



Petersburg Borough

500 N 3rd Street
Petersburg, AK 99833

Meeting Agenda Parks & Recreation Advisory Board Meeting

Wednesday, June 12, 2024

4:00 PM

Parks & Recreation Upstairs
Office

1. Call to Order / Roll Call

2. Approval of Minutes

A. [A.](#) March 20, 2024 minutes to be approved.

3. Amendment and Approval of Meeting Agenda

4. Visitor's Views Related to Agenda

5. Unfinished Business

A. Michele will update us on the upcoming survey.

6. Visitor's Views Unrelated to Agenda

7. Director's Report

A. [A.](#) Director Payne will read her report and answer any questions.

8. New Business

9. Communication

10. Discussion Items

A. Theresa would like to discuss terms, recruitment, advertisement for new members of the board. The filing period for candidacy is July 23, 2024 through 4:30 p.m. until August 20, 2024. Contact Debra K. Thompson for more information.

11. Adjourn



Petersburg Borough

Meeting Minutes 3.20.24

Parks and Recreation Advisory Board

Wednesday, March 20, 2024

4:00 PM

Upstairs office of Facility

1. Call to Order / Roll Call

Sarah Fine-Walsh	EXCUSED	Adam Caster	X	Theresa Craig	X
Michele Pfundt	X	Gregg Kowalski	X		
Ambre Burrell	X	Stephanie Payne	X		

2. Approval of Minutes

A. Minutes for January 10, 2024, meeting to be approved.

1. Motion to approve: Ambre Seconded: Adam All Yay

3. Amendment and Approval of Meeting Agenda

1. Motion to approve: Ambre Seconded: Adam All Yay

4. Visitor's Views Related to Agenda

There were no visitors.

5. Visitor's Views Unrelated to Agenda

There were no visitors.

6. Director's Report

Director Payne read her report to the group. Both member Kowalski & member Caster praised the plans for baseball field upgrades soon to come. Comments about great feed back on our Bingocize program with PMC. Director added that we will be having upcoming maintenance on the elevator.

7. Unfinished Business

1. Board member Michele Pfundt will have notes and suggestions for the future survey.

A rough draft of a future survey was provided for review. Discussion of what kind of questions wanted, when to put out to the public, have a work session or have Michele and Stephanie get input via email and work on it between the two of them. It was decided the best way to do would be for any input to be emailed by **March 27, 2024 4:30 p.m.**

Once collected, the two will create a rough draft survey to be voted on by board and be put out to the community in the fall.

Motioned: _____ Seconded: _____ All Yay

Apologies, the confusion between the schedule changes and survey I was unable to write down the members that motioned and seconded, I do have that it was agreed by all.

8. New Business

A. Meeting Schedule Changes

1. Voting to Adopt Quarterly / "As Needed" Meeting Schedule

It was motioned to have Quarterly meetings moving forward with the option of special meetings if needed.

Motioned: Sarah Fine-Walsh Seconded: Ambre Burrell All Yay

9. Communication

It has been passed along by community members that the Parks & Rec staff have been doing an exceptional job.

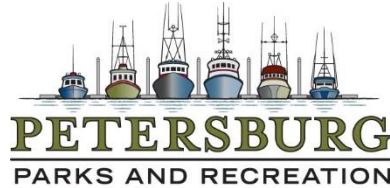
10. Discussion Items

Nothing was discussed.

11. Adjourn

Next meeting to be held **June 12, 2024.**

Meeting adjourned at: 4.54 p.m.



Director Download for Advisory Board meeting June 12, 2024

Stephanie Payne

Operations

- **Petersburg Little League** has resumed! This is just an update to inform you of our obligations with the happenings up around the ballfield. We lease the usage to PLL and they manage the area, schedule practices/games, take care of concessions and maintenance. They take care of the smaller trash cans around the complex, we supply the large trash receptacles and removal. The playground trash and maintenance also belongs to us. The entire complex is, however, a Borough asset and we do *help* with complex maintenance as needed.
- **Alan Galarza** has joined our team in Mikayla Garza's closing position (don't confuse the last names! They are pretty close!). He also works down at Coastal Cold Storage throughout the summer. He is a great addition to our team!
- **The American Legion, Edward Locken Post 14** invited me to a meeting on March 27th to chat about their contributions to our cemetery! They would like to do some work up at the cemetery. Did you know that they have been saving funds to repair the holes in the gazebo? They are also interested in doing some work on the map kiosk to help shield it from the elements.
- **P&R Survey** is in the works! Thank you to anyone who helped with input so that Michele and I could sit together and edit the rough draft. We got together on April 10th and went through it quite thoroughly. Michele will be making final edits to the document.
- **Bike Park Fundraiser** was a successful event on May 11th! Funds raised will help make further improvements to the park. The park still receives hours of volunteer work and we will have more opportunities for community members to jump in and help where and when they can – keep your eyes open for these!
- **Staff Training** continues!! Theresa has completed a small online class to boost the Aquatic Arthritis learning and is in process of completing a TRX training to provide basics and lean towards physically limited groups, while Chrystine has attended Volleyball Coaching Clinic and will be hosting summer volleyball camps.
- **4th of July** meetings have begun. Needing to see more community sponsorship and volunteers. The 3rd will be hosted primarily by Lighthouse Church, along with our Freedom Run, and the 4th will be hosted primarily by P&R. The Community Center Celebration (CCC) will be hosted on the 2nd – would any of you like to volunteer to come help? The theme this year is Star Spangled 4th!
- **Brit and David** are moving on!! Britin is our morning opener and has been with us for 3 years, starting out as an LG1 (high school student) and moving into a Facility Specialist

position. So sad to see him go, but excited for his new adventure! David Schulz has been a detail-oriented part time custodian of ours for about 1 year. He has been great with jumping in to assist with absences and very flexible with his schedule, he has been a great asset and team member!

- **Hutli Signs** are currently being installed at Sandy Beach by Reid Brothers Construction! They are placing the platform and signage and setting the stage for the carved canoe and soon-to-arrive totem pole. We are hoping to host a ceremonial opening of the new area and attraction on July 5th – but details still need to be determined.
- **DOE Grant** has been resubmitted for another review. Sarah O’Bracta has been an incredible help on the PMPL side of things and I really appreciate her assistance throughout the process.
- **AMSEA Training** June 19 – 22nd in Sitka. I will be doing the Educator Instructor training which focuses on cold water safety for K-12th grade students. While I do not plan to solely teach these activities, I would like to jump in with Tyler Thain while he does, AND I know there are items that I can extrapolate into adult trainings. We also partner with AMSEA for their Petersburg trainings, so I received a scholarship for the training session (\$664 value). The idea is to obtain more cold water safety training for upcoming classes hosted by P&R (Kayak and SUP, etc.). So I will be in Sitka 6/16 – 6/25, traveling via AMHS.

Maintenance

- **Annual Maintenance and Cleaning Closure** went beautifully this year! We got the pools drained and scrubbed, pool filters emptied and refilled with new components that are proposed to be better components. Pools filled and heated beautifully and chems came back near seamlessly. Crew also stretched down the hall to wipe walls, clean equipment, touch up paint, clean out cabinets, and gym/racquetball courts got their floors resurfaced and sealed! Our crew all adjusted their hours and worked hard to make the place shine!
- **Year Round Restroom** components were ordered and purchased locally to create our year round restroom at Sandy Beach! Planning to get this done towards the end of the summer, at the latest.
- **Aquatic Sewer Repairs** will be the next focus. Working on times that would be the best for such destructive work. Will keep you all posted.

This concludes my report, please present any questions you may have.