



City of Bethel
Parks, Recreation, Aquatic, Health & Safety Center Committee Regular
Meeting - Monday, May 13, 2019 6:00 pm
City Hall Council Chambers, Bethel, AK

Brian Lefferts
Chair
Term Expires 2020

Judy Wasierski
Vice-Chair
Term Expires 2021

Michelle DeWitt
Committee Member Term
Expires 2020

Kathy Hanson *Committee*
Member Term Expires
2021

Beverly Hoffman
Committee Member Term
Expires 2021

Justin Wintersteen
Committee Member Term
Expires 2019

Kathryn Baldwin
Alt. Committee Member
Term Expires 2020

Peter Evon
Alt. Committee Member
Term Expires 2020

Mitchell Forbes *Council*
Representative Term
Expires 2019

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. April 8, 2019 Meeting Minutes
- VI. SPECIAL ORDER OF BUSINESS
- VII. UNFINISHED BUSINESS
 - A. Land and Water Conservation Grant
 - B. Annual 4th of July Preparation
- VIII. NEW BUSINESS
 - A. Review Owl's Park layout plan
 - B. Pinky's Park Clean up, Green up Event
 - C. City Access to the Health Fitness Center (John Sargent)
 - D. Sport's Field Fencing (DeWitt)
- IX. PROPERTY MAINTENANCE REPORT
- X. YK FITNESS FACILITY DIRECTOR REPORT
- XI. COMMITTEE MEMBER COMMENTS
- XII. ADJOURNMENT

Posted May 7, 2019 at City Hall, AC Co., Swanson's, and the Post Office.

Charlie Dan, Public Works Assistant

City of Bethel, Alaska

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

April 8, 2019

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Parks and Recreation Committee Meeting was held on April 8, 2019 in the City Hall council chambers in, Bethel, Alaska. Brian Lefferts 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: Brian Lefferts, Michelle DeWitt, Kathy Hanson, Beverly Hoffman, Justin Wintersteen, and Mitchell Forbes.

Also Present: Committee Recorder, Charlie Dan and YKFC Director, Stacey Reardon.

Excused Absences: Kathryn Baldwin and Corbin Ford.

Unexcused Absence: Peter Evon.

III. PEOPLE TO BE HEARD:

A. Shawn Codman- Went into greater detail for proposed Estimate and Scope of Work

IV. APPROVAL OF AGENDA:

MOVED BY:	Judy Wasierski	Motion to approve Agenda by moving New Business item A to come before Unfinished Business item A.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

V. APPROVAL OF MINUTES:

MOVED BY:	Beverly Hoffman	Motion to approve minutes for August 13, 2018, September 10, 2018, February 11, 2019 and March 11, 2019.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. SPECIAL ORDER OF BUSINESS:

VII. UNFINISHED BUSINESS:

MOVED BY:	Beverly Hoffman	Motion to suspend rules to allow committee members to interact with People To Be Heard.
SECONDED BY:	None Second	
VOTE ON MOTION	Motion carried by unanimous vote.	

A. Land and Water Conservation Grant: Discussed use for Grant possibilities

MOVED BY:	Judy Wasierski	Motion to Recommend to City Council to direct administration to dedicate the land from Lion's Club, Owl's Park, Tundra Ridge, Teen Center, Small Boat Harbor park, the park across UAF, and the trail along the river to become permanent outdoor recreation space.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

B. Evaluate FY17/ FY18 YKFC Expenses for Future Action P7-40: Will request Finance Director to attend May meeting and discuss the dedicated fund for the Fitness Center.

C. Evaluate Past YKFC Endowment Fund Transactions and Current Fund Balance

D. Annual 4th of July Preparation- Review of Funding and Options for Organizing the Event P4: Committee members discussed the upcoming 4th of July event.

MOVED BY:	Judy Wasierski	Motion to Recommend to City Council to dedicate up to \$1,000 for sound system equipment, identify someone to organize and facilitate the entertainment/games, direct Public Works to prepare the festivities for the Pinky's Park Celebration, and have a few City employees present in case of any problems that may arise.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION	Motion carried by unanimous vote.	

VIII. NEW BUSINESS:

A. Maintenance for the Sport's Field (Codman Services)

MOVED BY:	Mitchell Forbes	Motion to Recommend to the City Council to direct administration to negotiate with Codman Services for Hand Seeding, Aerating and Fertilizing the City owned Parks including Soccer Field, Pinky's Park, and Owl's Park.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

B. Contracting for Recreational Services (DeWitt)

MOVED BY:	Judy Wasierski	Motion to resubmit Recommend to City Council to direct administration to create an RFP to hire a company to provide Recreational Services Scope of Work.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

IX. PARKS AND RECREATION DEPARTMENT REPORT:

X. YKFC FACILITY DIRECTOR'S REPORT:

A. Stacey Reardon gave her report

XI. MEMBER COMMENTS:

Brian Lefferts: no comment

Judy Wasierski: Regarding the 4th of July Event: recall Pete tried to use some of the budget (\$2,000.00) towards the electricity and overtime for the event.

Michelle DeWitt: no comment

Kathy Hanson: The trash outside is out of control, was wondering about the cleanup green up event. Would like to place under the next agenda.

Beverly Hoffman: no comment

Justin Wintersteen: no comment

Mitchell Forbes: no comment

XII. ADJOURNMENT:

MOVED BY:	Kathy Hanson	Motion to adjourn.
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION	Motion carried by unanimous vote.	

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

APPROVED THIS _____ DAY OF _____, 2019.

Charlie Dan
Recorder of Minutes

Brian Lefferts
Committee Chair

CITY OF BETHEL - OWL PARK

TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
5	5/3	0	2/2	2/2

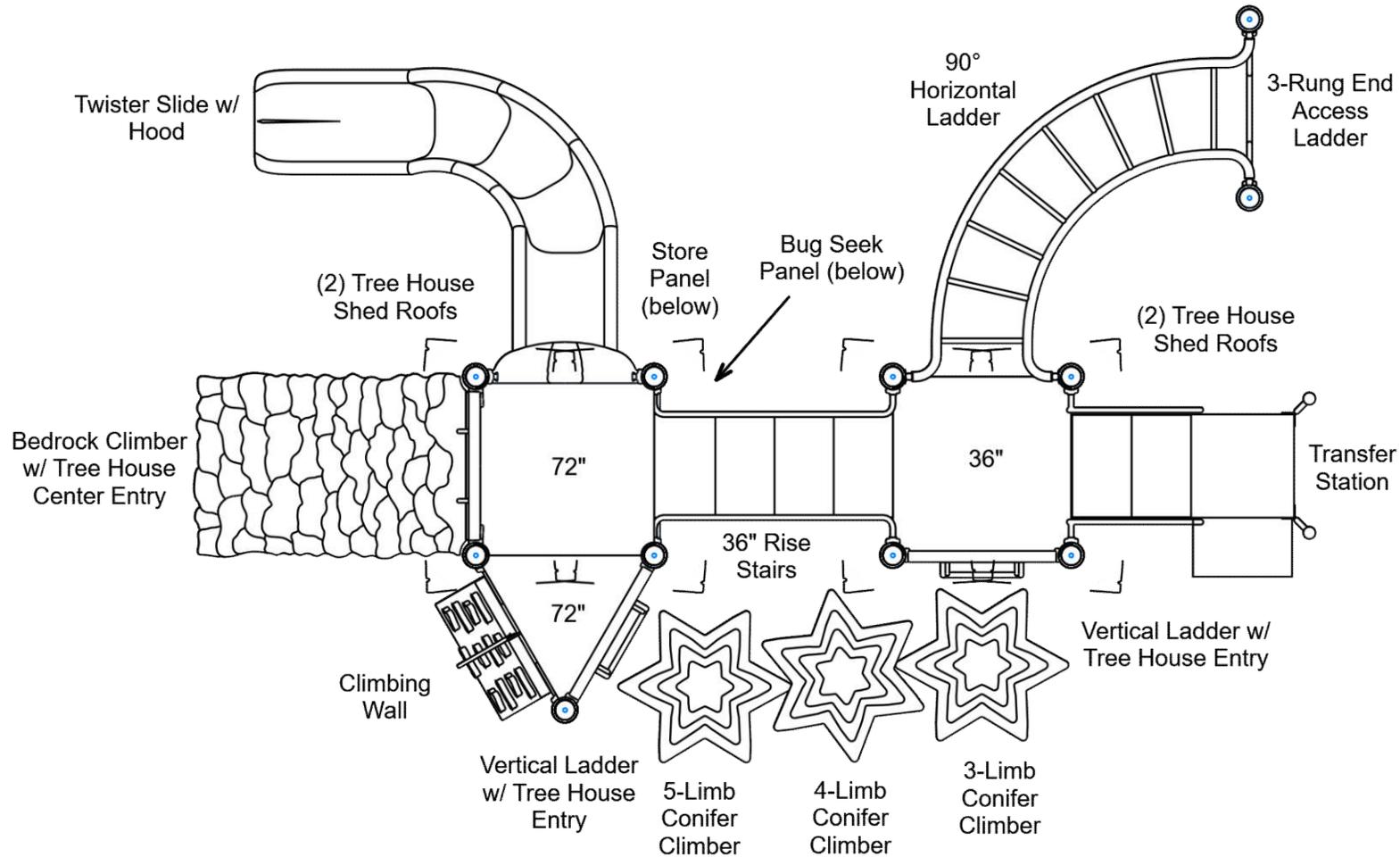
R5

FOR KIDS
AGES
5-12

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE#: R50B9D45A

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 36' x 28'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK

TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	0/0	0/0

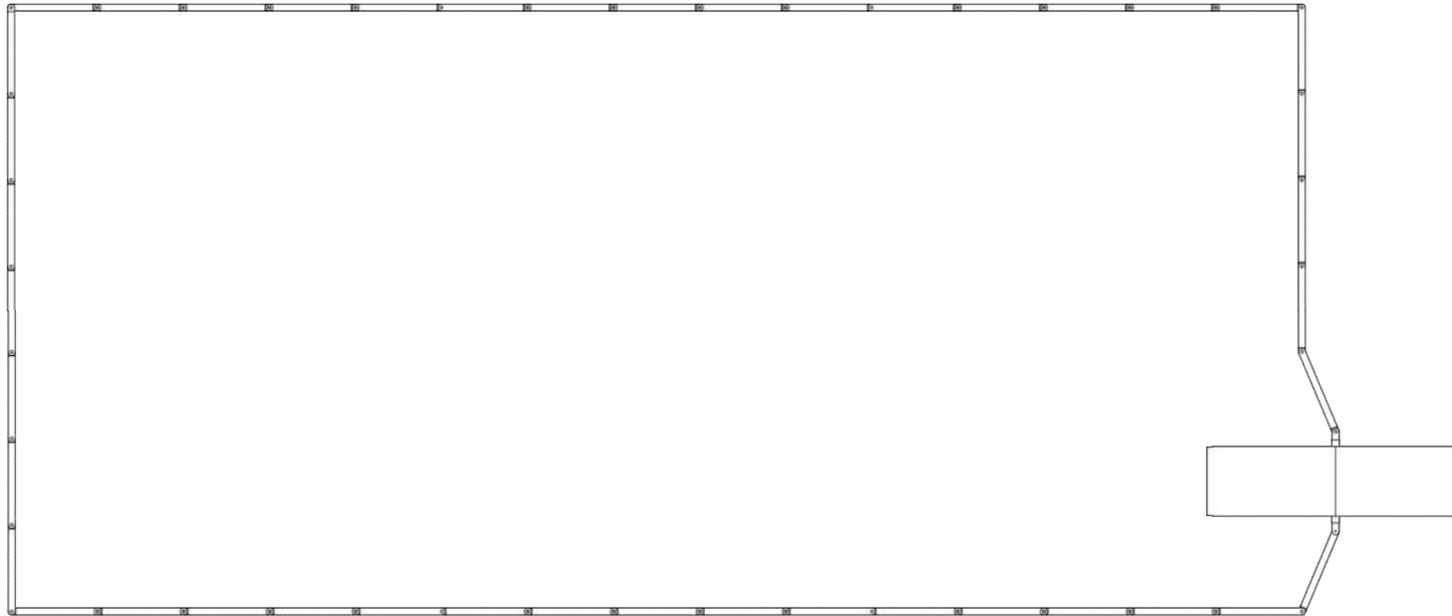


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STRUCTURE#: STAPC540400

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 0' x 0'

PLAYCRAFT REP:

Playcraft Direct, Inc.



**CITY OF BETHEL - OWL PARK
TOP VIEW**

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	0/0	0/0



FOR KIDS
AGES
2-12

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1304 AGE
APPROPRIATE
SIGN



STRUCTURE#: STAPC1304

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 0' x 0'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0



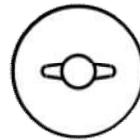
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PC 2475 STAND-N-
SPIN



STRUCTURE#: FREPC2475

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 14' x 14'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK

TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0



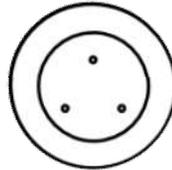
FOR KIDS
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5-12

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PC 2457 BUCKET SPINNER



STRUCTURE#: FREPC2457

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 15' x 14'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0



FOR KIDS
AGES
2-5

GENERAL NOTES:

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PC 1386 BEAR SPRING RIDER



STRUCTURE#: FREPC1386

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 13' x 15'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0



FOR KIDS
AGES
2-5

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PC 1384 FISH SPRING RIDER



STRUCTURE#: FREPC1384

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 13' x 15'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK
TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
0	0/0	0	4/0	1/0

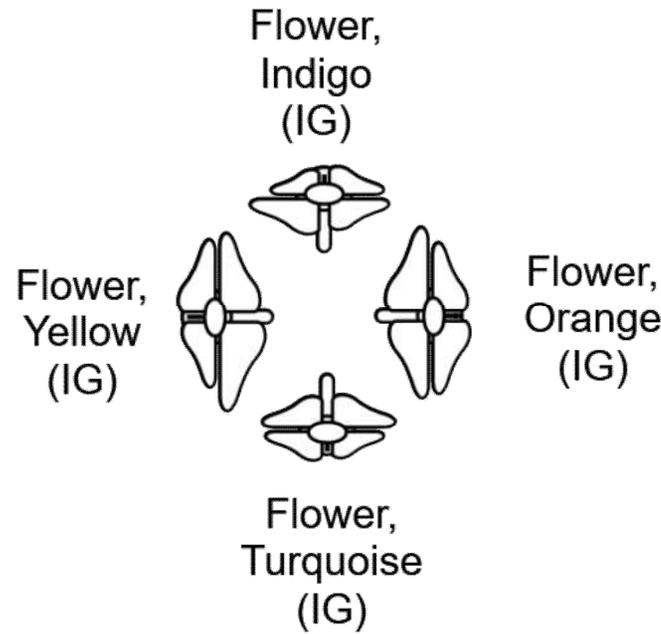


FOR KIDS
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 2-12

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STRUCTURE#: HARMONY

PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 4' x 4'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK

SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
5	5/3	0	10/2	5/2

R5

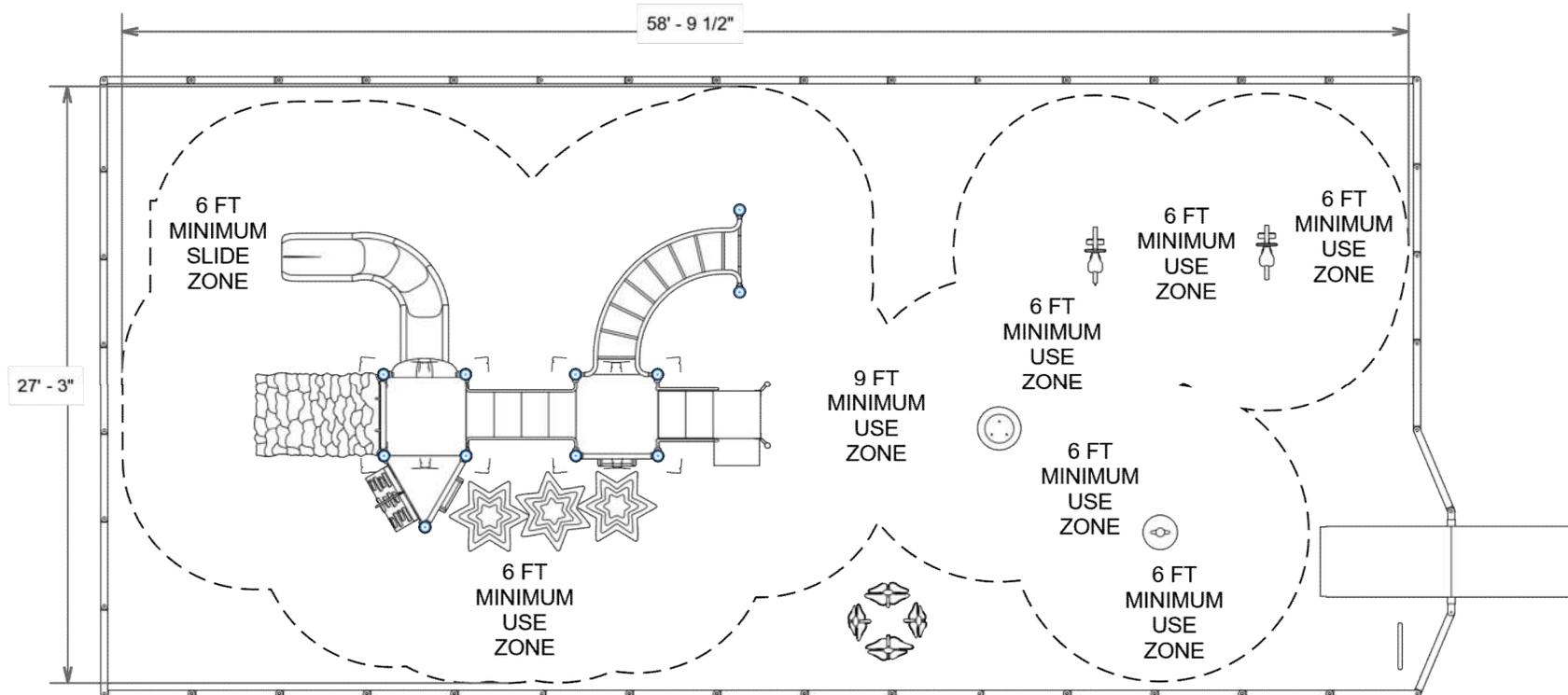
FOR KIDS
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GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Playcraft Systems will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC'S Handbook For Public Playground Safety, Section 4: Surfacing.



PROJECT#: PCD1829748A

DATE: 7/24/2018 | DRAWN BY: KLF

MIN. USE ZONE: 59' x 28'

PLAYCRAFT REP:

Playcraft Direct, Inc.



CITY OF BETHEL - OWL PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: R50B9D45A
PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF



CITY OF BETHEL - OWL PARK
NE VIEW

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FOR KIDS
AGES
5-12



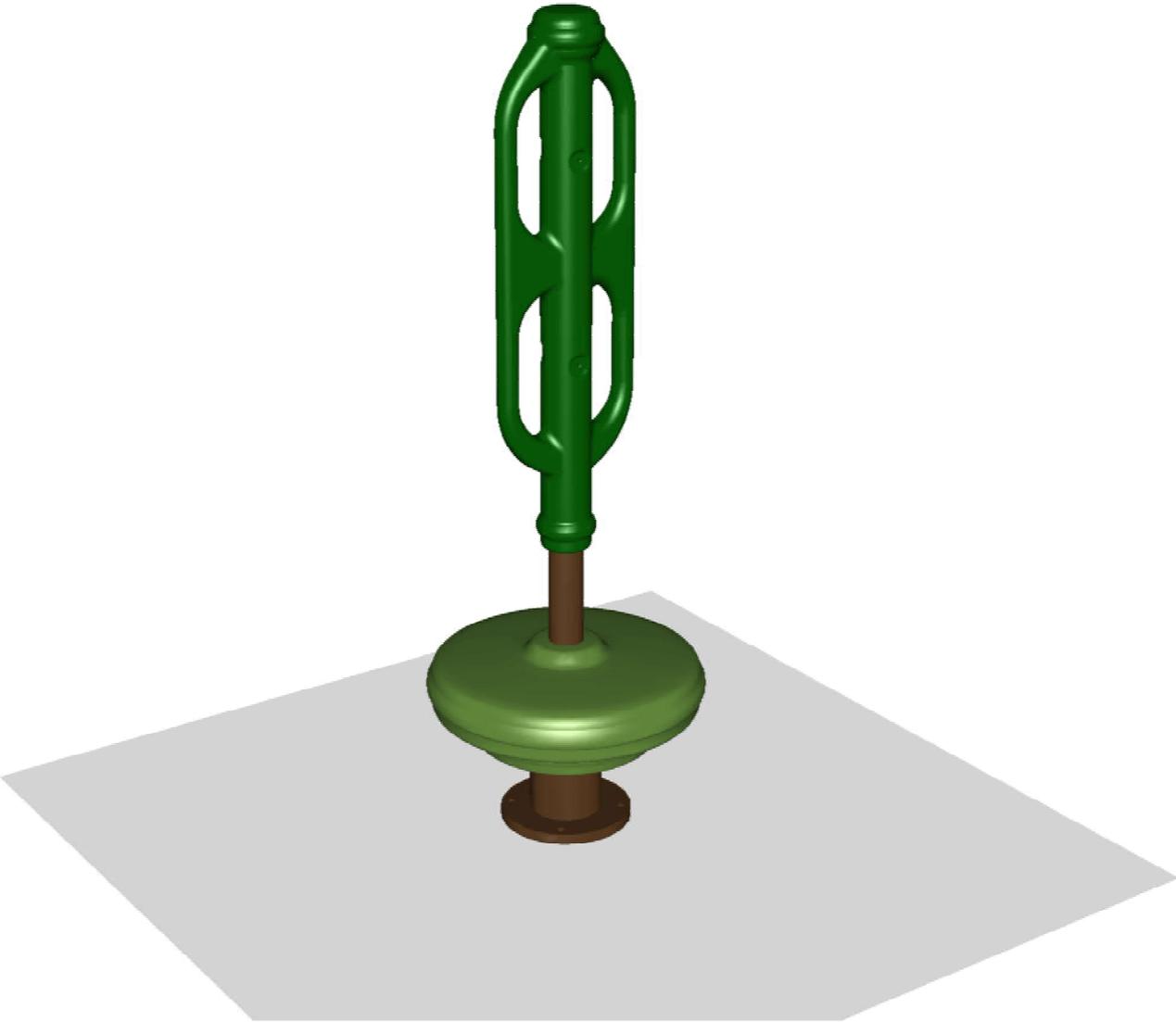
STRUCTURE#: R50B9D45A
PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF



CITY OF BETHEL - OWL PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



STRUCTURE#: FREPC2475
PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF



CITY OF BETHEL - OWL PARK
SW VIEW

R5

FOR KIDS
AGES
5-12



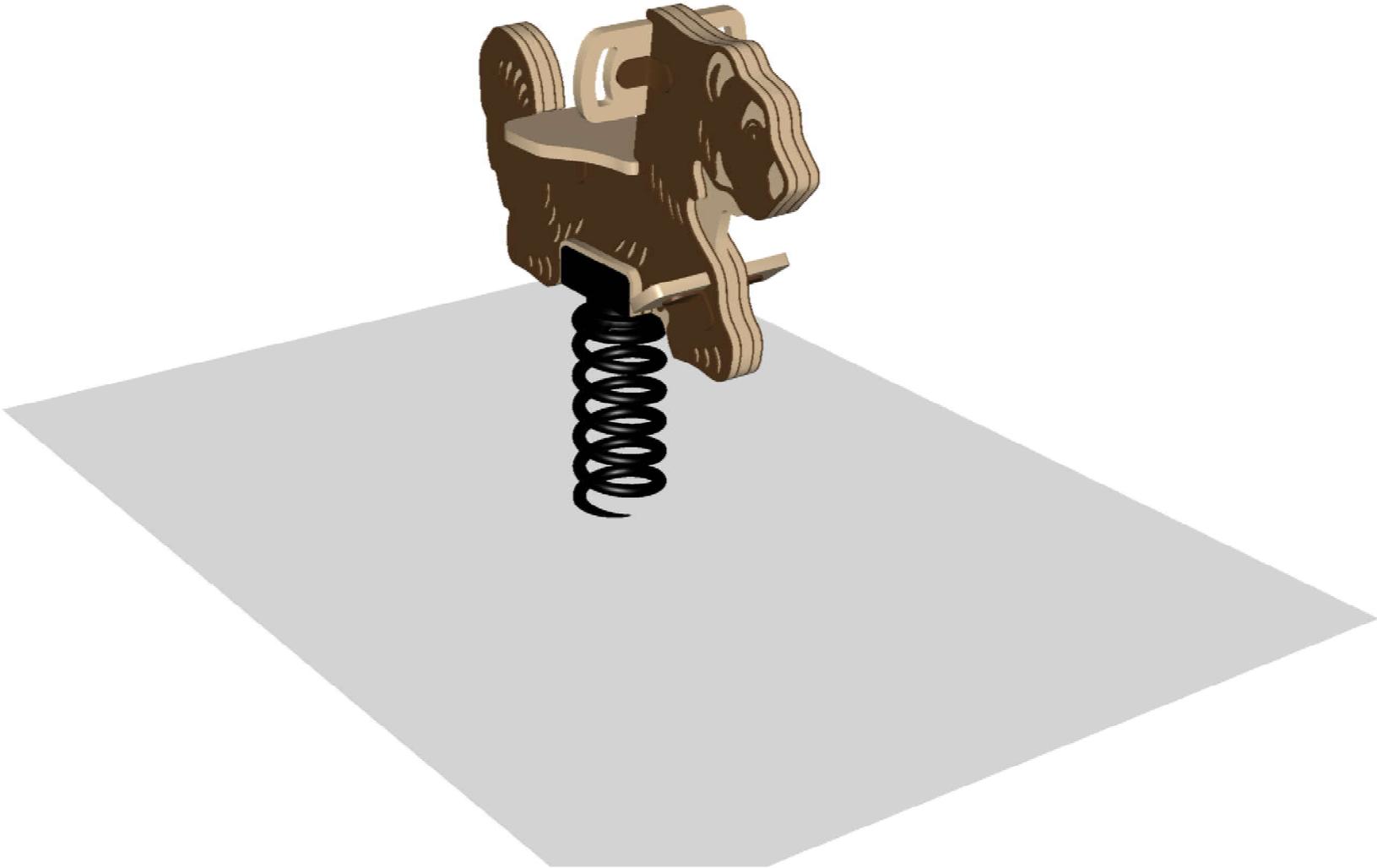
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PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF



CITY OF BETHEL - OWL PARK
SW VIEW

R5

FOR KIDS
AGES
2-5



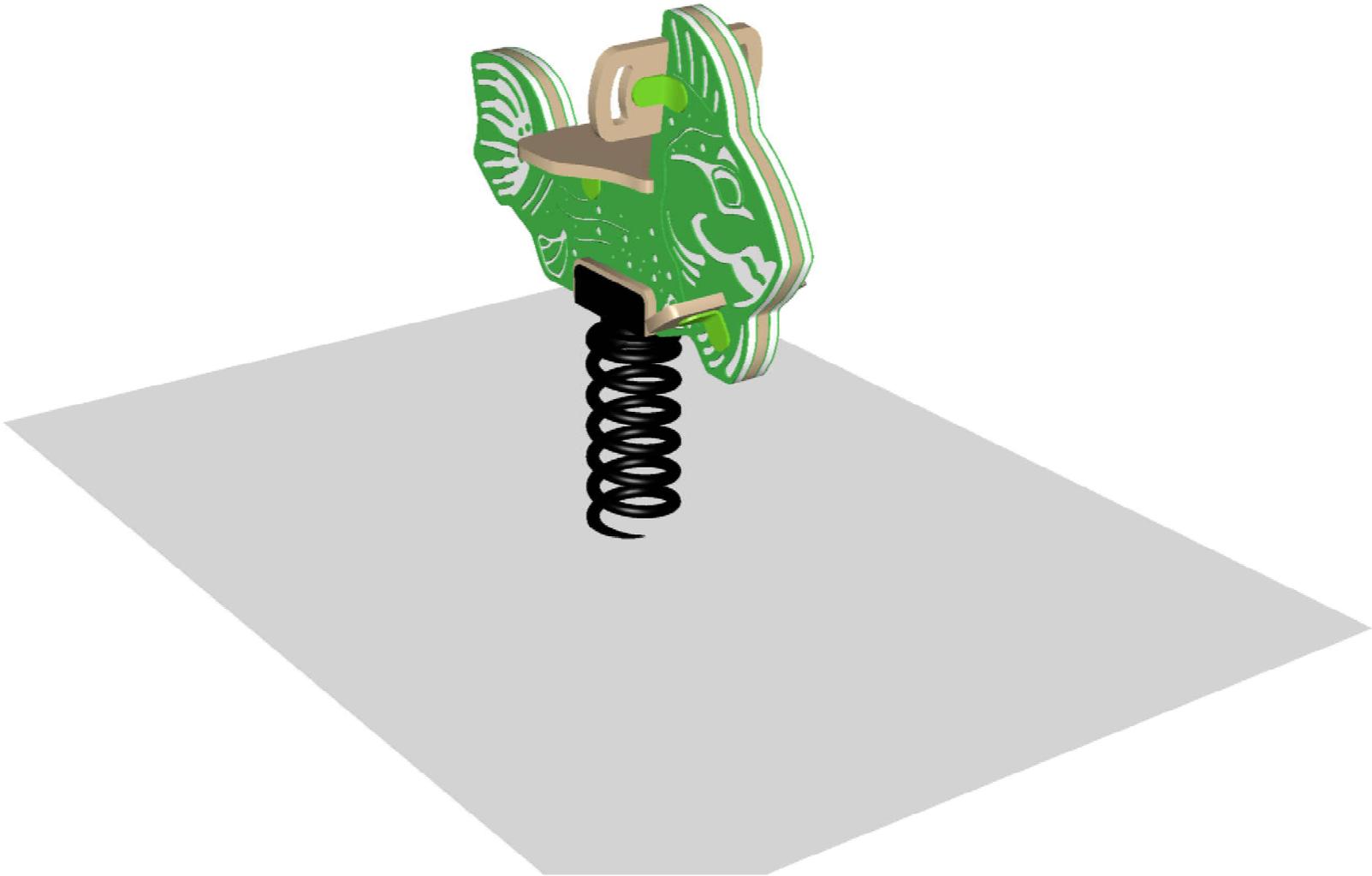
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PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF



CITY OF BETHEL - OWL PARK
SW VIEW

R5

FOR KIDS
AGES
2-5



STRUCTURE#: FREPC1384
PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF



CITY OF BETHEL - OWL PARK
SW VIEW

R5

FOR KIDS
AGES
2-12



STRUCTURE#: HARMONY
PROJECT#: PCD1829748A
DATE: 7/24/2018 | DRAWN BY: KLF





Bill of Materials

CITY OF BETHEL - OWL PARK
 Kyle Fauley

Project# PCD1829748A
 7/24/2018

Item	Description	Quantity
R50B9D45A		
HS-1004-R	Collars	34
A2-2918-46-F	Conifer Climber (Fir, 3-Limb)	1
A2-2918-58-F	Conifer Climber (Fir, 4-Limb)	1
A2-2918-70-F	Conifer Climber (Fir, 5-Limb)	1
GF-7002	Dome Cap, R5	11
S-1011-R5-11ft	Post, 11ft R5	2
S-1013-R5-13ft	Post, 13ft R5	1
S-1014-R5-14ft	Post, 14ft R5	2
S-1015-R5-15ft	Post, 15ft R5	2
S-1017-R5-17ft	Post, 17ft R5	2
S-1018-R5-18ft	Post, 18ft R5	2
S-1101-R5	Square Deck	2
S-1102-R5	Tri-Deck	1
S-1206-36R5	ADA Stairs, 36in Rise w/ Walls	1
S-1209-24-R5	Transfer Station, 36in-L	1
S-1210-1677-36R5	Climber, Tree House Vertical Ladder 30-36in	1
S-1210-1677-72R5	Climber, Tree House Vertical Ladder 66-72in	1
S-1214-6R5	Climber, Wall 66-72in	1
S-1228-1677-6R5	Climber, Bedrock w/ Tree House Entry 66-72in	1
S-1403-R5	End Access Ladder (3-Rung)	1
S-1429-R5	Traverse, Horizontal Ladder (90 deg)	1
S-1615-R5	Store Panel	1
S-1618-Bug-R5G	Seek Panel (Bug)	1
S-1710-6R5H-LLL	Slide, Twister 72in (L3, w/ Hood)	1
S-18093-R5	Roof, Tree House Shed	4

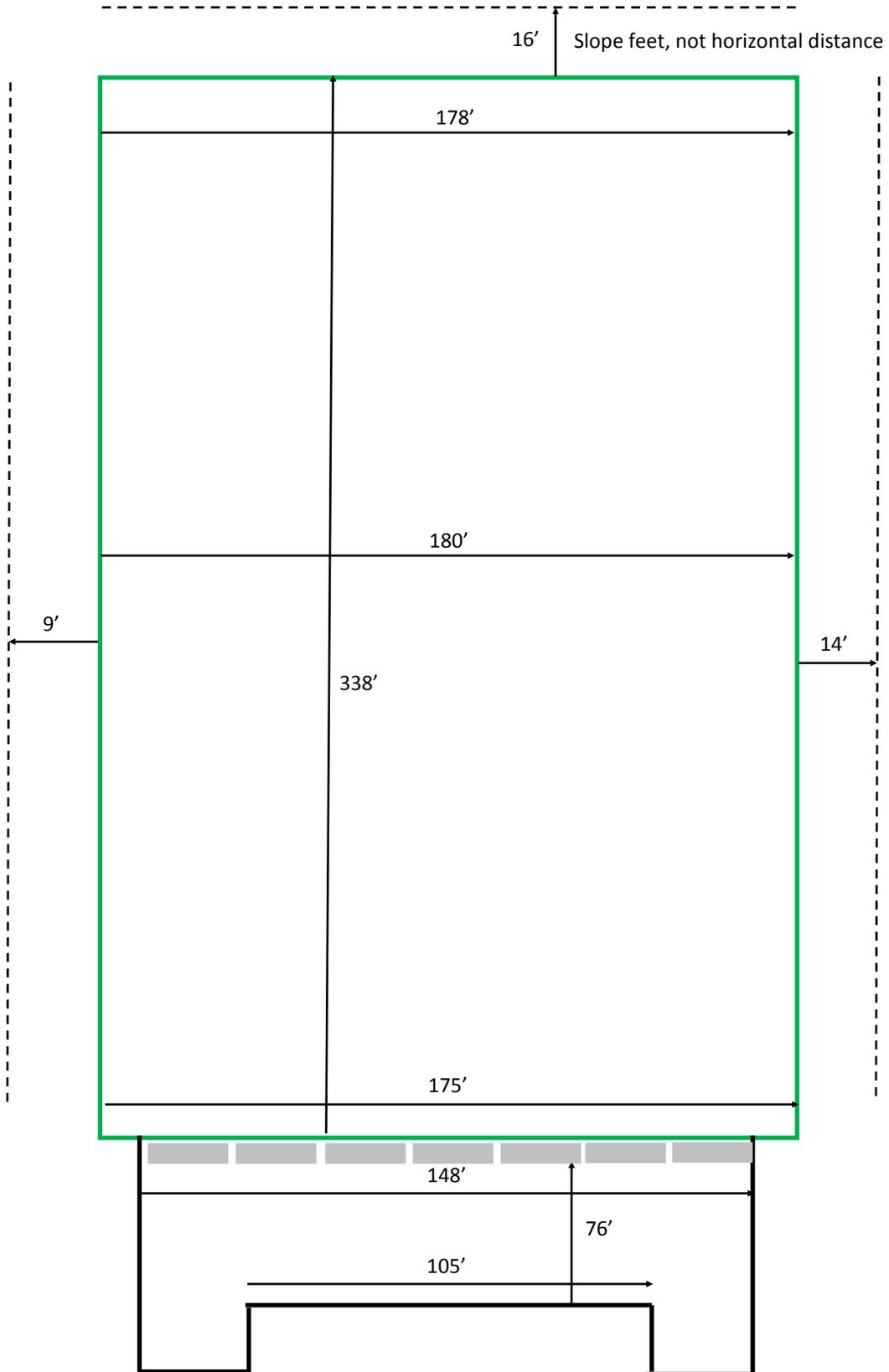


**Bill of Materials
(continued)**

Item	Description	Quantity
HS-1100-2	Deck to Deck Hardware	2
STAPC540400		
1205-2	Access Ramp (2-Section, Female Pivot)	1
540407	Border Timber w/ Stake	43
STAPC1304		
A2-1304	1304 Safety Sign (HDPE)	1
FREPC2475		
S-1949	PC 2475 Stand-n-Spin	1
FREPC2457		
A2-2457	PC 2457 Bucket Spinner	1
FREPC1386		
A2-1386	PC 1386 Bear Spring Rider	1
FREPC1384		
A2-1384	PC 1384 Fish Spring Rider	1
HARMONY		
FWR-I-IG	Flower, Indigo (IG)	1
FWR-O-IG	Flower, Orange (IG)	1
FWR-T-IG	Flower, Turquoise (IG)	1
FWR-Y-IG	Flower, Yellow (IG)	1

Sports Field

Actual Dimensions



Pinky's Park Sports Field

Bethel, Alaska

Fencing Project

Background:

Sports field was constructed by depositing 1,200 loads of sand on top of the tundra. Thus, field rises above tundra by about 3 ft. Starting the six-foot high fence at the base of the slope will amount to a 3-ft. high fence above field.

Purpose:

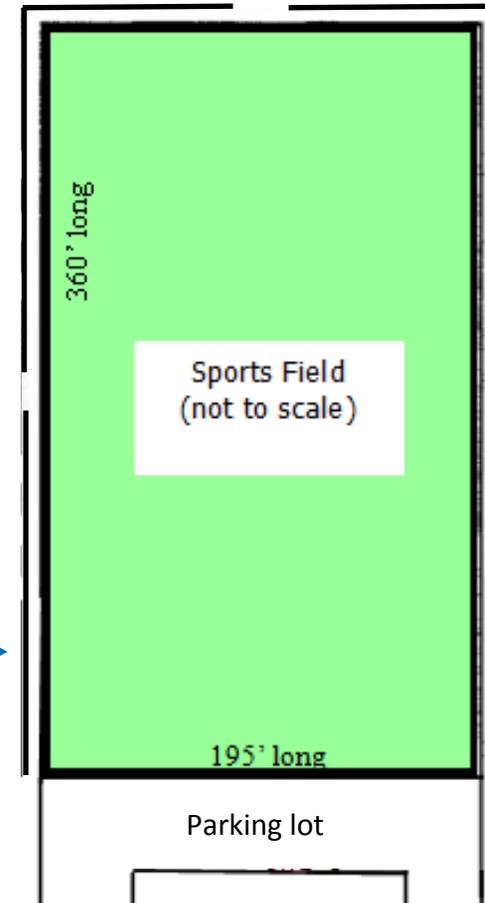
Stop four-wheelers and snowmachines from tearing up the field. Motor vehicle access from parking lot is limited by cement block barriers already in place. Therefore, no fence is needed on parking lot side.

Project Description:

6 or 8-ft. high chainlink fence on three sides of field with a gate-size opening in the center of each side. No gates.



Fencing →



Pinky's Park Sports Field

Bethel, Alaska

Fencing Project

Background:

Sports field was constructed by depositing 1,200 loads of sand on top of the tundra. Thus, field rises above tundra by about 3 ft.

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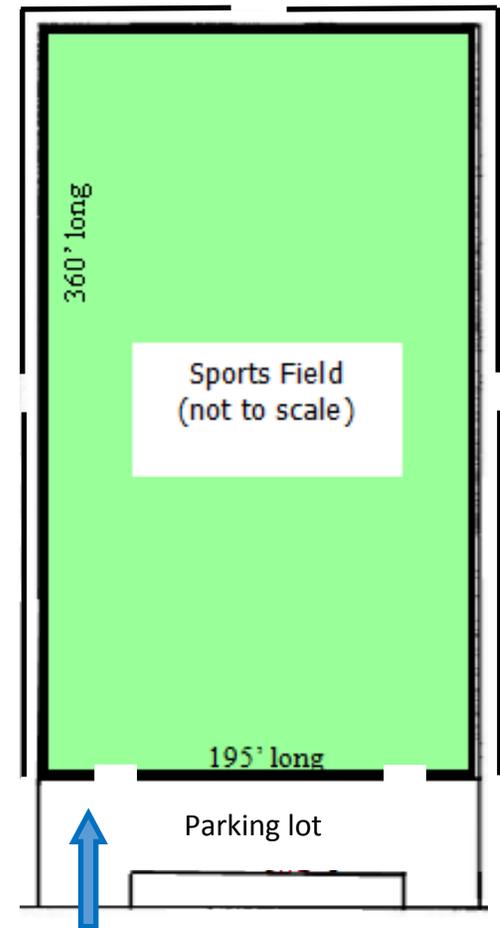
Safety fence for children/adults and motor vehicles. Stop children from running from field into parking lot or street.

Reduce likelihood of balls going over the fence and into parking lot and street.

Project Description:

Ten-foot high fence along parking lot with two openings for human ingress and egress.

Wooden
Split rail Fencing



Chainlink
Fencing



Property Maintenance:

- PW Building
 - Boiler #1 completely removed. Boiler #2 is sole operation of building heating system.
 - Hot water system has been removed from PW building as part of the boiler/mechanical space remodel. PW building will not have hot water until the boiler project is complete.
 - Fire sprinkling system in PW still NON operational.
 - Used oil filtration and water separation system needed complete rebuild. Drained down, removed filtering, cleaned and replaced. Addition of plumbing to aid in water separation.
 - Water trapped under building causing drive and parking to wash out. Cut drainage path, de-iced culverts and began pumping water out from low spots under the building.
 - Foundation piling inspection has revealed sinking and heave of support posts and beams.
 - No smoking sign installed on building in appropriate locations.

- City Hall
 - Manually selecting operation of boiler as the temperatures are fluctuating greatly from day to night.
 - Rear entrance stairs are rotting. Two different expanded metal stairs plates had to be repaired. Project to replace the stairs in entirety as a summer project.
 - Wheel chair ramp section at front entrance is showing signs of degradation and will need to be rebuilt or replaced. Project this for summer. Materials quotes requested.
 - No smoking sign installed on building in appropriate locations.
 - Installed TV mount for Lori.
 - Investigated soft section in floor reported by Tamara.

- Court House
 - No smoking sign installed on building in appropriate locations.
 - OCS is moved out of leased space exit walkthrough
 - **Dry Sprinkler System:**
 - Dry system is back in NORMAL operation minus ONE isolated sprinkler head located on the outside of the building to the left of the front main entrance. Project to have contractor complete repair from break Spring/Summer of 2019. Contractor is in communication with city building maintenance and scheduling a time for the work to be completed.
 - The dry system has a small leak in the dry system piping just above court room 4. Leak is temporarily fixed and holding. Static air pressure is remaining constant with additional help from the fire system air compressor. A plan is being developed to have the dry system evaluated for replacement and repair Spring/Summer 2019 by a contracted service.
 - **Holding Cell Area Door:**
 - Door ordered from AHS, shipped and received. Prep work has begun to add the new wiring, relight vision, latching hardware and paint for install. Door

removal and replacement will be coordinated with Alaska State Court System. The area where the door is a sensitive area as inmates are transferred through this area.

- **Water leak damage remediation survey:**
 - Industrial Hygienist from Advanced Look Solutions in Anchorage completed an Environmental survey off all areas within the court system that was affected by the water leak. Sample have been sent to lab in Lower 48 for testing and results are expected to be returned in April.
 - A plan for remediation/remodel work will begin once results are returned and priority areas have been identified.
 - Reports returned. No hazards present in lab samples tested.
- **Dirty sprinkler heads and escutcheon plates:**
 - All protruding sprinkler heads have been cleaned and inspected.
- Dog Pound
 - Replaced door latching hardware 3 times from vandalism.
 - Bethel Friends of Canines has transitioned and is using the building more often.
 - Area donated for BFK9 kennel relocation has been scraped clear of ice and debris.
 - Surveyed and staked off pad sight for sand pad prep.
 - BFK9 has been in close communication in the process of relocating their kennel to the property.
- Log Cabin
 - Boiler is consistently found tripped during building rounds. Building is temporary closed to resident use of the building due to a sewer line freeze and boiler reliability issues. Boiler remains operational with daily rounds to ensure adequate warmth of the building. Water service has been isolated and lines drained to prevent freeze up.
- YKFC - Pool
 - Requests for assistance with the boiler are frequent. The department assists when able.
 - Meeting completed with Pool management staff to determine cause of repeated issues with the boiler system. The issues have primarily been pressure related and high temp limit related. Action plan to evaluate the system in its entirety for correct daily operation is in place.
 - Boiler #1 – complete shutdown and cleaning performed. Function checks completed after and boiler placed back online.
 - Water line failed in the pool chemical dispersing system. Line repaired and system put back in normal operation.
- Police Department
 - Periodic low fuel level alarm activation for the emergency power generator. The issue has been isolated to a set of terminals outside the building that get wet and short causing a false alarm. The alarm will short ad activate when the weather is rainy and

windy.

- Billy's Water plant
 - Boiler #1 shut down and Boiler #2 fired. To even out boiler usage.
 - Boiler #1 also had a failed fuel pressure gauge. Gauge was replaced Boiler #1 is back in normal operation as needed.
 - No smoking sign installed on building in appropriate locations.
- Sean's Water Plant
 - Boilers monitored daily as they are the main source of heat for the City sub water utility lines.
 - No smoking sign installed on building in appropriate locations.
- Teen Center
 - Boilers are monitored daily as they are a "Boost" of temperatures supporting the heat loop that runs through the City Sub water utility lines.
 - No smoking sign installed on building in appropriate locations.

Parks and Recreation:

- Lions Club Park
 - Picked up trash from entire park location. Emptied ALL trash bins.

As spring is quickly approaches a list of projects for the summer are being developed within the department along with projected timelines.

- Projects so far, more to be considered.
 - Owl Park (projected dates May27th thru June 7th)
 - Install of new playground equipment and play ground material
 - All play parks
 - General maintenance and grounds upkeep
 - Pinky's Park
 - Softball field refurbish/re-sod/re-seed
 - Dugout repairs, repaint
 - Soccer Sports Field
 - Hydro Seed
 - Maintenance contract options for field to be discussed
 - Install bleachers
 - Paint concrete blocks High Vis
 - Install soccer goal posts
 - Place Portable restroom facilities
 - Install bike rack
 - Place information bulletin stand
 - Airport Cemetery
 - Ordering additional fencing
 - Installing additional fencing
 - Hydro seeding expanded sections
 - Boardwalks

April 2019 Report

- Trial Lighting pole project
- General maintenance and upkeep
- Vegetation trim back
- Way finding signage
- Location marking signage project.

Schedule, Events and Programs

- ❖ Spring Swim Lessons and Instructional Classes Run March 11th – April 28th,
 - Registration closes the week of March 18th.
- ❖ Smart Fit Girls runs March 18th – May 16th, registration closes March 25th
- ❖ Kid's Don't Float will be at the Fitness Center in April for boating safety sessions, April 9th.
- ❖ GCI will be hosting a free swim night at the Fitness Center on April 11th, 5-7pm.
- ❖ Lifeguard Training will be offered April 19th – 27th, with Pre-Training practice sessions being held April 10 from 7-8pm and April 16th from 6-7pm.
- ❖ The Facility will be open 2pm-9pm on Easter, April 21st. Our Easter Eggstravaganza will be 5-8pm.
- ❖ 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.



Staffing

Operational Staff:

Now Hiring:

- Certified Lifeguards
 - visit ykfitness.org to view pre-requisites
- Operations Staff
 - Facility Attendant

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

- Full Time Aquatic Coordinator
- 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 for information and links to our applications.

➕ Now Hiring Certified LIFEGUARDS! ➕
 FREE Training At the YK Fitness Center

**Fridays, April 19 & 26, 5:30-9p,
 Saturdays, April 20 & 27, 12-8:30p**

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 to view a video of the pretest

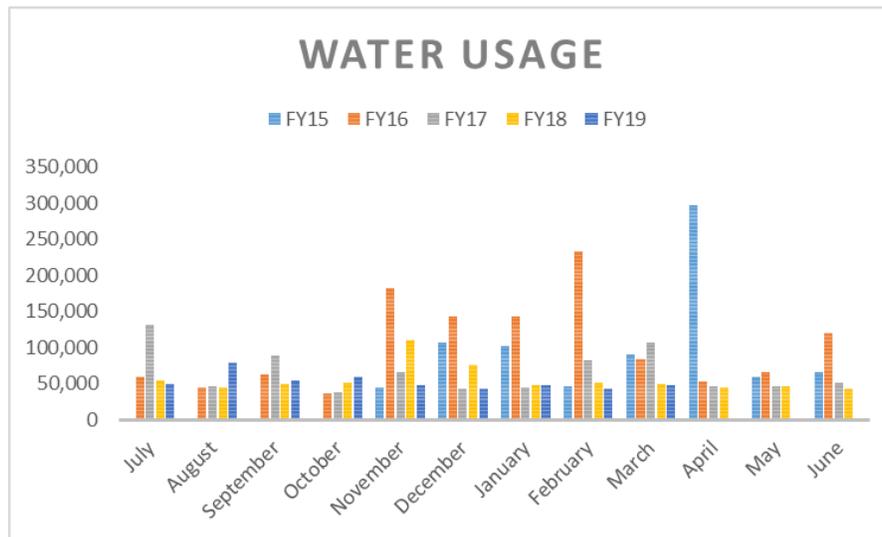
To be eligible Candidates must:

- 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 or call 543-0390
 Register online at ykfitness.org, at the YKFC desk or call 543-0390

Get certified and get a job!

Facility Maintenance



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

Facility Maintenance

Maintenance:

- Conducted internal clean of boilers
- Replaced handle on oven door
- Replaced straps on pool covers 5 & 6
- Put together last 5 bicycles
- Adjusted men's shower handles to assure water shut off
- Replaced backstroke flags
- Replaced wheel tubes on pool vacuum

Previously reported maintenance still pending:

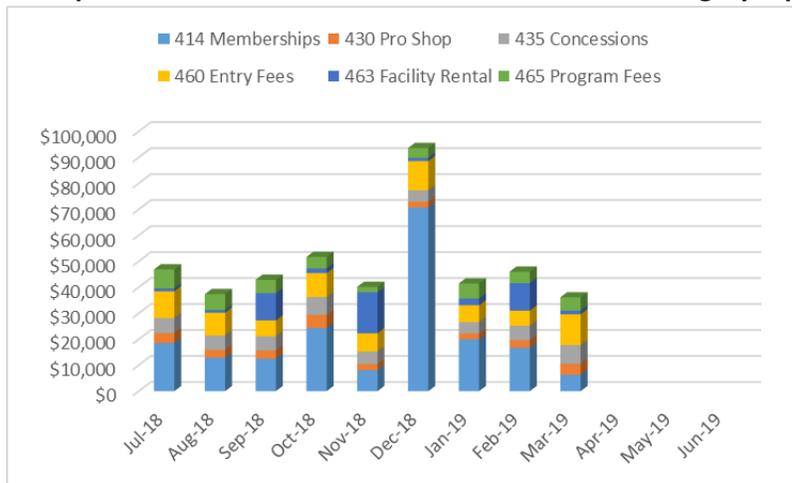
- Efforts were made to clean up a spill of Muriatic Acid in the facility connex. In the course of cleanup it was found that the spill was more extensive than initially thought and assistance was requested from the Fire Department. It was determined that additional protective equipment is needed to clean up the spill and the connex has been closed off pending procurement of the additional protective equipment.
- Main drain at bottom of pool – looking at replacement drain covers and processes for installation.
- Lamps for UV system are nearing the end of their use life and will need to be replaced. Due to the delicate and highly technical nature of the work it may be necessary to bring in a contractor. We are looking at options. Update August 2018: Two possible vendors for bulb replacement have been identified and quotes are being sought for parts and service.
- Overhead fans in pool area need maintenance. Working with City Facilities Department to develop a plan for safe access to trouble shoot the fans. Jan 2018: City of Bethel is looking into purchasing a lift that will allow access to the fans as well as other maintenance areas in the pool. Update 3/18/18 a scissor lift has been identified and purchasing is being reviewed. 5/15/18 scissor lift scheduled to arrive on first barge. 6/19/18 still waiting on lift. August 2018 Scissor lift has been received and we are scheduling with property maintenance to inspect the fans and determine next steps. September 2018 waiting for replacement fan. October 2018 Fan has been received, waiting on electrician to install.

Revenue

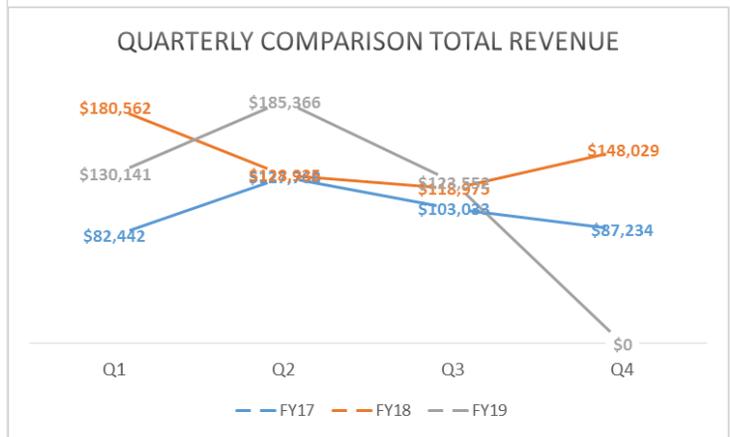
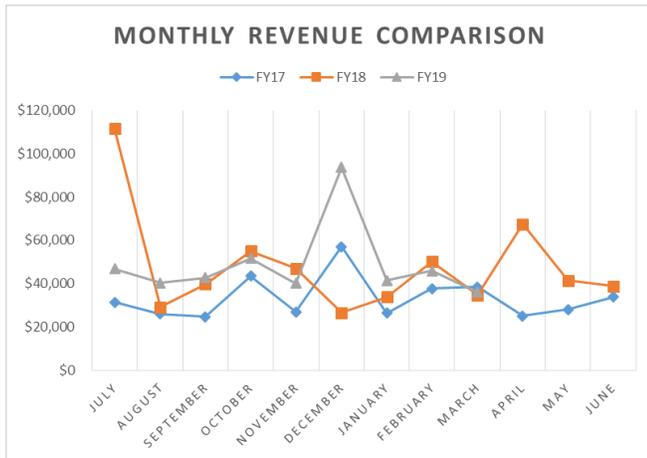
FY19 Revenue

Code	Facility Revenue	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total	FY19 Budget	%attained
414	Memberships	\$18,548	\$12,929	\$12,522	\$24,316	\$8,088	\$70,674	\$19,940	\$16,731	\$6,331				\$190,079	\$383,160	49.61%
430	Pro Shop	\$3,850	\$2,960	\$3,166	\$5,011	\$2,384	\$2,224	\$2,265	\$2,918	\$4,215				\$28,992	\$42,000	69.03%
435	Concessions	\$5,759	\$5,585	\$5,444	\$6,878	\$4,812	\$4,470	\$4,387	\$5,547	\$7,196				\$50,078	\$55,000	91.05%
460	Entry Fees	\$10,272	\$8,751	\$6,111	\$9,252	\$7,011	\$11,195	\$6,495	\$5,822	\$11,868				\$76,776	\$81,500	94.20%
463	Facility Rental	\$1,130	\$1,040	\$10,476	\$1,743	\$15,772	\$1,252	\$2,558	\$10,547	\$1,392				\$45,909	\$12,750	360.07%
465	Program Fees	\$7,327	\$6,101	\$5,155	\$4,462	\$2,081	\$3,742	\$5,800	\$4,427	\$5,115				\$44,209	\$80,500	54.92%
Community Action Grant														\$0	\$767	0.00%
WomenInPhilanthropy Grant														\$3,016	\$4,681	64.42%
Facility Revenue Total		\$46,885	\$40,381	\$42,874	\$51,662	\$40,147	\$93,557	\$41,445	\$45,990	\$36,116	\$0	\$0	\$0	\$439,058	\$660,358	66.49%

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



Revenue Comparisons

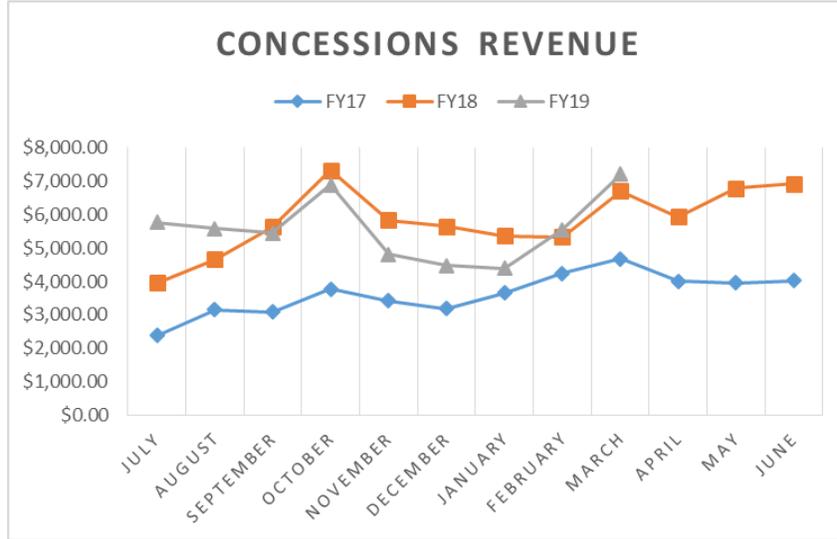


Monthly Revenue Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$31,433	\$26,142	\$24,867	\$43,503	\$27,134	\$57,131	\$26,567	\$37,829	\$38,636	\$25,144	\$28,177	\$33,913	\$400,478
FY18	\$111,356	\$29,355	\$39,850	\$55,131	\$47,120	\$26,685	\$33,914	\$50,253	\$34,808	\$67,517	\$41,521	\$38,990	\$576,500
FY19	\$46,885	\$40,381	\$42,874	\$51,662	\$40,147	\$93,557	\$41,445	\$45,990					\$402,942

Quarterly Revenue Totals	Q1	Q2	Q3
FY17	\$82,442	\$127,768	\$103,033
FY18	\$180,562	\$128,935	\$118,975
FY19	\$130,141	\$185,366	\$123,552

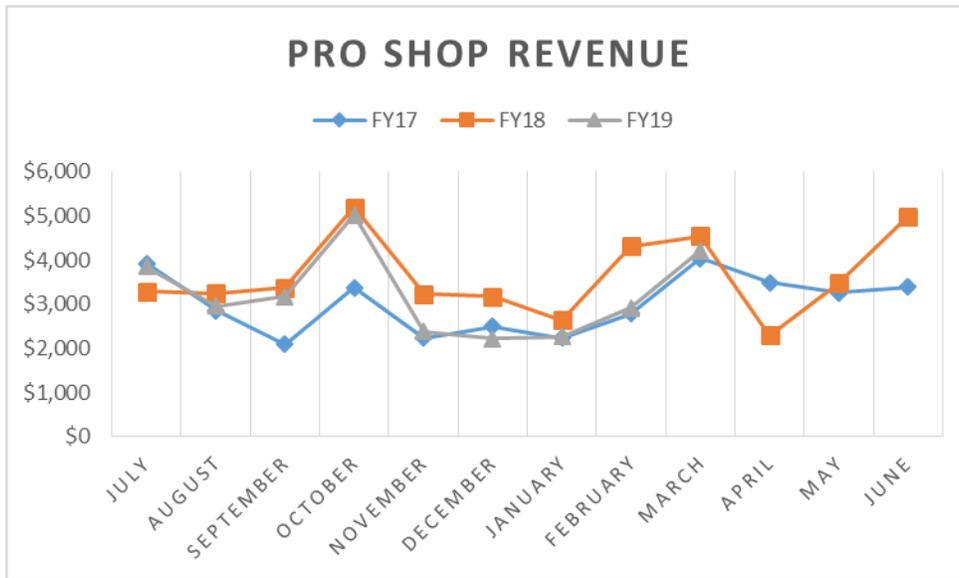
Revenue

Concessions Comprisons



Concessions Sales Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$2,384.89	\$3,157.11	\$3,092.41	\$3,769.41	\$3,426.47	\$3,185.55	\$3,648.41	\$4,247.30	\$4,669.61	\$4,009.62	\$3,958.30	\$4,024.27	\$43,573.35
FY18	\$3,954.28	\$4,650.93	\$5,633.56	\$7,320.72	\$5,834.03	\$5,642.99	\$5,366.89	\$5,321.23	\$6,690.87	\$5,921.68	\$6,781.51	\$6,906.37	\$70,025.06
FY19	\$5,759.05	\$5,585.25	\$5,443.53	\$6,878.43	\$4,811.83	\$4,470.20	\$4,386.93	\$5,546.69	\$7,195.91				\$50,077.82

Pro Shop Comprisons

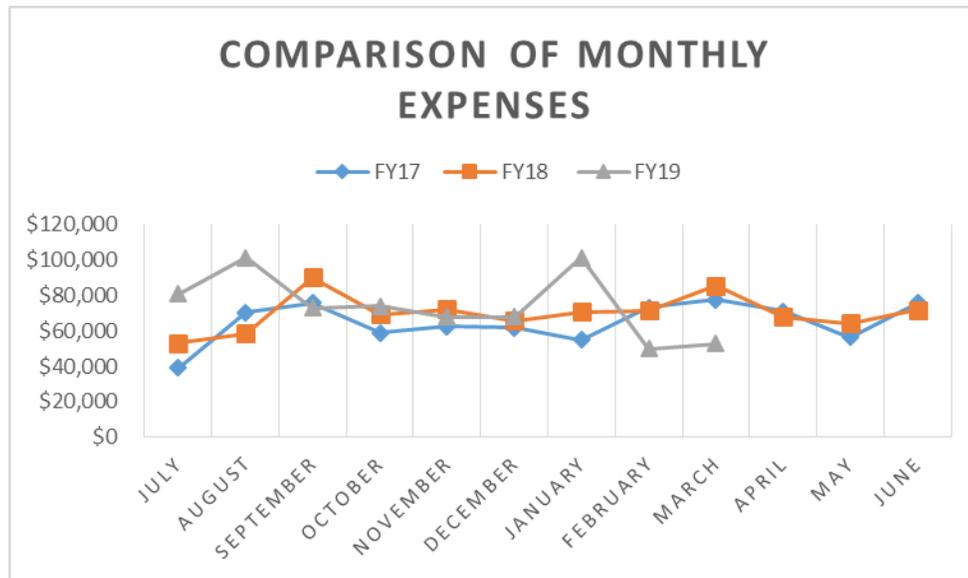


Pro Shop Sales Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$3,913	\$2,851	\$2,093	\$3,366	\$2,231	\$2,491	\$2,240	\$2,778	\$4,033	\$3,484	\$3,254	\$3,382	\$36,114
FY18	\$3,290	\$3,248	\$3,366	\$5,195	\$3,231	\$3,172	\$2,643	\$4,315	\$4,537	\$2,289	\$3,467	\$4,987	\$43,739
FY19	\$3,850	\$2,960	\$3,166	\$5,011	\$2,384	\$2,224	\$2,265	\$2,918	\$4,215				\$28,992

FY19 Expenses

Expenses	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Total	Budgeted	% used
Wages	\$36,428	\$55,950	\$35,994	\$36,176	\$34,862	\$35,698	\$55,053	\$34,157	\$34,792	\$359,110	\$581,604	61.74%
Benefits	\$8,923	\$13,288	\$8,404	\$8,463	\$8,373	\$8,635	\$13,408	\$7,949	\$7,829	\$85,271	\$120,200	70.94%
520 Housing	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$3,090	\$27,810	\$37,080	75.00%
545 Travel/Training	\$0	\$82	\$0	\$0	\$0	\$821	\$0	\$239	\$0	\$1,440	\$2,583	45.07%
561 Supplies	\$12,789	\$3,747	\$3,431	\$8,657	\$4,992	\$4,967	\$5,709	\$2,986	\$4,330	\$51,607	\$99,176	52.04%
580 Boiler	\$0	\$0	\$0	\$0	\$0	\$0	\$5	\$0	\$0	\$5	\$5,250	0.10%
661 Vehicle Maintenance/Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	0.00%
663 Janitorial Supplies/Services	\$316	\$151	\$7,560	\$274	\$701	\$898	\$81	\$10	\$1,178	\$11,169	\$18,000	62.05%
668 Software Licenses	\$899	\$427	\$447	\$547	\$418	\$966	\$434	\$477	\$0	\$4,614	\$6,869	67.18%
669 Other Purchased Services	\$0	\$0	\$0	\$0	\$0	\$0	\$9,706	\$0	\$0	\$9,706	\$25,160	38.58%
683 Minor Equipment	\$1,579	\$3,013	\$0	\$589	\$1,588	\$1,248	\$0	\$0	\$0	\$8,018	\$10,500	76.36%
684 Donations and Awards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	0.00%
724 Dues/Subscriptions	\$169	\$179	\$179	\$179	\$369	\$369	\$379	\$179	\$179	\$2,181	\$2,000	109.04%
727 Advertising	\$186	\$0	\$0	\$1,820	\$0	\$211	\$0	\$0	\$0	\$2,217	\$9,000	24.63%
733 Postage	\$3	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3	\$400	0.63%
736 Bank Charges	\$1,134	\$947	\$884	\$1,374	\$783	\$774	\$951	\$1,011	\$0	\$7,858	\$14,500	54.19%
790 Allowance for Special Events	\$0	\$0	\$0	\$227	\$34	\$0	\$0	\$0	\$0	\$261	\$800	32.67%
799 Miscellaneous	\$0	\$7,643	\$0	\$817	\$0	\$0	\$0	\$0	\$0	\$8,460	\$5,500	153.82%
Community Action Grant	\$160	\$184	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$344	\$767	44.85%
Women In Philanthropy Grant	\$270	\$311	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$581	\$4,681	12.40%
TOTAL	\$65,946	\$89,012	\$59,989	\$62,214	\$56,031	\$56,856	\$89,055	\$49,858	\$52,838	\$581,799	\$948,218	61.36%

Comparison of Monthly Expenses

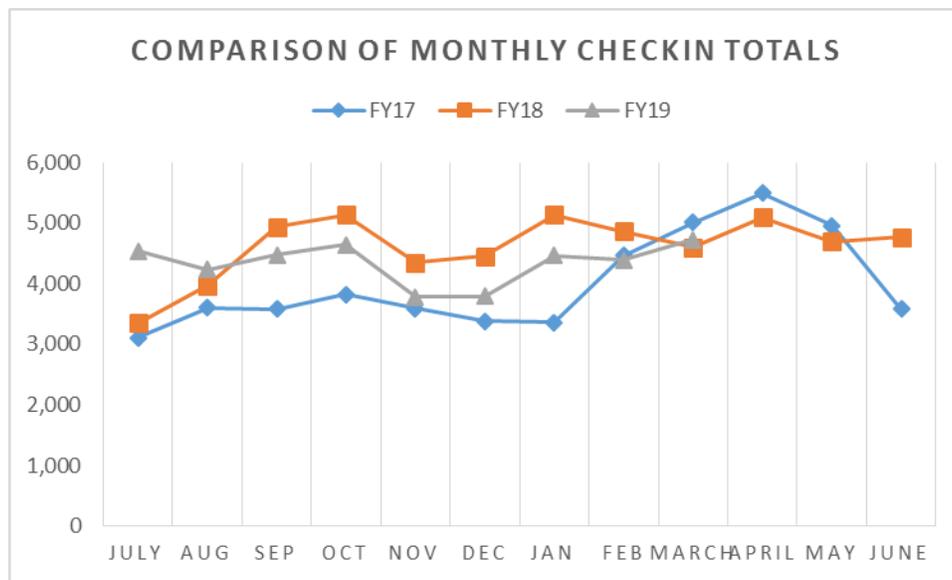


Monthly Expenses	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$39,145	\$70,114	\$75,717	\$58,716	\$62,335	\$61,668	\$54,949	\$72,965	\$77,475	\$70,907	\$56,290	\$75,502	\$775,784
FY18	\$53,231	\$58,448	\$89,960	\$69,086	\$71,974	\$65,596	\$70,546	\$71,272	\$85,390	\$67,745	\$64,074	\$71,669	\$838,989
FY19	\$80,783	\$101,028	\$72,822	\$73,683	\$67,629	\$67,907	\$101,072	\$49,858	\$52,838				\$667,622

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.

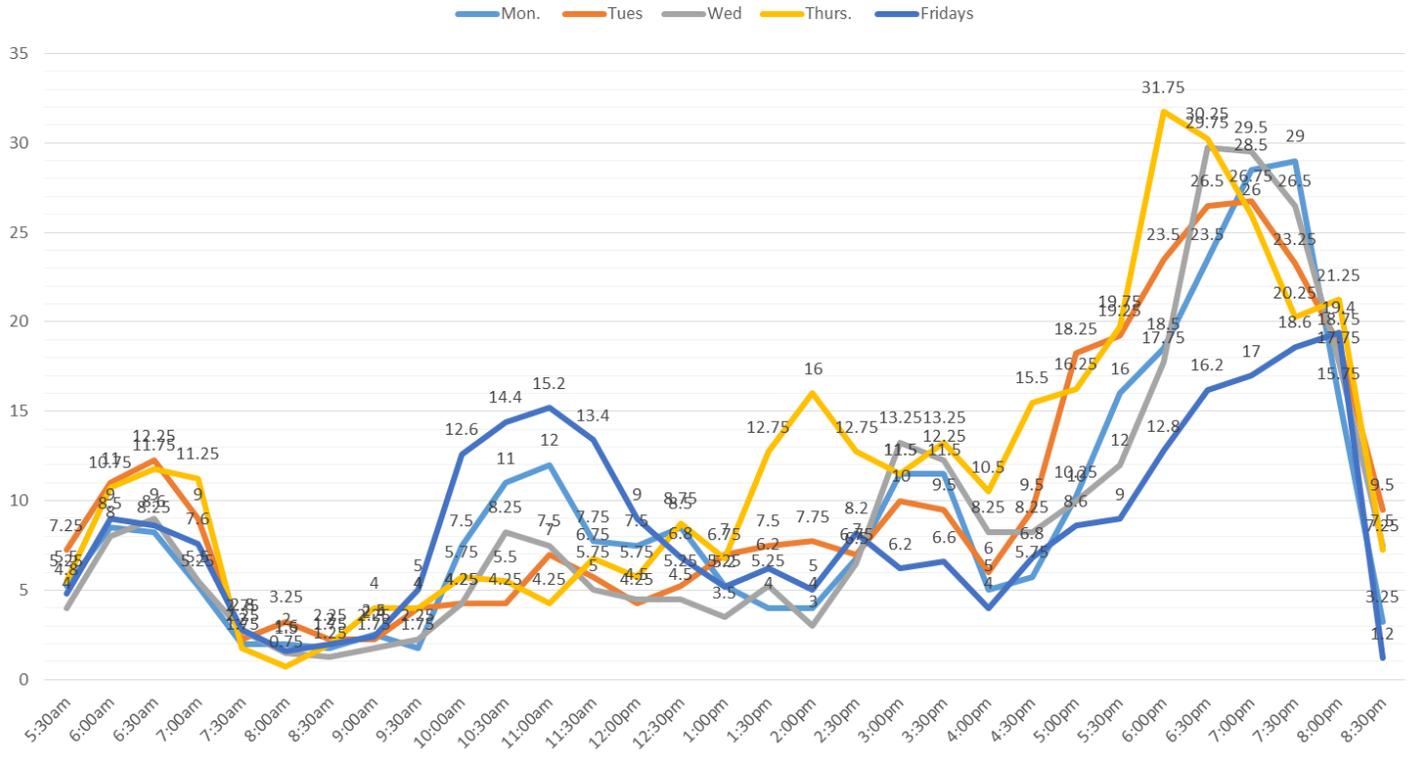
Facility Check-In	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
Member Checkins	2,771	2,563	1,712	1,962	1,901	1,620	2,195	2,003	1,942				18,669
Daily Admissions	1,482	1,533	1,734	1,448	1,238	1,557	1,648	1,672	2,128				14,440
Rentals	32	120	771	920	350	383	206	300	250				3,332
Fitness Programming	45	5	140	216	247	173	277	275	282				1,660
Aquatics Programming	34	88	97	90	44	43	103	132	82				713
Youth Programs	176	47	19	8	0	17	32	8	41				348
Monthly Totals	4,540	4,356	4,473	4,644	3,780	3,793	4,461	4,390	4,725	0	0	0	39,162



Facility Check-In	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
FY17	3,108	3,596	3,579	3,820	3,594	3,378	3,355	4,465	5,006	5,491	4,960	3,584	47,936
FY18	3,348	3,973	4,936	5,139	4,351	4,453	5,139	4,864	4,594	5,097	4,695	4,766	55,355
FY19	4,540	4,236	4,473	4,644	3,780	3,793	4,461	4,390	4,725				39,042

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.

March 2019 Total Mon.-Fri. Averages



March 2019 Total Sat./Sun. Averages

