



Petersburg Borough

500 N 3rd Street
Petersburg, AK 99833

Meeting Agenda

Parks and Recreation Advisory Board

Wednesday, October 29, 2025

4:00 PM

Parks & Recreation Upstairs
Office

1. Call to Order / Roll Call

A. Greg Kowalski	Ambre Burrell	Michele Pfundt
Chrystine Lynn	Sunny Rice	Theresa Craig
Stephanie Payne		

2. Approval of Minutes

Minutes from July 16, 2025 meeting.

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

Report on happenings since July 2025.

7. Unfinished Business

A. M. Pfundt would like to vote on the time frame the survey will be out for the public.

8. New Business

A. Board needs to vote for officers.

Current seats are:

President: Vacant

Vice President: Michele Pfundt

Secretary: Theresa Craig

9. Communication

- A.** Not just the admin., Theresa will give a brief description of the water aerobics class and TRX class and the benefit of having variety in a job.

10. Discussion Items

11. Adjourn

- A.** January Meeting Date: _____



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Meeting Minutes Parks & Rec Advisory

Wednesday, July 16, 2025

4:00 PM

Parks & Recreation Upstairs
Office

1. Call to Order / Roll Call

Ambre Burrell X	Michele Pfundt X	Theresa Craig X
Chrystine Lynn X	Greg Kowalski EXD	
Stephanie Payne X	Sarah Fine-Walsh X	

2. Approval of Minutes

A. Minutes from April 2, 2025 meeting to be reviewed and approved.

Motioned: S. Fine-Walsh 2nd: A. Burrell All Yay

3. Amendment and Approval of Meeting Agenda

Motioned: S. Fine-Walsh 2nd: A. Burrell All Yay

4. Visitor's Views Related to Agenda

There were no visitor views for the agenda at this time.

5. Visitor's Views Unrelated to Agenda

There were no visitor views unrelated to the agenda at this time.

6. Director's Report

A. Updated from April 2 - July 15, 2025.

7. Unfinished Business

A. VP Michele Pfundt and Secretary Theresa Craig met and decided to go with google for platform to put survey on. Theresa was going to find out if an existing gmail is out there for P&R, there is but nobody had any information on it. Once this is figured out/set up (end of year budgeting has postponed moving forward) Michele will enter into survey mode, to be sent out in the fall.

8. New Business

There was no new business.

9. Communication

- A. Board member Chrystine Lynn will be holding another Volleyball camp; she will give a run down of what she teaches and some input on other sports camps she teaches.
- B. This will be Sarah's last meeting. Voting for new officer's will be next meeting.

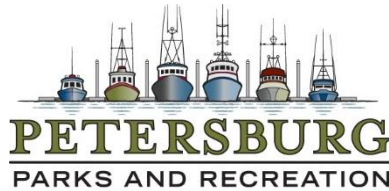
10. Discussion Items

- A. Another reminder to help recruit new members to our board.
- B. Sarah and Chrystine would like to volunteer to do the Soccer program. Director will pass this on to J. Anderson, Facility Supervisor.

11. Adjourn

Meeting adjourned at 4:40 p.m.

- A. Wednesday, October 29th, 2025, 4 p.m.



Director Download for Advisory Board Meeting October 29, 2025

Stephanie Payne

OPERATIONS

- I attended an American Red Cross Shelter Class from JNU and ANC ARC volunteers. Class was hosted at the PVFD hall, with a drill the following day. Drill consisted of creating a mock shelter in our facility with ambulances bringing “patients”. Our gym can hold 90 cots of various sizes.
- Went into Lockdown along with school on August 26th. After a debrief, we will take part in our 2nd ALICE Training scheduling with PD. To include all staff and LG’s (minors with parental/guardian approval).
- Youth basketball has it’s largest number of players at 119! We will have our tournaments with Wrangell in November.
- Have been hosting ARC First Aid/CPR/AED courses for the public, other borough departments, and the USCG Elderberry personnel.
- We had a great summer season with our 2 additional grounds crew assisting Daniel this year. Big thank you to Zander Jones and Katy Einerson!
- Dive-In movie season has begun! Had 84 attending our first movie night! These will be hosted on Saturday nights this season.
- Our recent LG course was very successful, and we were able to hire 6 new guards!
- For Halloween, we will ONLY be hosting a Pumpkin Plunge event on Thursday, Oct. 30th. Pumpkins in Pool from 6:30 – 7:30p, then to the gym from 7:30-8:30p to watch The Great Pumpkin, decorate your pumpkin, or color some coloring pages. During the gym offering, we will be serving burgers in the Activity Room. Another organization will be hosting a carnival game event.
- Our park restrooms have been closed for the season, with the exception of Shelter #3 at Sandy Beach. They will all reopen on/around May 1st.
- The ice skate pond is currently filling in anticipation of freezing temps!
- We will close for a few hours on Friday, Nov. 28th for the Christmas Tree Lighting event so that our staff can attend.
- Our 2025 Jingle and Mingle winter event will be hosted on Saturday, Dec. 6th from 4-6p at Sandy Beach. All hands welcome to come help out!

- January will begin our Youth Volleyball Program! We will get fliers out when the time comes.
- PIA has donated to the Borough the Hutli Pole and Tlingit Canoe that are part of the Hutli Plaza at Sandy Beach Park.

MAINTENANCE

- Brandon worked with Deiter Klose to rebuild and install the new handrail leading to the Troll Bridge in Sandy Beach park.
- Signed a contract with Convergent, along with the school district, for monitoring and maintaining our HVAC units. We are currently scheduling with them for a site visit this fall.
- We have accepted a bid for the Aquatic Center Sewer Line Repair project. Only 1 bid was received. Bid came in much higher than our allocated funding. Negotiating with the bidder to find ways to reduce the cost.
- Talking to APEX to install a heat pump in the lobby area of Aquatic Center. Temps consistently stay at 84 uncomfortable degrees.
- With the funding received from Dept. of Energy, we have Jim Rehfeldt scheduled to conduct his energy audit during the week of Thanksgiving.
- With funds that have been saved, we have purchased a new Dodge ProMaster Ram work van to replace our box truck. This van will allow us better transport and handling of our community event supplies and equipment. The purchase and transport of the van came in under budget.

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