

MINUTES
AQUATIC BOARD
Tuesday, August 23, 2016
City & Borough of Juneau – Dimond Park Aquatic Center – 4pm

- A. **Call to Order at 4:08pm** by Chair M. Mertz
- B. **Members Present:** Max Mertz, Tom Rutecki, Beth Weldon, Charlie Williams , Joe Parrish (arrive 4:26pm)
Members Absent: Ritchie Dorrier, Pat Watt
Liaisons Present: Debbie White – CBJ Assembly (initially via phone, in-person at 4:17pm)
Liaisons Absent: Phil Loseby - Juneau School District
Staff Present: Julie Jackson - Aquatics Manager, Kirk Duncan - Director of Parks & Recreation, Noelani Kamahele – DPAC Pool Supervisor
Guests Present: None
- C. **Agenda Changes** – None.
- D. **Public Participation on Non-Agenda Items** – None
- E. **Approval of Minutes:**
- July 26, 2016 – *With no changes B. Weldon motions to approve, no discussion. **Approved.***
- F. **Director's Report** – Kirk Duncan
- **New Pass Sales/Revenue to date** – Presented bi-weekly revenue comparison to salaries template w/FY16 #s. Request input from board on how they would like information displayed/presented. **Discussion.** M. Mertz prefers seeing trends – example: Labor dollars divided by revenue over a long period time (10 pay periods).
 - eTrak/ Point of Sale Update – We are starting to get demographics and numbers out of system. Information is easier to gather/use.
 - **DPAC Food Service** –
 - There are two known vendors in Juneau interested. An RFP is being put together.
 - RFP's current status:
 - Sitting with CBJ Purchasing Dept. Anticipated to be out to public within a week, followed by 3 weeks for public and then an evaluation period of 2 days and a 24 hour protest period.
 - RFP written through June 15 with an option for renewal 1 year at a time up to 2 years. An option of termination for convenience with a 30 day notice.
 - General discussion regarding point of sale process, food service layout, and marketing.
 - A countertop refrigeration unit is needed – cost is approx. just under \$5,000 and could take up to 8 weeks to arrive.
 - Aquatics Board recommends to staff to proceed with purchase.
 - Review Committee determined - Kirk, Max, Charlie
- G. **Old Business**
- Non-Agenda item: T. Rutecki asked for an update on the Glacier Swim Club Masters to date regarding #s increase/decrease.
 - Staff has not seen much effect on Masters #s, however, the changes have only been in place for 2 months and the summer months are the slowest season for Masters program.

- A short discussion regarding Glacier Swim Club's contract and need for renewal.
- **Diving Board for DPAC – T. Rutecki**
 - Received quote from Recreonics (original supplier of 1m and 3m boards)
 - The 3m pedestal cannot be used for a 1m board/stand due to the distance of the pedestal from the edge of pool deck. A new pedestal would be required. Forwarded to information to staff.
 - Discussion regarding re-installation of 3m diving board, safety precautions/protocols, ladder angle, etc.
 - *Staff will put in a work request to install high-dive following AK High School State Meet.*
 - M. Mertz – Request T.Rutecki inquire about the life of a board, how frequent to inspect and what to look for. T. Rutecki will inquire and share information with staff.
- **Punch Passes & Gaguine Scholarship - T. Rutecki –**
 - Gaguine along with Bob Storer have contributed another \$5,000 - 25% of which should be used for scholarships. Discussion followed.
 - *J. Jackson will write up program outline recommendation and will share at next Aquatics Board.*
- **Punch List Review –** holding until September Operations Committee for prioritization.

H. **New Business –** none.

I. **Committee Reports:**

- **Board Development/Governance –** no update.
- **Operations Committee –**
 - **Corporate Passes –** K. Duncan shared overview a bulk ticketing/day pass concept rather than a corporate pass. Board discussion over The Alaska Club's desire for a corporate pass.
 - Board requests K. Duncan report back to The Alaska Club - the Aquatics Board is not opposed to the idea of a corporate pass partnerships, but the board does have concern with the low amount offered and public policy with giving a private entity a preferred deal. However, we can continue talking about it.
 - Board and staff discussed bulk ticketing/day pass potential, flexibility, and pricing.
 - *Staff will flesh out an outline the bulk ticketing/pass program and present at next Aquatics Board.*
 - **Budget review and requests from CBJ –** discussed in detail at committee meeting. M. Mertz has followed up with Bob Bartholomew for more detail regarding \$730K in Administrative costs charged to Aquatics. Bob will follow-up.

Next Operations Committee will meet Sept 20th – 4pm at Augustus Brown Pool.

J. **Board Comments:**

M. Mertz – Has two things – 1) the open board seat at the end of October after election. Requests board to consider who may be a good replacement for B. Weldon. K. Duncan will send out an Aquatic Annual Membership list to Board members. 2) Asked the board to begin thinking about fee/pass rates for future discussion.

D. White – has seen multiple posts on social media regarding positive feedback from community members whose children have received free day passes to parks and rec facilities and the positive effect on the kids and their families.

P. Watt, C. Williams, K. Duncan, T. Rutecki, P. Loseby, R. Dorrier, B. Weldon, J. Parrish – None

J. Jackson – calendar reminders of Aquatics Board pot luck on Sept. 9th and also Parks & Rec's Day of Play on Saturday, Sept 10th.

K. With no additional business before the board, M. Mertz adjourned at 5:30pm.

Proposed Next Operations (proposed) Committee Meetings: 3rd Tuesday of each month at 4:00pm at DPAC/Valley Location:

9/20/16	Augustus G. Brown Pool	10/18/16	Valley Library
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Proposed Next Standard Board Meetings: 4th Tuesday of each month at 4:00pm at City Hall/Downtown Location:

9/27/16	CBJ City Hall – room 224	10/25/16	CBJ City Hall – room 224
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Minutes respectfully submitted by J. Jackson on 9/27/2016