



# City of Bethel, Alaska

## Parks, Recreation, Aquatic, Health & Safety Center Committee Agenda Regular Meeting **June 13, 2016 – 6:00pm** 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. May 9, 2016-regular meeting
  - b. May 31, 2016- special meeting
- VI. SPECIAL ORDER OF BUSINESS:**
- VII. DEPARTMENT HEAD REPORT:**
- VIII. UNFINISHED BUSINESS:**
  - a. Trails- Funding, Safety, Updates
  - b. Pool Financial Audit Report & Facility Performance Audit Report- Update
  - c. Website- Development of Fitness Center
  - d. LONG Buildings Report & City follow up to report
  - e. Defibrillator for Pool- update
  - f. 4<sup>th</sup> of July Planning
  - g. Tobacco Tax Allocation- Parks & Recreation Distribution
  - h. Physical Facility Subcommittee Development (Mechanical)
  - i. Status of Outstanding recommendations & action memorandums to the City Council
  - j. David Moore/Architects Alaska recommendations/report
  - k. Listings Review of all contracts related to the Pool & Fitness Center
  - l. Fiscal Year 2017 Park/Recreation proposed budget review
  - m. Individual to provide report to next City Council Meeting
  - n. Pinky's Park Improvement Project Grant
  - o. Log Cabin Use/Update
- IX. NEW BUSINESS:**
  - a. New Pool Contract
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

Pauline Boratko, Committee Recorder

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

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May 9, 2016

Regular Meeting

Bethel, Alaska

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**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:

Kathy Hanson, Barbara Mosier, Beverly Hoffman, Brian Lefferts, Rick Robb, Mary Weiss, Kathryn Baldwin

Excused absent(s): Michelle Dewitt

Also in attendance were the following:

Raunicka Ray- Pool Manager

Ann Capela- City Manager

Pauline Boratko- Committee Recorder

Matt Ross- Park and Recreation

**III. PEOPLE TO BE HEARD:**

Brian Hughes- YK Baptist Church Pastor wants to know where the Log Cabin stands if it's a money issue then he will help out.

Leif Albertson- voiced his concerns about the condition of the football field

Keri Fox- Member of the Quilt Guild uses the Log Cabin for her quilting class

Eileen Hendrickson- Member of the Quilt Guild would like to keep the Log Cabin open.

Patty Burley- Would like to keep the Log Cabin open

Beverly Hoffman- Fire Chief Bill Howell wanted the committee to know that they have funding to purchase a defibrillator.

Norma Wycoff- Member of the Strong Women program has been using the Log Cabin for the past 12 years and would not like to see it close.

Ronda Sargent- Spoke about the 4<sup>th</sup> of July festivities.

**IV. APPROVAL OF AGENDA**

MOVED BY:	Rick Robb	Motion to approve agenda.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Rick Robb	Motion to approve the minutes.
SECONDED BY:	Kathryn Baldwin	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

**IX. DEPARTMENT HEAD REPORT:** Parks and Recreation Representative, Matt Ross reports that he is unaware of new staff hiring and he is the only employee for the department. Matt also reports that he has working with Antone Alexie who is an employee from the Building Maintenance Department.

Pool Manager Raunicka Ray reports that his month we had a record number of attendance at the fitness center with 6,812 visits. They started to notice some shifting in the building on the South side of the building. There is cracking in the wall and the door in off center on the south side.

**X. UNFINISHED BUSINESS:**

A. Trails-Funding, Safety, Updates:

MOVED BY:	Rick Robb	Motion to suspend the rules
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

MOVED BY:	Kathy Hanson	Motion for Public Works to be directed by administration to fix the boardwalk by the Moravian Church following assessment and cost feasibility to repair the board walk rather than removed.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Motion Passes, 6 to 1	

B. Pool- Pool Operator RFP (Request for Proposal) Review, Operation, and Maintenance: A new committee is being formed to look at RFP proposals.

MOVED BY:	Beverly Hoffman	Motion to make appointments to RFP pool proposal review with members who actually use the facility
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Motion passes 6 to 1	

C. Corporate Discounts- LKSD (Lower Kuskokwim School District) Dependent on LKSD board approval, LKSD would like to review their contract July 1st. AC (Alaska Commercial Company) Manager, Seth Madole is getting a list of employees for a monthly membership.

MOVED BY:	Mary Weiss	Motion to move items F and E from New business to agenda after Old Business, Corporate Discounts
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

D. Pool Temp and Marketing Sub Committee Reports- Three signs pointing in the direction of the pool were put up. Brian Lefferts and Beverly Hoffman who are on the budget sub-committee and found that working without actual costs was difficult.

E. Pool Financial Audit Report and Facility Performance Audit Report Update: The audit report is 70% complete.

F. Website Development of Fitness Center: Discussed elements on what the committee would like to see on their website.

G. Long Buildings Report and City follow up to report: no new updates this month

H. 4<sup>th</sup> of July Planning-The Chamber of Commerce has been approached about running the Parade. An event organizer will be hired on a temporary part-time basis to help organize the events.

I. Dog Park Development: With no funding to fence in the dog park, the development of one is tabled until there is no more input from the community.

- J. Tobacco Tax Allocation- Parks and Recreation distribution: Discussion on getting ordinance and looking at past legal interpretation to help decide on how much money should go to Parks and Recreation.
- K. Physical Facility Subcommittee Development (Mechanical): postponed discussion until next meeting
- L. Status of outstanding recommendations and action memorandums to the City Council: postponed discussion until next meeting

**XI. NEW BUSINESS:**

- A. David Moore/Architects Alaska recommendations/report: postponed discussion until next meeting.
- B. Listing review of all contacts related to the Pool and Fitness Center: postponed discussion until next meeting.
- C. Fiscal Year 2017 Parks and Recreation proposed budget review: Review and discussion on Fiscal year 2017 which is not yet completed.
- D. Individual to provide report to City Council: Discussion on report to City Council.
- E. Pinky's Park Improvement Project Grants:

MOVED BY:	Mary Weiss	Motion to recommend Council to direct administration to begin this summer construction of multiuse sports fields as delineated in Pinky's Park scope of work.
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION	Unanimously approved	

- F. Log Cabin use and update:

MOVED BY:	Mary Weiss	Motion to the City of Bethel administration to work in good faith with the three users of the Log Cabin on a month-month basis until something can be finalized with the Log Cabin.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion passes, 6 to 1	

**XI. MEMBER COMMENTS:**

- K. Baldwin- I worked on the Click, Pick, and Give, and Lifesavers will be an option in 2017
- B. Hoffman- I'm happy for the committee
- B. Mosier- Glad to see everyone coming.
- J. Wasierski- no comment.
- K. Hanson- no comment.
- M. Weiss- I will be out of town May 20<sup>th</sup>-27<sup>th</sup>
- B. Lefferts- no comment.

**XII. ADJOURNMENT**

MOVED BY:	Beverly Hoffman	Motion to adjourn the meeting at 9:32 pm
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS \_\_\_ DAY OF \_\_\_\_\_, 2016.

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

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May 31, 2016

Regular Meeting

Bethel, Alaska

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**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:

Kathy Hanson, Barbara Mosier, Beverly Hoffman, Brian , Rick Robb, Mary Weiss, Kathryn Baldwin

Excused absent(s): Michelle Dewitt, Brian Lefferts

Also in attendance were the following:

Raunicka Ray- Pool Manager

Pauline Boratko- Committee Recorder

Matt Ross- Park and Recreation Rep.

Ronda Sargent- 4H Rep

Sharon Chakuchin- volunteer

**III. PEOPLE TO BE HEARD:**

**IV. SPECIAL ORDER OF BUSINESS:**

- a. **4<sup>TH</sup> of July: event planning and discussion-** Planning and discussing for the 4<sup>th</sup> of July events including: security, games, volunteers, parade, clean up, advertizing, and prizes.
- b. **Review of Pool Operator Contract Process-** Discussion of the vendor and bids were discussed amongst the committee

**V. ADJOURNMENT**

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 7:07 pm
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS \_\_\_ DAY OF \_\_\_\_\_, 2016.

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Pauline Boratko, Committee Recorder

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Judy Wasierski, Co-Chair