



City and Borough of Wrangell
Parks and Recreation Advisory Board
AGENDA

Wednesday, May 04, 2022
5:30 PM

Location: Videoconference

Parks & Recreation Advisory Board
5:30 PM

1. CALL TO ORDER

2. ROLL CALL

3. AMENDMENT TO AGENDA

4. APPROVAL OF MINUTES

[A.](#) Parks & Recreation Advisory Board meeting minutes attached from March 9th, 2022.

5. CORRESPONDENCE

6. PERSON'S TO BE HEARD

7. BOARD MEMBER REPORTS

8. DIRECTOR'S REPORT

[A.](#) January, February, March & April Director's Report

9. UNFINISHED BUSINESS

A. Budget Update

10. NEW BUSINESS

A. Downtown Clean Up

B. Helping Our Parks

C. Dog Waste Education

D. Community Market

11. NEXT AGENDA ITEMS

12. ADJOURN

WRANGELL PARKS & RECREATION ADVISORY BOARD
REGULAR MEETING March 9th, 2022
5:30 P.M. ASSEMBLY CHAMBERS
MINUTES

CALL TO ORDER: 5:30 PM

ROLL CALL:

Present: Jeanie Arnold, Liz Buiness, Nancy Delpero, Cindy Martin, Joan Sargent

AMENDMENT TO AGENDA: None

APPROVAL OF MINUTES:

- A. Motion to approve February 9, 2022, minutes was made by Nancy Delpero. Joan Sargent 2nd.
Motion Passed.

CORRESPONDENCE: None

PERSON'S TO BE HEARD: None

BOARD MEMBER REPORTS:

- Liz Buiness and Joan Sargent noted Volunteer Park conditions looked good overall.
- Liz Buiness brought up "Kids Don't Float," scheduled for April 21st and told the board she will be moving in May.

DIRECTOR'S REPORT

- Youth Wrestling, M-F, has 37 participants
- Youth Dance, led by volunteer, Tori Houser, is offered for grades 3 & 4, and 5-7
- Parks & Rec will participate in Walk SE Challenge
- 12-15 Middle School students signed up for modified lifeguarding class
- Swimming lessons for grades 2 & 3 will offered April 11-May 5
- Kate proposes a grade level in the fall and one in the spring for the future

UNFINISHED BUSINESS- None

NEW BUSINESS

- A. Review and discussion of the draft FY23 P&R budget
- a. The board was in support of the comprehensive, detailed draft budget. Kate highlighted an increase in punch cards and daily admissions during Covid.
 - b. Summer Rec is included in the budget; ages to be determined. The NRA grant requires a 10 % match. Projects will include 2 new houses, equipment, parking, and skeet range. Pickleball projected revenue was increased after Nancy Delpero noted the popularity of the program, now scheduled for 3 X per week.
- B. Review and approval of the Advisory Board letter supporting increased wages for temporary part-time staff
- a. Kate noted some sample wages were outdated and further explanation was needed regarding Petersburg staffing structure.

- b. Motion to approve the letter drafted by Jeanie and Kate was made by Liz Buess. Nancy Delpero 2nd.
 - i. Poll vote; Jeanie Arnold: Yes; Liz Buess: Yes; Nancy Delpero: Yes; Cindy Martin: Yes; Joan Sargent: Yes

CLOSING

- A. Next Agenda Items
 - a. Helping Our Parks
 - b. Downtown Clean
 - c. Update on Budget
- B. Next meeting: April 13, 2022
- C. Meeting adjourned at 6:55PM

Minutes Submitted by Cindy Martin

To: P&R Advisory Board
 From: P&R Director Kate Thomas
 Subject: P&R Department Report
 Date: May 2nd, 2022

FINANCIAL, PROGRAM & FACILITY ACCESS REPORT

COMPARISON	MONTH	2019	2022	%
ATTENDANCE	January	1092	724	66%
REVENUES	January	\$7,292.63	\$3,804.26	52%
POINT OF SALE	January	385 Items Sold	491 Items Sold	127%
ATTENDANCE	February	1191	770	65%
REVENUES	February	\$5,477.80	\$19,928.24	363%
SEARHC Transaction for \$15,000 in February 2022.				
POINT OF SALE	February	407 Items Sold	569 Items Sold	109%
ATTENDANCE	March	1311	866	66%
REVENUES	March	\$9,918.67	\$4,822.37	49%
POINT OF SALE	March	507 Items Sold	739 Items Sold	145%
ATTENDANCE	April	1392	733	53%
REVENUES	April	\$8,691.67	\$4,832.35	56%
POINT OF SALE	April	534 Items Sold	520 Items Sold	97%

1. Community Center Windows- The project request for proposal will be released in the coming weeks. This project includes enclosing the exterior windows and painting the wood siding and frame that surrounds the windows. This does not include the shingle siding.
2. City Park Fireplace replacement- FY23 Proposed Project Narrative from Capital Facilities Director. The City Park Pavilion Fireplace condition has reached a point whereby it presents a safety concern and the pavilion has been closed to the public for several months as we work with local contractors to determine the appropriate repairs. One of the two contractor who looked at the structure, offered options for reconstruction. The contractor's opinion is that the steel structural supports holding up the chimney are slowly crushing the eroded fire bricks used as footings and the steel base holding up the chimney is broken and starting to separate. The proposed capital project is based on the recommended option, which included completely removing the firepit and chimney, rebuilding the firepit base, and instead of rebuilding a stone chimney, replacing it with a light-gauge steel hood and chimney assembly. The hood and chimney could be supported by post, similar to the current look, or it could be supported by the structure itself. If the structure was used to support it, the contractor recommends performing a load test before manufacturing or installation of the hood to see what weight limitations we might encounter. This would add costs but would resolve any future issues posed by the current chimney design. Another option is to extend support posts to the ground. This option was recommended over replacing the fireplace structure in kind, based on the heating and cooling rates in the existing stone and cement materials, as well as the site's environmental conditions. Staff continue to work with the local contractors to further define project costs and will have an update at a subsequent capital budget review.
3. Volunteer Park Parking Lot- P&R is working with Public Works to improve the parking area for Volunteer Park. This includes removing the old logs, adding additional fill, grading and rolling the surface material and installing large boulders to act as the parking barrier. This project is to be

completed before the fiscal year end (June 30)

4. Pool Lighting Project- The initial scope of the project is complete. This includes replacing 10 old fixtures with new LED fixtures and an upgraded electrical distribution panel. The design did not account for the lower wattage between the high side of the pool and the lower side. Only 5 of the 9 light fixtures were replaced on the low side of the pool, resulting in a lower output of light on that side. To ensure that there is adequate and equal distribution of light on both sides the remaining 4 light fixtures will be upgraded to the new units. Due to lead times, the new fixtures are not subject to be replaced until later this summer.
5. Pool Siding- see attached FY23 Proposed Project Narrative from Capital Facilities Director. The exterior cedar siding, brick column facade and the concealed gutter of the sloped metal roof section are all in need of improvements to preserve the integrity of the building. This project will replace the exterior cedar siding with new cedar siding, remove the brick from the support columns and reface them with cedar siding to match that of the rest of the building, and re-line the concealed gutter and replace downspout components as necessary. It is expected that some portions of the exterior wall system (i.e. insulation, plywood, etc.) will require rehabilitation since water damaged was identified in the area of the concealed downspout. Work yet is needed to further the replacement concept through certain destructive investigations and design services to move this project forward. \$175,000 of the Borough's received Lost Revenue Relief Grant was earmarked for this project. It is the School District's plan to work with us through the planning and construction of this project for the purpose of a High School painting project.
6. Shoemaker Bay Park & Recreation Area- P&R maintenance personnel are working with the Director to improve many aspects of the Shoemaker Bay Recreation Area. This includes painting all out buildings including the large barn. Other improvements include installing missing parking barriers, pressure washing the tennis court, applying new court paint to include a tennis court and two pickleball courts, pressure washing and staining the playground equipment, repairing the electrical receptacles at the Shoemaker RV Park and installing a new message center. Due to lead times on materials these tasks will be complete as things arrive on the island.
7. Private Swim Lessons- These continue to be a well sought-after service from the public. The availability has slowed down with increased demand and limited availability among staff. The department plans to continue offering these as frequently as possible. It is particularly helpful when swimmers are on the cusp of passing the deep end test and need a little additional help to get there.
8. Elementary School Swim Lessons & School Programming- The department has been successful in offering lessons to 2nd and 3rd grade. These grade levels were selected based on their maturity and ability to stand in the shallow end without assistance. Thanks to staff members Briana Schilling and Lucy Robinson, along with volunteer Sarah Scambler for making this happen. Through the help of Liz Bunes the Alaska Boating Safety Association came to Wrangell to facilitate a safety course for 4th and 5th grade students. An additional course was open to the public during the evening.
9. Pickleball-Indoor pickleball ended at the end of April. Equipment is available for rent through Parks & Rec for outdoor activity. There are court lines already laid at the covered basketball court. The department intends to establish pickleball court lines at all outdoor facilities. The next location of

priority is Shoemaker Bay as mentioned earlier in the report. Two pickleball courts will be overlaid at each tennis court. Only one court is available at the covered court area.

10. Wrestling- The season wrapped up in mid-March with a local tournament. Participants and families alike really appreciated the opportunity to showcase their skills after years of restrictions related to COVID. This was the first public expo the department has hosted since 2019. Thanks to the overwhelming support from volunteers and the public it was a great success. P&R is looking forward to hosting a summer sports camp to include Wrestling again this summer.
11. Country Line Dancing-Carrie McCormack will be hosting Country Line Dancing on Monday and Thursday throughout the month of May. The class is open to the public for a \$5 drop-in fee. It is anticipated that this will be a very popular program.
12. Skate Night-Kasee Schlotzhauer has been hosting open skate night in the gym for the month of April. She took the initiative to obtain the old skates from the church to be able to supply participants with a variety of options. The activity has been very popular among families.
13. Jiu Jitsu- Matt Nore and Victoria Carney have been working together to keep three opportunities for martial arts available to the public. Having two instructors allows for more participant interaction. As well, the two have slightly different backgrounds so they are merging different styles to be able to provide a variety of skill developments.
14. Children's Dance-Victoria Houser has been teaching Children's Dance classes since late 2017. While there was a hiatus due to COVID the program continues to be very popular. Victoria teaches a mix of dance moves, while primarily focusing on ballet. May 7th is scheduled for the end of the season Dance recital.
15. Mount Dewey Trail Extension -**(pulled from Capital Facilities Director Report sent to the Assembly on 12/14/21)** PND Engineers identified general route layout with future development plan considered. Survey and design teams were in Wrangell the week of July 5th to identify the trail route and parking location, survey the project areas and perform a wetland delineation. Results from that effort have identified a trail route on the east slope of Mt Dewey through both forested lands and muskeg lands. A subsequent trail was identified to connect the existing Volunteer Loop trail to Ishiyama Drive. The first draft of the conceptual plan, along with a variety of cost estimates, was received in October. All cost options were well over the amount of funding in place and additional funding was sought from the FLAP program. The Borough was successful in obtaining another approximate \$450,000 for the project and are awaiting the federal Highway amendment documents. Meanwhile, coordination with the USACE is underway to determine whether we will pursue a Nationwide Permit or apply for an individual permit based on the preferred trail design selected and its proposed impacts to the wetlands. **NO CHANGE From December 2021 Report**
16. Kyle Angerman Park & Playground- The State hired a grant administrator for the LWCF program. The representative reached out to Wrangell asking for a formal request to extend the grants performance period, which ends on December 31st, 2021. The necessary paperwork for extension to December 31st, 2023, has been submitted and the department is awaiting approval from the state and National Park Service. Once the extension has been granted, a budget amendment request will be submitted to address the funding shortfall. Additional funding is necessary to cover the safety surface

material, as well as the increased costs for the project overall. Material costs have risen substantially throughout the pandemic, placing additional pressure on project budgets across the state. Wrangell is among many other communities seeking an extension due to the adverse effects the pandemic has had on the construction industry. **NO CHANGE From December 2021 Report**

17. Volunteer Park Name Recognition-P&R Director, Kate Thomas discussed the project concept with WCA Council Member, Virginia Oliver. Further discussion will be had in the New Year to identify common names that have a Tlingit translation that will be reflected on trail signage. **NO CHANGE From December 2021 Report**
18. Skeet Range Improvements-The department learned earlier this year that it did not receive any funding from the NRA foundation grant proposal submitted in late 2021. However, P&R Director with the support of Capital Facilities and Economic Development submitted a grant proposal to the Alaska Department of Fish and Game for a total of \$150,000 to complete the full scope of improvements identified for the outdoor range. The grant program requires 25% match; however, some shooting range improvement projects may be eligible for a 10% math requirement. Notice of award will be issued in September of this year.
19. Shooting Range Membership Access (Public Hearing and Comment Period)- It has been the long-term goal of the department to establish a membership fee to access the outdoor shooting range. The concept seeks to create more accountability among users, increase overall site safety, and reduce the amount of damage to the site through vandalism. As the department works to improve the site through a series of high dollar grant awards it is ever more important to protect the site to increase longevity and the enjoyment of the user. The department will host a public hearing and comment period before making any access changes to the site. It is important to note that the facility rules posted at the entrance of the site, suggest that the site will be “closed” for certain hours through the late evening and early morning, although this practice fell through many years ago.
20. Weight Room Improvements- After a series of recommendations from the public to improve the weight room, the department hosted an official survey. Many participants asked for improvements such as more floor space, squat racks, increased free weights and a lat pull down machine. Other requests came in, although these were the common themes. The department is working with Rogue fitness to build a rack system that has a variety of attachments. With the launch of new equipment staff will host a series of weight room orientation and weightlifting classes for the public to access.
21. Music in the Parks- P&R will host its first ever Music in the Parks on June 15th. The Powers Band will perform with a series of special guests from 6:00PM-9:00pm at Shoemaker Bay Park. Food will be available for purchase, along with fires in the burn pits and games in the lawn. Folks are requested to leave their pets at home. The department is seeking sponsorships to help offset the cost of procuring the band.