

DRAFT MINUTES  
CBJ AQUATICS BOARD  
Tuesday, October 24, 2017  
City Hall Room 224 – 4:00pm

A. **Call to Order** at 4:05pm by Board Chair Max Mertz

B. **All Members Present:** Ritchie Dorrier, Joe Parrish, Pat Watt, Becky Monagle, Max Mertz

C. **Members Absent:** Charlie Williams.

**Liaison Present:** Phil Loseby - Juneau School District

**Liaison Absent :** Beth Weldon – CBJ Assembly

**Staff Present:** Kirk Duncan, Parks & Recreation Director Julie Jackson (Aquatics Manager)

**Guests Present:** None

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D. **Agenda Changes** – None

E. **Public Participation on Non-Agenda Items** – None

F. **Approval of Minutes:**

- Ms. Dorrier moved approval of the minutes of September 26, 2017. No objection. Approved.

G. **Director's Report** – Mr. Duncan.

- **Financial Report** Mr. Duncan stated that CBJ pools are using \$15,000 less general fund support than during 2016 at this time. AGB pool deferred maintenance will most likely take place during years 1 and 2 of the 1% sales tax CIP voters approved. Mr. Duncan announced that he will retire from CBJ during May-July of 2018.

H. **Old Business** –

- **Pool Covers** Mr. Duncan did not have any news on this subject. Meetings with Roger Healy and Nathan Coffee resulted in no movement on pool covers for the pools.. It has been almost a year that the study was completed that determined that AGB could save \$50k. The board identified last March what we needed but we are no closer to obtaining the product.

**Talking Points for Board Sunset** –The Board agreed to use the 4 options on how to address to the public the Aquatics Board sunset coming up on May 28, 2018.

**COW Letter.** The Board agreed to March 1, 2018 to get recommendations to CBJ assembly regarding sunset options. Revue and expense analysis –pro forma operations –is needed by 12/15/17. Public outreach is needed to vet pros and cons of each sunset option. Ms. Watt will compile those and send to the Board.

## Time line for Board Sunset Recommendation.

11/6 - get document to Laurie for COW meeting (Max)  
11/15 - Attend GSC meeting and explain process, get input (Tom, Phil, Julie)  
11/15 - Finish collecting school concerns re aquatics future (Phil)  
11/15 - Maintenance Pros and Cons for each option (Charlie and Joe)  
11/15 - Financial Pro Formas (Max)  
11/15 - Employee Benefits options analysis (Max)  
11/15 - Operational Efficiencies Pros and Cons (??)  
12/15 - Draft Pros and Cons document for each Option (Ritchie and Pat)  
1/8 - Powerpoint for presenting to public groups (Becky, Pat, Ritchie)  
January - Seek input/explain process (Facebook, Radio, Empire)  
January - Present to Rotaries, Chamber, public at ABP and DPAC  
3/1 - Report back to Assembly

**Revenue Enhancement:** Mr. Mertz stated pass renewal, bulk tickets, new rates were identified as areas of possible revenue enhancement. Mr. Duncan recommended no price increase and stated focus should be on bulk tickets, 10-visit punch cards and to make people aware of products pools have by sending out a mailer and using word of mouth among non-board members. Ms. Jackson is getting too busy to work on social media and Ms. Watt offered to take that over from Ms. Jackson. Ms. Monagle offered to work with Ms. Jackson on “Friends of Pools” sponsors on windows. Mr. Parrish volunteered to look into radio ads for the pools. The Board agreed to staff a table at the Juneau Public Market this November to promote pool products.

**New Business** - No new business.

### I. Committee Reports -None

- **Board Comments:** Mr Loseby stated that option F of For Juneau Swimming Pools Management Alternative Analysis be deleted.

### J. With no additional business before the board, Mr. Rutecki adjourned at 5:40pm.

Minutes submitted by Tom Rutecki on 11/28/2017

Future Meeting Schedule.

11/21/17	4pm	Valley Library – Operations Committee
11/28/17	4pm	Room 224 – Regular Board Meeting
12/19/17	4pm	Valley Library - Regular Board Meeting