



City of Bethel, Alaska

Parks, Recreation, Aquatic, Health & Safety Center Committee
Regular Meeting **November 13, 2017 – 6:00pm** 300 State Highway, City Hall

Michelle DeWitt
Committee Chair
Term Expires 12/2017

Judy Wasierski
Committee Co Chair
Term Expires 12/2018

Kathy Hanson
Committee Member
Term Expires 12/2018

Barbara Mosier
Committee Member
Term Expires 12/2018

Beverly Hoffman
Committee Member
Term Expires 12/2018

Brian Lefferts
Committee Member
Term Expires 12/2017

Kathryn Baldwin
Alternate Committee Member
Term Expires 12/2017

Justin Wintersteen
Alternate Committee Member
Term Expires 12/2019

Mitchell Forbes
Council Rep.
Term Expires 10/2017

Luis Lemus
Ex-Officio Member

Stacey Reardon
YK Fitness Facility Director

Grant Kemp
Committee Recorder

GRK

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PEOPLE TO BE HEARD – THREE MINUTES PER PERSON:**
 - A. Outdoor Fitness Court – National Fitness Campaign (John Sargent)
- IV.**
- V. APPROVAL OF AGENDA:**
- VI. APPROVAL OF THE MINUTES:**

October 9, 2017- regular meeting
- VII. SPECIAL ORDER OF BUSINESS:**
- VIII. UNFINISHED BUSINESS:**
 - A. Kasayuli Park Development
 - B. Individual to provide report to the November 14, 2017 City Council meeting.
 - C. Unresolved Recommendations and Action Memorandums
 - D. Privatizing Recreational Services- Calendar/Budget Discussion
 - E. Pinky's Park
 - F. Owl Park
- IX. Parks and Recreation Department Report**
 - A. Arts at the YK Fitness Center
 - B. Balance on Dedicated Pool Fund
 - C. Maintenance Schedules and Checklist for YKFC
- X. YK Fitness Center Director Report- Stacey Reardon**
- XI. NEW BUSINESS:**
 - A. Phase II at YK Fitness Center, multi-purpose community center
- XII. MEMBER COMMENTS:**
- XIII. ADJOURNMENT:**

City of Bethel, Alaska

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

October 9, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Parks and Recreation Committee Meeting was held on October 9, 2017 in the City Hall council chambers in, Bethel, Alaska. Michelle DeWitt called the meeting to order at 6:01 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 Fred Watson.

Excused absent: Judy Wasierski, Kathryn Baldwin, and Justin Wintersteen.

Also Present:

Committee Recorder, Grant Kemp and Pauline Boratko
YKFC Director, Stacey Reardon

III. PEOPLE TO BE HEARD:

Megan Newport- supported the Kasayuli Park project, commented on the project's beneficial qualities for both her family and the Kasayuli community.

Terrence Haas- also supported the project and expressed mild concern for issues of public safety.

Ben Eisen- concerned about the idea of a large scale park, and reluctant to entertain an increase in potential vagrancy and unruly children. Stated that his neighborhood is important to him as well as the solitude of his home's proximity to vacant land.

Shelly Andrew- showed support for the McCann Treatment Center location and not the Isaac Hawk residential area, support given to the Committee via email.

Beth Tressler- showed support for the McCann Treatment Center location and not the Isaac Hawk residential area, support given to the Committee via email.

Victoria Hardwick- showed support for the McCann Treatment Center location and not the Isaac Hawk residential area.

Richard Aday- showed support for the McCann Treatment Center location and not the Isaac Hawk residential area.

IV. APPROVAL OF AGENDA:

MOVED BY:	Beverly Hoffman	Motion to move item E to Special Order of Business and approve the agenda
SECONDED BY:	Barbara Mosier	
VOTE ON MOTION	Motion carried by unanimous vote.	

V. APPROVAL OF MINUTES:

MOVED BY:	Kathy Hanson	Motion to approve minutes for September 11, 2017 meeting.
SECONDED BY:	Brian Lefferts	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. SPECIAL ORDER OF BUSINESS:

- E.** Kasayuli Park Development- discussion of community concerns and emails from the public. These followed a community debriefing in Kasayuli Park on 09/25/2017 in which potential park development sites were discussed. Committee members found attendees to be positive about park development, however, also concerned about noise and vandalism when a site tour was conducted. Committee members shared photos of the meeting at this time. Compared the two possible locations for the park. The location near the McCann Treatment Center was stated to bear the risk of speeding vehicles with the Isaac Hawk residential area is more central, however, there is a petition being passed around by the Kasayuli residents that oppose this location.

MOVED BY:	Brian Lefferts	Motion to recommend an Action Memorandum to the City Council to re-state that Tracts D and H are designated as recreation space.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

VII. UNFINISHED BUSINESS:

- A.** Introduction to Grant Kemp from Public Works Administration, new Committee Recorder.
- B.** Michelle DeWitt volunteered to provide report to the October 10, 2017 City Council meeting.
- C.** No new updates concerning unresolved recommendations and Action Memorandums.
- D.** Beverly and Kathy met with various people in City Administration to discuss privatization of recreational services. They obtained budgets that historically track funds from Parks and Recreation being redirected to Public Works. Kathy and Beverly shared that transferring funds back out of Public Works for

a private contract for recreational services was complicated and much of this was outside of the City's control. The reason for this: it relates to unions, and to state requirements on PERS payments for dormant positions, and the scope of work developed by the committee has some overlap with a former position at the City that is dormant but still exists on the books. Further discussion was made about the recently-passed 3% additional alcohol sales tax going to social services on a grant basis; perhaps there would be an opportunity for a nonprofit to apply for some of those funds for recreational activities. The next step will be for Beverly and Kathy to meet with Pete Williams and discuss this further.

- F. No new updates concerning Pinky's Park.
- G. Pete Williams sent email saying that an \$83,000.00 settlement will be used for rehabilitative maintenance on Owl Park.

MOVED BY:	Beverly Hoffman	Motion for Recommendation to use all funds from settlement toward Owl Park rehabilitative maintenance.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

VIII. PARKS AND RECREATION DEPARTMENT REPORT:

- A. On the dedicated pool fund, The Committee questioned how much YKFC has collected in sales tax and expressed a desire to know what money has been put in and how much Parks and Recreation is contributing to its own fund.
- B. No new updates concerning Sub-Committee reports.
- C. The Arts Committee met and has chosen material to be displayed, although no contracts were made with artists. Pieces should be up within a year.
- D. Maintenance at YKFC has been doing a good job prioritizing and with equipment as well.
- E. No new updates concerning the Repair and Replacement Fund Development for YKFC.
- F. Encouraging use of email by providing the newsletter, the YKFC PFD sale is in progress.
- G. The pool needs maintenance equipment to address overhead lighting issues.

MOVED BY:	Barbara Mosier	Motion to approve Action Memorandum, ask City Council to research small cherry-picker for pool maintenance.
SECONDED BY:	Kathy Hanson	
VOTE ON MOTION	Motion carried by unanimous vote.	

IX. YKFC FACILITY DIRECTOR'S REPORT:

Stacey Reardon was able to move several part-time employees into full-time positions. Reported that David Easton will leave the Customer Service Manager position and that she is looking for suitable candidates.

X. NEW BUSINESS:

XI. MEMBER COMMENTS:

M. DeWitt- No comment.

K. Hanson- No comment.

B. Mosier- Would like to see swings at Slough Park.

B. Hoffman- Thanked Pauline Boratko for her service and welcomed Grant Kemp

B. Lefferts- Thanked Pauline Boratko and Fred Watson for their service.

F. Watson- Unsure of what Council Representative assignments will be in light of the recent elections, enjoyed his time with the Committee.

XII. ADJOURNMENT:

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

With no further business, meeting adjourned at 8:04 pm

APPROVED THIS _____ DAY OF _____, 2017.

Grant Rodgers Kemp
Recorder of Minutes

Michelle DeWitt
Chair

Holiday Schedule:

Below is the holiday schedule for the remainder of FY18. All dates listed were included in the FY18 Operations plan except the early closing date on Dec 1st. This date has been added to accommodate the Fitness Center Staff Holiday Gathering. Previously we have held our staff gatherings on Mondays so they did not interfere with operations, but now that we are open on Mondays that option is no longer available. Opportunities for staff to get together are an important part of staff cohesion, so we feel being able to have our staff gathering is important. We selected a Friday early in December as Fridays are typically the lowest usage evening and least likely to cause conflicts and are posting the closing now to assure ample time to alert patrons.

Thanksgiving Day: 11/23/17 Closed

YKFC Staff Holiday Gathering: 12/1/17 Open 5:30am-4:30pm

Christmas Day: 12/25/17 Closed

New Year's Eve: 12/31/17 Open 9am-4pm

New Year's Day: 1/1/18 Open 2pm-9pm

Easter: 4/1/18 Open 2pm-9pm

Memorial Day: 5/28/18 2pm-9pm

Staffing

Operational Staff:

- Our Operations Manager has had to leave Bethel to take care of family, and we are currently looking for a replacement. The position title has been changed to Customer Service Manager to reflect the role of this position in providing a high level of customer service to our patrons and the community.
- Lifeguards: Looking for 2-3 certified lifeguards able to work daytime and weekend hours.
 - **Free Lifeguard training will be offered January 2-6, 12-7pm**

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

- Swim Instructors
- Swim Coach: Swim coach is not required to be American Red Cross Certified, but must have experience with competitive swimming and an interest in coaching Adult Masters Swimming and Youth advanced through competitive swimming.
- Fitness Instructors and Certified Personal Trainers
- Instructors for any activity, craft or music patrons might be interested in learning.

Anyone interested in working with us can call 543-0390 or visit ykfitness.org for information.

Programming

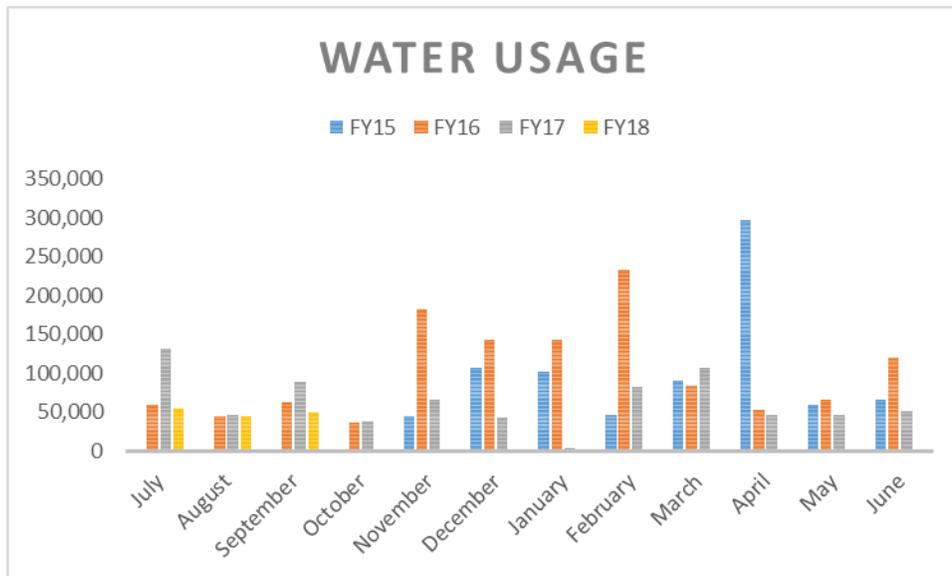
Fitness and Aquatic Classes: Fall 1 classes began September 5th and end October 23rd. Fall 2 classes begin October 30th.

Rentals: September rentals included 5 parties and 4 hours of studio rental.

Basketball: During October we will be hosting open gym sessions at BRHS with Women's basketball from 2-4pm and Men's basketball from 4-6pm. In November we will host league basketball and we are looking at possibilities for other activities.

Facility Maintenance

Water Usage for September was within normal range.



*Note: Facility opened in November of 2014

Warranty Maintenance: Bethel Contracting has completed work on the roof and has sealed most of the windows. A few windows still need to be re-sealed on the outside and interior repairs and corrections are scheduled to be completed in late October/November or when they are able to procure the resources to be able to reach the windows and panels near the ceiling in the pool area.

Routine Maintenance:

- Pool
 - Clean hair strainers and backwash
 - Cleaned chlorine feeder
- Spa
 - Cleaned UV strainer
 - Cleaned and tightened chlorine feeder tubes

Corrective Maintenance:

- LONG Technologies completed a site visit on 9/22/17, report of work is attached.
- Front Doors, adjusted malfunctioning door swing closer
- Front Desk area – replaced pipe coupling to stop leak
- Fitness –
 - adjusted treadmill level to clear incline error
 - Repair handle cover on elliptical
 - Upright punching bags – cleaned out water and replaced with sand, repaired broken cover
 - Cleaned and oiled cycles
- Pool Covers –
 - #6 - replaced broken cable clip
 - #1 - replaced frayed strap,

- #2 adjusted cable deployment reel
- Locker Rooms
 - Women's Locker Room – shifted shoe cubbie to front lobby area, replaced damaged tiles, replaced missing screw on locker door #17
 - Men's Bathroom – cleared men's shower drains
 - Family Locker room – suit extractor out of order, replacement parts ordered
- Boilers – replaced fuse on Boiler #1

Maintenance needed:

- Men's Locker room gaskets on handle to shower #2 need to be replaced to prevent leaking inside the wall.
- Airlocks – we are finding that both the pool and spa regularly develop airlocks when being backwashed. While the airlocks are easy to release, we are trying to determine why they are occurring to avoid them. Update: We have found an air leak in pool filter tank #2 that seems to be the cause of the air leak for the pool. We are looking at best options for correcting the leak.
- Boiler #2 needs replacement of relief valve. Working with City Maintenance to schedule and complete replacement.

Previously reported maintenance still pending:

- Overhead fans in pool area need maintenance. Working with City Facilities Department to develop a plan for safe access to trouble shoot the fans.
- Solenoid controlling the relay locking mechanism for the Family Locker room door has malfunctioned. The part was special made for that relay assembly, we are working with the company attempting to get a replacement part.
- While moving cardio machines we found that the treadmills are wearing groves into the linoleum in some places and causing the linoleum to bubble in others. Need to look into alternative flooring options for under these pieces.
- Experiencing leaking from shower handles, need to replace gaskets and seals. Update: review of the shower system is underway to determine if a different shower handle assembly would be in the best interest of the facility in the long run. Working with City Staff to gather information.
- Experiencing difficulties with BIAMP Interface modules for playing music in the cardio/weight room and studio. We are reviewing system to determine whether they can be fixed or will need to be replaced.

Revenue

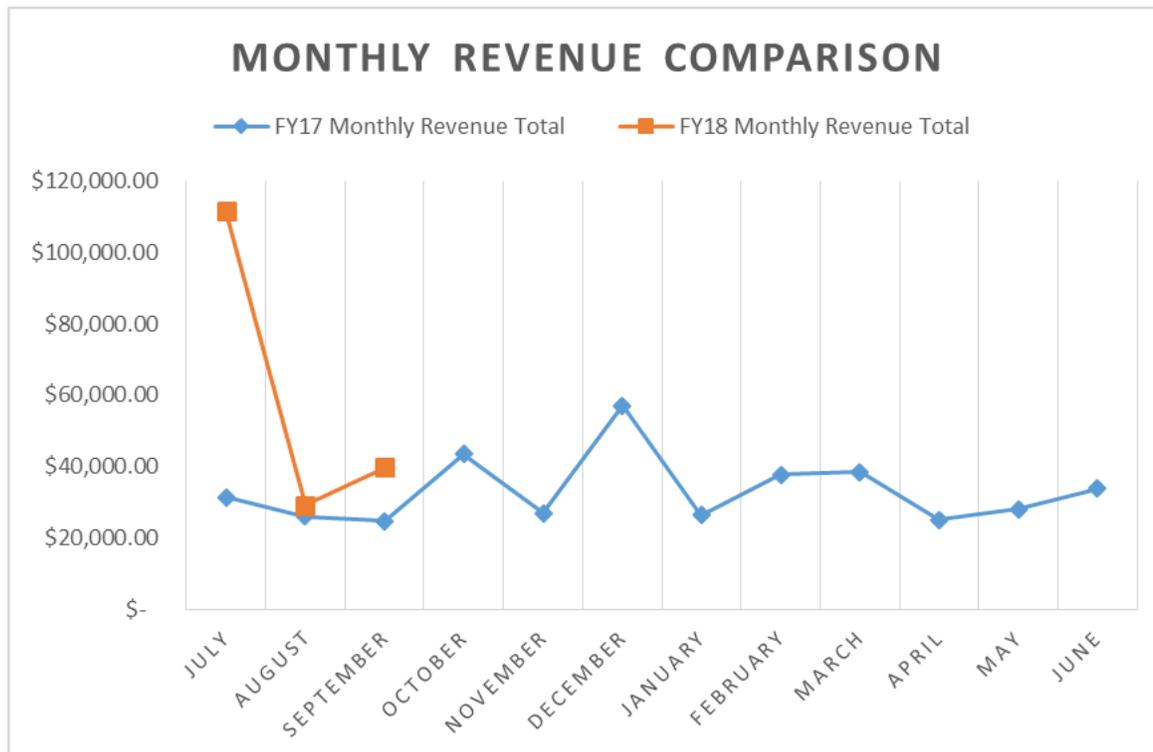
FY18 Revenue

Code	Facility Revenue	Jul-17	Aug-17	Sep-17	Total	FY18 Budget	%attained
414	Memberships	\$94,430	\$9,948	\$17,239	\$121,617	\$372,000	32.69%
430	Pro Shop	\$3,283	\$3,246	\$3,426	\$9,955	\$39,675	25.09%
435	Concessions	\$4,078	\$4,685	\$5,635	\$14,399	\$49,200	29.27%
460	Entry Fees	\$6,162	\$7,629	\$5,955	\$19,747	\$78,480	25.16%
463	Facility Rental	\$661	\$801	\$542	\$2,005	\$12,750	15.73%
465	Program Fees	\$2,741	\$3,046	\$7,053	\$12,840	\$90,500	14.19%
	Facility Revenue Total	\$111,356	\$29,355	\$39,850	\$180,562	\$642,605	28.10%

- July Membership Revenue includes payment for LKSD FY18 Contract.

Revenue Comparisons FY17-FY18

	July	August	September
FY17 Monthly Revenue Total	\$ 31,432.99	\$ 26,142.38	\$ 24,866.93
FY18 Monthly Revenue Total	\$ 111,355.68	\$ 29,355.49	\$ 39,850.34



FY18 Expenses

	Expenses	Jul-17	Aug-17	Sep-17	Total	Budgeted	% used
	Salary Time Wages	\$10,000	\$10,110	\$20,989	\$41,098	\$233,050	17.64%
	Hourly TimeWages	\$17,300	\$18,171	\$29,147	\$64,618	\$331,500	19.49%
	Benefits	\$5,527	\$5,957	\$11,198	\$22,682	\$117,310	19.33%
521	Housing	\$3,000	\$3,000	\$3,090	\$9,090	\$37,080	24.51%
545	Travel/Training	\$0	\$0	\$0	\$0	\$5,731	0.00%
561	Supplies	\$2,520	\$6,925	\$10,929	\$20,374	\$95,696	21.29%
580	Boiler	\$0	\$0	\$0	\$0	\$5,250	0.00%
646	Contractors	\$11,667	\$11,667		\$23,334	\$144,200	16.18%
661	Vehicle Maintenance/Repair	\$0	\$0		\$0	\$750	0.00%
663	Janitorial Supplies/Services	\$219	\$49	\$134	\$402	\$20,400	1.97%
668	Software Licenses	\$405	\$0	\$423	\$828	\$6,869	12.05%
683	Minor Equipment	\$0	\$0		\$0	\$10,500	0.00%
684	Donations and Awards	\$90	\$0		\$90	\$500	18.00%
721	Insurance	\$1,225	\$1,225	\$1,225	\$3,675	\$15,515	23.69%
724	Dues/Subscriptions	\$169	\$169	\$169	\$508	\$1,965	25.85%
727	Advertising	\$203	\$168	\$0	\$372	\$10,000	3.72%
733	Postage	\$0	\$0	\$0	\$0	\$500	0.00%
736	Bank Charges	\$0	\$0	\$990	\$990	\$14,060	7.04%
790	Allowance for Special Events	\$0	\$0	\$0	\$0	\$800	0.00%
799	Miscellaneous	\$0	\$0	\$0	\$0	\$5,058	0.00%
	TOTAL	\$52,327	\$57,441	\$78,293	\$188,061	\$374,875	50.17%

*Wages are paid every 2 weeks. Most months include 2 pay periods, September includes 3.

Comparison of Monthly Expenses

Monthly Expenses	July	August	September
FY17	\$ 39,144.81	\$ 70,113.85	\$ 75,717.39
FY18	\$ 52,326.83	\$ 57,440.90	\$ 78,292.78

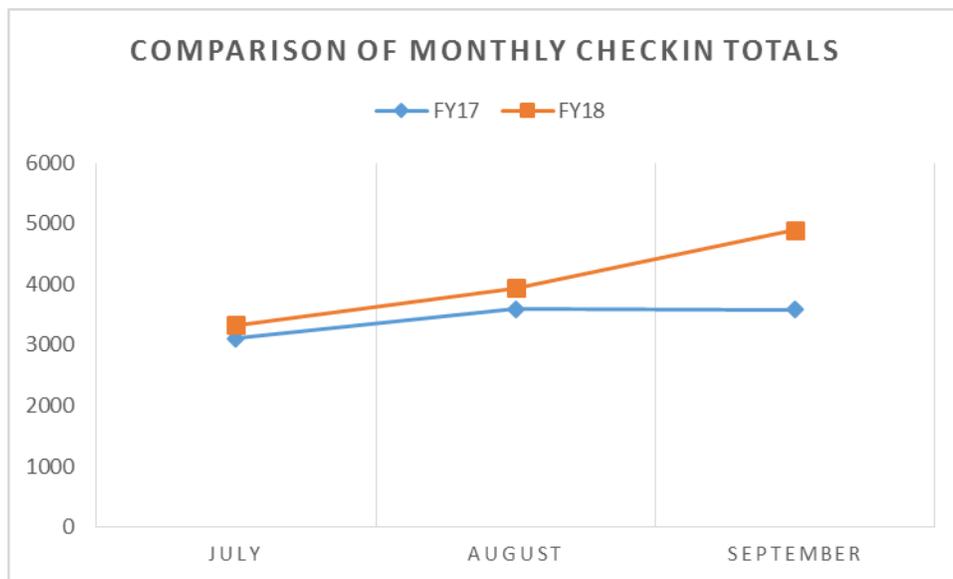
Facility Utilization

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-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
Member Checkins	1,983	2,347	2,737										7,067
Daily Admissions	1,258	1,432	1,706										4,396
Rentals	25	62	105										192
Events	0	0	0										0
Fitness Programming	48	68	249										365
Aquatics Programming	20	30	98										148
Youth Programs	14	34	41										89
Monthly Totals	3,334	3,939	4,895	0	0	0	0	0	0	0	0	0	12,257

Facility Check-In	July	August	September
FY17	3,108	3,596	3,579
FY18	3,334	3,939	4,895
Difference	226	343	1,316

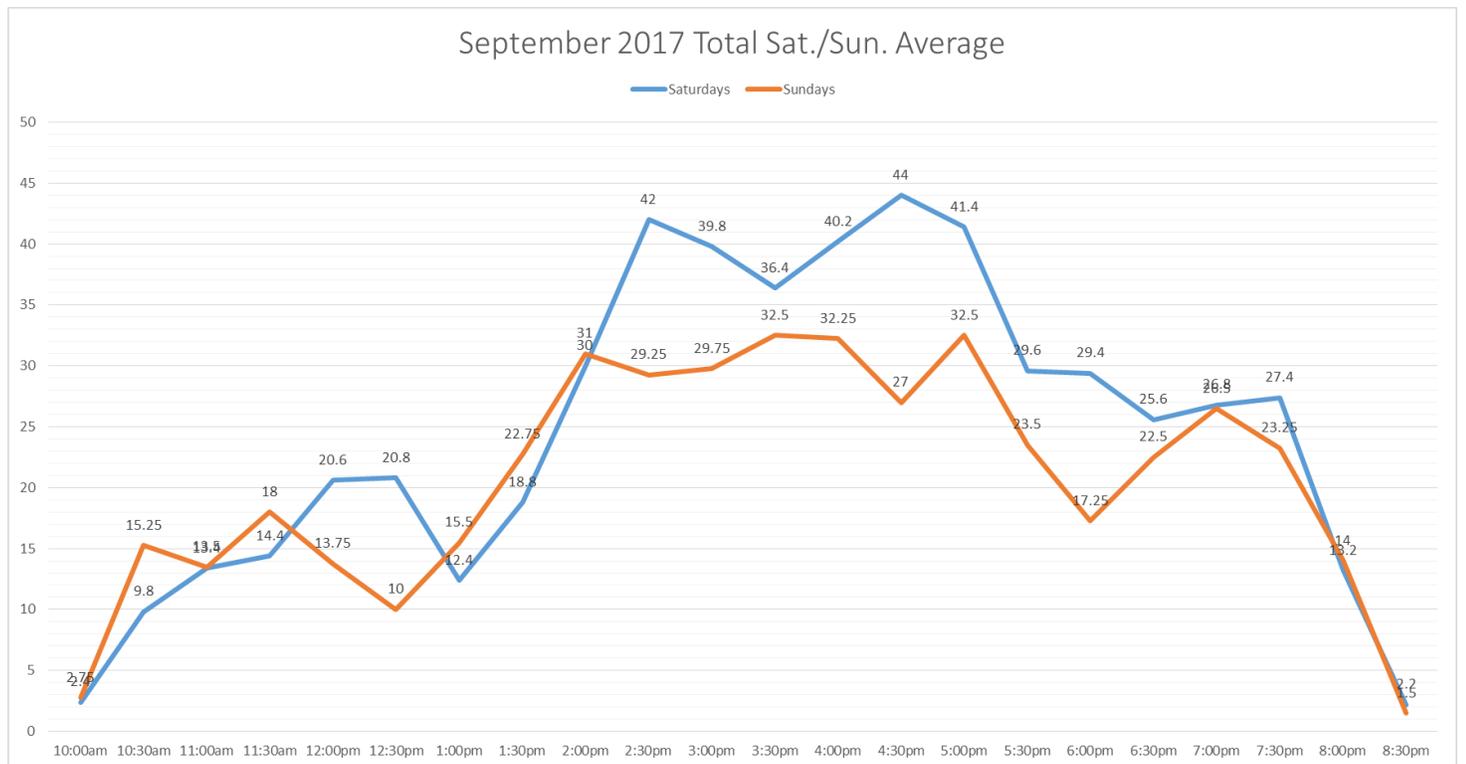
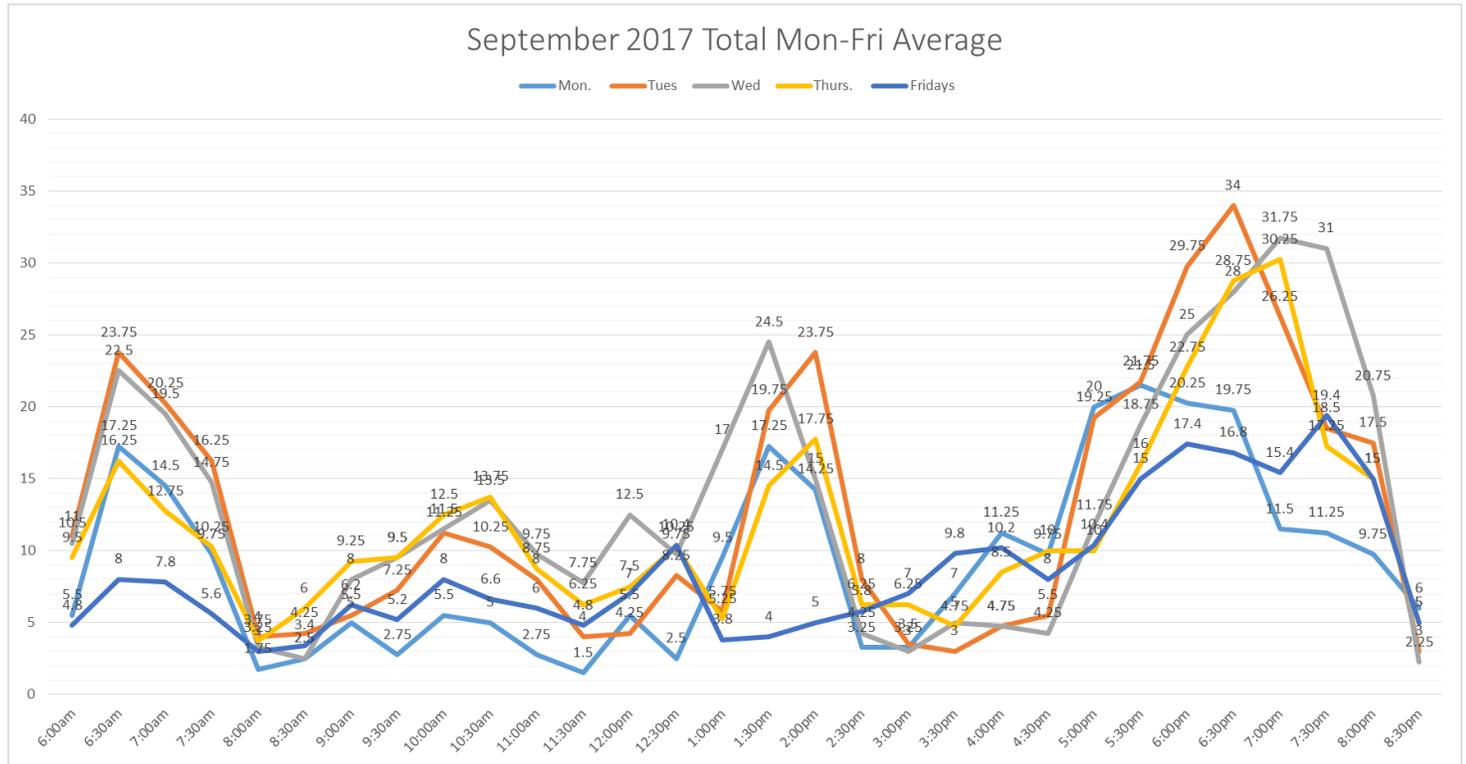
- September FY18 checkins include 284 visits by swim team members for swim practice.

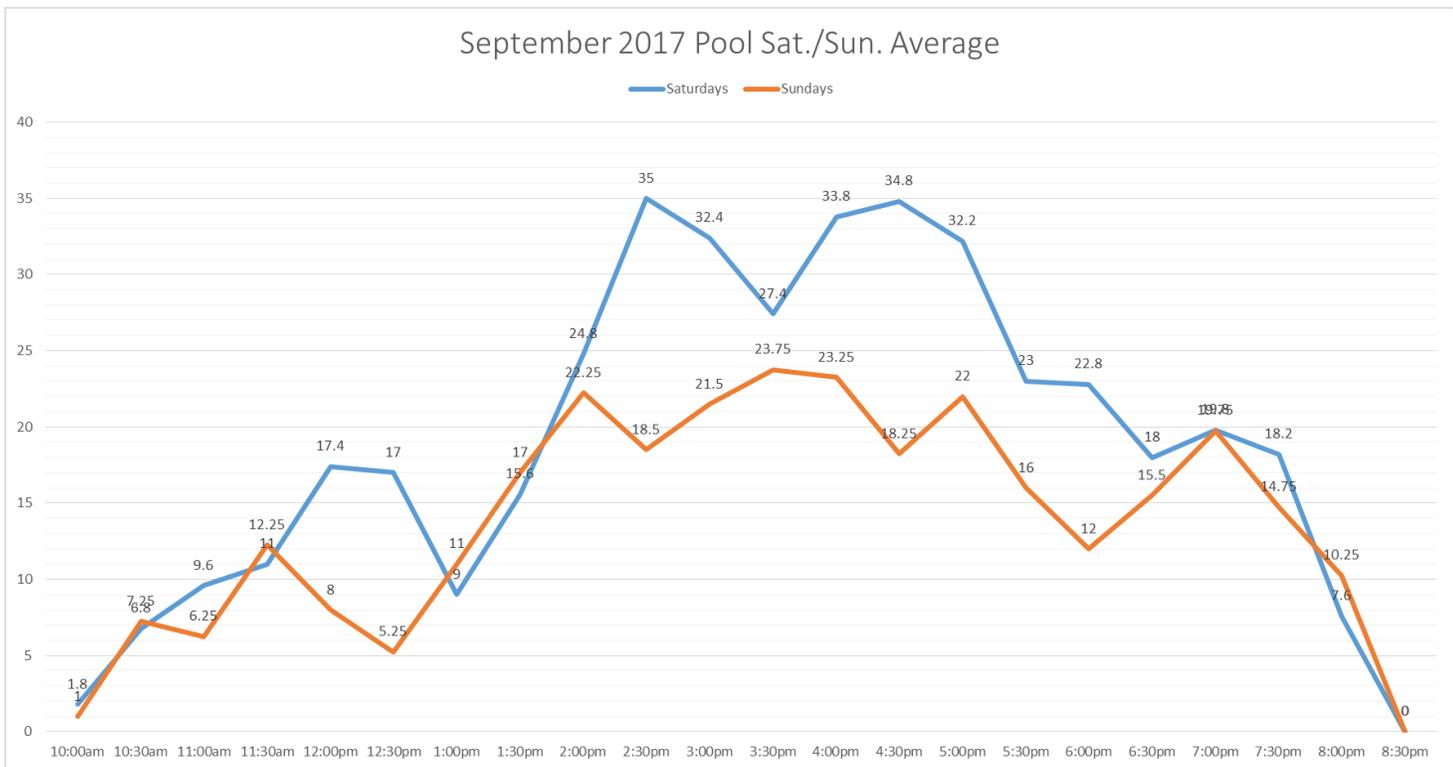
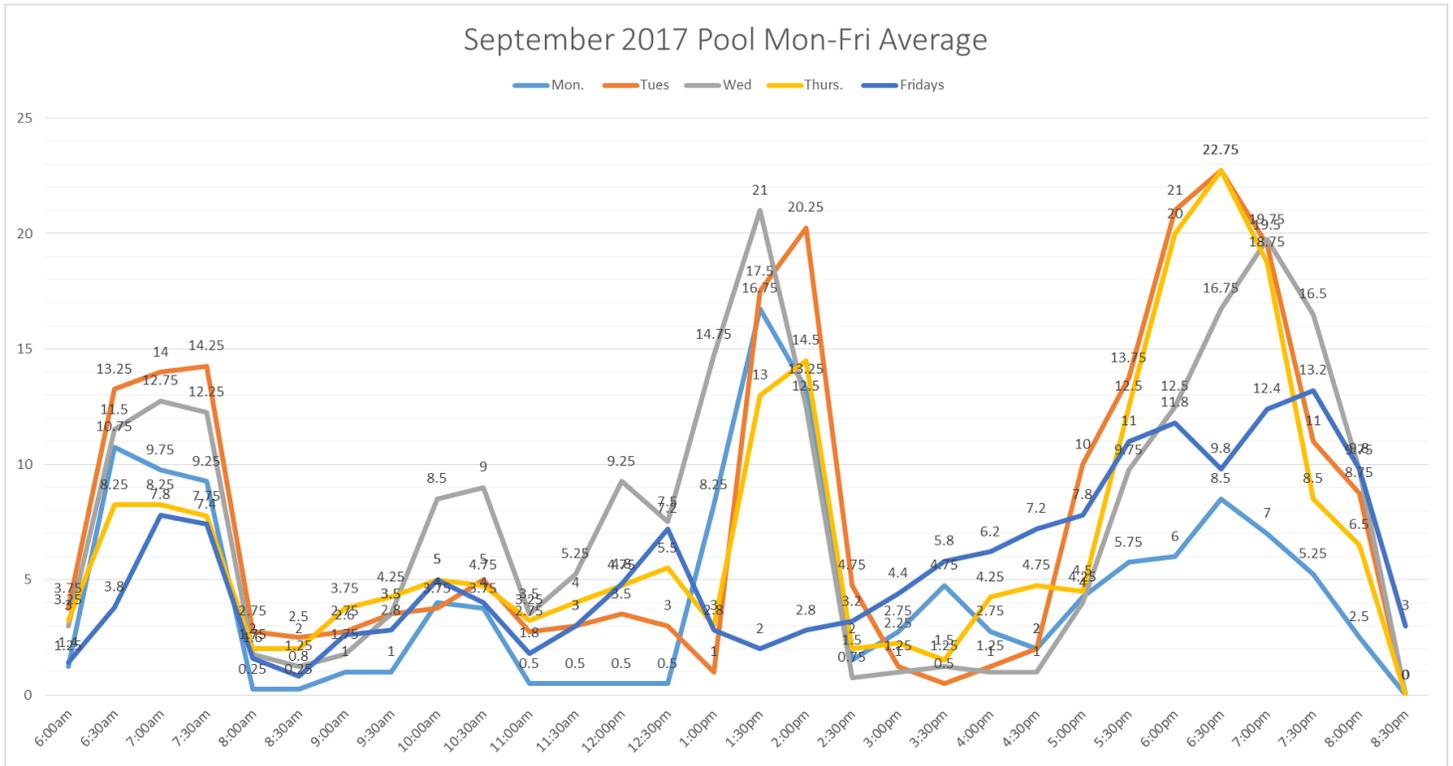


Area Usage: Count of the number of individuals in each area at the top and bottom of each hour. Showing trends and patterns of area usage, these numbers are not an accurate reporting of the overall number of patrons using the facility as patrons who remain in any area for more than 30 minutes are counted 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.

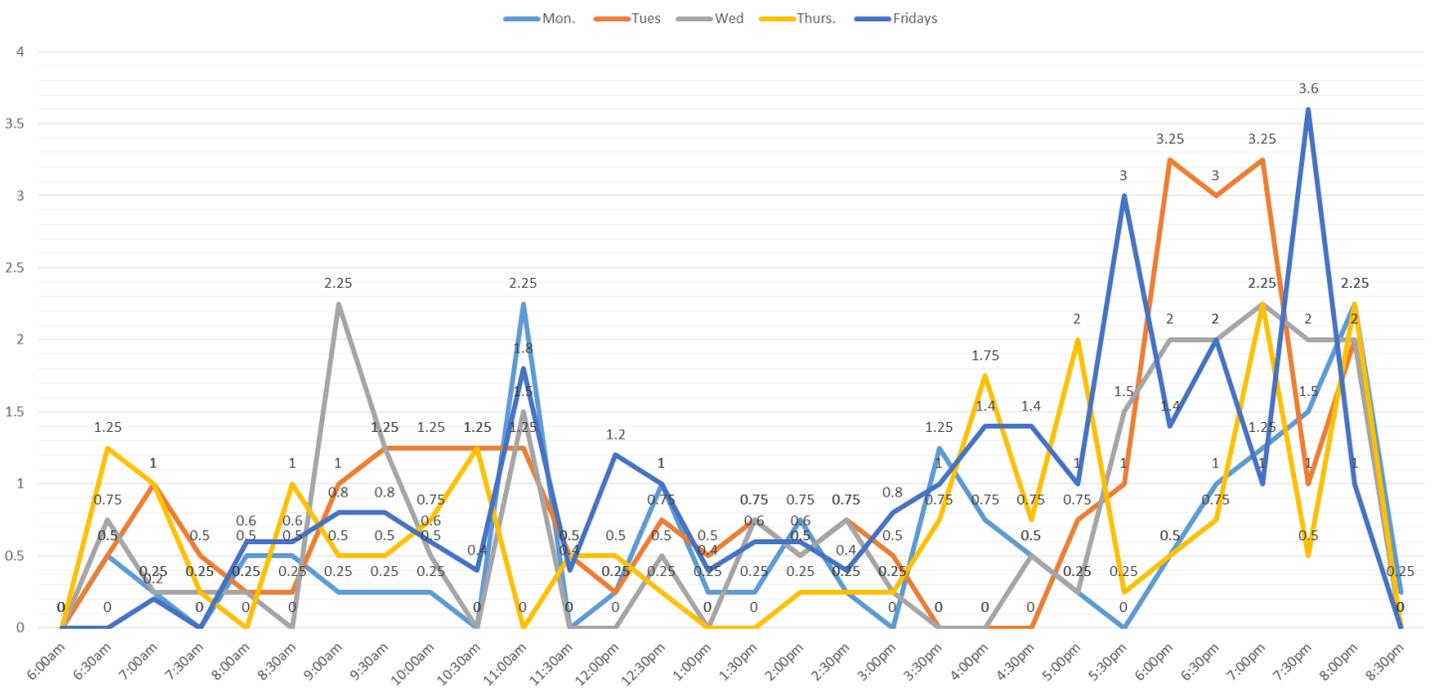
For September 2017 we began tracking the use of the cycles we have put up in the hallway.

Combined Facility Totals

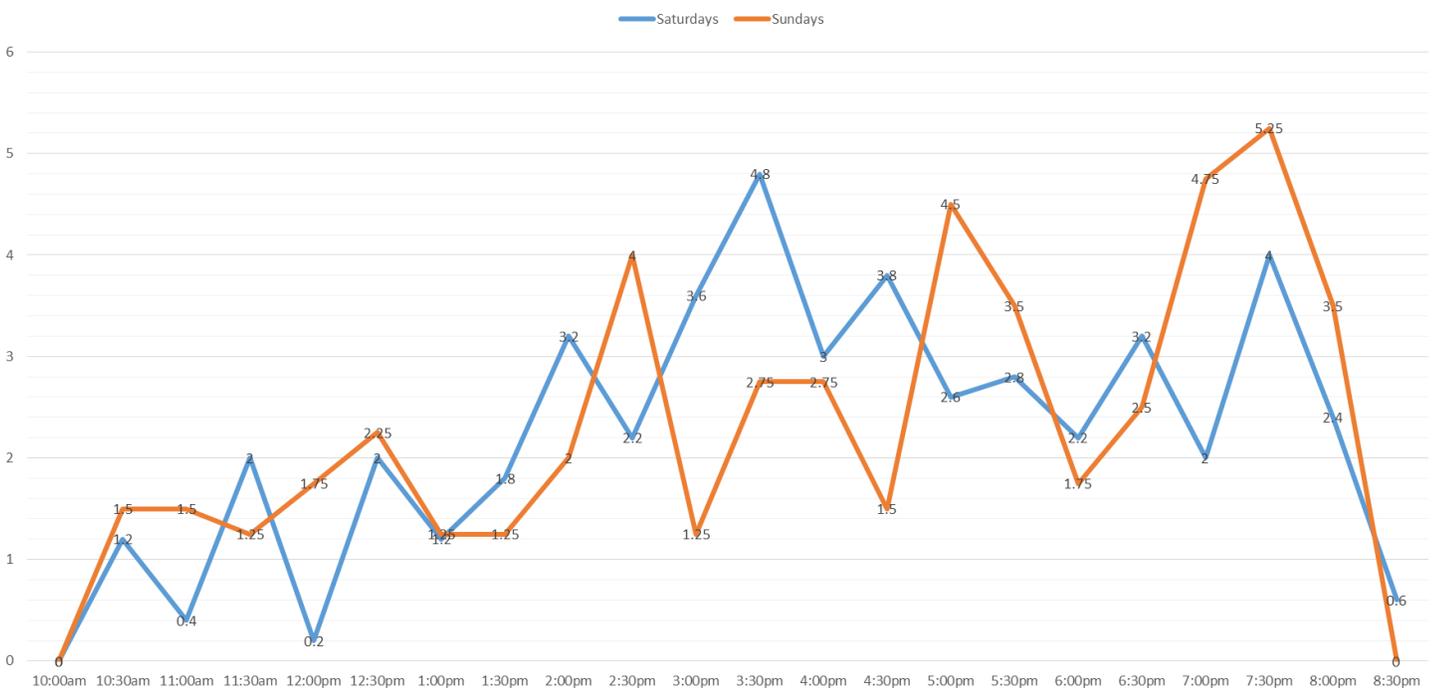


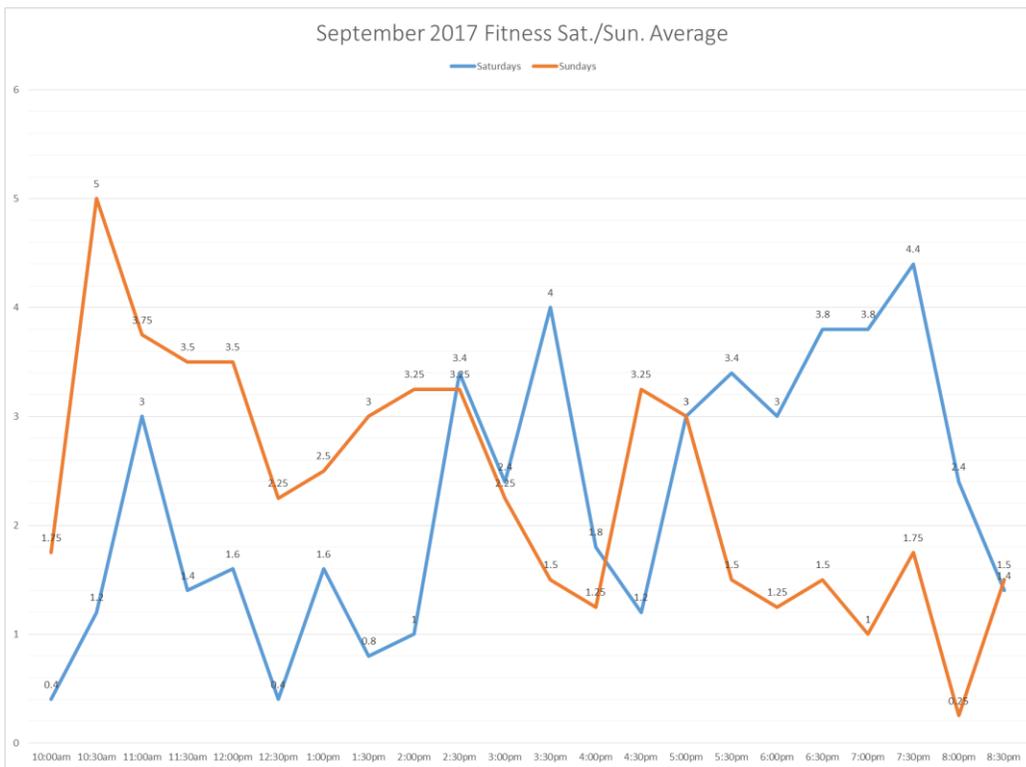
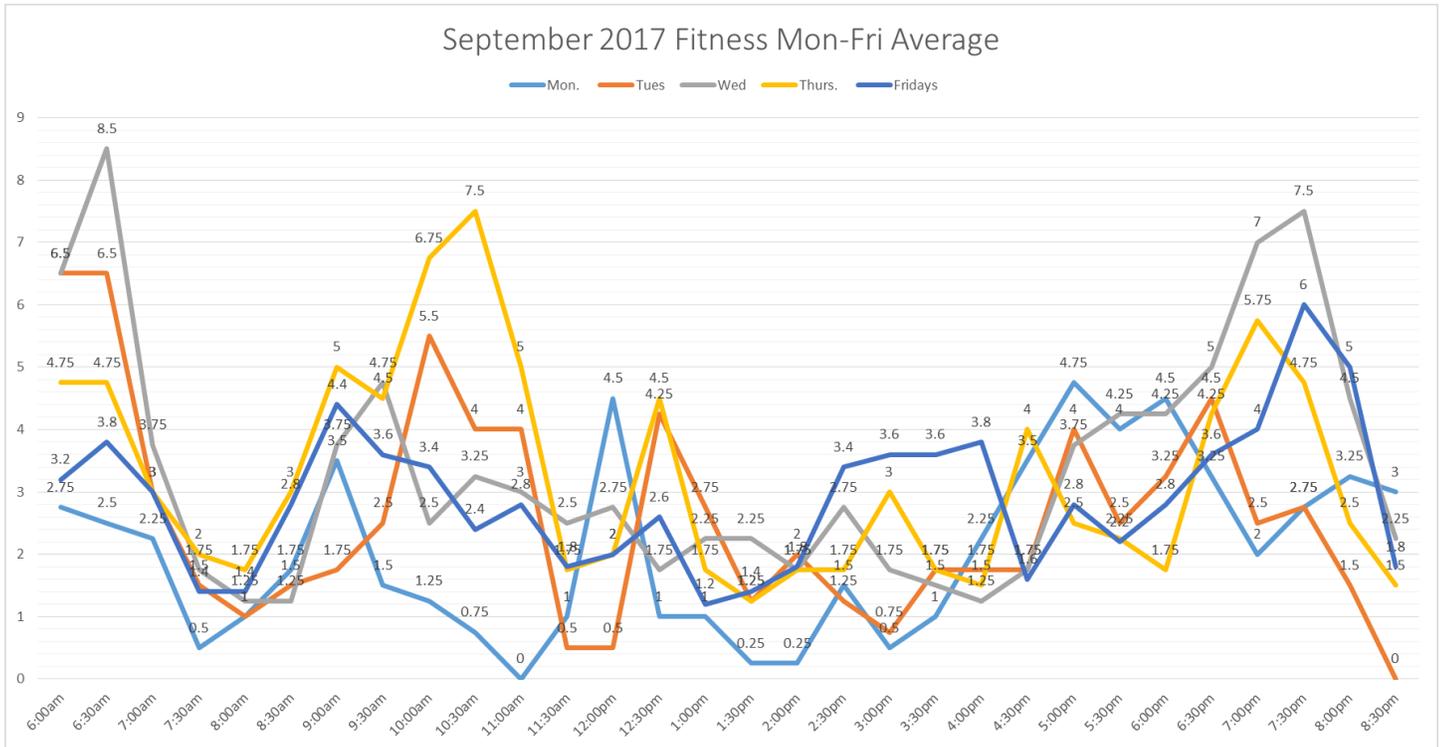


September 2017 Spa Mon-Fri Average

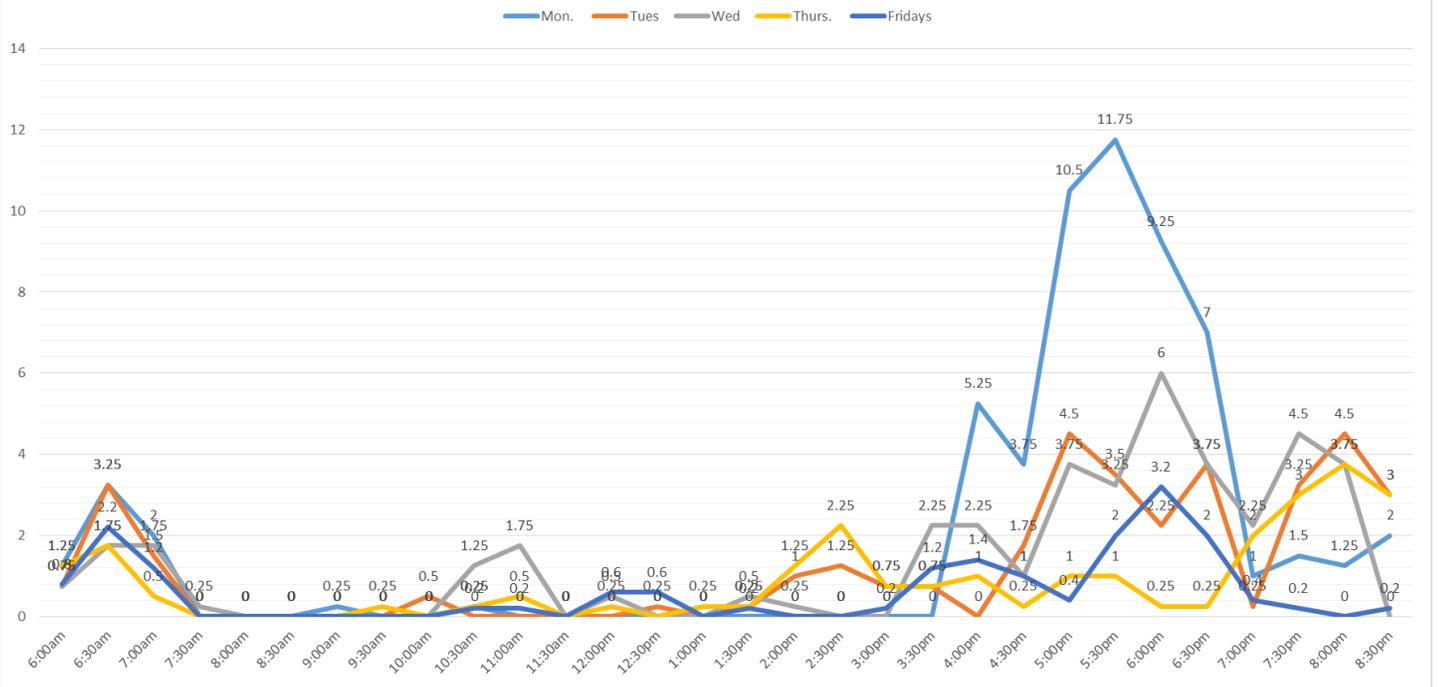


September 2017 Spa Sat./Sun. Average

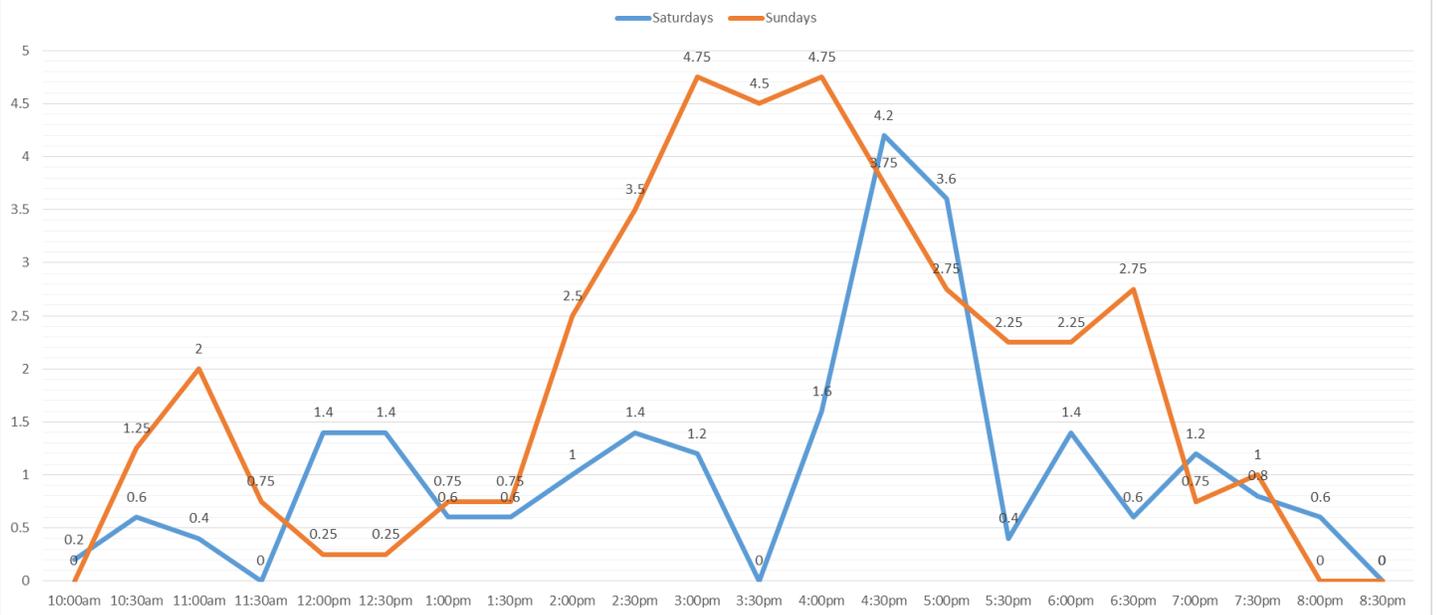


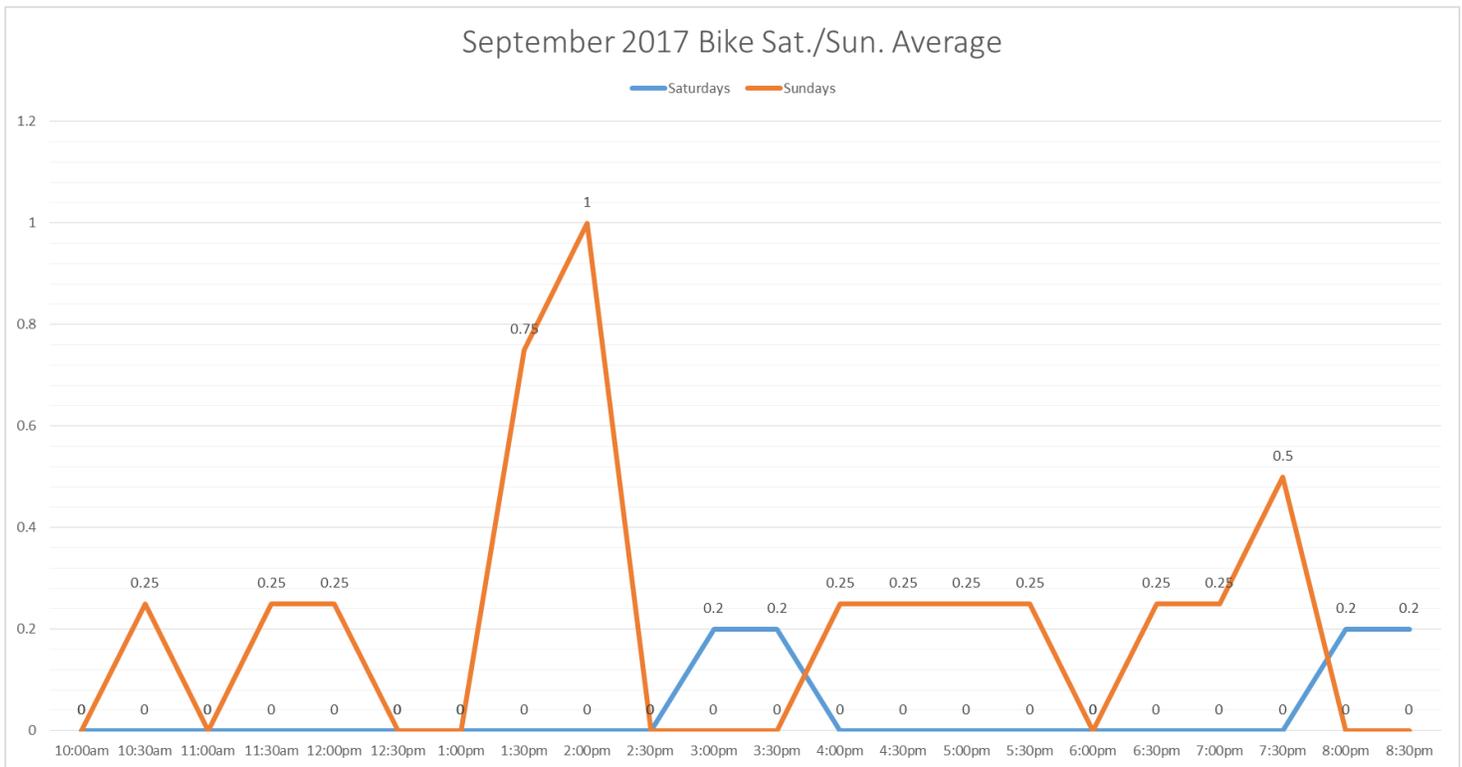
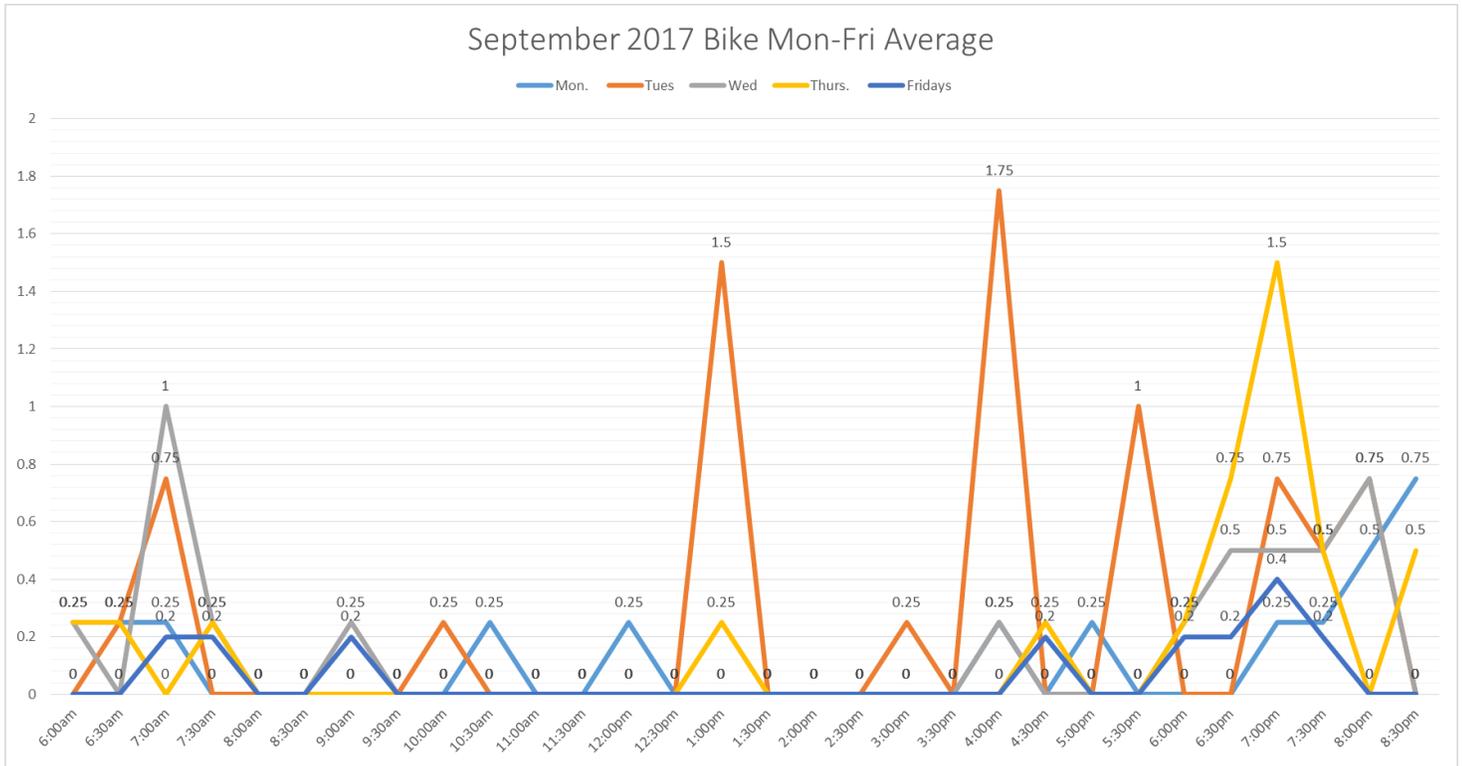


September 2017 Studio Mon-Fri Average



September 2017 Studio Sat./Sun Average





September 2017 Monthly Facility Averages

Total:	Mon.	Tues	Wed	Thurs.	Fridays	Total:	Saturdays	Sundays
6:00am	5.5	11	10.5	9.5	4.8	6:00am		
6:30am	17.25	23.75	22.5	16.25	8	6:30am		
7:00am	14.5	20.25	19.5	12.75	7.8	7:00am		
7:30am	9.75	16.25	14.75	10.25	5.6	7:30am		
8:00am	1.75	4	3.25	3.75	3	8:00am		
8:30am	2.5	4.25	2.5	6	3.4	8:30am		
9:00am	5	5.5	8	9.25	6.2	9:00am		
9:30am	2.75	7.25	9.5	9.5	5.2	9:30am		
10:00am	5.5	11.25	11.5	12.5	8	10:00am	2.4	2.75
10:30am	5	10.25	13.5	13.75	6.6	10:30am	9.8	15.25
11:00am	2.75	8	9.75	8.75	6	11:00am	13.4	13.5
11:30am	1.5	4	7.75	6.25	4.8	11:30am	14.4	18
12:00pm	5.5	4.25	12.5	7.5	7	12:00pm	20.6	13.75
12:30pm	2.5	8.25	9.75	10.25	10.4	12:30pm	20.8	10
1:00pm	9.5	5.75	17	5.25	3.8	1:00pm	12.4	15.5
1:30pm	17.25	19.75	24.5	14.5	4	1:30pm	18.8	22.75
2:00pm	14.25	23.75	15	17.75	5	2:00pm	30	31
2:30pm	3.25	8	4.25	6.25	5.8	2:30pm	42	29.25
3:00pm	3.25	3.5	3	6.25	7	3:00pm	39.8	29.75
3:30pm	7	3	5	4.75	9.8	3:30pm	36.4	32.5
4:00pm	11.25	4.75	4.75	8.5	10.2	4:00pm	40.2	32.25
4:30pm	9.75	5.5	4.25	10	8	4:30pm	44	27
5:00pm	20	19.25	11.75	10	10.4	5:00pm	41.4	32.5
5:30pm	21.5	21.75	18.75	16	15	5:30pm	29.6	23.5
6:00pm	20.25	29.75	25	22.75	17.4	6:00pm	29.4	17.25
6:30pm	19.75	34	28	28.75	16.8	6:30pm	25.6	22.5
7:00pm	11.5	26.25	31.75	30.25	15.4	7:00pm	26.8	26.5
7:30pm	11.25	18.5	31	17.25	19.4	7:30pm	27.4	23.25
8:00pm	9.75	17.5	20.75	15	15	8:00pm	13.2	14
8:30pm	6	3	2.25	5	5	8:30pm	2.2	1.5

September 2017 Monthly Area Averages

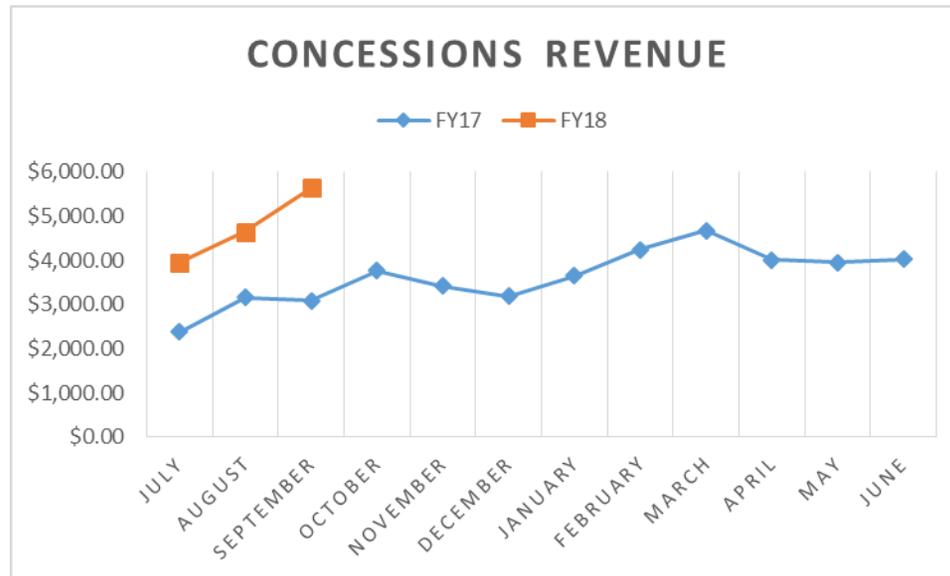
Pool	Mon.	Tues	Wed	Thurs.	Fridays	Pool	Saturdays	Sundays		Spa	Mon.	Tues	Wed	Thurs.	Fridays	Spa	Saturdays	Sundays
6:00am	1.25	3.75	3	3.25	1.4	6:00am				6:00am	0	0	0	0	0	6:00am		
6:30am	10.75	13.25	11.5	8.25	3.8	6:30am				6:30am	0.5	0.5	0.75	1.25	0	6:30am		
7:00am	9.75	14	12.75	8.25	7.8	7:00am				7:00am	0.25	1	0.25	1	0.2	7:00am		
7:30am	9.25	14.25	12.25	7.75	7.4	7:30am				7:30am	0	0.5	0.25	0.25	0	7:30am		
8:00am	0.25	2.75	1.75	2	1.6	8:00am				8:00am	0.5	0.25	0.25	0	0.6	8:00am		
8:30am	0.25	2.5	1.25	2	0.8	8:30am				8:30am	0.5	0.25	0	1	0.6	8:30am		
9:00am	1	2.75	1.75	3.75	2.6	9:00am				9:00am	0.25	1	2.25	0.5	0.8	9:00am		
9:30am	1	3.5	3.5	4.25	2.8	9:30am				9:30am	0.25	1.25	1.25	0.5	0.8	9:30am		
10:00am	4	3.75	8.5	5	5	10:00am	1.8	1		10:00am	0.25	1.25	0.5	0.75	0.6	10:00am	0	0
10:30am	3.75	5	9	4.75	4	10:30am	6.8	7.25		10:30am	0	1.25	0	1.25	0.4	10:30am	1.2	1.5
11:00am	0.5	2.75	3.5	3.25	1.8	11:00am	9.6	6.25		11:00am	2.25	1.25	1.5	0	1.8	11:00am	0.4	1.5
11:30am	0.5	3	5.25	4	3	11:30am	11	12.25		11:30am	0	0.5	0	0.5	0.4	11:30am	2	1.25
12:00pm	0.5	3.5	9.25	4.75	4.8	12:00pm	17.4	8		12:00pm	0.25	0.25	0	0.5	1.2	12:00pm	0.2	1.75
12:30pm	0.5	3	7.5	5.5	7.2	12:30pm	17	5.25		12:30pm	1	0.75	0.5	0.25	1	12:30pm	2	2.25
1:00pm	8.25	1	14.75	3	2.8	1:00pm	9	11		1:00pm	0.25	0.5	0	0	0.4	1:00pm	1.2	1.25
1:30pm	16.75	17.5	21	13	2	1:30pm	15.6	17		1:30pm	0.25	0.75	0.75	0	0.6	1:30pm	1.8	1.25
2:00pm	13.25	20.25	12.5	14.5	2.8	2:00pm	24.8	22.25		2:00pm	0.75	0.5	0.5	0.25	0.6	2:00pm	3.2	2
2:30pm	1.5	4.75	0.75	2	3.2	2:30pm	35	18.5		2:30pm	0.25	0.75	0.75	0.25	0.4	2:30pm	2.2	4
3:00pm	2.75	1.25	1	2.25	4.4	3:00pm	32.4	21.5		3:00pm	0	0.5	0.25	0.25	0.8	3:00pm	3.6	1.25
3:30pm	4.75	0.5	1.25	1.5	5.8	3:30pm	27.4	23.75		3:30pm	1.25	0	0	0.75	1	3:30pm	4.8	2.75
4:00pm	2.75	1.25	1	4.25	6.2	4:00pm	33.8	23.25		4:00pm	0.75	0	0	1.75	1.4	4:00pm	3	2.75
4:30pm	2	2	1	4.75	7.2	4:30pm	34.8	18.25		4:30pm	0.5	0	0.5	0.75	1.4	4:30pm	3.8	1.5
5:00pm	4.25	10	4	4.5	7.8	5:00pm	32.2	22		5:00pm	0.25	0.75	0.25	2	1	5:00pm	2.6	4.5
5:30pm	5.75	13.75	9.75	12.5	11	5:30pm	23	16		5:30pm	0	1	1.5	0.25	3	5:30pm	2.8	3.5
6:00pm	6	21	12.5	20	11.8	6:00pm	22.8	12		6:00pm	0.5	3.25	2	0.5	1.4	6:00pm	2.2	1.75
6:30pm	8.5	22.75	16.75	22.75	9.8	6:30pm	18	15.5		6:30pm	1	3	2	0.75	2	6:30pm	3.2	2.5
7:00pm	7	19.5	19.75	18.75	12.4	7:00pm	19.8	19.75		7:00pm	1.25	3.25	2.25	2.25	1	7:00pm	2	4.75
7:30pm	5.25	11	16.5	8.5	13.2	7:30pm	18.2	14.75		7:30pm	1.5	1	2	0.5	3.6	7:30pm	4	5.25
8:00pm	2.5	8.75	9.75	6.5	9.8	8:00pm	7.6	10.25		8:00pm	2.25	2	2	2.25	1	8:00pm	2.4	3.5
8:30pm	0	0	0	0	3	8:30pm	0	0		8:30pm	0.25	0	0	0	0	8:30pm	0.6	0

Studio	Mon.	Tues	Wed	Thurs.	Fridays	Studio	Saturdays	Sundays	Fitness	Mon.	Tues	Wed	Thurs.	Fridays	Fitness	Saturdays	Sundays	Bikes	Mon.	Tues	Wed	Thurs.	Fridays	Bikes	Saturdays	Sundays
6:00am	1.25	0.75	0.75	1.25	0.8	6:00am			6:00am	2.75	6.5	6.5	4.75	3.2	6:00am			6:00am	0.25	0	0.25	0.25	0	6:00am		
6:30am	3.25	3.25	1.75	1.75	2.2	6:30am			6:30am	2.5	6.5	8.5	4.75	3.8	6:30am			6:30am	0.25	0.25	0	0.25	0	6:30am		
7:00am	2	1.5	1.75	0.5	1.2	7:00am			7:00am	2.25	3	3.75	3	3	7:00am			7:00am	0.25	0.75	1	0	0.2	7:00am		
7:30am	0	0	0.25	0	0	7:30am			7:30am	0.5	1.5	1.75	2	1.4	7:30am			7:30am	0	0	0.25	0.25	0.2	7:30am		
8:00am	0	0	0	0	0	8:00am			8:00am	1	1	1.25	1.75	1.4	8:00am			8:00am	0	0	0	0	0	8:00am		
8:30am	0	0	0	0	0	8:30am			8:30am	1.75	1.5	1.25	3	2.8	8:30am			8:30am	0	0	0	0	0	8:30am		
9:00am	0.25	0	0	0	0	9:00am			9:00am	3.5	1.75	3.75	5	4.4	9:00am			9:00am	0	0	0.25	0	0.2	9:00am		
9:30am	0	0	0	0.25	0	9:30am			9:30am	1.5	2.5	4.75	4.5	3.6	9:30am			9:30am	0	0	0	0	0	9:30am		
10:00am	0	0.5	0	0	0	10:00am	0.2	0	10:00am	1.25	5.5	2.5	6.75	3.4	10:00am	0.4	1.75	10:00am	0	0.25	0	0	0	10:00am	0	0
10:30am	0.25	0	1.25	0.25	0.2	10:30am	0.6	1.25	10:30am	0.75	4	3.25	7.5	2.4	10:30am	1.2	5	10:30am	0.25	0	0	0	0	10:30am	0	0.25
11:00am	0	0	1.75	0.5	0.2	11:00am	0.4	2	11:00am	0	4	3	5	2.8	11:00am	3	3.75	11:00am	0	0	0	0	0	11:00am	0	0
11:30am	0	0	0	0	0	11:30am	0	0.75	11:30am	1	0.5	2.5	1.75	1.8	11:30am	1.4	3.5	11:30am	0	0	0	0	0	11:30am	0	0.25
12:00pm	0	0	0.5	0.25	0.6	12:00pm	1.4	0.25	12:00pm	4.5	0.5	2.75	2	2	12:00pm	1.6	3.5	12:00pm	0.25	0	0	0	0	12:00pm	0	0.25
12:30pm	0	0.25	0	0	0.6	12:30pm	1.4	0.25	12:30pm	1	4.25	1.75	4.5	2.6	12:30pm	0.4	2.25	12:30pm	0	0	0	0	0	12:30pm	0	0
1:00pm	0	0	0	0.25	0	1:00pm	0.6	0.75	1:00pm	1	2.75	2.25	1.75	1.2	1:00pm	1.6	2.5	1:00pm	0	1.5	0	0.25	0	1:00pm	0	0
1:30pm	0	0.25	0.5	0.25	0.2	1:30pm	0.6	0.75	1:30pm	0.25	1.25	2.25	1.25	1.4	1:30pm	0.8	3	1:30pm	0	0	0	0	0	1:30pm	0	0.75
2:00pm	0	1	0.25	1.25	0	2:00pm	1	2.5	2:00pm	0.25	2	1.75	1.75	1.8	2:00pm	1	3.25	2:00pm	0	0	0	0	0	2:00pm	0	1
2:30pm	0	1.25	0	2.25	0	2:30pm	1.4	3.5	2:30pm	1.5	1.25	2.75	1.75	3.4	2:30pm	3.4	3.25	2:30pm	0	0	0	0	0	2:30pm	0	0
3:00pm	0	0.75	0	0.75	0.2	3:00pm	1.2	4.75	3:00pm	0.5	0.75	1.75	3	3.6	3:00pm	2.4	2.25	3:00pm	0	0.25	0	0	0	3:00pm	0.2	0
3:30pm	0	0.75	2.25	0.75	1.2	3:30pm	0	4.5	3:30pm	1	1.75	1.5	1.75	3.6	3:30pm	4	1.5	3:30pm	0	0	0	0	0	3:30pm	0.2	0
4:00pm	5.25	0	2.25	1	1.4	4:00pm	1.6	4.75	4:00pm	2.25	1.75	1.25	1.5	3.8	4:00pm	1.8	1.25	4:00pm	0.25	1.75	0.25	0	0	4:00pm	0	0.25
4:30pm	3.75	1.75	1	0.25	1	4:30pm	4.2	3.75	4:30pm	3.5	1.75	1.75	4	1.6	4:30pm	1.2	3.25	4:30pm	0	0	0	0.25	0.2	4:30pm	0	0.25
5:00pm	10.5	4.5	3.75	1	0.4	5:00pm	3.6	2.75	5:00pm	4.75	4	3.75	2.5	2.8	5:00pm	3	3	5:00pm	0.25	0	0	0	0	5:00pm	0	0.25
5:30pm	11.75	3.5	3.25	1	2	5:30pm	0.4	2.25	5:30pm	4	2.5	4.25	2.25	2.2	5:30pm	3.4	1.5	5:30pm	0	1	0	0	0	5:30pm	0	0.25
6:00pm	9.25	2.25	6	0.25	3.2	6:00pm	1.4	2.25	6:00pm	4.5	3.25	4.25	1.75	2.8	6:00pm	3	1.25	6:00pm	0	0	0.25	0.25	0.2	6:00pm	0	0
6:30pm	7	3.75	3.75	0.25	2	6:30pm	0.6	2.75	6:30pm	3.25	4.5	5	4.25	3.6	6:30pm	3.8	1.5	6:30pm	0	0	0.5	0.75	0.2	6:30pm	0	0.25
7:00pm	1	0.25	2.25	2	0.4	7:00pm	1.2	0.75	7:00pm	2	2.5	7	5.75	4	7:00pm	3.8	1	7:00pm	0.25	0.75	0.5	1.5	0.4	7:00pm	0	0.25
7:30pm	1.5	3.25	4.5	3	0.2	7:30pm	0.8	1	7:30pm	2.75	2.75	7.5	4.75	6	7:30pm	4.4	1.75	7:30pm	0.25	0.5	0.5	0.5	0.2	7:30pm	0	0.5
8:00pm	1.25	4.5	3.75	3.75	0	8:00pm	0.6	0	8:00pm	3.25	1.5	4.5	2.5	5	8:00pm	2.4	0.25	8:00pm	0.5	0.75	0.75	0	0	8:00pm	0.2	0
8:30pm	2	3	0	3	0.2	8:30pm	0	0	8:30pm	3	0	2.25	1.5	1.8	8:30pm	1.4	1.5	8:30pm	0.75	0	0	0.5	0	8:30pm	0.2	0

Concessions Monthly Comprisons FY17 and FY18

Concessions Item Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	800	1,042	1,055	1,245	1,188	1,079	1,250	1,379	1,552	1,361	1,364	1,456	14,771
FY18	1,467	1,698	2,067										5,232
Value Change	667	656	1,012										-9,539

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										\$14,238.77
Value Change	\$1,569.39	\$1,493.82	\$2,541.15										-\$29,334.58

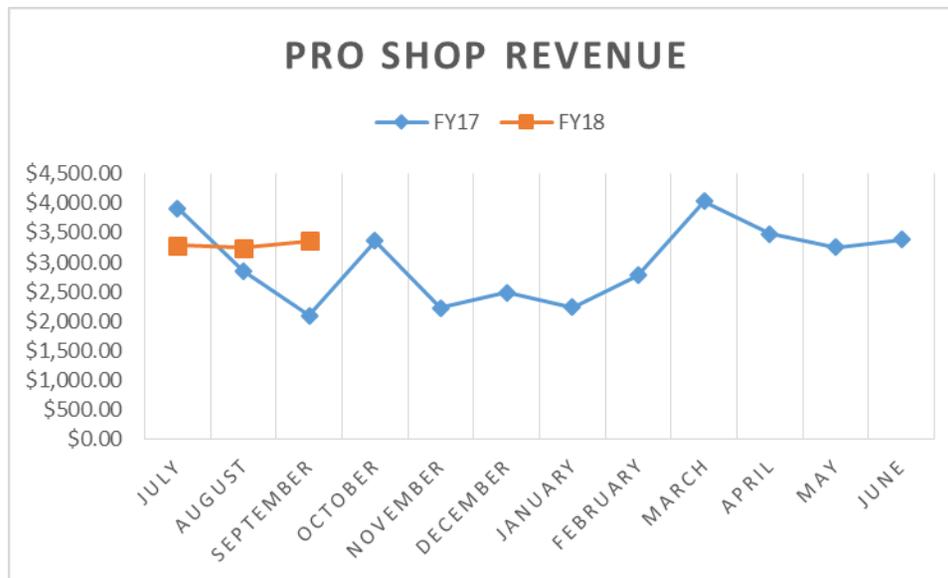


Pro Shop Monthly Comparisons FY17 and FY18

Pro Shop Item Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	297	259	215	330	262	253	205	260	322	294	308	321	3,326
FY18	322	284	301										907
Value Change	25	25	86										-2,419

Pro Shop Sales Totals	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY17	\$3,913.00	\$2,850.50	\$2,092.54	\$3,365.62	\$2,231.18	\$2,490.62	\$2,239.62	\$2,777.95	\$4,032.94	\$3,483.89	\$3,253.72	\$3,382.17	\$36,113.75
FY18	\$3,289.74	\$3,247.54	\$3,365.77										\$9,903.05
Value Change	-\$623.26	\$397.04	\$1,273.23										-\$26,210.70

In comparing July 2016 and July 2017 we sold more pro shop items, but had a lower total revenue. This is due to the lowering of prices on some items such as goggles and swim wear in an effort to make essential items more affordable for patrons. Most of the price changes occurred during August of 2016 and August comparisons show a more representative revenue change between years.





Bethel Aquatic Center Site Visit Report

Date: 2017 September 22

Project: Bethel Aquatic Center Humidity Sensors (WO-170807-0018)

RE: Site Visit 2017Sep21

Technician: Kevin Cose

1. Humidity Sensors
 - 1.1. Removed existing sensors
 - 1.2. Installed replacement sensors
 - 1.2.1. Tested and scaled to match calibrated hand held humidity sensor
 - 1.3. Reviewed programming for fail-over, etc. Adjusted fail-over set points.
 - 1.4. Design humidity set point is 55%rH, present setpoint is 51.
 - 1.5. Verified system operation to bring actual humidity down to set point.
2. Radiant Floor Heat
 - 2.1. Zone 1: Conference, Manager, Concessions, Lobby
 - 2.1.1. Access in back of center cabinet pool-side vending counter.
 - 2.2. Zone 2: Exercise, Fitness
 - 2.2.1. Access panel inside of 2nd door into weight room.
 - 2.3. Zone 3: Gallery, Restrooms
 - 2.3.1. Access panel outside of 2nd door into weight room.
 - 2.4. Zone 4: Lockers
 - 2.4.1. Underneath locker rooms / gallery. Enter crawlspace door in Electrical room, follow the wooden planks.
 - 2.5. Tweaked the new 'dashboard' screen to also show bldg. loop temperature set point.
 - 2.6. Verified that Valve Control and Return Water Temperature sensors seem to be correct (not swapped) for all 4 zones.
 - 2.7. Verified Slab (floor) Temperature sensor appears to be correct for Zone 3.
 - 2.8. It appears Slab Temperature sensors for Zone 1 and Zone 2 were swapped, I swapped them back. Empirically, Zone 4 must be correct.
 - 2.9. It may be that flow to the four different zones is not balanced, resulting in poor flow to Zones 1 and 4.
 - 2.9.1. I looked at the report from Alaska Air Balancing for when this facility was started and balancing these valves was not on their list, only the pumps for the entire loop.
 - 2.9.2. There are zone balance valves for each manifold, and shutoff valves for each tube. See attached photos.
 - 2.9.3. The manifolds I could easily reach (Zone 2 and Zone 3) are full open. These are the manifolds closest to the pumps, so you might expect them to be partially closed to force better flow to the farther manifolds.



- 2.10. There are temperature gauges and shutoff valves at the manifolds. A technician with a helper and two radios should be able to iron this problem out.
- 3. User Accounts
 - 3.1. Tweaked some settings on the new accounts created by Manager.



Figure 1: Zone 2 Manifold



Figure 2: Zone 3 Manifold

END OF REPORT