

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

January 04, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:00 pm.

**II. ROLL CALL**

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

Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Moiser, Beverly Hoffman, Rick Robb, and Mary Weiss arrived at 6:07pm.

Also in attendance were the following:

- Matthew Ross, Parks & Recreation Rep
- Ann Capela, City Manager
- Pauline Boratko, Committee Recorder
- Raunicka Ray, Pool Manager
- Muzaffar Lakhani, Public Works Director

**III. PEOPLE TO BE HEARD:**

- Patty Burley- addressed concerned about Log Cabin usage for Kozy Quilters Club
- Kerri Fox- spoke in support of having used the Log Cabin for a meeting place for activities
- Eileen Hendrickson- addressed the use of the Log Cabin
- Matt Scott- addressed partnership with Health and Wellness Center with YKHC

**IV. APPROVAL OF AGENDA**

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

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	M. Dewitt	Motion to approve the minutes
SECONDED BY:	R. Robb	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

- a. Annual Committee Training with City Clerk-Lori Strickler

**IX. DEPARTMENT HEAD REPORT:** Matt Ross, Parks and Recreation representative reported that he is already getting a jump start on the 4<sup>th</sup> of July festivities and is wanting to give some of the responsibility to community members. Ross is also in the process of getting his Playground Safety Certification. Muzaffar Lakhani, Public Works Director reports that there was a meeting lasting three hours concerning the pool temperature and the wind turbines.

**X. UNFINISHED BUSINESS:**

- a. Capital Fund Trails: Identification of Priority Improvements- Discussion of \$270,000 be used to replace old board walk. A suggestion was made to have the removal of the board walk be in house.
- b. Pool Operations Plan: Review and Discussion-
- c. Pool Usage: Review of Usage Data- Review of the usage data was made and to gain more attention is suggest to work on different ways of advertisement.
- d. Pool Financial Report: Review of Updated Revenue and Expenses
- e. Corporate Discounts: Update on status of existing/new agency corporate partners- Committee members are working with local corporations is currently working on a agreement with the Lower Kuskokwim School District (LKSD). The Alaska Commercial Company (AC) is also interested in the fitness center discount.
- f. Boardwalk behind the University of Alaska -demolish old board walk and make new trail.

**XI. NEW BUSINESS:**

- a. Establish a new Dog Park-
- b. Pool Temp Strategy-
- c. Sub-Committee Report-

**XI. MEMBER COMMENTS:**

- M. Weiss- No comment
- J. Wasierski- No comment
- M. Dewitt- Do I need to come for a report?
- B. Hoffman- We got a lot done.
- R.Robb- No comment
- B. Moiser- No comment

**XII. ADJOURNMENT**

MOVED BY:	M. Dewitt	To adjourn the meeting at 9:40 pm
SECONDED BY:	J. Wasierski	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting Adjourned at 9:40 p.m.

APPROVED THIS 8<sup>th</sup> DAY OF February 2016.



Pauline Boratko, Committee Recorder



Michelle Dewitt, Chair

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

February 8, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:00 pm.

**II. ROLL CALL**

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

Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Mosier, Beverly Hoffman, Mary Weiss, Rick Robb, and Brian Lefferts.

Excused Absence: Kathryn Baldwin

Also in attendance were the following:

- Matthew Ross, Parks & Recreation Rep
- Ann Capela, City Manager
- Pauline Boratko, Committee Recorder
- Raunicka Ray, Pool Manager
- Muzaffar Lakhani, Public Works Director
- Frank Neitz, Public Works Committee Chair

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

MOVED BY:	B. Moiser	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:	M. Weiss	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

**IX. DEPARTMENT HEAD REPORT:** Public Works Director Muzaffar Lakhani reports they are at full strength with drivers, but still short on mechanics. They are also in the process of getting a couple new trucks for the department. Parks and Recreation Representative Matt Ross reports that he is gearing up for the season and soon will be taking his final exam to a certified playground safety inspector. Pool and Health Center Representative, Raunicka Ray reports that computer issues have been solved after visit from the LONG Buildings employee, but to maintain the computer operations is a concern.

MOVED BY:	J. Wasierski	Motion to provide the committee with a copy of the quote from LONG Buildings that they issued to United Pool Management for remote software monitoring, and to ask the City IT department to provide options with cost estimates for the City to provide LONG Buildings with the ability to have full remote access to the
SECONDED BY:	M. Weiss	

		fitness center software controls and to provide read-only privileges for work stations such as the manager's and the public via the website that is being created
VOTE ON MOTION:	Unanimously approved	

**X. UNFINISHED BUSINESS:**

- a. Boardwalk behind University of Alaska- Renovating Existing vs. New at Grade Trail: Frank Neitz said property ownership identification is what is holding Public Works from moving forward. DOWL Engineers reports that 50% of the boardwalk is still good.
- b. Capital Fund Trails- Identification of Priority Improvements:

MOVED BY:	R. Robb	Motion to recommend administration to do an (RFP) Request for Proposal to repair the Pinky's Park boardwalk near the Owl Park and Skate Park.
SECONDED BY:	K. Hanson	
VOTE ON MOTION	Unanimously approved	

- c. Establish a New Dog Park: Tabled discussion item
- d. Pool- Programs, Usage, Financial, and Facility Operation Discussion: Pool and Health Center Representative Raunicka Ray shares that there were 6,801 visitors for the month of January, clubs and after school programs return rates are excellent
- e. 4-H Youth After School Program at the Pool- Spring Water Safety Activity: A follow up with Ronda Sargent on this issue is needed to move forward on the activity.
- f. Corporate Discounts- Update on status of existing/new agency/corporate partners: The Lower Kuskokwim School District has agreed to join the Pool to offer their employees discounts. Other local corporate are interested and are in the process of an agreement.
- g. Pool Temp and Marketing Sub Committee Reports: Kathy will continue marketing while Beverly is out of town. The City of Bethel purchased the internet site for the pool and fitness center and to get that up and running is still in progress.

**XI. NEW BUSINESS:**

- a. Motion to amend previous Meeting Minutes- December 7, 2015 meeting minute clarification:

MOVED BY:	J. Wasierski	Motion to amend the previous meeting minutes of December 7, 2015 to state that the committee recommended to Council that Council considers allocating a portion of the tobacco tax to construct an at-grade boardwalk between the hospital and the college next summer and demo the existing elevated boardwalk. The committee wishes to use the \$70,000 in tobacco tax remaining for boardwalk maintenance to repair existing boardwalk issues.
SECONDED BY:	K. Hanson	
VOTE ON MOTION	Unanimously approved	

- b. Log Cabin- Review Usage and Expenses: Discussion on log cabin budget has been miscalculated and wrongfully charged.
- c. Winter Activity: winter activity ideas were discussed
- d. Tobacco Tax Revenue and Usage: All tax revenue goes to the general fund.
- e. Pool Financial Audit Report: Report is currently underway and not yet complete
- f. Request for Proposal (RFP) Operation Selection Process:

MOVED BY:	R. Robb	Motion to recommend to Council that Council appoint 2-3 members of the Parks/Rec/Aquatic Health & Safety Center Committee to the Pool Operator RFP Response Review Committee.
SECONDED BY:	K. Hanson	
VOTE ON MOTION	Unanimously approved	

**XI. MEMBER COMMENTS:**

- M. Weiss- No comment.
- J. Wasierski- No comment.
- M. Dewitt- Welcome Brian and Kathryn.
- B. Hoffman- If you see Shorty, thank him for welding at the pool.
- R. Robb- No comment.
- K. Hanson- No comment.
- B. Mosier- No comment.
- B. Lefferts- Fun, glad to be here.

**XII. ADJOURNMENT**

MOVED BY:	B. Hoffman	To adjourn the meeting at 8:51 pm
SECONDED BY:	K. Hanson	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting Adjourned at 8:51 p.m.

APPROVED THIS 14 DAY OF March, 2016.



Pauline Boratko, Committee Recorder



Michelle Dewitt, Chair

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

March 14, 2016                      Regular Meeting                      Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:02 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present:  
 Michelle Dewitt, Kathy Hanson, Barbara Mosier, Beverly Hoffman, Mary Weiss, and Brian Lefferts.  
 Rick Robb arrived at 6:08pm

Unexcused absent(s): Kathryn Baldwin

Also in attendance were the following:  
 Muzaffar Lakhani- Public Works Director  
 Raunicka Ray- Pool Manager  
 Ann Capela- City Manager

**III. PEOPLE TO BE HEARD:**

Beverly Hoffman- On behalf of Dr. Ronald Bowerman, shared an email about his concerns about needing defibrillators installed at the Pool and at the City owned buildings.

**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:	Mary Weiss	Motion to approve the minutes.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

**IX. DEPARTMENT HEAD REPORT:**

Public Works Director, Muzaffar Lakahni, presented the committee with pictures of the board walk, and is looking at different alternatives for the Parks and Recreation office.  
 Pool Manager, Raunicka Ray reported damages to the men’s bathrooms and are looking to get those repaired. Raunicka also discussed the Pool revenue and expenses.

**X. UNFINISHED BUSINESS:**

- a. Board walk behind University of Alaska- Update: land ownership issues are still in progress of identification, but no other updates this month.
- b. Capital Fund Trails- Identification of Priority Movements: no updates this month
- c. Pool- Programs, Usage, financial, and facility operation discussion:

MOVED BY:	Mary Weiss	In the fiscal year 2017 Budget that the City of Bethel provide water/sewer/garbage as in-kind service to the pool/fitness center
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Motion fails, 4 opposed 3 yes	

MOVED BY:	Rick Robb	Motion to request the Council change the expense of Administrative and IT to an in-kind status and not as an actual cash expense out of the pool budget.
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

- d. 4-H Youth after school program at the Pool- Spring Water Safety Activity: Ronda Sargent will be contacted after she comes back from leave.
- e. Corporate Discounts- Update: City of Bethel employee discount is still in progress along with AC.
- f. Pool Temp and Market Sub Committee Reports: The Pool temp has been stable. Suggestions made for the busses and streets.
- g. Pool Financial Audit Report- Update: This is still ongoing, it has been started but there is no update for this month

**XI. NEW BUSINESS:**

**XI. MEMBER COMMENTS:**

- M. Weiss- no comment
- M. Dewitt- I will be out of town for the next meeting
- B. Hoffman- We should have a password protection for WIFI use of non users at the Pool
- R. Robb- Council agreed to on a RFP (request for proposal) review board.
- K. Hanson- no comment
- B. Mosier- I'm glad we have our pool.
- B. Lefferts- Follow up on conversation, in general your doing great.

**XII. ADJOURNMENT**

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:15pm
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION	Unanimously approved	

With no further business before the Committee, the meeting Adjourned at 8:15 p.m.

APPROVED THIS 11 DAY OF April, 2016.



Pauline Boratko, Committee Recorder



Michelle Dewitt, Chair

**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 4<sup>th</sup> 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:**

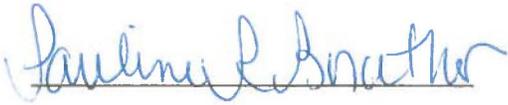
- M. DeWitt- no comment.
- J. Wasierski- no comment.
- K. Hanson- no comment.
- B. Hoffman- We need to get people signed up for cleaning.
- R. Robb- no comment
- B. Lefferts- no comment
- B. Mosier- How about collecting rain water to flush toilets?

**XII. ADJOURNMENT**

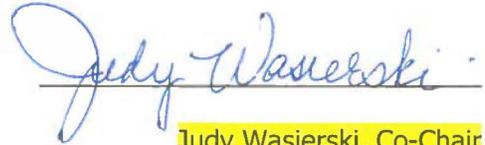
MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:44pm
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Unanimously approved	

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

APPROVED THIS 9<sup>th</sup> DAY OF May, 2016.



Pauline Boratko, Committee Recorder

  
Judy Wasierski, Co-Chair

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

May 9, 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:

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.

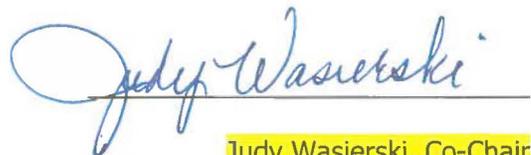
**XII. ADJOURNMENT**

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

APPROVED THIS 13<sup>th</sup> DAY OF June, 2016.



Pauline Boratko, Committee Recorder  
Parks, Recreation, Aquatic, Health & Safety Center Committee Minutes



Judy Wasierski, Co-Chair

City of Bethel, Alaska  
May 9, 2016

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

May 31, 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:

Kathy Hanson, Barbara Mosier, Beverly Hoffman, 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

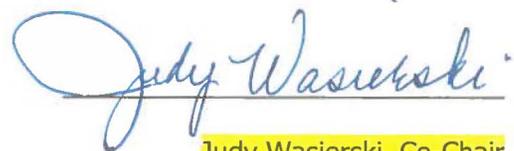
**V. ADJOURNMENT**

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

APPROVED THIS 13<sup>th</sup> DAY OF June, 2016.



Pauline Boratko, Committee Recorder



Judy Wasierski, Co-Chair

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

June 13, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:10 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Mary Weiss, Rick Robb left at 6:30pm to attend another meeting, and Barbara Mosier arrived at 6:30pm.

Excused absent(s): Beverly Hoffman, Brian Lefferts, and Kathryn Baldwin

Also in attendance were the following:  
Public Works Director, Muzaffar Lakhani  
Pool Manager, Raunicka Ray  
4<sup>th</sup> of July Planner, Roxanne Girdlestone

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

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

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Rick Robb	Motion to approve the minutes from regular meeting 05-06-16, and Special Meeting on 05-31-2016
SECONDED BY:	Kathryn Baldwin	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

MOVED BY:	Judy Wasierski	Motion to amend agenda by moving up old business item "f" to "a"
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION:	Unanimously approved	

**VII. DEPARTMENT HEAD REPORT:** Public Works Director, Muzaffar Lakhani reports that the boardwalk at the Pinky's Park repair contract has been awarded to the Kuqo Construction and it is to be completed by July 1, 2016. The boardwalk by the Moravian Church has water damage, unsafe, not a quick fix. Lakhani also adds that the boardwalk is on the Moravian Church property, but it is on the City's right of way. Pool Manager, Raunicka Ray reports that the numbers of people using the fitness center and pool are climbing.

**IX. UNFINISHED BUSINESS:**

- A. 4<sup>th</sup> of July Planning- The event planning is coming together, but they are in need of volunteers.
- B. Pool Financial Audit Report and Facility Fitness Audit Report update: discussion of May Budget Report

C. Trails-Funding, Safety, Update:

MOVED BY:	Judy Wasierski	Motion to approve the recommendation from committee for the Statewide Transportation Alternative Programs grant.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION:	Unanimously approved	

D. Website- Development of Fitness Center: There will be a meeting with the fitness center about the website development.

E. LONG Buildings Report and City follow up to report: no new updates until next meeting

F. Defibrillator for Pool-update: The defibrillator has not been ordered yet. Michelle Dewitt will talk to John Sargent about ordering it.

G. Tobacco Tax Allocation- Parks and Recreation Distribution:

MOVED BY:	Barbara Mosier	Motion to recommend City Council to allocate \$250,000 in Fiscal Year 2017 tobacco tax funds to the Parks and Recreation budget to be used for the Pinky's Park boardwalk repairs and the Moravian Church boardwalk repairs with a goal of restoring both boardwalks to safety standards.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION:	Unanimously approved	

H. Physical Facility Subcommittee Development (Mechanical): Per their approval Brian Lefferts and Beverly Hoffman were appointed to focus on the physical part of the Fitness Center.

I. Status of Outstanding recommendations and action memorandums to the city council: The committee reviewed and discussed all action memorandum and recommendations to City Council starting from October 2015.

J. David Moore/ Architects Alaska recommendations/reports: subcommittees will review recommendations and reviews.

K. Fiscal Year 2017 Parks and Recreation purposed budget review: no new updates this month because the budget was not available.

L. Individual to provide report to the next City Council Meeting: Michelle DeWitt has volunteered to write the report and Kathy Hanson agreed to report to City Council.

M. Pinky's Park Improvement Project Grant:

MOVED BY:	Mary Weiss	Motion to recommend City Council to consider using subcontractors for the Pinky's Park Improvement Project grant multi-use field. A portion of that tobacco tax allocation could be used for the purpose if necessary.
SECONDED BY:	Rick Robb	
VOTE ON MOTION:	Unanimously approved	

N. Log Cabin Use/Update: No new updates on the Log Cabin.

**X. NEW BUSINESS:**

A. New Pool Contract- Patty Burley informed the committee that they are three items away from signing the contract. There is a conflict with age for the students already working and they are planning to resolve that.

**XI. MEMBER COMMENTS:**

M. DeWitt-I want to thank Judy for taking over for a couple of meetings.

J. Wasierski- No comment.

K. Hanson- My job is to talk to John about the defibrillator.

B. Mosier- No comment.

M. Weiss- Good meeting got a lot done.

R. Robb- No comment.

**XII. ADJOURNMENT**

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:30 pm
SECONDED BY:	Mary Weiss	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS 11 DAY OF July, 2016.



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

7-11-16

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

July 11, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle DeWitt at 6:05 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present: Michelle DeWitt, Judy Wasierski, Barbara Mosier, Beverly Hoffman, and Rick Robb

Excused absent(s): Brian Lefferts, Kathy Hanson, and Kathryn Baldwin

Also in attendance were the following:  
Public Works Director, Muzaffar Lakhani  
Committee Recorder, Pauline Boratko  
Parks and Recreation Representative, Matthew Ross

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

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

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Beverly Hoffman	Motion to approve the minutes from regular meeting on June 13, 2016
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

**VII. DEPARTMENT HEAD REPORT:** Public Works Director Muzaffar Lakhani reports that the boardwalks at Pinky's Park and the Moravian Church have been repaired. The (RFP) Request for proposal has been submitted for the boardwalk from the Kuskokwim Campus to the hospital. Parks and Recreation Representative, Matthew Ross reports that his department will be needing to build a lot of hand railings on the board walks that are 2 feet or more off the ground.

**IX. UNFINISHED BUSINESS:**

- A. Trails- Funding, Safety, & Updates: item was discussed and addressed in the department head report.
- B. Fiscal Year 2017 Parks and Recreation Budget: Reviewed budget and discussed the Log Cabin expenses.
- C. Aquatic Center Website: discussed an approach for the city to run the website with a contractor involving the pool operator
- D. Status of Outstanding Recommendations and Action Memorandums to City Council: There are two action memorandums that have not gone to city council
- E. Pinky's Park Improvement Project Grant: Committee is asking for City Manager to provide a copy of the grant from John Sargent
- F. 4<sup>th</sup> of July- debrief: Next year will need to be looked at over again to avoid conflicts that happened this year. The sales of fart bombs and silly string is an ongoing issue that is to be addressed.

**X. NEW BUSINESS:**

- A. Fiscal Year 2017 Aquatic Center Budget: Comparison between Fiscal Year 2017 and Fiscal Year 2016 Aquatic Budget discussed. The actual accurate numbers are questionable and will get an update next meeting.
- B. AED (Automated External Defibrillator), Bleachers & Art and Remaining FF&E (Furniture, Fixtures, & Equipment)/Arts Budget at the Aquatic Center: The defibrillator has been ordered and should arrive in August. Plastic bleachers for the pool are in the process of being ordered.
- C. Sub Committee Reports- Pool Temps, Marketing, Physical Facility: Committee members Kathy, Michelle, and Mary met with the new operators for the fitness center. They plan on having a grand reopening in August.
- D. AVCP Housing/ City of Bethel Owl Park Agreement:

MOVED BY:	Beverly Hoffman	Motion to recommend the City and Administration to walk through Owl Park with AVCP Housing to inventory maintenance needs
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

E. Dog Park:

MOVED BY:	Rick Robb	Motion to recommend to City Council to establish the area next to the Public Health building as a designated dog park.
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

- F. Review of Health and Fitness approved contract: Copies of the approved contract have been distributed to the committee for review.
- G. Individual to provide report to July 12, 2016 City Council Meeting: Michelle DeWitt volunteered to provide report to July 12, 2016 City Council Meeting.

**XI. MEMBER COMMENTS:**

- M. DeWitt- I am very pleased with the boardwalks.
- J. Wasierski- I am very pleased with the committee.
- B. Mosier- I am glad the 4<sup>th</sup> was successful.
- R. Robb- This is the most successful committee.
- B. Hoffman- Sorry I couldn't be more help with the 4<sup>th</sup> due to health.

**XII. ADJOURNMENT:**

MOVED BY:	Judy Wasierski	Motion to adjourn the meeting at 8:06 pm
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS 8<sup>th</sup> DAY OF August, 2016.

Pauline Boratko, Committee Recorder

Michelle DeWitt, Chair

**City of Bethel, Alaska**

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

August 8, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Judy Wasierski at 6:11 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Mosier, Brian Lefferts, and Rick Robb

Excused absent(s): Beverly Hoffman and Kathryn Baldwin

Also in attendance were the following:  
Public Works Director, Muzaffar Lakhani  
Committee Recorder, Pauline Boratko  
City Grant Manager, John Sargent  
Fitness Center Facility Director, Stacey Reardon  
Fitness Center Program Manager, Shadi Radi

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

MOVED BY:	Rick Robb	Motion to amend the agenda by moving unfinished business item "L" to unfinished business item "A"
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

MOVED BY:	Rick Robb	Motion to approve the amended agenda.
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Rick Robb	Motion to approve the minutes from regular meeting on July 11, 2016
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

**VII. DEPARTMENT HEAD REPORT:** Public Works Director Muzaffar Lakhani reports the new multi-purpose sports field has been started and it may be completed by the end of this year. Lakhani also reports that one mechanic and one truck driver resigned, one Parks and Recreation and one landfill employee has been hired. Pool Facility Director Stacey Reardon reports that there is a defibrillator on site purchased by the Fire Department, CPR training will be given to all life guards. Reardon also reports that they facility does need more staff and attendance which they will be working on.

**IX. UNFINISHED BUSINESS:**

- A. Individual to report to August 9 City Council Meeting: Kathy Hanson volunteered to give the report.

- B. Trails- Funding, Safety, & Updates: Hand rails are in the process of being built on some parts of the boardwalks anything 2 or more feet higher off the ground.
- C. Fiscal year Parks and Recreation Budget: The Parks and Recreation budget for boardwalk repairs is currently at \$29k, and will be less when all the railings are completed. More information will be discussed when more updated information is presented at the next meeting.
- D. YK Fitness Center Website and Social Media: The Bethel Community Service Foundation (BCSF) donated and hired a website developer, Katie Baldwin as a gift to the city. A Facebook page will soon be created and is currently in the planning stages.
- E. Status of outstanding Recommendations and Action Memorandums to City Council: The Action Memorandum in regards to the Owl Park is on its way to council, and the Action Memorandum regarding the establishment of a Dog Park is currently in the process of getting completed.
- F. Grants: Pinky's Park Improvement and trail between YKHC and college: The soccer field is currently 75% covered with sand. The trail between YKHC and college was approved for a \$400k grant, and construction on that should start next summer
- G. Fiscal Year 2017 Aquatic Center Budget: The budget will be reviewed by the YK Fitness Director Stacey Reardon when more accurate numbers are available, and she should have something by the next meeting in September.
- H. AED (Automated External Defibrillator), Bleachers and Art and remaining FF&E (Furniture, Fixtures, and Equipment)/Arts Budget at the Aquatic Center: AED has been installed at the pool. The Rasmussen grant for the art at the pool is currently in process.
- I. Sub Committee Reports, Marketing and Physical Facility: Brian and Beverly plan to meet next week to provide updated information on the physical facility. No new updates for the marketing subcommittee this month.
- J. AVCP Housing/ City of Bethel Owl Park Agreement: Waiting to hear back from the City Council on the results for the action memorandum concerning the Owl Park Agreement.
- K. Dog Park: Waiting to hear back from the City Council on the results for the action memorandum concerning the Dog Park.
- L. Review of Health/Fitness approved contract: No new updates this month

**X. NEW BUSINESS:**

- A. Rescheduling of the September meeting: After discussion amongst members the rescheduling of the September meeting is unnecessary
- B. 4<sup>th</sup> of July debrief Part 2: Matt Ross was unable to attend the meeting to give his debrief of the 4<sup>th</sup> of July festivities. Judy Wasierski went over the 4<sup>th</sup> of July expenses.
- C. Water metering/billing rate at Fitness Center: Pool Director, Stacey Reardon advises that she will have the water system looked over to see why there is an over usage of water.
- D. City of Bethel Wellness Program: Rick Robb will find out how much money has been set aside for employees for the use of the pool.

MOVED BY:	Rick Robb	Motion to recommended the City Council and Administration to implement a wellness program.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Unanimously approved	

**XI. MEMBER COMMENTS:**

- M. DeWitt- no comment.
- J. Wasierski- Thank you Stacey and Shadi, welcome.
- B. Mosier- Good Job Judy.
- R. Robb- The Lieutenant Governor will be here tomorrow at 5pm.
- B. Lefferts- Soccer is over, glad to be back.
- K. Hanson- no comment.

**XII. ADJOURNMENT:**

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:06 pm
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS 26<sup>th</sup> DAY OF September 2016.



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

09/26/16

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

August 29, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle Dewitt at 6:03 pm.

**II. ROLL CALL**

Comprising a quorum of the Committee, the following were present: Michelle DeWitt, Kathy Hanson, Barbara Mosier, Kathryn Baldwin, Beverly Hoffman, and Rick Robb

Excused absent(s): Judy Wasierski and Brian Lefferts

Also in attendance were the following:  
Public Works Director, Muzaffar Lakhani  
Fitness Center Facility Director, Stacey Reardon

**III. PEOPLE TO BE HEARD:**

**VI. SPECIAL ORDER OF BUSINESS:**

- A. Sept 13 City Council Report:** Kathy Hanson volunteered to give the report.
- B. Consideration of postponing or rescheduling of the September 12, 2016 regular scheduled meeting per code 2.52.30:**

MOVED BY:	Barbara Mosier	Motion to reschedule the September 12, 2016 meeting to September 26, 2016
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Unanimously approved	

- C. September 12 Meeting with Health and Fitness:** Announcement that there is a Health and Fitness meeting that will be held at the pool. Kathy Hanson and Barbara Mosier have volunteered to meet with them.
- D. Art at the Fitness Center:** Rasmusson grant needs to be spent. The deadline was June 30, 2016. It was suggested to be transferred to the Bethel Community Service Foundation (BCSF), and have it spent how the City wants. This is to allow time to move forward with the artwork and at the same time, allow the remainder of the grant to taken "off the books" by Rasmusson Foundation.
- E. Consideration to change the committee name:** Committee member Kathy Hanson, who brought the topic to the committee member withdrew her request for consideration.
- F. Committee Member Weiss' seat:** Mary Weiss' seat on the committee is now open. She submitted her resignation from the committee to the City Clerk because she is now running for City Council.
- G. City of Bethel employee wellness program:** Committee will discuss possible options for the City at the next meeting. The program would benefit the City of Bethel employees.

**XII. ADJOURNMENT:**

MOVED BY:	Barbara Mosier	Motion to adjourn the meeting at 7:16 pm
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS 26<sup>th</sup> DAY OF September 2016.



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

8/24/16

**City of Bethel, Alaska**

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

September 26, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle Dewitt at 6:07pm.

**II. ROLL CALL**

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Mosier, Brian Lefferts, and Kathryn Baldwin

Excused absent(s): Beverly Hoffman and Rick Robb

Unexcused absent: Mark Jones

Also in attendance were the following:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

Fitness Center Facility Director, Stacey Reardon

4<sup>th</sup> of July Coordinator, Roxanne Girdlestone

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

MOVED BY:	Judy Wasierski	Motion to approve the agenda.
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Barbara Mosier	Motion to approve the minutes from regular meeting on August 8, 2016 and special meeting minutes on August 29, 2016.
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

**VII. DEPARTMENT HEAD REPORT:** Public Works Director, Muzaffar Lakhani reports the department is still dealing with the shortage of trucks and mechanics, but is working on getting those positions filled. The sports field is completed for the year. It took less than 500 truckloads of sand instead of the 800-1000 loads predicted. All 15 bus shelters are up and they have had a positive impact on the community.

Fitness Center Facility Director, Stacey Reardon reports that, a draft operation and maintenance plans along with a budget update will be presented to the City Council meeting in October. She predicts the final version in December. The pool facility is currently looking into a solution to help soften the hard water to prevent calcium build up in the pipes. Stacey is also planning on having a Halloween party for the community.

**IX. UNFINISHED BUSINESS:**

- A. Individual to provide report to September 27, 2016 City Council Meeting: Michelle DeWitt volunteered to give the report to the City Council Meeting.
- B. Welcome new alternate member, Mark Jones: Michelle announced Mark Jones is the newest alternate member of the committee.

- C. 4<sup>th</sup> of July debrief:** 4<sup>th</sup> of July coordinator joined the committee meeting to discuss the 4<sup>th</sup> of July festivities. She suggests that the festivities should be handled by one person instead of two. Roxanne also advised that they need to pay attention to small details and that they need more dependable volunteers.
- D. Status of Outstanding Recommendations and Action Memorandums to the City Council to include AVCP Housing/City of Bethel Owl Park Agreement, Dog Park, and Wellness Program:** City has a contract with AVCP Housing regarding the maintenance of the Owl Park. The Committee advises the Public Works director to meet with AVCP Housing and do a walk through. No new updates for the Wellness Program and Dog Park.
- E. Grant Updates; Pinky's Park Improvement, Trail between YKHC and KUC:** The sports field is filled in with sand and more filling will resume next summer after it settles. The remaining grant money will be discussed with John Sargent at the next meeting. The committee requests his attendance. No new updates this month on the grant for the trail between KUC and YKHC.
- F. Fiscal Year 2017 Parks and Recreation Budget:** no new updates this month
- G. Fiscal Year 2017 YK Fitness Center Budget:** The budget is still currently in progress and should expect better estimates by the next meeting.
- H. Arts at the Fitness Center:** A request that the Rasmusson grant monies for art at the Fitness Center be transferred from the City to (BCSF) Bethel Community Service Foundation has been sent to the City Council.
- I. YK Fitness Center Website and Social Media:** The pool website is currently live and running. Katie Basile has been working on the site yet still lacks information.
- J. Sub Committee Reports, Marketing and Physical Facility:** The marketing subcommittee reported that Shadi Rabi has been on the radio a couple times so far. No new information from the Physical Facility subcommittee.
- K. Water Metering at the YK Fitness Center:** The water metering is not an issue, and it's been discovered that it was one of the back wash valves that were broken and have already been addressed and will be monitored.

**X. NEW BUSINESS:**

- A. Fitness Center warranty walk through:** The walk though went well. There are leaks in the roof and the windows, they have been added to the punch list and will be repaired. The chemical feeder and the tank heater has never worked properly and that was addressed and will be repaired also.
- B. Photography at the Fitness Center:** The taking of pictures at the pool has been brought to the committee's attention. This resulting that it would be more of a community upset to not take pictures then to take pictures.

MOVED BY:	Judy Wasierski	Motion to allow photographs to be taken at the pool for now.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Unanimously approved	

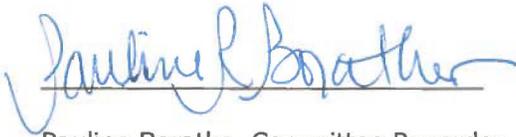
**XI. MEMBER COMMENTS:**

- M. DeWitt- Please let Pauline know of the agenda items before the deadline.
- J. Wasierski- I appreciated the report provided.
- B. Mosier- no comment.
- B. Lefferts- no comment.
- K. Hanson- no comment.
- K. Baldin- no comment.

**XII. AJORNMENT**

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 7:52 pm.
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION	Unanimously approved	

APPROVED THIS 10<sup>th</sup> DAY OF October, 2016.



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

10/10/16

**City of Bethel, Alaska**

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

October 10, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle Dewitt at 6:02pm.

**II. ROLL CALL**

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Barbara Mosier, Beverly Hoffman, Brian Lefferts, and Rick Robb.

Excused absent(s): Kathryn Baldwin

Unexcused absent: Mark Jones

Also in attendance were the following:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

Fitness Center Facility Director, Stacey Reardon

Grant Writer, John Sargent

**III. PEOPLE TO BE HEARD:** Jeff Sanders- would like to have the Energy Committee work with the Parks committee regarding alternative energy options at the Fitness Center.

**IV. APPROVAL OF AGENDA**

MOVED BY:	Brian Lefferts	Motion to approve the agenda.
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Judy Wasierski	Motion to approve the minutes
SECONDED BY:	Kathy Baldwin	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

MOVED BY:	Rick Robb	Motion to amend the agenda moving item E up to special business
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION:	Unanimously approved	

**A. Grant Updates; Pinky's Park Improvement, Trail between YKHC and KUC:** The new sports field has over 450 loads of sand with more planned next summer after the sand settles. Then it will be hydro seeded.

MOVED BY:	Brian Lefferts	Motion to expand old soccer field to 200 x 360 feet
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION	Unanimously approved	

**VII. DEPARTMENT HEAD REPORT:** Public Works Director, Muzaffar Lakhani reports that Mark Charlie, AVCP Housing, stated in a phone conversation that they will help with manpower but there is no money to make repairs at Owl Park, estimated by City at one point to be \$130,000. Talks will

continue with Mark and the AVCP RHA Board of Directors. It will be reported to City Council the issue is being looked into but there is concern for safety

Fitness Center Facility Director, Stacey Reardon reports that she has hired an administrative assistant to help with paper work. A two-way radio has been purchased for staff, and a life guard course will be happening this weekend. Stacey also adds that they did a backwash and there weren't any complications. Shadi Rabi and Stacey Reardon are the only full time employees and the rest are just full time. A Halloween party is also planned for October 29, 2016.

**IX. UNFINISHED BUSINESS:**

- A. Individual to provide report to October 11, 2016 City Council Meeting:** Brian Lefferts volunteered to give the report to the City Council Meeting.
- B. Status of Outstanding Recommendations and Action Memorandums to the City Council to include AVCP Housing/City of Bethel Owl Park Agreement, Dog Park:** The Owl Park grant was previously discussed. No action has been take for Dog Park.
- C. City of Bethel Employee Wellness Program:** City Council returned the recommendation requesting more information regarding taxable benefits which is currently under negotiation.
- D. Facility Name:** Fitness Center Director suggests adding "recreation" to the facility's name. Committee suggests that she does a poll at the front desk to get ideas from the public.
- F. Arts at the Yukon Kuskokwim Fitness Center:** Michelle Dewitt informed the committee to respond via email on who would like to a part of the selection of art for the Fitness Center.
- G. Yukon Kuskokwim Fitness Center:** The website is currently up and running, but the wind section still needs to be added.
- H. FY17 Parks and Recreation Budget:** postponed until next meeting.
- I. Log Cabin/4H Building Budget Line items:** postponed until next meeting.
- J. FY17 YKFC Budget:** postponed until next meeting.
- K. Sub Committee Reports (Marketing, Physical Facility):** no new updates this month.
- L. Signs in parks to notify staff of maintenance problems:** Matt Ross has no problems with his company cell number being posted on signs to contact him if any maintenance problems are seen with boardwalks.

**X. NEW BUSINESS:**

**XI. MEMBER COMMENTS:**

- M. DeWitt- no comment.
- J. Wasierski- no comment.
- B. Mosier- no comment.
- B. Hoffman- no comment.
- B. Lefferts- no comment.
- K. Hanson- Planning commission has trails on their agenda.
- K. Baldin- no comment.
- R. Robb- Great committee, by far the most active.

**XII. AJORNMENT**

MOVED BY:	Judy Wasierski	Motion to adjourn the meeting at 7:43 pm.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Unanimously approved	

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



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

11/11/16

**City of Bethel, Alaska**

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

November 14, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle Dewitt at 6:05pm.

**II. ROLL CALL**

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Barbara Mosier and Beverly Hoffman

Excused absent(s): Kathy Hanson, Brian Lefferts, Kathryn Baldwin and Fred Watson

Unexcused absent: Mark Jones

Also in attendance were the following:

Committee Recorder, Pauline Boratko

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

MOVED BY:	Judy Wasierski	Motion to approve the agenda.
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Judy Wasierski	Motion to approve the minutes
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

MOVED BY:	Beverly Hoffman	Motion to amend the agenda moving item H, J, and K to special order of business
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

**VII. DEPARTMENT HEAD REPORT:**

MOVED BY:	Beverly Hoffman	Motion to request that Public Works Director, Muzaffar Lakhani be present at committee meetings
SECONDED BY:	Barbara Moiser	
VOTE ON MOTION:	Unanimously approved	

**H. Balance on dedicated Pool Fund:** Three emails written by two members of the committee and have been sent to the City managers and staff in the last month requesting information on the dedicated pool fund. The committee did not get a response until today, when a city employee sent a form that has to be completed before any information is provided.

MOVED BY:	Beverly Hoffman	Motion to get dedicated pool fund information from the City Administration
SECONDED BY:	Barbara Moiser	
VOTE ON MOTION:	Unanimously approved	

**J. Fiscal Year 2017 YK Fitness Center Budget:** Budget sheet was presented to the committee; more information will be required from the finance department.

**K. Sub Committee Reports: Water Temp, Marketing, Physical Facility:** Water temp subcommittee reports that there have been complaints that the pool has been cooler, it has been addressed and is now under control. Marketing subcommittee reports that flyers have been posted around town, and a logo campaign is in planning stages. The physical facility reports that they had good generator back up and the successes and challenges will be brought up to the Facility Director's supervisors.

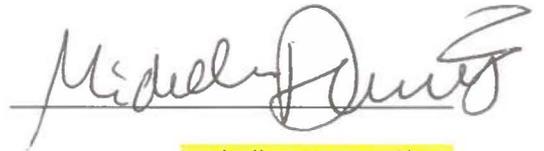
Beverly Hoffman departed the meeting at 7pm and due to lack of quorum the meeting adjourned.

## **XII. ADJOURNMENT**

APPROVED THIS 12 DAY OF December 2016.



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

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

December 12, 2016

Regular Meeting

Bethel, Alaska

**I. CALL TO ORDER**

The meeting was called to order by Michelle Dewitt at 6:02pm.

**II. ROLL CALL**

Comprising a quorum, the following members were present: Michelle DeWitt, Judy Wasierski, Kathy Hanson, Beverly Hoffman, Brian Lefferts, and Fred Watson

Excused absent(s): Barbara Mosier

Unexcused absent: Mark Jones

Also in attendance were the following:

Committee Recorder, Pauline Boratko

**III. PEOPLE TO BE HEARD:**

**IV. APPROVAL OF AGENDA**

MOVED BY:	Judy Wasierski	Motion to approve the agenda
SECONDED BY:	Kathryn Baldwin	
VOTE ON MOTION:	Unanimously approved	

**V. APPROVAL OF THE MINUTES:**

MOVED BY:	Judy Wasierski	Motion to approve the minutes
SECONDED BY:	Beverly Hoffman	
VOTE ON MOTION:	Unanimously approved	

**VI. SPECIAL ORDER OF BUSINESS:**

- A. Energy Committee Joint Meeting: Energy Committee Member Jeff Sanders presented to the committee of a water conditioner that inhibits evaporation. The Parks and Recreation committee suggested more information the studies.

**VII. DEPARTMENT HEAD REPORT:**

Stacey Reardon was unable to attend the meeting. Matt Ross reports that there is a new Public Works Director, Bill Arnold and he is waiting to discuss Parks and Recreation issues.

**VIII. UNFINISHED BUSINESS:**

- A. Individual to provide report to December 13 City Council meeting: Fred Watson volunteered to give the report.
- B. Updates: Owl Park and Dog Park: Owl Park maintenance is still an issue with AVCP-RHA not holding up their end of the contract. Plans are to meet up with AVCP-RHA with the new Public Works Director.
- C. Pinky's Park Grant Project Update: The original size of the soccer field was requested to be extended. They need to meet up with the planning department to see if the extension will fit.
- D. Log Cabin/4H Building: There was a discussion on user's groups and rates with Parks and Rec asked to get real costs for the log cabin from AVEC, Delta Wester, and City Water.
- E. Fiscal Year 2017 Parks and Recreation Budget: no new updates this month
- F. Signs in Parks to notify staff of maintenance problems: Matt Ross presented the committee with a draft sign and decided that this coming spring the signs will go up.

- G. Balance on the dedicated Pool Fund: no new updates this month
- H. YK Fitness Center Directors Report: Brian Lefferts presented his report the committee regarding the Fitness Center tour addressing issues.

MOVED BY:	Brian Lefferts	Motion to recommend City administration to review and update the automated alarm list contacts for critical systems at the YK Fitness Center, including the boiler and day tank alarms
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

- I. Fiscal Year 2017 Fitness Center Budget: Committee reviewed monthly report, but are waiting on the November report from Stacey Reardon.
- J. Sub Committee Reports: Water Temp- there has been some brown outs that caused the water temp to drop, this has been fixed. Marketing- no new updates this month.
- K. City of Bethel Employee Wellness Program: This is still in process and taxes issues are still being discussed.
- L. Facility name- tabled
- M. Arts at the YK Fitness Center: Michelle Dewitt has gathered a committee but not all seats are filled and wishes to have Bethel artists. The committee gave some suggestions

**IX. NEW BUSINESS:**

- A. Present amended agenda to committee: A new amended agenda was presented to the committee by the recorder.

**X. MEMBER COMMENTS:**

- M. Dewitt- I am the only one holding up the wind monitor on the net
- J. Wasierski- Aqua Zumba is an awesome class
- K. Hanson- I'm excited for new classes
- B. Lefferts- Welcome Fred, sorry I missed November
- B. Hoffman- Mark Jones should be taken off the committee due to lack of attendance
- F. Watson- I am very impressed with this committee and I support you 100%

**XII. ADJOURNMENT**

MOVED BY:	Kathy Hanson	Motion to adjourn the meeting at 8:30pm
SECONDED BY:	Judy Wasierski	
VOTE ON MOTION:	Unanimously approved	

APPROVED THIS 9<sup>th</sup> DAY OF January, 2016.



Pauline Boratko, Committee Recorder



Michelle DeWitt, Chair

01/09/16