



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Parks and Rec Advisory Board

Thursday, August 26, 2021

4:00 PM

Assembly Chambers

You are invited to a Zoom webinar.

When: Aug 26, 2021 04:00 PM Alaska

Topic: Parks & Recreation Advisory Board

Please click the link below to join the webinar:

<https://zoom.us/j/99646379210?pwd=c1ltZXI3N2ozLyttRzBNTTV4QUtZdz09>

Passcode: 126535

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782 or +1 312 626
6799 or +1 646 558 8656 or +1 301 715 8592

Webinar ID: 996 4637 9210

Passcode: 126535

1. Call to Order / Roll Call
2. Approval of Minutes
 - [A.](#) May 20, 2021 Minutes
3. Amendment and Approval of Meeting Minutes
4. Visitors Views Related to Agenda
5. Visitor's Views Unrelated to Agenda
6. Director's Report
 - [A.](#) August 26, 2021
7. Unfinished Business
8. New Business

A. Draft thank you letter to USFS/Raven's Roost

Board Member Marvin requested this agenda item.

B. Trails Sub-Committee

Board Member Richards requested this agenda item.

9. Communications

10. Discussion Items

11. Recognitions

12. Adjourn

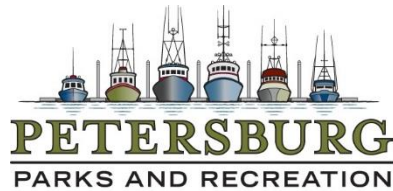
Petersburg Borough
Meeting Minutes
Parks and Recreation Advisory Board

May 20, 2021 4:00 pm

Via Zoom

- 1. Call to Order/Roll Call**
Meeting was called to order by Stephanie Hayes, all were in favor.
Present were Stephanie Hayes, Desi Burrell, Malena Marvin, Stephanie Payne
- 2. Approval of the Minutes**
Minutes from 2/25/21 were approved.
- 3. Amendment & Approval of Meeting Agenda**
5.20.21 Meeting Agenda approved with no amendments.
- 4. Visitors Views Unrelated to Agenda**
There are no visitors views unrelated to the agenda.
- 5. Visitors Views Related to Agenda**
There are no visitors' views related to the agenda.
- 6. Directors Report**
- 7. Unfinished Business**
There were questions about how the survey went out, the platform used, and the time frame.
Director Payne went over what she would like to do with the information gathered.
- 8. New Business**
No new business was discussed.
- 9. Communication**
Nothing to add to communications.
- 10. Discussion Items**
Sub-Committee's
The board reviewed the summary gathered from Borough Clerk Debbie Thompson.

Recording of this meeting stops here and I was on planned PTO, so no notes from here.



Director Report: August 23, 2021, for 4:00 pm Advisory Board meeting on August 26, 2021

Stephanie Payne

- Preparing to host our annual Youth Basketball season. Depending on continuation of pandemic and feelings of Wrangell, may or may not participate in the All Stars portion (competition between Wrangell Parks and Rec where we each travel to our islands, this happens in mid to late November).
- Municipal elections will take place in our Community Gym on Oct 4th for set up and Oct 5th for Election Day. This helps to spread out a highly congested event.
- Preparing our current gym schedule for decreased usage once school resumes on 8/31/2021. We will maintain all that we can to encourage usage during fall and winter months.
- Pickleball has picked up in popularity! Julie has done a great job getting everything going for this, and more!
- Parks and Rec hosted the first Community Blood Drive with the AK Blood Bank!! Thank you to Julie Anderson for coordinating this event with PMC and AK Blood Bank to make it the success that it was!
- Have been receiving continued conversations with patrons about their wants and desires – doing our best to accommodate as these come in.
- I am back at work and working with staff to catch up with repairs and happenings around the facility and preparing for our upcoming seasons, programs, and events.
- Electrical engineers are preparing for our “Electrical Fix” and are working with Scott and School to minimize any impacts/shut-downs of pool during the repairs.
- Our maintenance technician has left our employment in July. His replacement has been chosen and will be joining our crew in mid-October. We are doing all that we can to take care of things ourselves or outsource. Patience is appreciated with any delays in facility repairs.
- Please see Scott Burt, Aquatic Supervisor, report for current Aquatic happenings.
- Both Scott and Julie have brought us through some great Summer schedules, offering the community a plethora of opportunities to enjoy our facility. And Theresa Craig has been refining our Behind-the-Scene processes to make it all move smoothly. Their accomplishments should be acknowledged.

HUGE thank you to our staff for all that they have done (in my absence and presence) to further all that we can offer to our community. They have all worked very hard to provide all that we can – and it shows!! I cannot thank them enough and feel our community is very fortunate to have each and every one of our staff. There have been some pitfalls that they have all fought very hard to not allow any impact on community.

Aquatic Supervisor Report for June, July, and August 2021

In no particular order, a summary of some of my key responsibilities and activities that occurred over the summer months:

1. Created an aquatics schedule with considerable open swim times, both in the afternoon and evening hours (9 two-hour sessions per week), parent tot sessions (3 one hour sessions per week), Masters Swim sessions (4 one and a half hour sessions per week), lap swim/therapeutic sessions (12 one hour sessions per week) and three water aerobics courses (3 one hour sessions per week). We had, on average, 40 hours of scheduled pool activities each week
2. Coordinated schedules of 8 lifeguards to cover pool activities. This posed a considerable challenge at times when guard availability was limited.
3. Began renting out pool facility in June for birthday parties. We had approximately 12 pool rentals, helping to generate income
4. Purchase of numerous items to enhance patron enjoyment of the pool, including volleyball net, pool toys, infant floaties, pool noodles, floating basketball hoop, and goggles (for purchase)
5. High School Shop (Mr. Owens) and student created poles for use with volleyball net
6. Hired four new guards, terminated one, and said goodbye to 3 as they move on to the next chapter in their lives
7. Coordinated Adaptive Swim schedule with school for the month of July
8. Continuation of Petersburg Whitecaps USMS program with 4 US Masters Swim sessions per week (see above) creating workouts, coaching from the deck, and sometimes joining my swimmers in the pool
9. Became WSI (Water Safety Instructor) and LGI (Lifeguard Instructor Certified)
10. Will become CPO (Certified Pool Operator) on 28 August
11. Developed and offered 4 swim lesson programs with colleague Julie Anderson, each running for approximately two weeks. These lessons involved infants, preschool, school age kids, and adults to maximize potential use of lessons to community
12. Taught Red Cross Lifeguard Certification course, certifying 3 individuals
13. Taught Red cross Lifeguard Recertification course, recertifying 2 guards.
14. Began regular and aggressive pool deck and pool cleaning schedule to keep ahead of grime buildup in tile grout and along pool waterlines; and regular use of vacuums to keep pools clean
15. Maintain appropriate water quality in both pools. With the help of Facility Supervisor, Facility Attendants and Facility Specialists at front desk, twice daily monitoring of pool chemicals (including chlorine, pH, temperature, ORP, pump flow rates).
16. Monitored/ordered CO2 tanks when needed to help maintain proper pool pH
17. Performed regular monthly skills checks for all lifeguards, and send report of attendance and skills reviewed to human resources

July 1st, 2021

TO:

Ted Sandhofer, District Ranger
Paul Olson, Cabin/Trails Program Manager
Linda Slaght, Coordinator, Petersburg Resource Advisory Council

Petersburg Ranger District
Tongass National Forest
12 N Nordic Dr, Petersburg, AK 99833

CC:

Earl Steward, Forest Supervisor
648 Mission Street, Federal Building, Ketchikan, AK 99901-6591

RE: Improvements to Raven’s Roost Trail & Cabin in Petersburg, Alaska

We are writing to you to express our gratitude for your recent and ongoing work to improve our community access to the Tongass National Forest by updating the “Raven’s Roost” trail in Petersburg.

Investment in our local trail system increases opportunities for community members and visitors alike to exercise outdoors, access solitude and wildlife experiences, and strengthen relationships with family and friends via safe, accessible group hiking and camping.

We appreciate how you’ve boosted safety and accessibility on this trail, making the route clear and improving steep and slippery sections with stairs and other improvements. We’ve noticed a dramatic increase in use of the trail as more people can safely access the upper reaches of the trail with the ongoing improvements. We look forward to cabin development and appreciate the use of local wood and local contractors for that work. We also appreciate how a local craftsperson was commissioned to create benches along the trail. This adds community flavor to this trail and makes it stand out as a uniquely “Petersburg:” place!

Thank you for your advocacy and funding of local trails projects. We look forward to continuing to improve hiking opportunities with trail development in and around Petersburg with our partners at Tongass National Forest, Petersburg Ranger District, Petersburg Resource Advisory Committee, and the awesome trails department at Petersburg Indian Association.

Sincerely,
(Our names)
Petersburg Parks and Recreation Advisory Commission

(also?)

Petersburg Parks & Recreation Director?

Petersburg Assembly?

Proposed thank you letter draft to USFS: https://docs.google.com/document/d/1yVO7d5WQi0IGfaJ5kxtQAOP_IR4japWidg4C8rZDNmo/edit

More information about Raven's Roost Improvements: <https://www.fs.usda.gov/inside-fs/delivering-mission/deliver/new-construction-petersburg-ravens-roost-cabin-begins-spring>



Draft thank you
letter to USFS - Rave

Quarterly Meetings are ok.

Quarterly Meetings	Normal Meeting
Any meeting with Board Members in between this time	Special Meeting

Sub-Committees? YES

- 3 BOARD MEMBERS MAY NEVER BE ON A COMMITTEE, it would be considered a Quorum and would be a Board Meeting.
- 1 Board member may Head the Committee
 - Need to have a subject to be researched and report back to the board.
- How will a member of the committee be appointed?
 - Focused group or Letter of interest?
 - (Focused: Little League member, hospital employee, member of school district....)
- Each sub-committee will need to decide if they want someone to take notes and designate someone within the group.
- Must assign a designee to report to the board, most likely the Board member heading the group if there is one.