



City of Bethel, Alaska

Parks, Recreation, Aquatic, Health & Safety Center Committee Agenda
Regular Meeting **May 9, 2016 – 6:00pm-8:00pm** 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.

Kathryn Baldwin
Alternate Committee Member
Term Expires 12/2017

Brian Lefferts
Alternate Committee Member
Term Expires 12/2017

Muzaffar Lakhani
Public Works Director

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. April 11, 2016
- VI. SPECIAL ORDER OF BUSINESS**
- VII. DEPARTMENT HEAD REPORT**
- VIII. UNFINISHED BUSINESS**
 - a. Trails- Funding, Safety, Updates
 - b. Pool- Pool Operator RFP (Request for Proposal) Review, Operation, & Maintenance
 - c. Corporate Discounts- Update
 - d. Pool Temp & Marketing Sub Committee Reports
 - e. Pool Financial Audit Report & Facility Performance Audit Report- Update
 - f. Website- Development of Fitness Center
 - g. LONG Buildings Report & City follow up to report
 - h. 4th of July Planning
 - i. Dog Park Development
 - j. Tobacco Tax Allocation- Parks & Recreation Distribution
 - k. Physical Facility Subcommittee Development (Mechanical)
 - l. Status of Outstanding recommendations & action memorandums to the City Council
- IX. NEW BUSINESS**
 - a. David Moore/Architects Alaska recommendations/report
 - b. Listings Review of all contracts related to the Pool & Fitness Center
 - c. Fiscal Year 2017 Park/Recreation proposed budget review
 - d. Individual to provide report to next City Council Meeting
 - e. Pinky's Park Improvement Project Grant
 - f. Log Cabin Use/Update
- X. ADJOURNMENT**


Pauline Boratko, Committee Recorder

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

April 11, 2016

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

The meeting was called to order by Judy Wasierski at 6:04 pm.

II. ROLL CALL

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

Michelle Dewitt, Kathy Hanson, Barbara Mosier, Beverly Hoffman, Brian Lefferts, and Rick Robb

Excused absent(s): Kathryn Baldwin and Mary Weiss

Also in attendance were the following:

Muzaffar Lakhani- Public Works Director

Raunicka Ray- Pool Manager

Martha Schoenthal- Guest Speaker

III. PEOPLE TO BE HEARD:

Beverly Hoffman- reminded us that last month Dr. Bowerman had emailed about the need for a defibrillator at the fitness facility. The new information is that the Bethel Volunteer Services group has expressed their willingness to buy a defibrillator for the facility.

IV. APPROVAL OF AGENDA

MOVED BY:	Rick Robb	Motion to move item A and B from new business up to Special Order of Business
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

MOVED BY:	Barbara Mosier	Motion to approve agenda.
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

V. APPROVAL OF THE MINUTES:

MOVED BY:	Kathy Hanson	Motion to approve the minutes.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

VI. SPECIAL ORDER OF BUSINESS:

- A. Guest Speaker Martha Schoenthal discussed the process of the Request for Proposal (RFP) and budgeting for the Pool Facility.

IX. DEPARTMENT HEAD REPORT:

Public Works Director, Muzaffar Lakhani reports he has been working on the proposal on Pinky's Park board walk, and Parks Representative Matt Ross is starting on the organization of the 4th of July festivities. Pool and Fitness Center Manager, Raunicka Ray reports that in the month of March there were 8,884 customers that came to the Pool and Fitness Center. Raunicka also added some input on changing times on the weight room and on holidays due to low activity.

X. UNFINISHED BUSINESS:

A. Trails- Funding, Safety, Updates: The Pinky's Park Bridge is in very bad shape and is recommended to be taken down immediately.

MOVED BY:	Rick Robb	Motion to direct Public Works to dismantle the hazardous portion of the bridge near Pinky's Park as soon as possible.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION:	Unanimously approved	

- B. Pool- Programs, Usage, Financial and facility operation discussion: Beverly Hoffman recommend that people be reminded about going to the fitness center with their street shoes are to be removed before entering. She also added that the exercise equipment should be wiped down.
- C. Corporate Discounts- Update: no updates this month
- D. Pool Temp and Marketing Sub- Committee Reports: Pool temp issues have been resolved. The Marketing Sub-Committee will have one full page in the year book add with the Bethel High School.
- E. Pool Financial Audit Report and Facility Performance Audit Report Update: General discussion about the status of the financial audit, and Committee was informed of the upcoming Facility Performance Audit of the pool and fitness center.

XI. NEW BUSINESS:

- C. Website- Development for fitness center: Contact was made with the Northwind, the wind turbine contractor. The real time information about the performance of the turbine can be included on our new website as a part of our ongoing contract with Northwind. We have the option to have many different types of data displayed on our webpage.
- D. LONG Buildings Report and City follow up to report: The committee discussed the Long Buildings report and was specifically interested in what the staff will follow up on the recommendations made in the report.
- E. 4th of July Planning: The committee brainstormed ideas for holding 4th of July activities with a smaller Parks and Recreation staff. Members offered to approach local organizations for help and suggest that potential volunteers contact Matt Ross.
- F. Dog Park Development- Mayor Robb asked that members look at the pit across from the Q2, City land that is designated for parks, and consider it for a dog park
- G. Tobacco Tax Allocation- Parks and Recreation Distribution: no new updates this month
- H. Physical Facility Sub Committee Development (Mechanical): Michelle DeWitt unavailable to discuss topic, tabled.
- I. Identification of individual to provide Parks and Recreation Committee report to City Council: Judy Wasierski volunteered to give the report
- J. Status of outstanding recommendations and action memorandums to the City Council: Action Memorandums are currently moving forward. The motion from the March meeting requesting that the Administration and IT charges to the pool budget be deleted in the FY17 budget was not followed in the City Manager's draft FY17 budget.

XI. MEMBER COMMENTS:

- M. DeWitt- no comment.
- J. Wasierski-no comment.
- K. Hanson- no comment.
- B. Hoffman- We need to get people signed up for cleaning.
- R. Robb- no comment
- B. Lefferts- no comment
- B. Mosier- How about collecting rain water to flush toilets?

XII. ADJOURNMENT

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:44pm
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting Adjourned at 8:44 p.m.

APPROVED THIS ___ DAY OF _____, 2016.

Pauline Boratko, Committee Recorder

Judy Wasierski, Co-Chair

DRAFT



THE ALASKA MORAVIAN CHURCH

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April 11, 2016

Mr. Zef Lakhani
Public Works Director
City of Bethel
P. O. Box 1388
Bethel, AK 99559-1388

RE: Boardwalk removal

Dear Mr. Lakhani,

Greetings to you from the Alaska Moravian Church of Alaska Province in the Name of Jesus Christ our Chief Elder!

First, I apologize for the delayed letter that was to be drafted following the March 17-18, 2016 Alaska Provincial Board meeting, but I experienced a real bad cold following our meeting and was off from work for one week, and was then on my way to attend the Board of World Mission meeting in Raleigh, NC even I was not totally recovered which I learned as a lesson not to travel again when in sickness.

Finally back to work in a lot better health situation to commence work after I returned from the trip which I am now doing the follow up on the tasks to do. As, the Alaska Provincial Board (APB) have unanimously agreed and accepted to take alternative three, that the City of Bethel remove the existing boardwalk entirely (based on observations of Public Works Director), also for the liability issue for both the City of Bethel and the Alaska Moravian Church, and of course as the health hazard to the public due to the situation and condition of the boardwalk.

It is also for the purpose of possible extended Alaska Moravian Church land damage by the ATV, motor bikes, and snow machines which is outside of the right of way (ROW). It is our hope and anticipation that the use of such ATV, motor bikes, and snow machines will be limited by the removal of the boardwalk.

Thank you for your time and May God continue to guide us as He Wills!

In His Service,


The Rev. Isaac B. Amik, President
Alaska Provincial Board

Cc: APB file