

# **AGENDA TREADWELL ARENA ADVISORY BOARD MEETING**

City Hall Room 237 5:30 PM

April 24, 2019

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Minutes**
  - A. Draft March 26, 2019 meeting minutes
- V. Public Participation on Non-Agenda Items**
- VI. Agenda Topics**
  - A. Vacant Board Seat-Applications due May 6  
<https://beta.juneau.org/clerk/boards-committees>
  - B. Annual Report progress
- VII. Staff Reports**
  - A. Facility closure update
  - B. Financial Reports
- VIII. Committee, Liaison, Board Member Report**
  - A. Juneau Skating Club**
  - B. Juneau Adult Hockey Association**
  - C. Juneau Douglas Ice Association**
  - D. Parks and Recreation Advisory Committee**
- IX. Next Meeting Date**
- X. Adjournment**

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.org](mailto:city.clerk@juneau.org)

**Meeting Minutes  
Treadwell Arena Advisory Board (TAAB)  
City & Borough of Juneau  
March, 26, 2019  
City Hall Room 237**

- I. **Call to Order:** Call to Order at 5:32 pm
- II. **Roll Call:**
  - Members Present:** Leah Farzin, Jason Soza, Ryan Kauzlarich, Bret Connell, Alexander Smith, Kirk Duncan
  - Members Absent:** Josh Fortenbery, Miles Brookes
  - Staff Present:** Lauren Anderson - Rink Manager
  - Public Present:**
- III. **Approval of Agenda:** Mr. Soza moved to approve the agenda. All in favor.
- IV. **Approval of Minutes:** Mr. Soza moved to approve February 7, 2019 draft meeting minutes - no changes.
- V. **Public Participation on Non-Agenda Items:** No public present
- VI. **Agenda Topics:**
  - A. Official Ordinance Change
    - Repeal to ordinance 2015-18(am) and Re-establishing the Treadwell Arena Advisory Board 2019-04(b) was adopted January 28, 2019 covering annually reported arena issues and preferred user group representation within the board membership.
  - B. Annual Report Progress
    - Reviewed and altered draft annual report data covering financial and user information.
    - Clarified fiscal years 2016-2018 as the years to analyze and compare.
    - Report sections due to Lauren Anderson by April 19, 2019.
- VII. **Staff Reports:**
  - A. Summer Programming Update
    - Closed summer of 2019, no programming scheduled.
    - May-June 2020 & 2021, 6 weeks of non-ice programming.
  - B. Concession room update
    - RFP out and closes April 4, 2019. Site visit scheduled on Thursday March 28<sup>th</sup>, 2019.
  - C. Financial Report-period 7
    - Reviewed period 7 report.
- VIII. **Committee, Liaison, Board Member Report:**
  - A. Juneau Skating Club
    - A. Ice show March 6<sup>th</sup> at 3pm and 7pm
  - B. Juneau Adult Hockey Association
    - A. March 7<sup>th</sup> Championship
  - C. Juneau Douglas Ice Association
    - A. No update
  - D. Parks and Recreation Advisory Committee
    - A. No update
- IX. Next meeting Date – **April 24th, 2019 at 5:30pm**, preferably City Hall room 237
- X. Adjournment: Mr. Soza moved to adjourn at 6:27pm. All in favor.

# GL Commitment Analysis Report

GL298 Date 04/22/19

Company 1 City and Borough of Juneau USD  
 GL Commitment Analysis Report - Commitment Analysis  
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Time 13:21

Acct Unit	209460801	RSA P&R Treadwell Arena	Budget 100	2019 Production Budget		
Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance
	0.00	0.00	0.00	0.00	4,400.00-	4,400.00-
005100 0000						
Vacancy factor	223,904.67	0.00	0.00	223,904.67	287,400.00	63,495.33
Salaries						
005111 0000	5,867.36	0.00	0.00	5,867.36	3,500.00	2,367.36-
Overtime						
005118 0000	34,213.77	0.00	0.00	34,213.77	0.00	34,213.77-
Accrued leave						
005120 0000	107,234.86	0.00	0.00	107,234.86	148,300.00	41,065.14
Benefits						
005130 0000	10,200.00	0.00	0.00	10,200.00	10,200.00	0.00
Workers compensation						
005201 0000	216.62	0.00	0.00	216.62	500.00	283.38
Mileage						
005202 0000	1,159.88	0.00	0.00	1,159.88	3,500.00	2,340.12
Travel and training						
005310 0000	4,439.25	0.00	0.00	4,439.25	6,100.00	1,660.75
Telephone						
005320 0000	148.77	0.00	0.00	148.77	100.00	48.77-
Printing						
005322 0000	1,091.00	0.00	0.00	1,091.00	3,700.00	2,609.00
Advertising						
005332 0000	49,402.35	0.00	0.00	49,402.35	58,300.00	8,897.65
Electricity						
005333 0000	61,276.48	588.77	0.00	61,865.25	63,600.00	1,734.75
Fuel oil & propane						
005334 0000	2,050.74	0.00	0.00	2,050.74	2,800.00	749.26
Refuse disposal						
005335 0000	1,250.12	0.00	0.00	1,250.12	1,700.00	449.88
Water service						
005336 0000	5,134.16	0.00	0.00	5,134.16	6,100.00	965.84
Wastewater service						
005345 0000	97,200.00	0.00	0.00	97,200.00	97,200.00	0.00
Building maint division charges						
005362 0000	19,600.00	0.00	0.00	19,600.00	19,600.00	0.00
Fleet replacement reserve						
005370 0000	6,600.00	0.00	0.00	6,600.00	6,600.00	0.00
Spec & Prop						

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Time 13:21

Acct Unit	209460801	RSA P&R Treadwell Arena	Budget 100	2019 Production Budget			
Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance	
005375 0000	2,700.00	0.00	0.00	2,700.00	2,700.00	0.00	
General Lab, Auto & EE Pract Ins							
005380 0000	275.00	0.00	0.00	275.00	500.00	225.00	
Dues and subscriptions							
005390 0000	1,851.63	0.00	0.00	1,851.63	600.00	1,251.63-	
Contractual services							
005397 0000	3,583.57	0.00	0.00	3,583.57	8,700.00	5,116.43	
Bank card fees							
005480 0000	717.10	0.00	0.00	717.10	1,500.00	782.90	
Office supplies							
005481 0000	49.45	0.00	0.00	49.45	1,500.00	1,450.55	
Postage and parcel post							
005485 0000	1,154.44	0.00	0.00	1,154.44	2,500.00	1,345.56	
Inventory							
005490 0000	8,918.03	0.00	0.00	8,918.03	25,000.00	16,081.97	
Materials and commodities							
005491 0000	0.00	0.00	0.00	0.00	400.00	400.00	
Safety programs and equipment							
005496 0000	2,660.85	0.00	0.00	2,660.85	0.00	2,660.85-	
Minor equipment							
005505 0000	75.00-	0.00	0.00	75.00-	0.00	75.00	
Reimbursable Expense - External							
Acct Unit Total	652,825.10	588.77	0.00	653,413.87	758,200.00	104,786.13	
	652,825.10	588.77	0.00	653,413.87	758,200.00	104,786.13	
Company Total	652,825.10	588.77	0.00	653,413.87	758,200.00	104,786.13	
Report Total							

# GL Commitment Analysis Report

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Time 13:26

Acct Unit	209460801	RSA P&R Treadwell Arena	Budget 100	2019 Production Budget			
Account	Expenditures	Encumbrances	Commitments	Total	Budget	Budget Balance	
004300 0008	3,333.68-	0.00	0.00	3,333.68-	2,000.00-	1,333.68	
Lessons/Programs							
004300 0021	16,385.02-	0.00	0.00	16,385.02-	12,000.00-	4,385.02	
Skate sharpening							
004310 0000	30,102.65-	0.00	0.00	30,102.65-	32,000.00-	1,897.35-	
Daily pass revenue							
004320 0000	14,618.27-	0.00	0.00	14,618.27-	18,000.00-	3,381.73-	
Monthly revenue							
004410 0002	490.72-	0.00	0.00	490.72-	400.00-	90.72	
Food/service permits							
004420 0002	7,144.01-	0.00	0.00	7,144.01-	7,000.00-	144.01	
Vending revenue							
004549 0000	13,966.65-	0.00	0.00	13,966.65-	10,000.00-	3,966.65	
Miscellaneous sales							
004550 0000	321,935.04-	0.00	0.00	321,935.04-	291,700.00-	30,235.04	
Facility rental revenue							
004560 0000	18.77-	0.00	0.00	18.77-	0.00	18.77	
Equipment rental revenue							
004560 0001	22,410.26-	0.00	0.00	22,410.26-	14,900.00-	7,510.26	
Locker rental							
Periods							
Year 2019 Total	430,405.07-	0.00	0.00	430,405.07-	388,000.00-	42,405.07	
Acct Unit Total							
	430,405.07-	0.00	0.00	430,405.07-	388,000.00-	42,405.07	
Company Total							
	430,405.07-	0.00	0.00	430,405.07-	388,000.00-	42,405.07	
Report Total							