



Petersburg Borough

500 N 3rd Street
Petersburg, AK 99833

Meeting Agenda Parks and Recreation Advisory Board

Wednesday, March 20, 2024

4:00 PM

Upstairs office of Facility

1. Call to Order / Roll Call

Sarah FineWalsh

Adam Caster

Theresa Craig

Michele Pfundt

Gregg Kowalski

GUESTS

Ambre Burrell

Stephanie Payne

2. Approval of Minutes

[A.](#) Minutes for January 10, 2024, 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

7. Unfinished Business

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

8. New Business

[A.](#) Meeting Schedule Changes

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

9. Communication

10. Discussion Items

11. Adjourn



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500 N 3rd Street
Petersburg, AK 99833

Meeting Minutes Parks & Recreation Advisory Board

Wednesday, January 10, 2024

4:00 PM

via Zoom

1. Call to Order / Roll Call

A. Roll Call

Ambre Burrell Michel Pfundt Sarah FineWalsh
Greg Kowalski Stephanie Payne
Theresa Craig

2. Approval of Minutes

A. Motioned by Ambre Burrel

Seconded by Greg Kowalski

All in favor

3. Amendment and Approval of Meeting Agenda

A. No amendments made to Agenda

Motioned by Amber Burrel

Seconded by Michele Pfundt

All in favor

4. Visitor's Views Related to Agenda

A. There were no visitors at the meeting.

5. Visitor's Views Unrelated to Agenda

A. There were no visitors at the meeting.

6. Director's Report

- A. It was asked if it could be asked of the Assembly to start planning on funding for the Aquatic Center Water Line Project. At this time, it would be difficult as the project is still under investigation.
- B. Conflict of gym use was not on Director's report but was brought up and discussed. With program scheduling and activities, the schedule is best it can be at this time. It will only be for a couple of weeks. The board asked if there was anything they could do to help, Director Payne stated now that they have a better understanding of the situation. When community members approach them about the issue, they have the information needed to explain.

7. Unfinished Business

- A. Board member Michele Pfundt will have notes and suggestions for future survey gathered by next meeting in March.

8. New Business

- A. There was no new business.

9. Communication

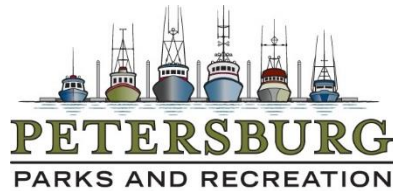
- A. There was no new communication.

10. Discussion Items

- A. Chair Sara Fine-Walsh gave a KUDOs to Britton Coulson for his helpful tips in the weight room. His interactions with patron's were a pleasure.
- B. Board member Michele Pfundt mentioned her grown children visited facilities while home for holidays and they were impressed with the improvements to the facility, especially the weight room.
- C. It was agreed to have the next meeting on March 20,

11. Adjourn

4:55 p.m.



Directors Report for Advisory Board meeting March 20, 2024

Stephanie Payne

Operations

- **Community Wellness Committee:** We will be joining in the PMC Health Fair with a booth highlighting ways we can support the mental and physical health with all of our offerings – stop by and check it out! We will also be participating in the Teen Health Fair. For this event, we take MS/HS students on a tour of facility and show them what they can do, proper etiquette while here, as well as push a little LG need at them to encourage participation and hopefully employment.
- **Youth Volleyball** season ended with 60 players ranging from 3rd to 8th grade. Always tough to see our oldest kids moving on out of our system when this is where they got their start (sniff, sniff). Huge thank you to all who helped with the program!!
- **DOE - EECBG Grant** submission! Yes, it is happening! After attending many webinars, having meetings with DOE Project Officers and NREL, we are submitting! \$75,120 will cover an Community Center energy audit and purchase/install 119 LED retrofit kits for streetlights around town. Thank you to PMPL for all of their support and assistance with this grant!
- **Ballfield Playground** lighting will be on our agenda this spring/summer once ground is thawed and contractors are available. We will need Mattingly Electric, PMPL, Public Works, and our team to pull this off.
- **Bingocize** will be entering into its 3rd season with more and more success stories! And seeing some come in to purchase memberships...how awesome! We will consider continuing this program after PMC's grant and obligations have expired. Just too successful to let go away.
- **Bike Park** is moving along, behind the scenes! Communicating with Pat remotely to set up a lap-riding fundraiser for the Friends of the Bike Park to purchase things like rules signage. If anyone know anyone who would like to join the board for the Friends of the Bike Park, please have them connect with Pat or myself. Currently it is Pat, Matt Kandoll, and me. This fundraiser will be happening this spring, get your riders ready!! And your pledges!!
- **Year-Round Park Restrooms!** I am working with PMPL, Public Works, and contractors to turn Shelter #3 seasonal restroom into a year round restroom!! Turns out that the water source to that shelter is deep enough to keep it from freezing. I will submit my suggested budget need to Assembly Member Fine-Walsh for him to present for the upcoming fiscal year, at his request.
- **Aquatic Center Audit** was performed by Water Technologies, Inc – the original pool consultants when the Aquatic Center was built. We are awaiting his report about how to

best address some current issues, such as peeling paint, pool resurfacing, and tile condition around pool deck and locker rooms.

- **2 VB Courts** are in the making! Keith has worked diligently on getting our basketball hoops in operation to make way for VB nets and allow for 2 games to be played at same time!
- **Basketball!!!** We are now in the throws of creating enough basketball time for everyone!! Wish us luck!
- **Emergency Shelter Preparations** took place on March 8th with Aaron Hankins, LEPC in our gymnasium to see how set up would happen and what we can accommodate in our gym should the emergency arise that creates the need to provide emergency sheltering. Was a great shakedown and great way to feel a bit more prepared.
- **Kids Don't Float** campaign is planned for this spring before school lets out for summer. Date and event schedule TBD.
- **Annual Maintenance and Cleaning Closure** scheduled for approx. May 24th – June 9th, reopening June 10th.

Maintenance

- **AHU Leak** is still being monitored while awaiting the coil's arrival. APEX will assist with the installation.
- **Aquatic Center Sewer** has been evaluated by Mike Divens with Respec Engineering group. I updated in last meeting notes, we have decided to repair the problems from "above", meaning that we will NOT be tunneling under the building to make repairs. This will shut down the Aquatic Center during repairs but we feel this is the best plan in the long run. I am awaiting a cost estimate for the project and for the biddable documents to that this project can move forward with approval from the Assembly.
- **Daniel Pust** has just spent his first winter with us as a maintenance assistant for Keith. He will be joining Colin back in his Parks position beginning in April on a Wed – Sun schedule until Oct when he will return to us at the facility.
- **Pool Deck Shower!! YES!!** We have a pool deck shower for patrons to use before entering the pools or for a quick cool-off from the sauna! Public Works Maintenance crew assisted Keith with a plan and Keith made it happen! Way to Go!!
- **Gymnasium Ceiling** is coming up on our list of items to tackle – as we have had ceiling tiles fall to the floor! Investigating a new acoustic system for the area.

Recognitions!

- **Water Aerobics** will get a boost from Theresa as she has completed AEA training that focuses on arthritis and how to help those suffering with this with exercises in the pool! Way to make it happen, Theresa!!
- **Youth Leader Award** from Petersburg Chamber of Commerce was awarded to Chrystine Lynn for her volunteerism with the PVFD and the work she has done for our youth sports programming with mentoring and coaching.

Just cannot say enough about this fantastic Parks and Rec team!!

Per Petersburg Borough Code 3.49.050(A): "The [Parks & Rec Advisory] board shall meet at the call of the chairperson, or any three board members, on an as needed basis and meetings shall be given notice as required in section 3.10.020(B) of this code. The board will be dissolved if there are no meetings of the board within any one year period."

Historically, Parks & Rec Advisory Board meetings have been held on a quarterly basis. In fall of 2022, discussion over creation of a new bike park along with several other large pending projects led to community members and board members requesting an increase in frequency of P&R meetings in order to keep in contact with the public without having to hold special meetings / work sessions. After discussion with Parks & Rec Director Stephanie Payne, at the December 15, 2022 meeting then-Chair Fine-Walsh requested that the Advisory Board vote to increase meeting frequency so the Board would meet more than once a quarter. At the 12/15/22 meeting the Advisory Board unanimously voted to start meeting every-other-month.

Now in the start of 2024, the board has fewer pending urgent matters requiring the board's vote than it did in late 2022. Therefore, Chair Fine-Walsh now requests that the P&R Adv. Board vote to decrease meeting frequency to: "quarterly meetings, or on an as-needed basis as determined by majority vote of the board, with no fewer than two meetings per year" in order to add flexibility to the board's schedule to be able to wax & wane with the board's current workload at any one time.