



City of Bethel  
Parks, Recreation, Aquatic, Health & Safety Center Committee Regular  
Meeting - Tuesday, December 9, 2019 6:00 pm  
City Hall Council Chambers, Bethel, AK

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Brian Lefferts  
*Committee Chair*  
Term Expires 2020

Judy Wasierski  
*Vice-Chair*  
Term Expires 2021

Kathy Hanson  
*Committee Member*  
Term Expires 2021

Beverly Hoffman  
*Committee Member*  
Term Expires 2021

Justin Wintersteen  
*Committee Member*  
Term Expires 2019

Peter Evon  
*Committee Member*  
Term Expires 2020

Kathryn Baldwin  
*Alt. Committee Member*  
Term Expires 2020

Michelle DeWitt  
*Council Representative*  
Term Expires 2020

Stacey Reardon  
YK Fitness Center Director

Corbin Ford  
*Property Maint. Forman*  
Ex Officio Member

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – Three minutes per person
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
  - A. November 12, 2019 Meeting Minutes
- VI. SPECIAL ORDER OF BUSINESS
- VII. UNFINISHED BUSINESS
  - A. Pool and Fitness Center Program Goals and Metrics
  - B. Pool and Fitness Center Budget
  - C. City of Bethel Park Rules Signage
  - D. Pinky's Park Boardwalk Leveling
  - E. Sport's Field Fence
- VIII. NEW BUSINESS
  - A. Phase II Multipurpose Facility
- IX. PROPERTY MAINTENANCE REPORT
- X. YK FITNESS FACILITY DIRECTOR REPORT
- XI. COMMITTEE MEMBER COMMENTS
- XII. ADJOURNMENT

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Posted December 3, 2019 at City Hall, AC Co., Swanson's, and the Post Office.

Charlie Dan, Public Works Assistant

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# City of Bethel, Alaska

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

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November 12, 2019

Regular Meeting

Bethel, Alaska

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**I. CALL TO ORDER:**

A regular Parks and Recreation Committee Meeting was held on November 12, 2019 in the Yukon Kuskokwim Fitness Center Conference Room in Bethel, Alaska. Judy Wasierski called the meeting to order at 6:00 pm.

**II. ROLL CALL:**

Comprising a quorum of the committee, the following were present for Roll Call: Judy Wasierski, Kathy Hanson, Beverly Hoffman, Peter Evon and Corbin Ford  
 Also Present: Stacey Reardon, Charlie Dan  
 Excused Absence: Brian Lefferts, Michelle DeWitt, Justin Wintersteen, and Kathryn Baldwin

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA:**

<b>MOVED BY:</b>	Beverly Hoffman	Motion to approve Agenda.
<b>SECONDED BY:</b>	Peter Evon	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**V. APPROVAL OF MINUTES:**

<b>MOVED BY:</b>	Kathy Hanson	Motion to approve minutes for September 9, 2019 and October 14, 2019.
<b>SECONDED BY:</b>	Beverly Hoffman	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

**VI. SPECIAL ORDER OF BUSINESS:**

**VII. UNFINISHED BUSINESS:**

- A. Land and Water Conservation Grant: Not available this year, remove from agenda
- B. Pinky's Park Clean up Green up Event: Will hold during Spring time, remove from agenda
- C. Pool and Fitness Center Program Goals and Metrics: Table for next meeting  
Michelle DeWitt arrived at 6:04 and left at 6:18 for City Council Meeting
- D. Pool and Fitness Center Budget: Table for next meeting  
Corbin Ford arrived at 6:26
- E. City of Bethel Park Rules: please add "signage" to this agenda item

**VIII. NEW BUSINESS:**

- A. Pinky's Park Boardwalk Leveling: discussed possibilities, no money in the budget
- B. Sport's Field Fence

**IX. PARKS AND RECREATION DEPARTMENT REPORT:**

- A. Corbin gave his report

**X. YKFC FACILITY DIRECTOR'S REPORT:**

- A. Stacey gave her report

**XI. MEMBER COMMENTS:**

Judy Wasierski: No comment  
 Kathy Hanson: I will be missing the next meeting  
 Beverly Hoffman: Please add Phase II of the Multipurpose building to the next agenda

Peter Evon: No Comment

**XII. ADJOURNMENT:**

With no further business, meeting adjourned at 7:27 PM.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.

\_\_\_\_\_  
Brian Lefferts  
Committee Chair

\_\_\_\_\_  
Charlie Dan  
Recorder of Minutes

**Schedule, Events and Programs**

❖ **Regularly Sponsored Discounts for pool admissions:**

- Free Teen Night: Every Wednesday from 4-8pm the Drew Foundation Sponsors Free pool admissions for teens age 13-17.
- Half Price Saturdays: Every Saturday the Lifesavers Foundation sponsors half price pool admissions for all ages.
- Free Saturdays: The last Saturday of every month Angstman Law Offices Sponsors free pool admissions from 12pm-8pm for youth under the age of 12.

**October 2019**

- ❖ Early Bird PFD Sales Begin September 30<sup>th</sup> and run through October 4<sup>th</sup>. Purchase 3 Annual Memberships and get 1 FREE.
- ❖ PFD Sale Starts October 5<sup>th</sup> and runs through October 31<sup>st</sup>. 20% off Annual Memberships, 10% off Monthly Memberships.
- ❖ October Group Fitness Classes run October 1<sup>st</sup> – October 31<sup>st</sup>
- ❖ Fall 1 Swim Lessons and Instructional Classes End October 14<sup>th</sup>
- ❖ Fall 2 Swim Lessons and Instructional Classes Start October 23<sup>rd</sup>.
- ❖ Halloween Youth Membership Special October 31<sup>st</sup> Details TBD



YK Fitness Center		PFD SALE!		PFD Rates Available October 5 <sup>th</sup> - October 31 <sup>st</sup>	
				10% off Monthly Membership (single month)	
				20% off Annual Membership	
<b>Adult:</b>	Monthly:	Pool or Fitness \$66 \$60	Both \$99 \$81		
	Annual:	Pool or Fitness \$660 \$528	Both \$945 \$724		
<b>Youth:</b>	Monthly:	Pool or Fitness \$34 \$30	Both \$55 \$50		
	Annual:	Pool or Fitness \$340 \$264	Both \$540 \$424		
<b>Seniors (60+):</b>	Monthly:	Pool or Fitness \$28 \$25	Both \$50 \$45		
	Annual:	Pool or Fitness \$275 \$220	Both \$480 \$384		
<b>Military (with ID):</b>	Monthly:	Pool or Fitness \$44 \$40	Both \$55 \$50		
	Annual:	Pool or Fitness \$440 \$356	Both \$640 \$512		

Members get 35% off classes!

Purchase 3 or more memberships and save an additional 10% on each membership!

Call 543-0390 or visit [ykfitness.org](http://ykfitness.org) and get the best rates of the year!

**November 2019**

- ❖ Annual Halloweenersary Event November 2<sup>nd</sup>
- ❖ Lifeguard Training Begins November 14<sup>th</sup>.
- ❖ 5<sup>th</sup> Anniversary Event November 15<sup>th</sup>
- ❖ We will be closed on Thursday, 11/28 for Thanksgiving. And will be open 2-9pm on Friday, 11/29.

**Holiday Hours**

**Thanksgiving**

- Thur - Closed
- Fri - 2-9pm

**Christmas**

- 12/24 - Open 5:30am-5:30pm
- 12/25 - Closed
- 12/26 - Open 2-9pm

**New Years**

- 12/31 - Open 5:30am-5:30pm
- 1/1 - Open 2-9pm

Unless otherwise posted, YKFC will be open regular business hours for all other days during the holiday season. Happy Holidays!

**HAPPY BIRTHDAY TO THE YK FITNESS CENTER!**

Friday, November 15<sup>th</sup> from 5:30-8:30pm

**Help us celebrate 5 years of operation**

Free admission Raffles Swag  
Snacks Fun

**Happy Halloween**

JOIN US FOR OUR SPOOKTACULAR HALLOWEENERSARY at the YK Fitness Center Saturday, November 2<sup>nd</sup> 4:30pm-8:30pm

Fun, Games and Crafts Starts 4:30-7pm, Costume Parade at 7:30pm

Spooky Swim from 6:30-8:30pm

Family Friendly Event. No Drugs or Alcohol Allowed

For more info call (907) 543-0390 or visit [www.ykfitness.org](http://www.ykfitness.org)

### Staffing

**Operational Staff:** View all our open positions at [Healthfitness.com](http://Healthfitness.com)

Now Hiring:

- Maintenance Technician
- Certified Lifeguards
  - visit [ykfitness.org/certifications](http://ykfitness.org/certifications) to view course pre-requisites
- Operations Staff
  - Facility Attendants
  - Front Desk

**Now Hiring Certified LIFEGUARDs!**  
 FREE Training At the YKFitness Center

**NEW DATES** Thursdays, Nov 14<sup>th</sup> & 21<sup>st</sup>, 5:30-9p,  
 Sundays, Nov 17<sup>th</sup> & 24<sup>th</sup>, 11:30a-8p **NEW DATES**

**Pre Course Test** (completed on first day of class):

- ✓ Swim 300 yards of Freestyle and Breast Stroke without stopping
- ✓ Tread Water 2 mins with legs only
- ✓ Swim 20 yards, Retrieve 10lb brick, swim with both hands on brick 20 yards in 1:40.

Visit [ykfitness.org](http://ykfitness.org) to view a video of the pretest

**To be eligible Candidates must:**

- Be at least 15 years old,
- Pass pre-course testing,
- Attend all classes,
- Complete Red Cross Registration (\$40)

Email questions to [stacey.reardon@hfit.com](mailto:stacey.reardon@hfit.com) or call 543-0390  
 Register online at [ykfitness.org](http://ykfitness.org), at the YKFC desk or call 543-0390

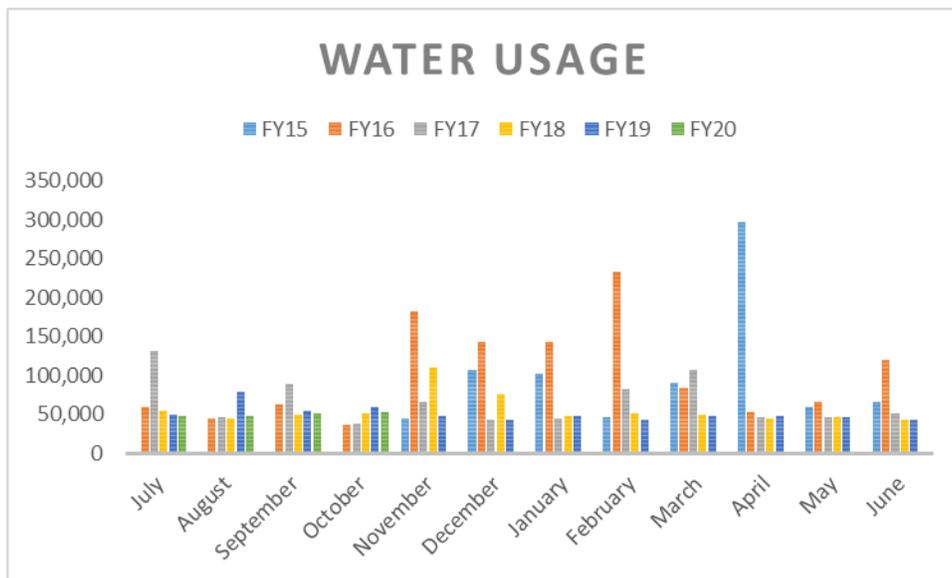
Get certified and get a job!

**Programming Staff:** We are looking for programming staff to fill the below roles:

- Swim Instructors
- Instructors for youth classes, particularly dance and tumbling
- Fitness Instructors and Certified Personal Trainers
- Instructors for any activity, craft or music patrons might be interested in learning.

**Anyone interested in working at the YK Fitness Center can call 543-0390 or visit [ykfitness.org](http://ykfitness.org) for information and links to our applications.**

### Facility Maintenance



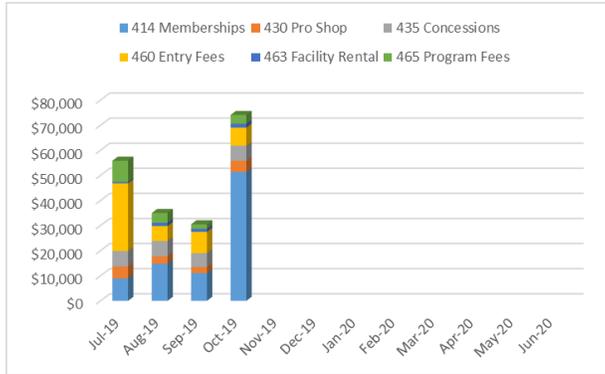
\*Note: Facility opened in November of 2014 (FY15)

Revenue

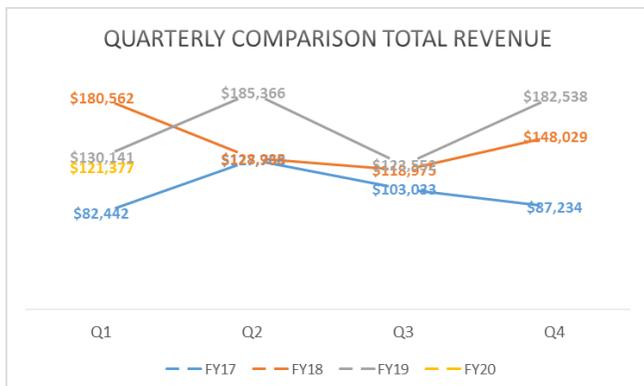
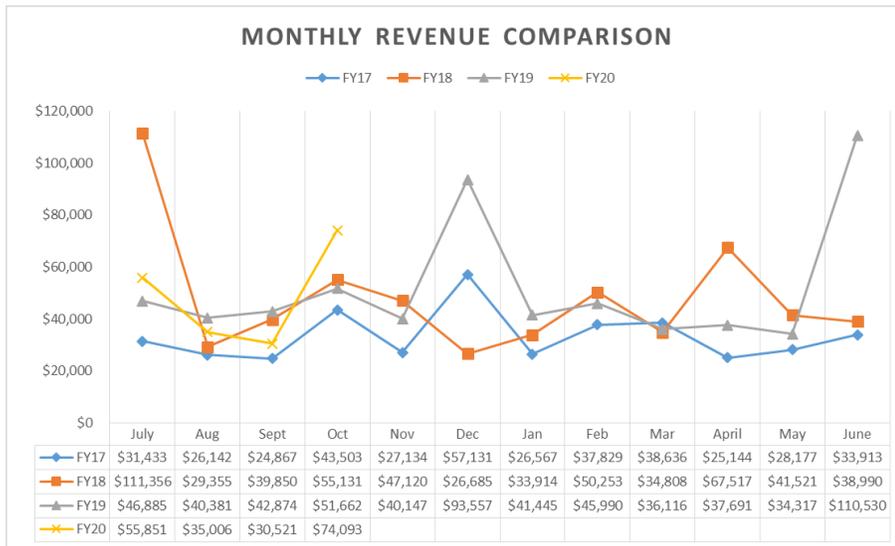
FY19 Revenue

Code	Facility Revenue	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total	FY20 Budgeted	%attained
414	Memberships	\$8,919	\$14,808	\$11,032	\$51,405									\$86,164	\$394,655	21.83%
430	Pro Shop	\$4,772	\$2,976	\$2,432	\$4,454									\$14,633	\$44,100	33.18%
435	Concessions	\$6,173	\$6,091	\$5,523	\$6,023									\$23,810	\$64,900	36.69%
460	Entry Fees	\$26,964	\$5,934	\$8,521	\$7,164									\$48,583	\$115,730	41.98%
463	Facility Rental	\$576	\$1,306	\$1,210	\$1,562									\$4,654	\$42,075	11.06%
465	Program Fees	\$8,447	\$3,891	\$1,803	\$3,485									\$17,626	\$83,318	21.16%
	<b>Facility Revenue Total</b>	<b>\$55,851</b>	<b>\$35,006</b>	<b>\$30,521</b>	<b>\$74,093</b>	<b>\$0</b>	<b>\$195,470</b>	<b>\$744,778</b>	<b>26.25%</b>							

The below chart represents the portion of the total revenue that each revenue category represents.

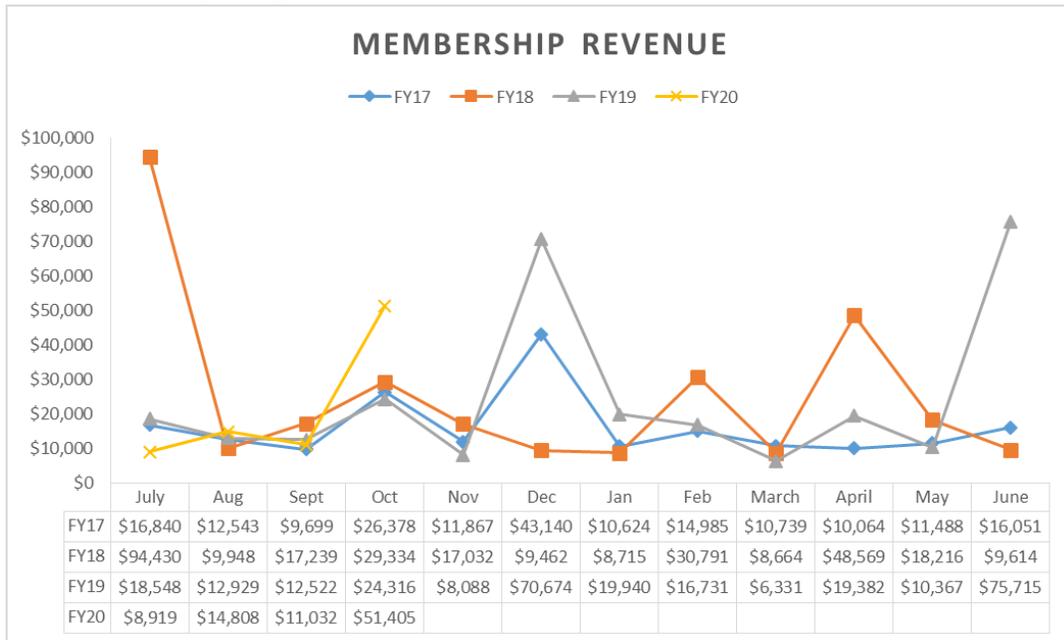


Revenue Comparisons: Monthly Totals

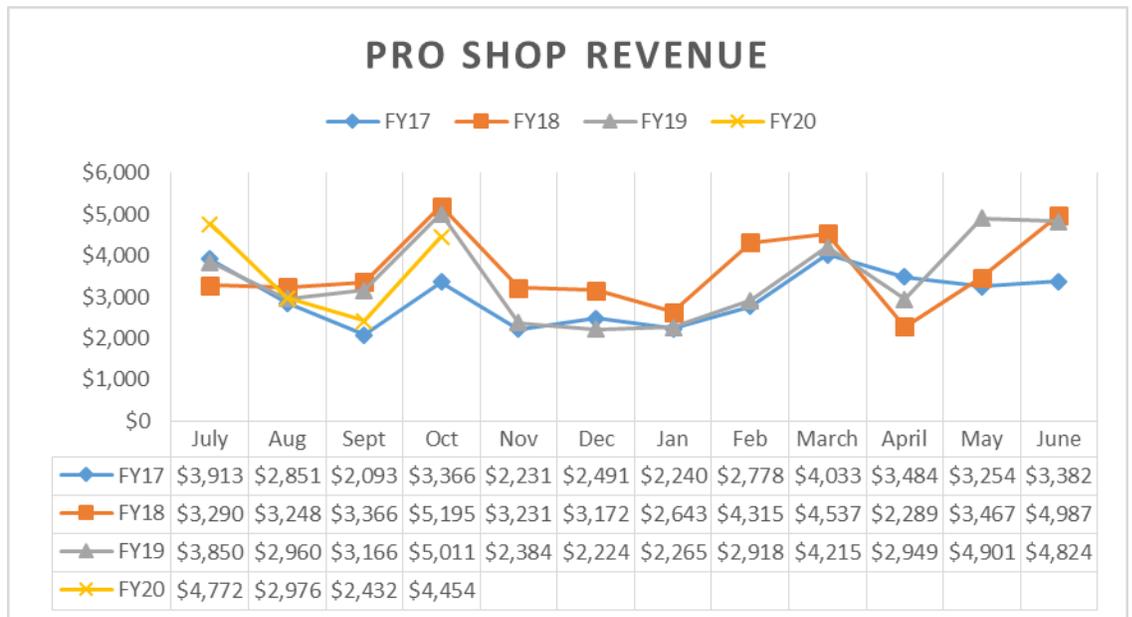


Quarterly Revenue Totals	Q1	Q2	Q3	Q4
FY17	\$82,442	\$127,768	\$103,033	\$87,234
FY18	\$180,562	\$128,935	\$118,975	\$148,029
FY19	\$130,141	\$185,366	\$123,552	\$182,538
FY20	\$121,377			

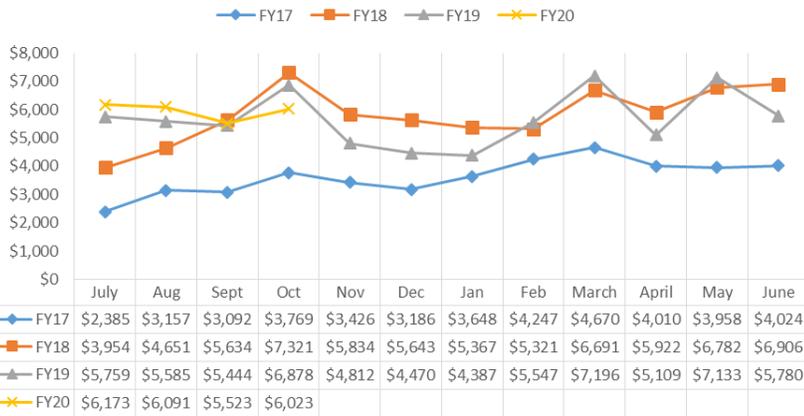
**Revenue Comparisons: Monthly Categories**



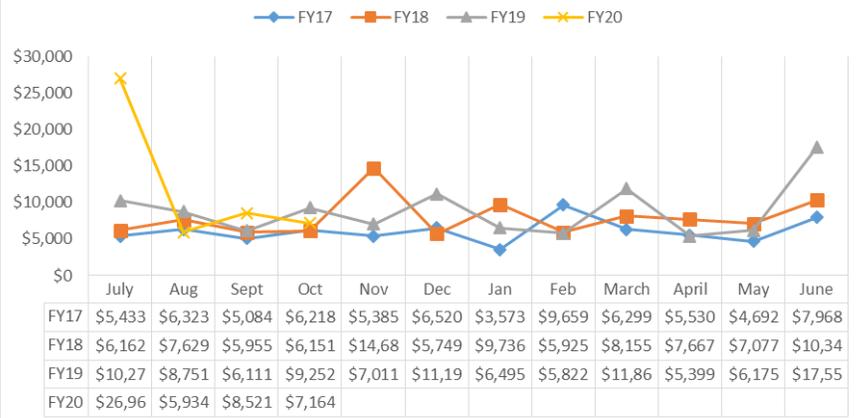
Variations in membership revenue are due primarily to inconsistencies in when payments are received from corporate membership partners.



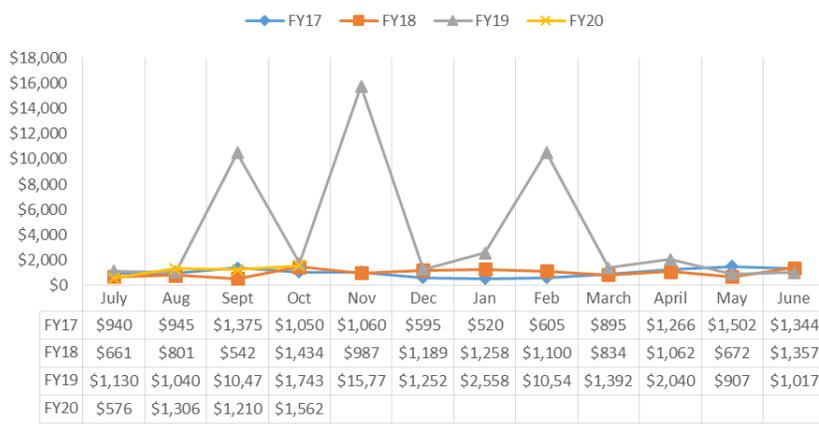
### CONCESSIONS REVENUE



### DAILY ENTRY FEES



### FACILITY RENTALS

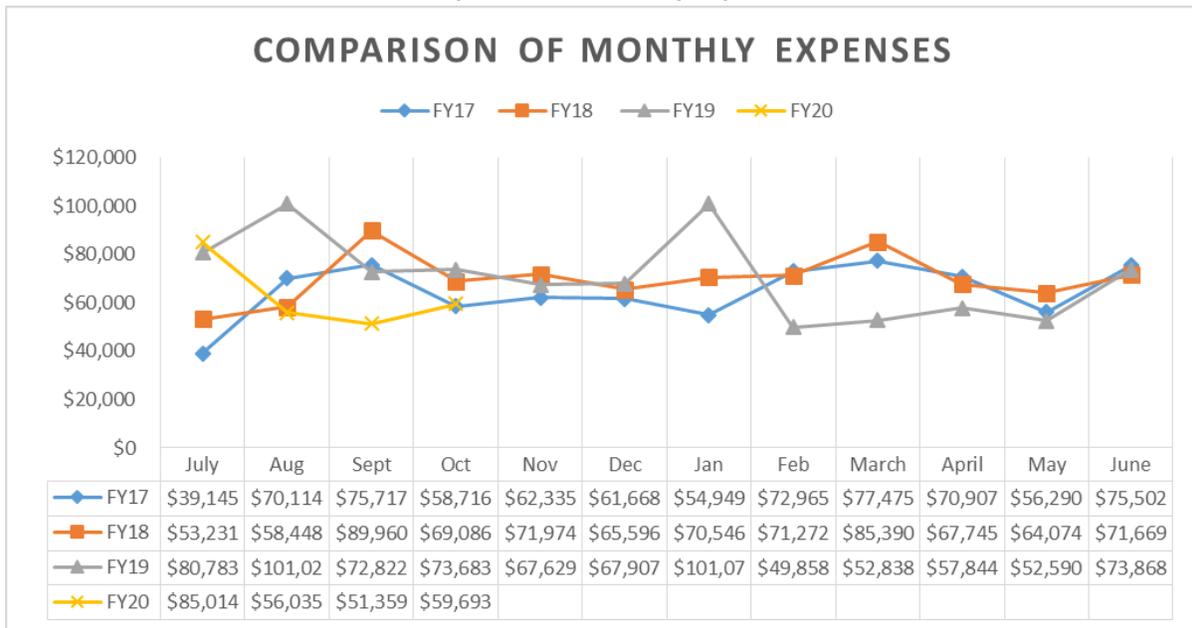


Variation in Rental Fees are a reflection of the FY19 change to school district fees being recorded as part of facility rental contracts instead of as part of the single contract fee for membership and rental services combined.

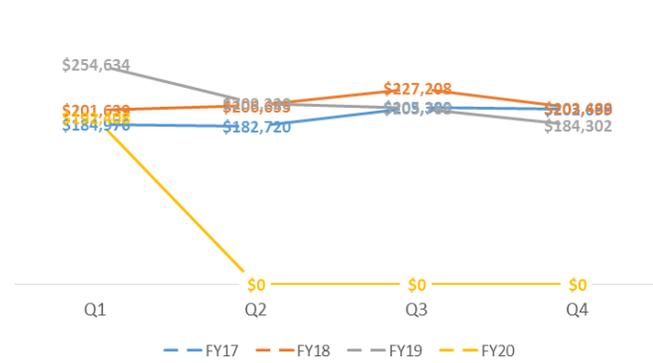
FY19 Expenses

Expenses	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total	Budgeted	% used	remaining
Wages	\$54,419	\$35,425	\$33,001	\$33,777									\$156,622	\$665,682	23.53%	\$509,060
Benefits	\$12,492	\$8,074	\$7,356	\$7,583									\$35,505	\$146,058	24.31%	\$110,553
520 Housing	\$3,090	\$3,090	\$3,090	\$3,090									\$12,360	\$37,080	33.33%	\$24,720
545 Travel/Training	\$0	\$0	\$152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$152	\$3,000	5.07%	\$2,848
561 Supplies	\$11,321	\$4,024	\$6,258	\$4,451	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,055	\$100,605	25.90%	\$74,550
580 Boiler	\$0	\$55	\$0	\$62	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$117	\$6,000	1.95%	\$5,883
661 Vehicle Maintenance/Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250	0.00%	\$250
663 Janitorial Supplies/Services	\$1,101	\$407	\$128	\$7,053	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,688	\$20,400	42.59%	\$11,712
668 Software Licenses	\$1,172	\$368	\$319	\$771	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,631	\$7,560	34.80%	\$4,929
669 Other Purchased Services	\$0	\$1,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,250	\$25,160	4.97%	\$23,910
683 Minor Equipment	\$0	\$2,332	\$0	\$470	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,802	\$21,000	13.35%	\$18,198
684 Donations and Awards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	0.00%	\$500
724 Dues/Subscriptions	\$179	\$179	\$179	\$179	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$716	\$2,000	35.79%	\$1,284
727 Advertising	\$98	\$9	\$193	\$11	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$311	\$8,000	3.89%	\$7,689
733 Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200	0.00%	\$200
736 Bank Charges	\$1,015	\$823	\$684	\$2,246	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,769	\$14,645	32.56%	\$9,876
790 Allowance for Special Events	\$80	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80	\$800	10.00%	\$720
799 Miscellaneous	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$10,125	0.44%	\$10,080
<b>TOTAL</b>	<b>\$85,014</b>	<b>\$56,035</b>	<b>\$51,359</b>	<b>\$59,693</b>	<b>\$0</b>	<b>\$252,102</b>	<b>\$1,069,064</b>	<b>23.58%</b>	<b>\$816,963</b>							

Comparison of Monthly Expenses



QUARTERLY EXPENSE COMPARISON

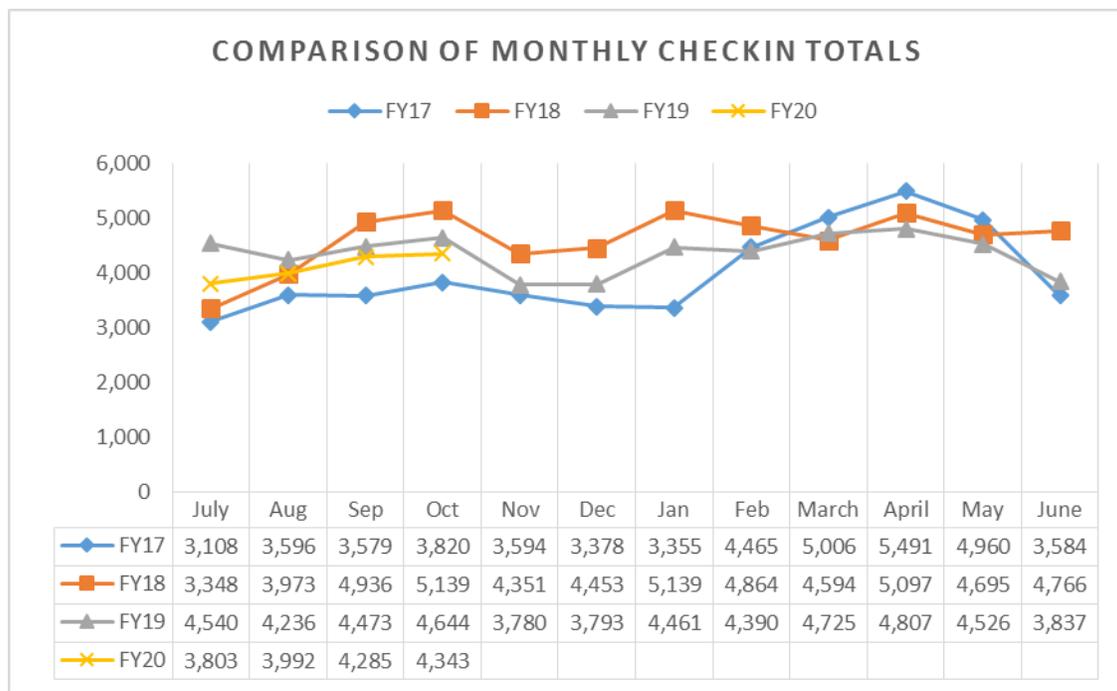


Quarterly Revenue	Q1	Q2	Q3	Q4
FY17	\$184,976	\$182,720	\$205,389	\$202,699
FY18	\$201,639	\$206,655	\$227,208	\$203,488
FY19	\$254,634	\$209,220	\$203,768	\$184,302
FY20	\$192,408	\$0	\$0	\$0

### Facility Utilization

Facility Check-In: Facility Check-In numbers represent the total number of patrons who visited the facility and are based on a compilation of the number of members who checked-in, the number of daily passes sold and the number of participants in programs, activities, rentals and special events. These numbers represent facility visits, not individuals as most individuals visit the facility multiple times over the course of the month.

Facility Check-In	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Member Checkins	1,623	1,432	1,687	1749									6,491
Daily Admissions	1,876	1,787	1,965	2021									7,649
Rentals	0	529	404	374									1,307
Fitness Programming	132	150	146	118									546
Aquatics Programming	32	47	83	54									216
Youth Programs	140	47		27									214
Monthly Totals	3,803	3,992	4,285	4,343	0	0	0	0	0	0	0	0	16,423



Area Usage: Count of the number of individuals in each area at the top and bottom of each hour. Showing trends and patterns of area usage, these numbers are not an accurate reporting of the overall number of patrons using the facility as patrons who remain in any area for more than 30 minutes are counted more than once. The below charts show average number of users for each area, by day of the week, per 30 minute period and are used from programming and operational hours planning.

In September 2019 we began collecting counts for patrons in the Concessions/Lobby area (Cantina) and on the deck/bleachers in the pool area.

