



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda

Parks and Recreation Commission

Tuesday, March 14, 2017

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

1. [Approval of regular meeting minutes from January 10, 2017.](#)

Attachments: [MeetingMinutes10-Jan-2017-10-37-22.pdf](#)

IV. PUBLIC BUSINESS FROM THE FLOOR

V. UNFINISHED BUSINESS

1. [Discussion Item: Status Update - Design of Tennis/Basketball Court Cover](#)

VI. NEW BUSINESS

1. [Discussion Item: Waterfront Master Planning](#)

Attachments: [Valdez Waterfront and Harbor Master Plan Proposal 10FEB17.docx](#)

VII. REPORTS

1. [Park Maintenance Supervisor Report](#)

Attachments: [Park Maint Report Feb.docx](#)
[Park Maint Report March.docx](#)

2. [Recreation Supervisor Report](#)

Attachments: [Recreation Supervisor February 2017.doc](#)
[Recreation Supervisor Report January 2017.doc](#)

3. [Director Report](#)

VIII. COMMISSION BUSINESS FROM THE FLOOR

IX. ADJOURNMENT



Agenda Statement

File #: 17-0130 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 1/26/2017 **In control:** Parks and Recreation Commission

On agenda: 3/14/2017 **Final action:**

Title: Approval of regular meeting minutes from January 10, 2017.

Sponsors:

Indexes:

Code sections:

Attachments: [MeetingMinutes10-Jan-2017-10-37-22.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of regular meeting minutes from January 10, 2017.

SUBMITTED BY: Krystal Moulton, Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission review and approve the regular meeting minutes from January 10, 2017.

SUMMARY STATEMENT:

[Click here to enter text.](#)



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Minutes - Draft

Parks and Recreation Commission

Tuesday, January 10, 2017

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

Chair Smelcer called the meeting to order at 7:00 PM.

II. ROLL CALL

Present 8 - Chair Matt Smelcer
Commission Member Brian Teale
Chair Pro Tempore Rich Loftin
Commission Member Amy Goold
Commission Member Michael Britt
Commission Member Paul Nylund
Senior Administrative Assistant Krystal Moulton
PRCS Director Darryl Verfaillie

Excused 4 - Secretary Gary Pauly
Recreation Supervisor Wendy Clubb
Park Maintenance Supervisor Marcie Robertson
Events Coordinator Rachel Sensabaugh

III. APPROVAL OF MINUTES

[Approval of Regular Meeting Minutes from December 13, 2016](#)

MOTION: Commission Member Britt moved, seconded by Commission Member Nylund, to approve the regular meeting minutes from December 13, 2016, as written. The motion carried by the following vote.

The regular meeting minutes from December 13, 2016, were approved as written.

Yays: 6 - Chair Smelcer, Commission Member Teale, Chair Pro Tempore Loftin, Commission Member Goold, Commission Member Britt, and Commission Member Nylund

Excused: 1 - Secretary Pauly, Senior Administrative Assistant Moulton, PRCS Director Verfaillie, Recreation Supervisor Clubb, Park Maintenance Supervisor Robertson, and Events Coordinator Sensabaugh

IV. PUBLIC BUSINESS FROM THE FLOOR

There was no public business from the floor.

V. UNFINISHED BUSINESS

[Discussion Item: Online Community Survey Results](#)

The Commission Members took their time reviewing the survey results. Discussion was made in regards to the number of surveys that were filled out and how many of those were completed by students.

Chair, Smelcer, inquired about the best way to publish those results for Community consumption, and whether or not this data should be presented to Council on its own. After further discussion, it was decided that the survey results were to be made available as hand-outs to the public, and the results would be presented to Council when accompanied by the updated Master Plan.

The Commission decided the best way to create hand-outs for the public, would be to have a work session to summarize the survey results. It was also suggested by Chair Pro-Tempore, Rich Loftin, to use the survey results to reassess the Commission's 2015 Priority List. Director, Darryl Verfaillie, suggested creating a fact sheet to accompany the public hand-outs, so that the community would have a better understanding of what the Parks & Recreation Department had control over, and what they did not.

After further discussion, it was decided by the Commission that they would host a booth at the Healthier You kickoff which was to take place at the Civic Center from 4:00 PM to 7:00 PM on Saturday, January 28, 2017. Commission Members were to volunteer to host this booth, hand out survey results and handle public inquiries.

VI. NEW BUSINESS

[Discussion Item: Seasonal Ice Rink Operations](#)

Chair, Smelcer, inquired about whether or not the Parks & Recreation Department would be willing to support a Community ice skating party, learn-to-skate lessons and other programs at the seasonal ice rink in the immediate future. Director, Verfaillie, replied saying that Parks & Recreation was unable to support additional events at that moment, due to the newly inherited Events Coordinator position and numerous Community Events, which were once handled by the Community Development Department.

Verfaillie informed the Commission that he had spoken with the City's Liability Underwriter as well as Sheri Pierce (interim City Manager) and the Finance Director, in regards to ice rink events. He discussed what was taken from the meeting and that his understanding was that anything that happens at the Skate Park would fall under the City's liability. Verfaillie went into further detail, saying that if an outside organization wanted to host an event for the Community, they would need to provide their own liability insurance as well as liability waivers.

Recreation Supervisor, Wendy Clubb, approached the Commission and explained the difference between the already existing position of Recreation Activities Coordinator and the newly inherited position of Community Events Coordinator. Clubb went into detail on the Community Events Coordinator position and explained that the position is responsible for organizing events such as; 4th of July, Pink Salmon Festival, Military Appreciation Day and more, as well as being the liaison between Community Service Organizations & City Departments and overseeing City funding given to those organizations.

Verfaillie reminded the Commission of the \$20,000.00 which had been allocated in 2017 for a covered ice rink design plan. Smelcer wanted to open discussion on what the Community can see for future support of the ice rink. Loftin suggested giving the Parks & Recreation Department time to sort out the 2017 budget and new event assignments, after which the Commission can suggest ice rink events during the next winter pre-planning session.

VII. REPORTS

[Recreation Supervisor Report](#)

The Commission reviewed the Recreation Supervisor's report. Discussion took place in regards to the Ski Hill and Rock Wall job openings, Rock Wall hours, New Year's Eve Nacho's, 'But Drop, and perspective opening timeline of the Salmonberry Ski Hill.

[Park Maintenance Supervisor Report](#)

There was no Park Maintenance Supervisor Report submitted for the Commission. Director, Verfaillie, asked that this report be included with the verbal Director's report.

[Director Report](#)

Verfaillie informed the Commission that Marcie Robertson, Park Maintenance Supervisor, and her staff, had been very busy working on the groomed trails both in-town and out-of-town.

Verfaillie continued with the Director's Report. He congratulated the Smelcer family for winning the recent Festive Homes Contest and discussed the Qaniq Challenge which was to be hosted by Parks & Recreation during the coming holiday weekend.

VIII. COMMISSION BUSINESS FROM THE FLOOR

Chair Pro-Tempore, Rich Loftin, inquired about Parks & Recreation's calendar of events. Loftin asked to meet with the Recreation Supervisor, Wendy Clubb, to solidify dates for the annual Kid's Races. Clubb informed Loftin that she would email the calendar to him, after which they could look into dates during Frosty Fever.

Commission Member, Mike Britt, thanked Matt Smelcer for keeping the ice rink at the Skate Park open. He also stated that the groomed trails were looking well and thanked Parks & Recreation along with their volunteers for all of their hard work. Brian Teale seconded Britt's comment in regards to thanking the staff, and said he felt they did a great job.

Commission Member, Nylund, asked about the trail grooming schedule and where that information was available. Verfaillie informed the Commission that the grooming schedule is located on the Winter Trail Map Guide, which is available online, on the City of Valdez website & Parks & Recreation Facebook Page, as well as in hard copy at the Parks & Recreation Office in the Civic Center.

Chair Smelcer, discussed the ice rink and the fifteen people who had been attending regularly to play hockey games. Smelcer said that he was posting on the Valdez Online Bulletin Board Facebook page when the rink was skateable, and mentioned that he had received numerous inquiries about ice skate rentals. Smelcer emphasized the Community's need for a skate sharpener, and said that he would like to see one budgeted for, come 2018.

IX. ADJOURNMENT

Due to no further business, Chair Smelcer adjourned the meeting at 8:33 PM.



Agenda Statement

File #: 17-0131 **Version:** 1

Type: Unfinished Business **Status:** Agenda Ready

File created: 3/7/2017 **In control:** Parks and Recreation Commission

On agenda: 3/14/2017 **Final action:**

Title: Discussion Item: Status Update - Design of Tennis/Basketball Court Cover

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Discussion Item: Status Update - Design of Tennis/Basketball Court Cover

SUBMITTED BY: Darryl Verfaillie, PRCS Director

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission listen to the current status update presented by Director Verfaillie, and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Agenda Statement

File #: 17-0132 **Version:** 1

Type: Discussion Item **Status:** Agenda Ready

File created: 2/10/2017 **In control:** Parks and Recreation Commission

On agenda: 3/14/2017 **Final action:**

Title: Discussion Item: Waterfront Master Planning

Sponsors:

Indexes:

Code sections:

Attachments: [Valdez Waterfront and Harbor Master Plan Proposal 10FEB17.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE: Discussion Item: Waterfront Master Planning

SUBMITTED BY: Jenessa Ables, Port Operations Manager

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Discussion item only.

SUMMARY STATEMENT:

The Ports and Harbor Commission has undertaken preparation of a viable master plan for community waterfront, port, and harbor facilities. Working cooperatively with other commissions and organizations, completing this effort can be accomplished locally.

To aid the Parks & Recreation Commission in providing feedback, necessary project questions and supporting waterfront master planning documents have been included with this agenda item. It is important that all ideas are presented and explored without prejudgment. Ideas and proposed projects may work together in ways not originally envisioned.

Project Questions and Feedback for Other Commissions

1. Identify waterfront, port and harbor user groups. Who should be involved?
2. Which properties should be part of an overall waterfront master plan?
3. Considering all user groups, what waterfront or marine related services or facilities need to be developed or improved? Is there anything missing from the list in Appendix One?
4. Looking at the suggestions found in Appendix One, where would you locate proposed facilities or services?
5. As they develop, how should the various waterfront properties work together? Do you see any natural connections or groupings of projects or ideas?

February 9, 2017

Valdez Harbor and Waterfront Master Planning

The Valdez Ports and Harbors Commission has undertaken preparation of a viable master plan for community waterfront and harbor facilities. Working cooperatively with other commission and organizations, completing this effort can be accomplished locally. The only outside support we anticipate for the project is the use of a civil engineering firm to help develop concept drawings and rough cost estimates. This would likely be less than \$50,000 versus the extreme costs recently proposed by outside consultants. This planning effort recognizes construction already authorized at the new harbor; its in-water facilities, drive down dock, harbor office/support building and bilge water treatment building.

Initial Questions: Development of an overarching master plan for municipal waterfront property and harbors have not been adequately prepared. Our marine assets represent a significant contribution to the economic health of the community. Proper master planning needs to address the needs of residents and maximize the investments being made in these waterfront areas.

There are questions that should be asked initially in the development of a waterfront master plan that speaks to future development of port and harbor infrastructure in Valdez. Planning efforts also need to consider long term and deferred maintenance issues that have yet to be resolved.

A few basic questions need to be explored at the beginning of the master planning process. It is important that all ideas are presented and explored without prejudice. Ideas and proposed projects may work together in ways not originally envisioned.

The Port Commission or a sub-committee of the Commission should be tasked with initially developing answers to these questions. A concerted effort needs to be made to involve key stakeholders in the planning process. To this end, a questionnaire should be sent to every customer of the port and harbors, asking for their thoughts. A well-advertised Port Commission meeting needs to be held soliciting public comments and ideas. Ideally this session would be held in conjunction with the City Council.

Questions concerning development of the port and harbor facilities need to be open ended and encourage development of a wide range of potential options. A successful master plan will consider use of the natural, public and working waterfronts. Suggested questions could be:

1. Name all waterfront, port and harbor user groups. Who should be involved?
2. Considering all the user groups, what waterfront or marine related services need to be developed or improved?
3. What needs to be built to support desired waterfront or marine related services?
4. Which properties should be part of an overall waterfront master plan?

5. As they develop, how should the various waterfront properties work together?

An appendix is included in this outline that lists some of the many projects that have been proposed for the waterfront in the past. This should spark further discussion of potential projects.

Integration and Synthesis: Staff will gather feedback from stakeholders coming out of the initial survey effort. A joint planning group might be formed. An effort will be made to gauge overall support for project ideas and an attempt will be made to group related concepts. One or more alternatives will be developed that best incorporate public comments on waterfront and harbor development efforts. Alternatives may be developed for specific business operations (port, airport, harbor, recreation, etc.) as well. These alternatives will address the optimum scope and sequence of proposed development plans.

Project Development: Each proposed project needs to be vetted. Will the idea benefit the community and add value to the municipal waterfront. Proponents will be asked to help complete a project review form that spells out the project in more detail. Once proposed projects are integrated into one of the planning alternatives, an engineering firm will help develop a concept drawing and rough cost estimate for each unique project. Project proponents will be asked to help identify potential funding sources.

Review and Readjustment: Staff and the Port Commission will review proposed alternatives together, seeking consensus on what best works for the community. A work session with the City Council should be considered once the Port Commission has finished its review of the project alternatives.

Adoption and Action: Staff will compile recommendations made during the public process and develop a final draft of the master plan for the approval of the Port Commission and then the City Council. An important part of the master plan will be an implementation plan. It is essential that construction projects be completed in their correct sequence.

Periodic Review: A master plan should be updated and reevaluated regularly. Checking up on progress every few years allows new thoughts to be incorporated and costs adjusted. This should not be a static document or process.

Tentative Timeline:

January 12, 2017 – Port Commission Work Session

February 15, 2017 – Meeting with Economic Diversification Commission

February 22, 2017 – Meeting with Planning and Zoning Commission

March 14, 2017 – Meeting with Parks and Recreation Commission

April 4, 2017 – Work session with PC and City Council exploring initial questions.

April 15, 2017 – Receive feedback from other Commissions

April 15, 2017 – Formulate survey questions for stakeholders and explore use of Survey Monkey or mailed questionnaires to gather feedback

May 15, 2017 – Staff and PC sub-committee have planning alternatives, project worksheets, concept drawings and budget prepared for discussion by PC.

June 5, 2017 – Finalize draft plan at PC

August 1, 2017 – Final draft to be presented to the City Council.

Appendix One: Potential Waterfront Uses and Needed Improvements
Developed at the Valdez Ports and Harbor Commission on January 12, 2017.

During this work session, the Ports and Harbors Commission (PC) tried to identify potential waterfront needs and projects. Any project brought up during the meeting was added to the list for future evaluation. The same project or idea may have been suggested for multiple sites. The PC started the discussion at Mineral Creek and work their way around Port Valdez in a clockwise direction.

MINERAL CREEK

Kayak Launch Area

Recreational Non-Motorized Access

Erosion Control

Parks

Boat Launch Ramp

Elevated Trails

BLUE BERRY HILL- ALASKA STATE FERRY LANDING

Potential City Land Trade

Trails and Outdoor Recreation Features

KELSEY DOCK AREA

Port Office Work Space

Waterfront Retail Business Space

Hotel Lease Space

Interpretive Center

Improved Kayak Launch and Support Area

Paddle Vessel Storage

Public Beach Access

Year-Round Pavilion

EXISTING SMALL BOAT HARBOR

Kobuk Street Widening

Dry Stack Boat Storage

Expanded Vessel Lay Down Yard

H-K Float Re-Construction

Sheet Pile Installation at East End

Sheet Pile Installation at Silver Bay Dock

Ice Plant at Fisherman's Dock

Commercial Net Storage at Fisherman's Dock

Additional Launching Lane

Power Lines Underground for Travelift

SEA OTTER PROPERTY

Fishing Pier

Public Access

Commercial Business

Lay Down Yard

Coast Guard Base

Large Vessel Mooring

Commercial Business Lease Space

Vessel Haul Out

Fill in Additional Area

NEW BOAT HARBOR

Ice Plant

Dry Stack Boat Storage

Create Additional Uplands / Remove Hotel Hill

Marine Railway

Commercial Business Area

Vessel Storage / Boat Lay Down Area

HARBOR COVE – DOCK POINT PARK

Kayak Launch and Storage

Future Boat Harbor

Float Plane Dock

THE MUD FLATS

Wetlands Boardwalk and Viewing Area

Potential Mitigation Offset Area

VALDEZ CONTAINER TERMINAL (AMMO ISLAND)

Additional Fill for Truck Turn-out and Parking

Underground Power Lines

Widen Area Around the Scale House

Add Additional Fill / Create Additional Uplands

Increase Large Vessel Moorage

Rail Landing

Add Additional Power for Refrigeration Units

Demolish Silos

Comfort Stations

Warming Huts

Improve the Barge Landing

Bollards

Dredge

Conditional Assessment, Maintenance & Repair of Dry Bulk Facilities

LOOP ROAD

Boat Launch / Kayak Area

Parks & Trails

Water Front Community Access

OLD TOWN / PIPE YARD

Marine Railway

Travel Lift

Ship Repair / Inspection Yard

Lay Down yard

Boat Ramp Barge Landing

Interpretation Old Town Area

Tourism

Additional Dockage

DAYVILLE ROAD AREA

Fishing Pier and Public Waterfront Access Improvement

Bear Viewing and Interpretation

Boat Launching

RV Dump

Additional RV Parking and Improvement

ROBE LAKE

Float Plane Landing Floats

Park

Appendix Two: Past Proposed or Potential Project Ideas

General:

- Relocation of Alyeska Pipeline Service Company bronze statue from the Valdez Marine Terminal to a waterfront location in the Valdez townsite.
- Seek return of the old ferry dock taken by the US Coast Guard once accommodations are made to better support their operations.
- Consider potential sites for seaplane moorage and operations.
- Certification as a clean harbor.

Old Harbor:

- Update layout and replace floating docks from the lift dock to the launch ramp.
- Construct the proposed third lane at the launch ramp that incorporates use of sheet piling to cut the shore bank back.
- Deepen entrance channel to support larger vessels.
- Development of a “Charter Boat Row”
- Renovate Travelift Dock.

New Harbor or Sea Otter Property:

- Installation of a heavy-duty sheet pile bulkhead dock to support cargo and fuel movement.
 - Heavy-duty hoist.
- Install semi-penetrating wave barrier dock that could support:
 - Operations by a seafood processor
 - Industrial ship maintenance
 - Deployment US Coast Guard cutters
- Subdivision and lease of property to support marine related support businesses (restaurant, chandler, welding, machine shop, refrigeration, electronics, safety equipment, charter boat offices, etc.). This could be at Sea Otter or the new harbor uplands.
- Dry stack boat storage with forklift dock and courtesy mooring.
- Boat launch ramp
- Create additional uplands
- Consider potential uses for Hotel Hill, including value derived from removing it.
- Development of a marine fueling facility.
- Development of a fresh seafood market.
- Install rail based boat launcher.
- Complete construction of the fish cleaning station.
- Bulk ice plant.
- Net loft/gear sheds.
- Lifejacket loaner stations.

Kelsey Dock:

- Water and sewer line improvements.
- There is a \$2.5 million grant that can be used for some projects at the dock that need to be used soon.

Valdez Container Terminal (VCT) and Foreign Trade Zone:

- Improve access to the Richardson Highway by expanding the turning lane and evaluating powerline heights.
- Construct existing platted road from VCT entrance to Richardson Highway.
- Consider construction of a truck staging area.
- Upgrade and replace grain silo transformer.
- Replace existing dock capstan winches.
- Repair fendering on VCT Dock.
- Add an additional mooring dolphin to support military transport vessels.
- Move scale house to a better position or consider widening the road around it to facilitate truck movements.
- Move warehouse and support building to back of laydown yard to improve utilization of space.
- Improve landing craft dock.

Old Town or Loop Road:

- Install all weather boat launch ramp capable of supporting landing craft operations.
- Install a large Marine Travelift. Size should be determined through a user survey.

Recreation and Public Access:

- View area overlooking commercial fishing operations that allows interpretation and public education about the industry.
- Trail/boardwalk that encompasses the entire waterfront from Sea Otter to the new harbor to the existing harbor.
- Continue access improvements from the Kelsey Dock to North Harbor Drive.
- Identify potential public fishing locations.
- Identify kayak storage and launch location.



Agenda Statement

File #: 17-0133 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 1/31/2017 **In control:** Parks and Recreation Commission

On agenda: 3/14/2017 **Final action:**

Title: Park Maintenance Supervisor Report

Sponsors:

Indexes:

Code sections:

Attachments: [Park Maint Report Feb.pdf](#)
[Park Maint Report March.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Park Maintenance Supervisor Report

SUBMITTED BY: Marcie Robertson, Park Maintenance Supervisor

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission review the Park Maintenance Supervisor's report, and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)

Parks and Recreation Commission

Maintenance Report

Date Submitted: February 1, 2017

For the Month of: January 2017

Submitted by: Marcie Robertson,
Parks Maintenance Supervisor

Projects: Trails were prepped for multiple ski meets this month; the VHS Invitational, Qaniq Challenge and town races. The crew performed quite a bit of brush clearing to make all of the trails accessible.

The order for the new Cottonwood area playground was finalized and is on order with an arrival time of late spring. There are additional playground items that you do not see in the picture below, such as a swing set and fencing. We plan to begin the project in June.



Other new construction tools and items have arrived and are being assembled to be ready for springtime use.

We performed one burial in very cold temperatures, and hopefully with new equipment we have ordered, we will no longer need to burn the ground to thaw it. As shown in the photos, the smoke from the fire makes it very difficult to see while digging.



I also met with three different families to reserve cemetery lots. In January and throughout the rest of the winter, we are rebuilding the bear-damage/destroyed wooden headstones in the Memorial Cemetery. The Pioneer Cemetery research and updating project is ongoing. The area has been GPS and mapped. Boxes of historical information have been found and copied. Now, that same information will be scanned into the City's new digital filing system. New signs highlighting additional information for the Pioneer Cemetery will be ordered and installed this summer. Each lot will be marked with identification lot pins and any damaged or destroyed headstones will be replaced.

Ski Hill Preparation: The Ski Hill was operational in late October and has been waiting on snowfall. The inspector was scheduled to fly in but weather caused his flight to be cancelled. Following this, we video-taped the facility operations. These videos were emailed to him for approval. The only item needing to be addressed is the communications between the upper and lower operator's sheds. We have had the phone company out there to determine why the phones do not work and they were unable to make a definite determination. It seems that the wiring between the two locations is damaged. We are requesting confirmation of an alternative communication method to be used in lieu of phones and buzzers. The hill was groomed three times in January after volunteers had packed it with snowmachines several times. There is currently plenty of snow to open in the upcoming weekend, if staff and volunteers are available and trained.

Snow removal has been accomplished at our outlying storage facilities. Roads were plowed and roofs shoveled.

Removal of the City Christmas tree has been done.

New bear resistant trash cans have arrived and are assembled and ready for installation.

Parks and Recreation Commission

Maintenance Report

Date Submitted: March 6, 2017

For the Month of: February 2017

Submitted by: Marcie Robertson, Parks Maintenance Supervisor

Ski Trails: Ongoing grooming takes place Monday through Saturday of each week. This has been the best season yet of user groups following the posted use signs. There have only been two instances of snow machines on ski only trails and one instance of bikes on skyline. Users seem to be very cordial to each other.

RFP re-writes: The three major contracts under Park Maintenance have been re-written and sent out for proposals; (lawn maintenance, Allison Point, and the flower planting & maintenance contracts)

Ski hill: The hill is groomed each Friday and/or Saturday prior to scheduled open weekends and has had plenty of snow for operations. At the beginning of the season, the rope operator shed at the base of the hill was found flipped upside down near the parking area and full of snow from heavy winds. It was brought back to the shop and repaired in January. The new roller packer was adapted to fit the towing attachments on our snow machine and is available for the Ski Hill Supervisor to use following snowfall on the weekends.



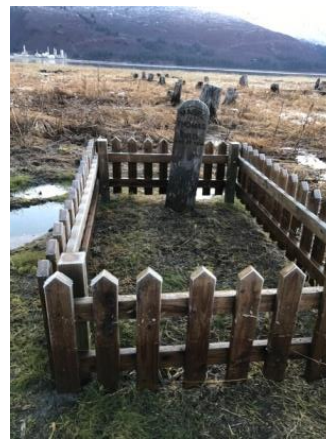
Prep for Mayor's Cup Race: As the winter goes along, the out of town trails are gradually extended to make the Mayor's Cup race route. With great snow this season, most of the trail had been groomed by mid January.

120 race route prep: 120 Race route was set near the dog park again this year and seems to be working as a terrific venue for the event.



Elementary Sledding: Ron Hoffman of the streets department took the bulldozer to the elementary school and had built the sledding hill which gets groomed by park maintenance 1-2 times per week or as needed. The elementary PE teacher has scheduled the annual HH ski program and the "Elementary Loop" was been built for this purpose.

Pioneer Cemetery research and document scanning: These tasks continue and will conclude once all documents are scanned into the City's new electronic documents program. We will also be providing lot pins, mapping the lots, marking them with GPS technology and repairing old headstones and grave surrounds. We have found a plethora of historical information about the pioneer cemetery and those interred there. Additional signs will be made and installed to enhance the walking tour and a similar booklet to the Memorial Cemetery will be made once the research is concluded.



Page B The Valdez Vanguard Wednesday, September 17, 1997

Group solving Old Valdez Cemetery puzzle

By Tony Bickert
Valdez Vanguard

Walt and Gloria Day formed a committee in June to restore and preserve the Original Valdez Community Cemetery. But first they had to find it.

They did. And now the work begins, for what they discovered was a 60-piece puzzle with only 15 pieces remaining, the rest claimed by time and devil's club.

Gloria chairs the Valdez Historical and Restoration Committee, whose goal is to not only locate the graveyard, neglected since its abandonment in 1916, but determine who was buried there; clean and grub the area; carve new wooden headstones and protect it from further neglect. What's left of the original wooden markers will be preserved in the Valdez Museum.

The Valdez City Council supports the idea, and Parks & Recreation plans to give the committee \$10,000 to help solve the puzzle.

"Eighty-two years is a long time in this country," said Walt. "The weather has taken its toll. There's not much left out there to go on. And it's hard to find anybody who's still alive who remembers."

Nevertheless, the group is making progress, gathering clues via field work, old records and memory.

The Days, Alaska pioneers

'Eighty-two years is a long time in this country. The weather has taken its toll. There's not much left out there to go on. And it's hard to find anybody who's still alive who remembers.'

— Walt Day

Although the Days got here after the old cemetery was abandoned, they remembered the general location: southwest of the current Valdez Memorial Cemetery at the corner of the Richardson Highway at Dayville Road.

Walt said he believes the town decided in 1916 to start a new cemetery because the new site was more accessible and because the old one was creeping too close to the tide.

Committee members Gary Minish, John Ruhl and Bill Conley located the four corner posts in August and re-staked the boundaries. Within the perimeter, the group found 15 wooden grave markers that were still partly legible. The Days estimate about 60 graves exist.

The Committee plans to return to the site later this fall, after the vegetation dies, to comb the area for more clues. Gloria said she's also arranging to have an expert from the University of Alaska

Gloria day, Minnie LaPage and Gail Colby study an old map of Valdez in their search for clues about the Original Valdez Community Cemetery.

funeral records from 1907 to the 1940s. At a committee meeting Thursday at the Civic Center, the group tried to make sense of notes scrawled by the local undertaker. One grave is located "near the fence in line with Waldron," wrote the undertaker. Another is the "first one at rear row commencing at the fence."

She said the first-known grave in the cemetery belongs to Joseph from the 1800s and died in 1907.

New trash cans for parks and downtown: The trash cans we have in the parks and playgrounds are quite old and many of the lids are gone or damaged. We have begun replacing high use area cans with Bear resistant cans which get bolted to the concrete. Many areas we are not able to leave the cans out over winter so we now have ordered some removable bear resistant cans which are light enough to pick up. The ornamental bear resistant cans for Egan Street have arrived and will be installed this summer.



Year end purchases: Items have arrived and time has been spent putting them together, labeling and storing them. Items such as wheel barrows, a ground thawing dome for funerals, a headstone lifter for moving and placing headstones, an ATV cart to be used to haul tools and supplies to areas not reachable with a vehicle etc. Most of these items come unassembled. Much time was spent getting all of these items put together so they may be used as soon as spring arrives.

Construction of Ruth Pond Tower Drop: The tower drop is scheduled to go up at Ruth Pond the week of March 6th. Now that we know the tower drop is a long term event, a new tower has been built made of aluminum which should last for many years to come.

Lending Libraries: Last year, Mollie Good our Head Librarian came to our staff meeting with a desire to place some lending libraries around town. They will be filled with books provided by the library. The program allows people to borrow a book whenever they like and replace it with another or just bring it back when finished. There is no monitoring of the books necessary. Our pilot program will take place first at the harbor, providing three lending libraries along the boardwalk. The hope is to provide fisherman with reading materials they can take out for a couple of weeks and exchange between openers. If it is successful, we will look at expanding the program throughout town. New maintenance employees received some carpentry training and were tasked with building the lending libraries. We will put them up this spring.



Giant Ski Races: Giant skis are not something you can buy, so I sat down with a friend who builds dog sleds and learned how to steam and bend wood to make the giant skis for our frosty fever event. Staff was then trained on how to make the skis and Canyon Rohrer produced some very dramatic skis for the 2017 races. They are 16 feet long and boast room for 5 skiers at a time.





Agenda Statement

File #: 17-0134 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 3/7/2017 **In control:** Parks and Recreation Commission

On agenda: 3/14/2017 **Final action:**

Title: Recreation Supervisor Report

Sponsors:

Indexes:

Code sections:

Attachments: [Recreation Supervisor February 2017.pdf](#)
[Recreation Supervisor Report January 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Recreation Supervisor Report

SUBMITTED BY: Wendy Clubb, Recreation Supervisor

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission read over the Recreation Supervisor's report and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Parks and Recreation Commission –
Report for February 2017
Wendy Clubb, Recreation Supervisor

Swimming Pool Programs-

We are currently offering Swim Lessons – Minnows, Tadpoles, and Levels 1 & 2 started the week of January 23rd and will end the first week of March. Our next session will offer all levels and go from the first week of April through the first week of May.

We are partnering with Test the Waters from North Pole, and bringing scuba diving classes and opportunities to Valdez. They conducted a confined water class in February, and will hold a Try Scuba class and a confined water class in March and April.

We are planning to be open this summer at the pool. The pool shell and other major maintenance projects will be going out for design this year and hopefully done the summer of 2018.

Teen & Community Center –

The Teen & Community Center has seen a steady increase of community use with party rental increase.

More community members are inquiring opportunities of use of the center to play on the game side during hours we are normally only open to the teens. We will be revisiting our Operations Policy in April to expand the open hours to the whole community and not just teens.

We are still recruiting for a Teen & Community Center Coordinator.

Gyms-

Rock Wall is currently open for Family Climb 7:30-8:30pm and Adult Climb 8:30-9:30pm on Tuesday and Thursdays through March 23rd and then we will open 5:30-7:30pm for Family Climb and 7:30-9:00pm for Adult Climb. We will be closed during Spring Break for the gyms to be resurfaced.

Open gym, Adult Volleyball and Adult Basketball numbers all seem to be having strong numbers. Gyms are cancelled the weekend of February 9th-12th due to the Elks Tournament and any gym activities at HHES or GMS will be either moved or cancelled during Spring Break to allow the gym surfaces to be resurfaced.

Special Events-

We had several Frosty Fever events –

Zipfy Races on February 25th had 104 participants and approximately 75 spectators.

Giant Ski Races had 9 teams of 5 participants and approximately 20 spectators.

120 Frosty Fever Races had 21 racers and approximately 35 spectators.

Community Skate Party partnering with the Smelcer Family– still gathering information.

We're in planning mode for Beacons & Eggs, Healthier You Finale, Summer Sign UP Fair, Community Clean Up Day, and the Bite Back Fun Runs all coming up in April and May.

We are also partnering with the Valdez Snowmachine Club to host two additional 120 Races – one was on February 12th and had 22 racers and 40 spectators. The next one will be April 8th.

Ski Hill-

We've been operating the ski hill on Saturday and Sunday 12:00-3:00pm with the help of volunteers. We ran for 6 days in February. We hope to be able to open it on Wednesday and Friday of Spring Break in addition to the weekend schedule – depending on volunteer availability.

There is a nice article written by Allison Sayer in the Valdez City News about the ski hill.

Looking to the Future-

Our next events/programs coming up:

- Walk with a Doc – Saturday, March 11th & 25th at 9:00am at the Civic & Convention Center
- HYSA (Healthier You Sponsored Activity) – Yoga w/ Michelle Worby – Saturday, March 11th at PWSC H&FC
- HYSA – Longevity Stick w/ Donna Lane – Saturday, March 18th at 10:00am at PWSC H&FC
- HYSA – Swimming Clinic w/Valdez Masters Swim Club – Saturday, March 25th at 10:00am at the Valdez Pool
- Try Scuba Class – Saturday, March 25th at 8:00am at the Valdez Pool. \$20 Pre-registration required.
- HYSA- Tabata w/ Sarah Jorgenson-Owen –Saturday, April 1st at 10:00am at PWSC H&FC
- 120 Races – Saturday, April 8th at 12:00pm by the Shana Anderson Dog Park
- HYSA – Rock Climbing – Saturday, April 8th at 10:00am at the Middle School Rock Wall

- HYSA BONUS – 3 on 3 Basketball Tournament – Sunday, April 9th at 1:00pm at HHES Gym
- Beacons & Eggs – Saturday, April 15th at 10:00am at Salmonberry Ski Hill
- Healthier You Finale & 5K – Saturday, April 22nd at 10:00am; Finale results awarded at 12:00pm at the Teen & Community Center
- Alaska Recreation and Parks Association Annual Conference – Hosted in Valdez, September 13-16, 2017 at the Civic & Convention Center



Parks and Recreation Commission –
Report for January 2017
Wendy Clubb, Recreation Supervisor

Swimming Pool Programs-

We are currently offering Swim Lessons – Minnows, Tadpoles, and Levels 1 & 2 started the week of January 23rd and will end the first week of March. Our next session will offer all levels and go from the first week of April through the first week of May.

We have started a new program – Swim the Bering Strait. Each lap swam will count towards mileage across the strait and once complete, the swimmer will receive a nice shirt for bragging rights.

Teen Center –

The Teen & Community Center has seen a steady increase of community use with party rental increase.

We are still holding Fencing and Brazilian Ju Jujitsu classes each week.

We've advertised and after receiving just a few applications have re-opened the position to widen our search for a new Teen & Community Center Coordinator.

Gyms-

We've hired new staff and trained them. Our first night back in operation was Tuesday, January 31st. We're open for Family Climb 7:30-8:30pm and Adult Climb 8:30-9:30pm on Tuesday and Thursdays through March and then we should be able to get an earlier option to open again. We will be closed Thursday, February 9th due to the Elks Tournament and during Spring Break for the gyms to be resurfaced.

Open gym, Adult Volleyball and Adult Basketball numbers all seem to be having strong numbers. Gyms are cancelled the weekend of February 9th-12th due to the Elks Tournament and any gym activities at HHES or GMS will be either moved or cancelled during Spring Break to allow the gym surfaces to be resurfaced.

Special Events-

We had the 3rd Annual Qaniq Challenge January 14th & 15th. Despite tough snow conditions – a lot of snow this year! The races went on without a hitch. We're currently surveying the past years' participants and will compile a three year report on the event.

We had the 8th Healthier You Kick Off event on January 28th. Over 200 people came and registered for the 12 week long program, received information about community resources for a healthier lifestyle, a free t-shirt and veggie bags, while supplies lasted.

We're gearing up for Frosty Fever events – Zipfy Races, 120 Races, Community Skate Party and Giant Ski Races. (See Schedule of events below.)

We are also partnering with the Valdez Snowmachine Club to host two additional 120 Races – one on February 12th.

Ski Hill-

We've begun preparations for winter operations at the Salmonberry Ski Hill.

We've recruit, and hired one staff member for the Ski Hill.

We've been working with the Valdez Snow Authority to drum up volunteer support and did one training day. We'll do another early February and hope to open the first weekend of February if we're able to get a commitment of enough volunteers to supplement the staff.

Looking to the Future-

Our next events coming up:

- Walk with a Doc – Saturday, February 4th & 18th at 9:00am at the Civic & Convention Center
- HY Bonus – Cross Country 101 Clinic – Friday, February 3rd at 7:00pm at the PWSC H&FC
- HYSA (Healthier You Sponsored Activity) – Cross Country Ski Clinic – Saturday, February 4th at 10:00am –meet at Valdez School District office parking lot
- HYSA – Packing Healthy Lunches – Saturday, February 11th at 10:00am at the Teen & Community Center
- 120 Races – Sunday, February 12th at 12:00pm by the Shana Anderson Dog Park
- HYSA – Wearable Technology w/CVT – Saturday, February 18th at 10:00am at PWSC H&FC
- Zipfy Races – Saturday, February 25th at 11:00am at Salmonberry Ski Hill
- Giant Ski Races – Saturday, March 4th at 10:00am on Fairbanks St.
- Community Skate Party, Saturday, March 4th at 4:00-6:00pm at the Ice Rink
- 120 Races – Sunday, March 5th at 12:00pm by the Shana Anderson Dog Park
- Alaska Recreation and Parks Association Annual Conference – Hosted in Valdez, September 13-16, 2017 at the Civic & Convention Center



Agenda Statement

File #: 17-0135 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 2/21/2017 **In control:** Parks and Recreation Commission

On agenda: 3/14/2017 **Final action:**

Title: Director Report

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Director Report

SUBMITTED BY: Darryl Verfaillie, PRCS Director

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission listen to the Director's verbal report and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Agenda Statement

File #: 17-0020 **Version:** 1

Type: Minutes **Status:** Passed

File created: 12/29/2016 **In control:** Parks and Recreation Commission

On agenda: 1/10/2017 **Final action:** 1/10/2017

Title: Approval of Regular Meeting Minutes from December 13, 2016

Sponsors:

Indexes:

Code sections:

Attachments: [MeetingMinutes14-Dec-2016-12-40-21.pdf](#)

Date	Ver.	Action By	Action	Result
1/10/2017	1	Parks and Recreation Commission		

ITEM TITLE:

Approval of Regular Meeting Minutes from December 13, 2016

SUBMITTED BY: Krystal Moulton, Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission review the meeting minutes from the December 13th meeting, amend if necessary and approve.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Agenda Statement

File #: 17-0021 **Version:** 1

Type: Discussion Item **Status:** Filed

File created: 12/29/2016 **In control:** Parks and Recreation Commission

On agenda: 1/10/2017 **Final action:** 1/10/2017

Title: Discussion Item: Online Community Survey Results

Sponsors:

Indexes:

Code sections:

Attachments: [Online Community Survey Results Final.pdf](#)

Date	Ver.	Action By	Action	Result
1/10/2017	1	Parks and Recreation Commission		

ITEM TITLE:

Discussion Item: Online Community Survey Results

SUBMITTED BY: Krystal Moulton, Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission review the online Community Survey results and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Agenda Statement

File #: 17-0022 **Version:** 1

Type: Discussion Item **Status:** Filed

File created: 1/4/2017 **In control:** Parks and Recreation Commission

On agenda: 1/10/2017 **Final action:** 1/10/2017

Title: Discussion Item: Seasonal Ice Rink Operations

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
1/10/2017	1	Parks and Recreation Commission		

ITEM TITLE:

Discussion Item: Seasonal Ice Rink Operations

SUBMITTED BY: Krystal Moulton, Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission and Director discuss the current and future status of the seasonal Ice Rink operations.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Agenda Statement

File #: 17-0023 **Version:** 1

Type: Report **Status:** Filed

File created: 12/29/2016 **In control:** Parks and Recreation Commission

On agenda: 1/10/2017 **Final action:** 1/10/2017

Title: Recreation Supervisor Report

Sponsors:

Indexes:

Code sections:

Attachments: [Rec Supervisor Report.pdf](#)

Date	Ver.	Action By	Action	Result
1/10/2017	1	Parks and Recreation Commission		

ITEM TITLE:

Recreation Supervisor Report

SUBMITTED BY: Wendy Clubb, Recreation Supervisor

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission review the Recreation Supervisor's report and discuss as necessary.

SUMMARY STATEMENT:



Agenda Statement

File #: 17-0019 **Version:** 1

Type: Report **Status:** Filed

File created: 12/29/2016 **In control:** Parks and Recreation Commission

On agenda: 1/10/2017 **Final action:** 1/10/2017

Title: Park Maintenance Supervisor Report

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
1/10/2017	1	Parks and Recreation Commission		

ITEM TITLE:

Park Maintenance Supervisor Report

SUBMITTED BY: Marcie Robertson, Park Maintenance Supervisor

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission listen to the Park Maintenance Supervisor's verbal report and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)



Agenda Statement

File #: 17-0024 **Version:** 1

Type: Report **Status:** Filed

File created: 12/29/2016 **In control:** Parks and Recreation Commission

On agenda: 1/10/2017 **Final action:** 1/10/2017

Title: Director Report

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
1/10/2017	1	Parks and Recreation Commission		

ITEM TITLE:

Director Report

SUBMITTED BY: Darryl Verfaillie, Director of Parks, Recreation & Cultural Services

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

It is recommended that the Commission listen to the Director's verbal report and discuss as necessary.

SUMMARY STATEMENT:

[Click here to enter text.](#)