



# Petersburg Borough

500 N 3<sup>rd</sup> Street  
Petersburg, AK 99833

## Meeting Agenda Parks & Recreation Advisory Board

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Wednesday, January 10, 2024

4:00 PM

via Zoom

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Parks & Recreation is inviting you to a scheduled Zoom meeting.

**Topic:** Parks & Recreation Advisory Board Meeting

Time: Jan 10, 2024 04:00 PM Alaska

### Join Zoom Meeting

<https://petersburgak-gov.zoom.us/j/87688313067?pwd=DITy2bam8uMO0eaamUaCaUQmtsbiF.1>

Meeting ID: 876 8831 3067

Passcode: 225497

### 1. Call to Order / Roll Call

#### A. Roll Call

Ambre Burrell   Michel Pfundt   Sarah FineWalsh

Greg Kowalski   Adam Caster   Stephanie Payne

Theresa Craig

Guest

### 2. Approval of Minutes

A. Minutes from November 1, 2023 meeting to be approved.

### 3. Amendment and Approval of Meeting Agenda

### 4. Visitor's Views Related to Agenda

**5. Visitor's Views Unrelated to Agenda**

**6. Director's Report**

A. Director Stephanie Payne will go over her report of updates and happenings since last meeting.

**7. Unfinished Business**

**A. Community Survey**

The decision of when the survey will be put out was not voted on. After the 8/23/23 work session, it had been decided by those that attended the work session, to hold off until the construction was complete on gym side of facility. Do we want to set a time for this survey to be put out to the community? Do we want another work session once board member Michele has her notes & suggestions from training ready?

**8. New Business**

**9. Communication**

**10. Discussion Items**

**11. Adjourn**



# Petersburg Borough

500 N 3<sup>rd</sup> Street  
Petersburg, AK 99833

## Meeting Minutes Parks & Recreation Advisory Board

Wednesday, November 01, 2023

4:00 PM

Parks & Recreation Upstairs  
Office

### 1. Call to Order / Roll Call

#### Roll Call

Ambre Burrell   Michel Pfundt   Sarah FineWalsh

Greg Kowalski   Adam Caster   Stephanie Payne

Theresa Craig

Guest

Chris Morrison

### 2. Approval of Minutes

#### A. June 21, 2023 Meeting Minutes

**Minutes from June 21st meeting approved.**

Motioned for approval by Board Member Michelle Pfundt

Seconded by Chair Sarah FineWalsh

All in favor

### 3. Amendment and Approval of Meeting Agenda

#### Amendments to be made by Board Member Michele Pfundt

1. With the new board members, and a new year starting, there needs to be a vote on officers.

Request to have completed prior to moving on to other items.

2. Report on the work session on August 23, 2023, regarding survey for community.

This is requested to be in Unfinished Business.

3. Report from Board Member Michele Pfundt about the membership card being presented at time of check ins to the facility.

This is requested to be in Unfinished Business.

**4. Visitor's Views Related to Agenda**

**Hungry Point Trail**

Petersburg Indian Association President Chris Morrison visited today to give information on the housing project up by ballfield. The map (attached) shows a NON-surveyed idea of the property in discussion.

President Morrison stated that once the survey was completed, it would show that the trail would not be included in the property.

For more information about this, attend the Planning and Commission meeting held 12:00 p.m., Wednesday, November 14, 2023, at the Assembly Chambers.

**5. Visitor's Views Unrelated to Agenda**

There were no visitors' views unrelated to the Agenda.

**6. Director's Report**

**A. October 31st Director's Report**

**7. Unfinished Business**

**A. Community Survey.** Vice Chair Pfundt requested we inform new members of the status of our discussion at the August 23rd work session to create questions for an upcoming community survey. The next Parks & Rec community survey is intended to be given in Fall 2024.

**B. Membership Card.** Vice Chair Pfundt requested we inform new members of the status of our discussion on the membership card requirements for check-in. Director Payne stated we have been utilizing the wording suggested by Vice Chair Pfundt, and that it has eased some but will always be an issue to some point. The mention of digital card usage is another option out there along with writing it in somewhere the patron will always have available while visiting the facility.

**8. New Business**

**Voting of officers**

Board Member Michele Pfundt nominated Sarah FineWalsh as Chair.

All were in favor.

Board Member Ambre Burrell nominated Michele Pfundt as Vice Chair.

All were in favor.

**A. Support for Trails**

Director Payne would like to ask that we have one or more Parks & Recreation Advisory board members attend the Wednesday, November 14th Planning Commission meeting at 12:00 p.m. to support the easement on the 8th Street lot for the walking trail.

**9. Communication**

**KUDOS**

Chair Sarah FineWalsh wanted to recognize Facility Specialist Julie Anderson for a job well done during the Gym construction. She and the staff did an amazing job keeping things flowing and getting back into place.

Secretary Theresa Craig made mention of many comments and compliments she receives while out on pool deck on the staffing of Lifeguards and cleanliness along with all the programming.

**10. Discussion Items**

There were no items for discussion.

**11. Adjourn**

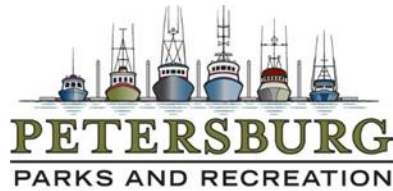
**Next Meeting**

Next meeting is scheduled for Wednesday, January 10th, 2024.

Upstairs office at Parks & Recreation facility.

Zoom will be option also.

Meeting adjourned at 5:20 p.m.



Directors Report for Advisory Board meeting January 10, 2024

Stephanie Payne

### Operations

- ✓ **Rebecca Himschoot** had a visit with Borough Department Heads on Nov. 9<sup>th</sup> to chat about some of the needs we have for our departments. It was a great opportunity to chat about our aging facility – so that I did!
- ✓ **Community Wellness Committee** met Nov. 14<sup>th</sup> to talk about ways we can help our community wellness needs. There will be a teen health fair this year on May 3<sup>rd</sup>. Last year we did walk through's with groups of teens to show what we had to offer and rules of use/etiquette. Not sure what we will do this year, but I am sure we will join. We also talk about many other issues including teen support groups (will explain).
- ✓ **Rainforest Festival** is a new partnership! I joined as a member personally but this has formed into a partnership to host and assist with RF events. Avery Sakamoto and I hosted a suet feeder class in Nov.
- ✓ **Youth Basketball** ended with our last game against Wrangell on the 25<sup>th</sup> of November. Another great season that could not happen without the volunteers helping with coaching, score and time keeping, and general support!
- ✓ **Ballfield Playground** will be seeing some lighting next year! Working with Mattingly Electric and PMPL to get some lights in the very dark playground for upcoming years. This is funded via a State grant for lighting upgrades around ballfield and skate pond.
- ✓ **Bingocize** session 2 has begun and off to a great start! If you know anyone that would benefit from this, please have them contact PMC.
- ✓ **EECGB Grant** is still being worked on in conjunction with PMPL to create our Energy Efficiency Conservation Strategy (EECS). These funds will provide us with an Aquatic Center energy audit and streetlight conversions to LED lights.
- ✓ **Jingle & Mingle!** was a HUGE hit! Thank you all so much for helping out – Michele, Ambre, and Gregg – your assistance saved me! Know how to plan better for next time! I think everyone had a wonderful time, nothing but great reviews from community. I have some ideas to make it better next time – so stay tuned!
- ✓ **Youth Volleyball** begins January 8<sup>th</sup> with Facility Specialist Chrystine Lynn! This is Co-Ed for 3<sup>rd</sup> – 8<sup>th</sup> grade students. Ends Feb 15<sup>th</sup>.
- ✓ **Triathlon** time! On January 13<sup>th</sup> we will be hosting an Indoor Winter Triathlon! Aquatic Supervisor, Scott Burt is the lead on all things Tri! Registration is open and is Free!
- ✓ **Lifeguard Course** will be happening Jan 19 – 21<sup>st</sup>! All participants must finish approximately 6 hours online prior to attending first day of in-person classes, and must attend all 3 days of class. Spots available – and we need guards!! Please send anyone interested to Scott Burt – there is still time!!

- ✓ **Bike Park** is making progress! Lots of track has been laid out with berms and jumps installed! Getting closer but not ready for use just yet. Matt Kandoll has been huge with working on it between work parties – if you see him make sure to tell him thank you! Pat Blair will be back in March and will keep the project moving forward.

**Maintenance**

- ✓ **AHU Leaking** started on Dec. 8<sup>th</sup>. This particular HVAC unit is above the gym and has a slow leak. A replacement coil has been ordered, around 9-10 weeks lead time. APEX will be assisting Keith with the installation.
- ✓ **Mike Divens and Respec Engineering Group** are helping us with our Aquatic Center sewer line repairs. Mike arrived on Dec. 20<sup>th</sup> and began investigating the problems that we are seeing. We found several drains in locker rooms have disconnected from the piping below, one with a 9” gap between drain and pipe below. We are looking at different options to access the pipes needing repairs. In-Floor heating is a big consideration for the project. Public Works crew is assisting with options.
  - **Option 1: Tunnel** underneath the building to access pipes in Family Locker Room. Access failed drains from above at each individual location. Minimal disruption to facility operations. Harder for labor needed.
  - **Option 2: Surface** repair by accessing all failed lines and drains from above. Major disruption to facility operations. Easier for labor needed.
- ✓ **Access panel** has been created in janitors closet to get to void under stair landing. This will help us to see if tunneling is an option for under-building repairs.
- ✓ **Currently Investigating** – more information to come.

**This concludes my report. Please present any questions that you may have.**