

# **AGENDA TREADWELL ARENA ADVISORY BOARD MEETING**

City Hall Room 237 5:30 PM

July 6, 2017

**I. Call to Order**

**II. Roll Call**

**III. Approval of Agenda**

**IV. Approval of Minutes**

- A. May 4, 2017 draft meeting minutes

**V. Public Participation on Non-Agenda Items**

**VI. Agenda Topics**

- A. TAAB Secretary appointment & vacant position
- B. Parks & Rec Master Plan update - Alix Pierce
- C. TAAB report presentation to HRC update - Chair
- D. Media area update - Chair

**VII. Staff Reports**

- A. Schedule changes - reduced hours & core user requests

TAAB recommendations will be considered regarding change requirements and requests.

- B. FY17 Financial Report

**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**

- A. Thursday, September 7 5:30pm City Hall Rm 237

## **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)

**Draft Meeting Minutes  
Treadwell Arena Advisory Board (TAAB)  
City & Borough of Juneau  
Thursday, May 4, 2016  
City Hall Room 237**

- I. Call to Order: Call to Order at 5:30pm
- II. Roll Call:  
Members Present - Taylor Horne: Chair, Patty Collins: Secretary, Miles Brook, Jason Soza, Liz Balstad, Molly McCormick  
Members Absent: Bret Connell  
Staff Present: None  
Public Present: None
- III. Approval of Agenda - Liz moved to approve the agenda. All in favor.
- IV. Approval of Minutes - Miles moved to approve the draft meeting minutes from April 6, 2016 with no changes.
- V. Public Participation on Non-Agenda Items - no public present
- VI. Agenda Topics:
  - A. Review final annual report to Assembly - Liz moved to approve the final draft with the addition of page numbers, the word "perc", item 1d, changed to "Perk", the "&" in "ambiguous & in the past", item 2a, turned into "and", no italics printing in item 2a, the word "to" in "to process for", item 2b, changed to "the", "dasher board" changed to two words and not one word throughout document, the phrase "has been happening" in "outreach to UAS has been happening", item 3b, change to "occurred", the word "we" in "we identified", item 4a, changed to "were", the "e" in "5e" was unbolded and all main heading numbers bolded. All member present voted to approve the final report with the changes listed above. Jason Soza to email edited report to Taylor Horne. Taylor Horne will email to Lauren Anderson, Kirk Duncan & the city clerks office.
- VII. Staff Reports
  - A. Summer Programming  
Treadwell will be offering private rental times for Juneau Roller Girls & the public to rent the Arena for \$100.00 per hour from May 8-July 14th. Arena manager has secured multiple local businesses to sponsor open skates throughout the summer. Skates will NOT be provided.
  - B. Financial Report
- VIII. Committee, Liaison, Board Member Report
  - A. Juneau Skating Club
  - B. Juneau Adult Hockey Association - JAHA Island Cup Tournament in August. Registration will be opening early this year.
  - C. Juneau Douglas Ice Association
  - D. Parks and Recreation Advisory Committee
- IX. Next meeting Date - July 6th, 2017 at 5:30pm, preferably City Hall room 237
- X. Adjournment - Liz moved to adjourn at 6pm. All in favor.



## Financial Summary by Department, Division, and Program

FY 2017

### FY17 Financial Report as of July 5, 2017 - **REVENUES**

	Budget Last Year	Budget This Year	Actuals Last Year	Actuals This Year	Encumbrances Last Year	Encumbrances This Year	Remaining Balance
<b>Department Parks and Rec</b>							
<b>Division Recreation</b>							
<b>Program RSA P&amp;R Treadwell Arena</b>							
Lessons/programs	(1,000.00)	(1,000.00)	(3,617.21)	(3,648.18)	0.00	0.00	2,648.18
In-line skating	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Learn to play	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Skate sharpening	(13,900.00)	(14,000.00)	(14,112.44)	(17,259.91)	0.00	0.00	3,259.91
Day camps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Drop in gym	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Daily pass revenue	(34,700.00)	(42,000.00)	(40,257.33)	(35,705.76)	0.00	0.00	(6,294.24)
Monthly revenue	(20,900.00)	(25,200.00)	(19,813.80)	(17,955.23)	0.00	0.00	(7,244.77)
<b>Total Charges For Services</b>	<b>(70,500.00)</b>	<b>(82,200.00)</b>	<b>(77,800.78)</b>	<b>(74,569.08)</b>	<b>0.00</b>	<b>0.00</b>	<b>(7,630.92)</b>
<b>Misc Revenues</b>							
Donation revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food/service permits	0.00	(200.00)	(236.19)	(491.19)	0.00	0.00	291.19
Vending revenue	(4,600.00)	(5,000.00)	(6,607.82)	(7,892.80)	0.00	0.00	2,892.80
Miscellaneous sales	(5,000.00)	(8,000.00)	(11,761.90)	(9,309.52)	0.00	0.00	1,309.52
Facility rental revenue	(250,000.00)	(260,000.00)	(281,335.12)	(301,743.39)	0.00	0.00	41,743.39
Equipment rental revenue	(5,700.00)	(6,700.00)	(7,095.51)	(4,851.35)	0.00	0.00	(1,848.65)
Locker rental	(13,000.00)	(14,000.00)	(13,183.29)	(13,737.67)	0.00	0.00	(262.33)
Cash over/short	0.00	0.00	(1.00)	1.75	0.00	0.00	(1.75)
<b>Total Misc Revenues</b>	<b>(278,300.00)</b>	<b>(293,900.00)</b>	<b>(320,220.83)</b>	<b>(338,024.17)</b>	<b>0.00</b>	<b>0.00</b>	<b>44,124.17</b>
<b>Total Revenues</b>	<b>(348,800.00)</b>	<b>(376,100.00)</b>	<b>(398,021.61)</b>	<b>(412,593.25)</b>	<b>0.00</b>	<b>0.00</b>	<b>36,493.25</b>



## Financial Summary by Department, Division, and Program

FY 2017

### FY17 Financial Report as of July 5, 2017 - **EXPENDITURES**

	Budget Last Year	Budget This Year	Actuals Last Year	Actuals This Year	Encumbrances Last Year	Encumbrances This Year	Remaining Balance
<b>Department Parks and Rec</b>							
<b>Division Recreation</b>							
<b>Program RSA P&amp;R Treadwell Arena</b>							
<b>Personal Services</b>							
Vacancy factor	(4,600.00)	(4,300.00)	0.00	0.00	0.00	0.00	(4,300.00)
Salaries	292,200.00	288,200.00	257,593.27	275,661.90	0.00	0.00	12,538.10
Overtime	3,400.00	3,400.00	4,990.05	5,147.88	0.00	0.00	(1,747.88)
Accrued leave	0.00	0.00	26,923.70	24,257.34	0.00	0.00	(24,257.34)
Benefits	160,700.00	143,900.00	129,512.70	132,144.83	0.00	0.00	11,755.17
Workers compensation	6,600.00	10,600.00	6,600.00	10,600.00	0.00	0.00	0.00
Engineering workforce	0.00	0.00	99.00	0.00	0.00	0.00	0.00
All other workforce	0.00	(4,400.00)	0.00	0.00	0.00	0.00	(4,400.00)
<b>Total Personal Services</b>	<b>458,300.00</b>	<b>437,400.00</b>	<b>425,718.72</b>	<b>447,811.95</b>	<b>0.00</b>	<b>0.00</b>	<b>(10,411.95)</b>
<b>Travel and Training</b>							
Mileage	500.00	500.00	477.52	487.43	0.00	0.00	12.57
Travel and training	0.00	0.00	296.00	939.20	0.00	0.00	(939.20)
<b>Total Travel and Training</b>	<b>500.00</b>	<b>500.00</b>	<b>773.52</b>	<b>1,426.63</b>	<b>0.00</b>	<b>0.00</b>	<b>(926.63)</b>
<b>Services</b>							
Telephone	4,900.00	6,000.00	4,509.87	5,664.32	0.00	0.00	335.68
Printing	800.00	400.00	90.00	88.26	0.00	0.00	311.74
Advertising	4,767.00	1,400.00	8,730.44	3,717.02	0.00	0.00	(2,317.02)
Electricity	65,000.00	60,000.00	57,949.56	58,224.93	0.00	0.00	1,775.07
Fuel oil & propane	115,800.00	61,000.00	49,124.52	62,100.20	0.00	9,535.42	(10,635.62)
Refuse disposal	2,000.00	2,600.00	2,905.15	2,533.37	0.00	0.00	66.63
Water service	1,500.00	1,500.00	1,378.87	1,444.08	0.00	0.00	55.92
Wastewater service	5,200.00	5,500.00	4,981.51	5,717.00	0.00	0.00	(217.00)
Repairs	300.00	0.00	0.00	0.00	0.00	0.00	0.00
Fleet replacement reserve	19,600.00	19,600.00	19,600.00	19,600.00	0.00	0.00	0.00
Spec & Prop	4,400.00	4,600.00	4,400.00	4,600.00	0.00	0.00	0.00
General Liab, Auto & EE Pract Ins	3,600.00	3,600.00	3,600.00	3,600.00	0.00	0.00	0.00
Dues and subscriptions	500.00	500.00	0.00	275.00	0.00	0.00	225.00
Contractual services	700.00	400.00	28,784.09	572.99	0.00	4,500.00	(4,672.99)
Bank card fees	3,900.00	10,000.00	9,738.75	8,129.27	0.00	0.00	1,870.73
Postage and parcel post	100.00	1,700.00	881.34	1,670.90	0.00	0.00	29.10
<b>Total Services</b>	<b>233,067.00</b>	<b>178,800.00</b>	<b>196,674.10</b>	<b>177,937.34</b>	<b>0.00</b>	<b>14,035.42</b>	<b>(13,172.76)</b>



## Financial Summary by Department, Division, and Program

FY 2017

### FY17 Financial Report as of July 5, 2017 – **EXPENDITURES**

	Budget Last Year	Budget This Year	Actuals Last Year	Actuals This Year	Encumbrances Last Year	Encumbrances This Year	Remaining Balance
<b>Department Parks and Rec</b>							
<b>Division Recreation</b>							
<b>Program RSA P&amp;R Treadwell Arena</b>							
<b>Commodities and Materials</b>							
Fleet gasoline	100.00	100.00	0.00	0.00	0.00	0.00	100.00
Office supplies	1,500.00	1,300.00	1,758.16	2,014.91	0.00	0.00	(714.91)
Inventory	3,000.00	2,800.00	1,984.50	2,121.79	0.00	0.00	678.21
Materials and commodities	25,000.00	25,000.00	23,843.44	34,046.60	0.00	0.00	(9,046.60)
Safety programs and equipment	1,300.00	600.00	382.18	402.75	0.00	0.00	197.25
Gasoline and oil	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Minor equipment	300.00	2,700.00	99.90	2,993.48	0.00	0.00	(293.48)
<b>Total Commodities and Materials</b>	<b>31,200.00</b>	<b>32,500.00</b>	<b>28,068.18</b>	<b>41,579.53</b>	<b>0.00</b>	<b>0.00</b>	<b>(9,079.53)</b>
<b>Misc and Other</b>							
Recruiting	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Misc and Other</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>	<b>723,067.00</b>	<b>649,200.00</b>	<b>651,234.52</b>	<b>668,755.45</b>	<b>0.00</b>	<b>14,035.42</b>	<b>(33,590.87)</b>