

MINUTES
AQUATICS BOARD
Wednesday, January 6th, 2021
City & Borough of Juneau – Zoom Conference

Statement of Philosophy:
Create Community through People, Pools and Effective Swim Programs

- A. **Meeting Convened at 5:06pm** by Chair Muldoon.
- B. **Members Present:** Kristin Bartlett, Don Beard, Lena Merrell, Tracy Morrison, Tom Rutecki, Will Muldoon
Ex Officio: George Schaaf, CBJ Parks & Rec Director
Liaison Present: Carole Triem, CBJ Assembly
CBJ Staff Present: Kollin Monahan, CBJ Aquatics Manager
Others: Scott Griffith, Glacier Swim Club
- C. **Agenda Changes** – None.
- D. **Approval of Minutes** – Minutes of the November meeting were approved.
- E. **Public Participation on Non-Agenda Items** – None.
- F. **Staff Operations Report**
- Mr. Monahan provided a brief overview of implementing the new recreation software, including the process for reservations. Mr. Monahan conveyed that reservations are 85% full at Dimond Park Aquatic Center and 93% full for Augustus Brown Swimming Pool.
 - Mr. Monahan relayed that operations plan on resuming modified instructional programs in February/March depending on the local COVID19 climate.
- G. **Old Business** - None
- H. **New Business**
- **FY21/22 Revised Budget**
 - Mr. Schaaf provided a memo (see attached) to the board regarding the FY21 budget focusing on projected actuals for revenues and expenditures and revenues.
 - **Expenditures** - Mr. Schaaf conveyed that the Division of Aquatics reduced expenditures for FY21, which was remarkable, as the FY21 budget assumed Augustus Brown Swimming Pool would be closed for renovations for much of this year. Staff estimated an overall savings in expenditures of \$422,200 compared to the FY21 budget approved by the assembly.
 - **Revenues** – Mr. Schaaf conveyed that revenues were down as expected, by an estimated \$404,500 less than the FY21 budget approved by the assembly. Staff expects revenues will normalize by FY22.
 - **Mr. Beard moved to adopt proposed budget and motion was seconded by Ms. Bartlett with unanimous consent from the board.**

- **Capital Improvement Transfers & Closeouts**
 - Mr. Schaaf presented three open Capital Improvement Projects (CIP) within the Parks & Recreation department:
 - \$55,000 – Zach Gordon Youth Center & Augustus Brown Pool Improvement
 - \$100,000 – Augustus Brown Pool Covers
 - \$149,000 Dimond Park Aquatic Center Loop Field Repairs
 - Mr. Schaaf recommended the funds of the three open CIPs to be transferred to a new CIP to address needed repairs and maintenance for the Dimond Park Aquatic Center totaling, \$304,000. The proposed work includes the following:
 - Critical repairs to the pool deck, including installation of anti-slip surfacing
 - Convert remaining natatorium light fixtures with LEDs.
 - Repair corrosion with the leisure pool
 - Repair/replacement of corroded air handling units
 - **Ms. Merrell moved to adopt proposed CIP Closeout & Transfer, and motion was seconded by Mr. Beard with unanimous consent from the board.**

I. Standing Agenda Items.

- **Commercial Use Regulations.**
 - Mr. Muldoon noted that he has reviewed the DRAFT regulations, and directed staff to notify stakeholders for reintroduction in the February meeting.

J. Board Comments

- Ms. Merrell inquired about utilization of reservations by public members, and the differential of past members to current members during COVID. Staff agreed to run reports to find this information for the February meeting.
- Mr. Rutecki inquired if the fitness deck at Dimond Park Aquatic Center was open. Mr. Monahan conveyed that the fitness deck is offline during reservations to accommodate more patrons in the water, in lieu of facility capacity limits. Staff also relayed that when drop-in recreation resumes, the fitness deck will become accessible again to the public.
- Ms. Triem inquired if the showers are open at both facilities. Mr. Monahan confirmed that socially distanced showers are available for patrons at both facilities.
- Mr. Rutecki asked about the status of the renovation of the downtown facility, and if it was included in the recently approved Parks & Rec bond. Ms. Triem discussed that the renovation for Augustus Brown was not included in said bond, and that the municipal assembly will take action on these matters in the coming months needing at least 5 votes to pass.

K. Adjournment: the meeting was adjourned at 5:52pm.

Meeting Follow-ups:

Mr. Schaaf to forward board's approval of CIP transfer to Public Works Committee

Mr. Monahan and Mr. Muldoon to notify the community about commercial use and develop a time line for adoption of the regulations.

Upcoming Meetings:

Next Board meeting: Tuesday, February 23rd 5:00pm via ZOOM



TO: Will Muldoon, Chair, Aquatics Board
FROM: George Schaaf, Parks & Recreation Director
DATE: January 6, 2021
RE: FY22 Operating Budget



Please find attached the draft FY22 Operating Budgets for Augustus Brown Pool and Dimond Park Aquatic Center, including projected actual expenditures and revenues for FY21.

I am pleased to report that the Aquatics Division reduced costs this year, and projects an overall savings of \$422,200 compared to the FY21 budget approved by the Assembly. This is remarkable because the FY21 budget assumed Augustus Brown Pool would be closed for renovations for much of this year. With the exception of negotiated salary increases and increased building maintenance charges, we are proposing no changes to the division's FY22 request.

Revenues, as expected, are down significantly due to extended closures and reduced operations resulting from the COVID-19 pandemic. We anticipate FY21 revenues will be \$404,500 (69%) less than the FY21 budget approved by the Assembly. We are anticipating that revenues will normalize by FY22.

The following tables summarize the significant (>\$1,000) changes and adjustments to FY21 and FY22 expenditures.

In order to meet deadlines set by the Finance Department for the FY22 budget, we must receive any recommendations or changes from the Aquatics Board no later than January 19, 2021.

Please let me know if you have any questions.

Augustus Brown Pool

Code	Description	Notes
5110	Salaries	FY21 – Decreased projected actual expenditures by \$132,600 (32%) due to reduced operations.
		FY22 – No change.
5111	Overtime	FY21 - Decreased projected actual expenditures by \$1,300 (38%) due to improved staffing.
		FY22 - No change due to uncertainties as we resume normal operations.
5120	Benefits	FY21 – Decreased projected actual expenditures by \$36,700 (17%) due to reduced operations.
		FY22 – No change.
5202	Travel & Training	FY21 – No change (already reduced by 67%)
		FY22 – Decreased request by \$4,100 (67%).
5332	Electricity	FY21 – Decreased projected actual expenditures by \$4,700 (13%) due to reduced operations.
		FY22 – No change.
5336	Wastewater	FY21 – Decreased projected actual expenditures by \$11,700 (31%) due to reduced operations.
		FY22 – No change.
5480	Office Supplies	FY21 – Increased projected actual expenditures by \$1,400 (140%). Original budget anticipated the pool would be closed for renovations
		FY22 – No change.
5490	Materials & Commodities	FY21 – Increased projected actual expenditures by \$5,100 (73%). Original budget anticipated the pool would be closed for renovations.
		FY22 – No change.
5497	Furniture & Fixtures	FY21 – Decreased projected actual expenditures by \$9,000 (100%). Original budget assumed new furniture and fixtures would be needed after renovation.
		FY22 – Increased request by \$9,000 in anticipation of renovation in FY22.

Dimond Park Aquatic Center

Code	Description	Notes
5110	Salaries	FY21 – Decreased projected actual expenditures by \$51,100 (1%) due to reduced operations
		FY22 – No change.
5111	Overtime	FY21 - Decreased projected actual expenditures by \$4,400 (53%) due to improved staffing.
		FY22 - No change due to uncertainties as we resume normal operations.
5120	Benefits	FY21 – Decreased projected actual expenditures by \$103,800 (40%) due to reduced operations
		FY22 – No change.
5322	Advertising	FY21 – Decreased projected actual expenditures by \$2,500 (83%).
		FY22 – No change.
5335	Water	FY21 – Decreased projected actual expenditures by \$3,100 (31%). Original budget anticipated the pool would be closed for renovations
		FY22 – No change.
5336	Wastewater	FY21 – Decreased projected actual expenditures by \$11,700 (31%) due to reduced operations.
		FY22 – No change.
5490	Contractual Services	FY21 – Decreased projected actual expenditures by \$3,200 (58%) due to reduced operations.
		FY22 – No change.
5397	Bank Card Fees	FY21 – Decreased projected actual expenditures by \$5,300 (49%) due to reduced visitation.
		FY22 – No change.
5485	Inventory	FY21 – Decreased projected actual expenditures by \$6,000 (59%) due to reduced visitation.
		FY22 – No change.