason for the leveling is plumbing issues and the walls cracking. A rough estimate in the cost is \$9,000 to \$15,000 So far in FY 15 Log Cabin has brought in \$1,500 in rental fees. I would like to establish a fee for these arrangements with these groups that are fair.

YKFC  
United Pools Activity Report for the Month of  
November 2015

This report is submitted in conjunction with the Budget Report of the same date. Of the \$1,043,893.71 of the authorized operating budget, \$384,015.95 has been spent to date. Of the \$609,200.00 projected revenues, \$245,351.32 has been generated.

**Operations:**

This month we were closed from the 7<sup>th</sup> – 21<sup>st</sup> for our first annual maintenance. We kept the weight room open for limited hours. Next year, I think we should close during August. I believe this would be a better time because it is a lot warmer and the barge is still running. Attached is the facility report for the time that we were open.

**Maintenance:**

During the facility closure we had a number of contractors come out and look at issues and possible issues the facility might face. We had a pool tech from United Pools come and help facilitate some of the work. Listed below are all the things that were addressed.

**Pool**

*Pool Relay: November 7<sup>th</sup>*

Before the closure, the pool temperature would fluctuate, causing many of the visited to leave. During the closure this issue was addressed. There is a relay that controls the temperature of the pool. This relay was bad and was replaced. This relay also controlled the chemical feeder.

*Pool Pulsar Feeder: November 7<sup>th</sup> -21<sup>st</sup>*

The pulsar system is the system used to feed chlorine into the pool. This system is an automated system that is support to feed chlorine only when needed. There is a valve that shuts when the chlorine level has reached the set point. This valve was not functioning causing the pulsar system to over flow. The pulsar system is still under warrant. The Pool Company send a new sensor but the sensor did not fix the issue. Because this is still under warrant they are sending Mike the guy who did the original installation to replace it on December 14<sup>th</sup>.

*Pool/ Spa:*

The pump room was scrubbed, all the pipes were wiped down and all the acid barrows were refilled. Also, the chlorinators were cleaned.

*Pool Vacuum: November 9<sup>th</sup>*

Both pool vacuums were replaced under the warrants during the pool closure by the pool company.

*Pool Draining: November 9<sup>th</sup> – 11<sup>th</sup>*

The pool was drained during the closure this took 3 days. As the pool was being drained we retrieved over 20 nails out of the pipes. This could be where some of the discoloration of the water is coming from. We also noticed that the pool surf was extremely bumpy. The foundation of the pool was noticeably uneven.

*Pool Acid Wash: November 12-13<sup>th</sup>*

After draining the pool, the pool was then acid washed using a pressure washer and muriatic acid. It took an entire day to complete. The acid was mixed at a 50 to 10 ratio with water. There were lots of strains on the bottom and the walks of the pool

from when the pool was originally filled. After pressure washing the pool all the strains were removed including the discoloration of the main drains.

#### **Spa Draining:**

The spa was drained during the closure.

Pool/ Spa refill: 13<sup>th</sup>-21<sup>st</sup>

The pool and spa were both refilled during the closure. They were both filled using city water. It took almost two days for the pool to refill. As the water refilled in both, the water was a greenish brown. This is caused by metals in the water. In order to filter out the metals, we used 15, 32oz bottles of metal out in the pool. Metal out is used to remove metals from the pool when the pumps are running. Then we waited a day to see if the water would change. The water was still green turned off the circulation pumps, and added 8, 32oz bottles of Drop Out to the pool. Drop out is used to drop particles to the bottom of the pool for easy removal. After adding Drop Out you have to wait 3 days in order to turn back on the circulation pumps. After the 3 days was up the pool was still a shade of green but after 2 more days of the pool circulating the pool was crystal clear. The spa did not turn green after it was refilled. After two days of being refilled and being crystal clear, the spa turned a dark brown. After 2 hours it was back crystal clear. During this time period the pumps were running and the chlorine level was at a 4.5ppm.

#### **Pool Deck pressure washed: 17<sup>th</sup> -18<sup>th</sup>**

The pool deck and the viewing all were pressure washed. The deck was washed with water.

#### **Pool Deck Blinds:**

On the pool deck there are two sets of blinds but there are a total of 7 windows. There are three windows in the viewing area and 4 double windows running down the back wall of the natatorium. I think we need to get binders for all the windows. It is hard for the lifeguards to see when the sun is out and it can also help to maintain the chlorine level during the day if there were blinds around the pool. Also, when we have movie night you can't see the movies due to the glare from the sun.

#### **Building Cable:**

During the closure I was asked what we used the Smart TV's for and I told them advertisement. It was suggested that we play the football and basketball games on them to increase revenue on the weekends. The only thing we need to do is to run a line to the TV in the concessions area and one on the pool deck. I think this is a great idea, because we could also watch the ball drop on New Year's on the TV.

#### **Locker rooms/Restrooms:**

During the closure the locker rooms were acid washed. The water in the showers started to cause brown buildup on the walls. We used acid to remove all the buildup on the floors, walls and in the showers. After we acid washed the locker rooms we also pressure washed them along with the restrooms. There were a few lose lockers so all the lockers were tightened. Also, I think it would be a good idea to have benches placed in the lockers so that people can use them when they change. Right now we have benches that are attached to the lockers but it is hard to use them without getting hit in the head by someone opening their locker.

**Air Handlers:**

MSI came out during the closure and changed the filters on the air handlers system. They also, vacuumed all the vents in the building, the buildup is what causes it to get extremely dusty in some of the rooms.

**Boilers:**

One of the problems we were facing before we closed is that one of the boilers kept going into alarm. During the closure MSI was able to spend a lot of time trouble shooting the problem. Boiler 1 and Boiler 2 were both serviced. They changed a fuse in Boiler 1 and change nylon couplers in boilers 1 & 2.

**Building Camera:**

Building cameras were refocused. I also tried to see how I could go about getting the program on my computer. I was told there is a way but I need to get the permissions from the city. The problem right now is we have a camera system that is on one side of the building and the offices are on the other side of the building. We can't monitor the cameras like intended.

**Building Storage:**

During the closure all of the closets were reorganized as well as the cabinets. There is a closet in the hallway that stores all of the pro-shop items. This closet needs shelves in order to organize the inventory properly. The closet was reorganized but we could still use more shelves. We also reorganized the fitness room closet which also needs wall shelving in order to keep the room neat. During the closure we tried to eliminate as much as we could in the generator room. The problem is that these are things we use regularly and need storage space in the building. After doing several walk through of the building I found some areas in which we could store the items but we need wall shelving in order to do so.

**Water Filter:**

At the facility there is a water/ ice machine. The water that comes out of the machine is unfiltered. I think it would be a good idea to add a filter to the line.

**Weight Room:**

Alaska Fitness came out during the closure and set up a spin bike in the weight room and also installed rubber flooring. After installing the floor we noticed we didn't have enough to cover the entire floor. I think we need to purchase more rubber floor to at least cover the front half of the weight room. The front half of the weight room is the area in which lifters use the free weights and weight bars. Also, we have had lots of customers ask if we could get some leg straps for the Paramount XFT 300. As well as a swat rack.

**Fitness Room:**

Inside the fitness room we have bamboo flooring. Bamboo is not your ideal flooring for spin classes or anything of that nature, because the room is used for dance and for spin. There are now permanent marks on the floor. I think we need to get a covering for the floor. I asked Alaska fitness for suggestions. They will be emailing me a list. Also, we have started a boxing class but we do not have punching bags or speed bags. There have been lots of people try the class but they haven't continued because they wanted to use the bags.

In Conclusion, for the first pool closure we got a lot accomplished. The pool and spa were drained and refilled. The building was pressure washed. The pool, spa and bathroom were acid washed. The chlorinators in both the pool and spa were serviced. The temperature relay in the pool was repaired. The pool company addressed and acknowledged they have some warranty work they need to fix. The Pool Company also agreed to come back in December to finish the warranty work that was not completed during the closure. MSI came and serviced the boilers. Redi Electrics subcontractor fixed the camera. Redi Electric also sent one of the electricians to check the breakers in the building. Alaska Fitness came and installed a spin bike and rubber flooring. We learned a lot from this closure and I think next year the pool should conduct annual maintenance during August. This way we can utilize the barge if we need to.

**Programming:**

For the month of November YK Fitness Center had the yearly scheduled maintenance done through the building. Due to our scheduled maintenance we had to close the facility own for a short period of time. We reopened November 22 and had all regular scheduled programs and classes running.

**Outreach:**

During our maintenance period we still continued to run our after school program for kids.

Certified by:



Bo i Fortner



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Title

12' 10' ←

Date

**YKFC Revenue and Expense - Budget Report for November 2015**  
**Operating Budget July 1, 2015 - June 30, 2016**

	Estimate, 12 months												Budget	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Variance
<b>Revenues,</b>														
Entry Fees	\$ 336,000.00	\$ 19,834.00	\$ 13,295.13	\$ 17,096.13	\$ 60,768.00	\$ 71,405.78							\$ 182,399.04	\$ 153,600.00
Facility Rental	\$ 15,000.00	\$ 582.50	\$ 352.50	\$ 1,047.00	\$ 437.50	\$ 75.00							\$ 2,494.50	\$ 12,505.50
Program Fees	\$ 141,200.00	\$ 6,205.00	\$ 5,153.00	\$ 4,608.40	\$ 7,216.60	\$ 736.69							\$ 29,919.69	\$ 117,280.31
Concessions Revenue	\$ 69,000.00	\$ 5,394.34	\$ 3,150.95	\$ 3,016.10	\$ 3,977.42	\$ 3,277.00							\$ 18,615.61	\$ 50,184.19
Pro-shop Revenue	\$ 48,000.00	\$ 4,479.25	\$ 2,270.34	\$ 2,403.41	\$ 4,056.25	\$ 4,513.03							\$ 17,722.28	\$ 30,277.72
<b>Total Revenues (Collected by United Pools, expense offset)</b>	<b>\$ 609,200.00</b>	<b>\$ 36,495.09</b>	<b>\$ 24,221.92</b>	<b>\$ 28,171.04</b>	<b>\$ 76,455.77</b>	<b>\$ 80,007.50</b>							<b>\$ 245,351.32</b>	<b>\$ 363,848.69</b>
<b>Expenses</b>														
Fixed Fee	\$ 140,200.00	\$ 11,683.34	\$ 11,683.34	\$ 11,683.34	\$ 11,683.34	\$ 11,683.34							\$ 58,416.70	\$ 81,783.38
Facility & Program Director	\$ 135,000.00	\$ 7,312.50	\$ 14,825.00	\$ 22,437.50	\$ 17,198.75								\$ 61,573.75	\$ 79,426.25
Lifeguard Labor	\$ 187,258.50	\$ 5,928.56	\$ 12,821.84	\$ 15,975.92	\$ 17,081.24								\$ 51,807.56	\$ 135,450.94
Customer Service	\$ 84,481.50	\$ 5,390.59	\$ 10,265.32	\$ 10,022.89	\$ 10,889.89								\$ 36,568.69	\$ 47,912.81
Representative Labor	\$ 68,440.00	\$ 1,565.74	\$ 3,439.06	\$ 3,176.76	\$ 6,290.76								\$ 14,472.32	\$ 59,967.68
Cleaners Labor	\$ 14,053.00												\$ -	\$ 14,053.00
Pre-Post Cleaning of YKFC	\$ 2,200.00	\$ 462.00											\$ -	\$ 2,200.00
Staff Meetings	\$ 19,250.00												\$ 2,097.80	\$ 16,253.00
Aquatics Programs Labor	\$ 8,250.00												\$ -	\$ 8,250.00
Fitness Programs Labor	\$ 57,082.63	\$ 2,079.26	\$ 4,163.05	\$ 10,477.42									\$ 16,710.79	\$ 40,362.80
Payroll Taxes	\$ 32,000.00												\$ -	\$ 32,000.00
Insurance - Workman's Compensation	\$ 36,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 15,548.00								\$ 15,548.00	\$ 10,452.00
Cost of Living Adjustment	\$ 7,800.00	\$ 650.00	\$ 650.00	\$ 1,400.00	\$ 3,000.00								\$ 3,250.00	\$ 21,080.00
Benefits	\$ 13,000.00	\$ 915.21	\$ 758.57	\$ 626.51	\$ 2,285.10								\$ 4,585.39	\$ 8,494.61
Bank Fees	\$ 10,000.00	\$ 728.74	\$ 2,186.27	\$ 35.00									\$ 2,849.51	\$ 7,050.49
Advertising/Marketing Exp	\$ 35,790.00	\$ 6,905.10											\$ 6,905.10	\$ 28,884.90
Sub-Contractor Cost, Maint Building Maintenance	\$ 3,300.00												\$ -	\$ 3,300.00
Contingency Reserve	\$ 5,600.00												\$ -	\$ 5,600.00
Exercise Preventive	\$ 5,000.00	\$ 4,308.25	\$ 267.89		\$ 970.01								\$ 5,546.09	\$ (546.09)
Equipment Maintenance	\$ 26,500.00	\$ 15,435.65	\$ 4,921.31										\$ 20,956.96	\$ 6,129.04
Pool/Building Supplies Cost	\$ 22,000.00	\$ 13,272.45	\$ 47.58										\$ 13,358.89	\$ 8,641.07
Chemical Supplies Cost	\$ 5,780.00	\$ 388.40	\$ 349.45	\$ 599.76	\$ 635.65								\$ 1,973.26	\$ 3,806.74
Paper and Cleaning Products	\$ 9,000.00	\$ 806.04											\$ 806.04	\$ 8,193.96
Point of Sale Use Fee	\$ 1,000.00												\$ 690.35	\$ 309.65
Office Supplies Expense	\$ 1,500.00												\$ 588.69	\$ 911.31
Postage Expense	\$ 1,500.00												\$ -	\$ 1,500.00
Unforeseen Expense	\$ 2,500.00	\$ 595.00	\$ 3,040.25										\$ 3,635.25	\$ (1,135.25)
Fitness Items	\$ 42,000.00	\$ 3,107.80	\$ 2,921.64										\$ 11,015.01	\$ 30,184.99
Aquatics Program Items													\$ -	\$ -
Concession Items													\$ -	\$ -
<b>Total</b>													<b>\$ 11,015.01</b>	<b>\$ 30,184.99</b>

Holding Money

50,000.00 \$ 50,000.00



\$ 50,000.00 \$

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date printed 12/10/15

## Treadmill Stats

Listed below are the stats for the treadmills.

10-25-2014 – 11-10-2015

Treadmill #	Miles	HPS	User
1	3,750	853	2,390
2	2,585	604	1,588
3	2,668	592	1,589
4	1,930	430	1,345
5	2,005	476	1,433
6	2,707	639	1,889

*Treadmills are listed from left to right*



Name	Company/Title	Number	E-mail
Raunicka Ray	United Pools / Facility Director	907-545-5520	raunicka@unitedpools.com
Jim Cehula	BSI/ Unit Company	907-644-1710	jcehola@bncak.com
David Moore	Architects Alaska	907-272-3567	dmoore@architectsalaska.com
Doug Cobb	ProDev	907-230-6642	doug@projdevelopmt.com
Rick Robb	City Mayor	907-545-4771	rrob@cityofbethel.net
Aaron Gross	United Pools/ Maintenance	907-545-6980	
Ron Miller	MSI	907-351-1767	ronm@mechsp.com
Beverly Hoffman	YKCH Committee	907-543-3239	bev@kuskofish.com
Ken Ratcliffe	Electrical Engineer	907-257-9105	kratc@amc-engineers.com
Mark Langberg	Mechanical Engineer	907-257-90121	mlang@amc-engineers.com
Zef Lakhani	P.W. Director	907-543-3110	mlakhani@cityofbethel.net
Sam Blankenship	IT Director	907-545-0153	sblankenship@cityofbethel.net
Ann Capela	City Manager	907-545-0143	acapela@cityofbethel.net