

# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Agenda

### Parks and Recreation Commission

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Tuesday, December 12, 2017

7:00 PM

Council Chambers

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#### Regular Meeting

#### REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC BUSINESS FROM THE FLOOR

IV. UNFINISHED BUSINESS

[Approval to Change the Name of the Woody Woodman Teen Center to the Woody Woodman Recreation Center](#)

V. REPORTS

[Recreation Supervisor Report](#)

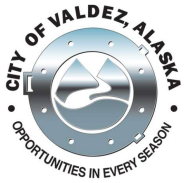
**Attachments:** [November 2017 Rec Supervisor Report.doc](#)

[Director & Park Maintenance Supervisor Report](#)

**Attachments:** [Park Maint Commision Report Oct Nov 2017.docx](#)

VI. COMMISSION BUSINESS FROM THE FLOOR

VII. ADJOURNMENT



## Agenda Statement

**File #:** 17-0665      **Version:** 1  
**Type:** Unfinished Business      **Status:** Agenda Ready  
**File created:** 12/6/2017      **In control:** Parks and Recreation Commission  
**On agenda:** 12/12/2017      **Final action:**  
**Title:** Approval to Change the Name of the Woody Woodman Teen Center to the Woody Woodman Recreation Center  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### **ITEM TITLE:**

Approval to Change the Name of the Woody Woodman Teen Center to the Woody Woodman Recreation Center

**SUBMITTED BY:** Marcie Robertson, Interim PRCS Director & Park Maintenance Supervisor

### **FISCAL NOTES:**

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

### **RECOMMENDATION:**

to approve the re-naming of the Woody Woodman Teen Center to the Woody Woodman Recreation Center.

### **SUMMARY STATEMENT:**

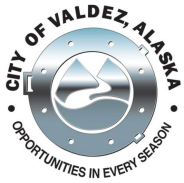
In the early 2000's the Black Gold Recreation Hall, located adjacent to the elementary school, was demolished. Prior to that time, the Recreation Hall was utilized for all of the recreation staff offices and as a hub for child, youth and adult activities. The Teen Center was the venue for all teen activities. Once The Recreation Hall was gone, the Recreation staff and administrative staff were placed at multiple, different facilities. Programs for kids and adults were greatly diminished due to lack of facility options.

Over the last ten years there has been a continued decline in the use of the Woody Woodman Teen Center by teen user groups. We believe that much of this can be attributed to the increase in social media, computer usage, the internet, and smart phones. Also, without having a facility to foster child and youth activities, we are unable to develop "feeder programs" which involve younger kids in

activities who could later transition into teen programs.

These are just a couple of the reasons why the facility is frequently vacant of users. Programs offered to teens are not well attended, yet the younger age groups and adults alike are yearning for a facility that can offer a multitude of programs for their age range. Currently, the Teen Center has been remodeled to accommodate all of the recreation staff offices with the exception of the PRCS director. Now that the staff is available on-site, the use of the Teen Center must evolve to accommodate the needs and desires of our community as a whole. By renaming this facility the “Woody Woodman Recreation Center”, it would open up the opportunity to provide a broader spectrum of programming and allow the Parks & Recreation Department to develop activities appropriate for all ages.

The Parks & Recreation Department would like the Commission’s support in changing the name from, “Woody Woodman Teen Center” to the “Woody Woodman Recreation Center”.



## Agenda Statement

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**File #:** 17-0666      **Version:** 1

**Type:** Report      **Status:** Agenda Ready

**File created:** 12/4/2017      **In control:** Parks and Recreation Commission

**On agenda:** 12/12/2017      **Final action:**

**Title:** Recreation Supervisor Report

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [November 2017 Rec Supervisor Report.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 review the Recreation Supervisor's report and discuss as necessary.

### **SUMMARY STATEMENT:**

[Click here to enter text.](#)



Parks and Recreation Commission –  
November 2017  
Wendy Clubb, Recreation Supervisor

Swimming Pool Programs-

We conducted and certified six new lifeguards, we hope to be able to hire some of them in the next few weeks.

We are operating with a new pool schedule, allowing for more swim lesson session offerings, later in the day and to allow the VTSC club pool time earlier in the day. We will be re-evaluating this new schedule after a few months of operation.

We offered all levels of Swim Lessons in November, and a second session is going on now, concluding the week of December 11<sup>th</sup>.

Teen & Community Center –

We are planning for Santa's Workshop on December 9<sup>th</sup> – Pre-registration required.

We have moved everyone into their new office spaces. Final touches are still being worked on with new phones and additional storage spaces.

Gyms-

Rock Wall is open this month! Family Climb Tuesday/Thursday 6:30-8:00pm and Adult Climb Tuesday/Thursday 8:00-9:30pm.

Gyms continue to go strong. Adult Volleyball is back both Friday and Sunday evenings.

We are continuing to work on cross training staff to help provide better gym and other program coverage. And sorting through many baskets of balls we have stored in the gyms. Many are very old and don't hold air. We need to make room for new balls that we have.

Special Events-

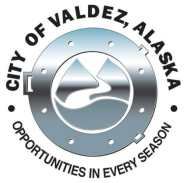
We hosted the Annual Christmas Tree Lighting Ceremony on November 26<sup>th</sup> at the Library. We made ornaments and then had the lighting ceremony with hot cocoa

and cookies provided by the Valdez Museum. Santa made a quick appearance, but will be available for pictures at the upcoming Santa's Workshop.

#### Looking to the Future-

Our next events/programs coming up:

- December 9<sup>th</sup> – Santa's Workshop 2:00-4:00pm at the Teen & Community Center, make and wrap a present for Mom, Dad, or Grandparent and a visit/pictures with Santa!
- December 31<sup>st</sup> – New Year's Eve S'mores! 8:00pm at the Civic Center parking lot, a family friendly event to roast s'mores by a bonfire and then watch the fireworks display at 10:00pm!



## Agenda Statement

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**File #:** 17-0667      **Version:** 1

**Type:** Report      **Status:** Agenda Ready

**File created:** 12/4/2017      **In control:** Parks and Recreation Commission

**On agenda:** 12/12/2017      **Final action:**

**Title:** Director & Park Maintenance Supervisor Report

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Park Maint Commision Report Oct Nov 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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### **ITEM TITLE:**

Director & Park Maintenance Supervisor Report

**SUBMITTED BY:** Marcie Robertson, Interim PRCS Director and 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 Director and Park Maintenance Supervisor's report and discuss as necessary.

### **SUMMARY STATEMENT:**

[Click here to enter text.](#)

# **Parks and Recreation Commission**

## **Director's and Maintenance Report**

**Date Submitted:** November 1st

**For the Month of:** October

**Submitted by:** Marcie Robertson,

Acting PRCS Director and Parks Maintenance Supervisor

### **Project: Brush Clearing for Bear Safety and a Frisbee Golf Course:**

The area around the Gold Fields and 1.5 mile pond has been cleared in preparation of the installation of a new Frisbee Golf "FOLF" course this coming spring.

### **Budget:**

A finalized and accepted Parks and Recreation Budget will be made available to you as soon as City Council votes for final approval and the Finance Dept provides the updated document. If you would like to see a current budget for 2017 it can be found on the city website.

### **Office Moves:**

The Recreation Office move was made Thanksgiving week. Currently, the following individuals will be located in the Teen Center building:

- Wendy Clubb, Recreation Supervisor
- Rachel Sensabaugh, Activities Coordinator
- Evening and weekend Facility Staff
- New Activities Coordinator (in lieu of a Teen Center Coordinator) to begin in the new year
- Office space, desk and computer is also now available for summer staff, recreation instructors, program coordinators, etc...



- Library Staff (Feb – March) when their facility is scheduled to be closed for construction
- Pool Staff (April - June) when their facility is scheduled to be closed for construction

**Cemetery:**

The Parks Maintenance and Facilities teams have made it possible for individuals without financial means to bury their loved one. This includes building a vault surround, building a wooden casket, prepping the lot, picking up and delivering the body graveside, assisting in pal bearing and headstone construction and installation.

**Parks and Recreation Director:**

I am now the Acting PRCS Director and may stay in that position up to 6<sup>th</sup> months as needed.

**Shooting Range:**

Park Maintenance will develop a long term maintenance and inspection plan for the shooting range targets over the next few months. This could mean removal of any damaged targets until such a time that they have a maintenance and safety plan put in place. A more comprehensive plan for this facility needs to be made a priority and could be anything from being run by a non-profit group or club to being run by the City. This conversation needs to be front and center now that permanent targets have been installed under the direction of Mr. Darryl Verfaillie.

**Follow up:**

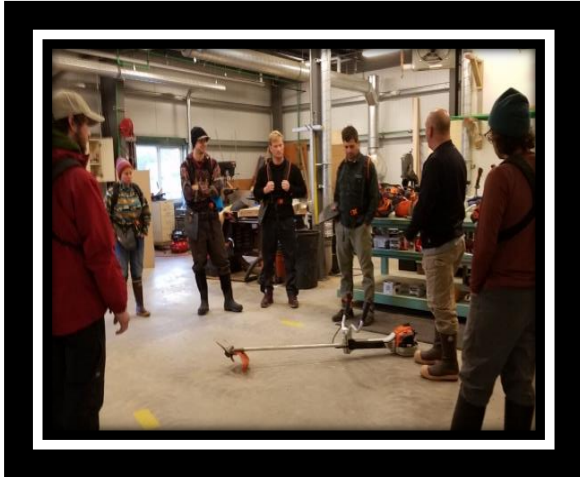
Follow up to the covered tennis court questions from Commission Matt Smelcer at the last commission meeting. \$8,370 of the 20K was used for design. The rest (\$11K) was pulled and reallocated to projects currently underway with the budget resolution at the first part of October. These are projects that are critical to current City operations.

The provided design was lacking in many aspects and it seems that much more thought should go into the actual location choice. Some additional concerns are:

- Drainage...roof run-off and ice melt-off
- Height of a structure in a residential area
- Slope of the current court is designed specifically to NOT hold water...it would be difficult to make ice here
- Power supply, parking availability, frost free water supply, how to get wind-blown snow out of a fully fenced facility, etc.

#### **Park Maintenance:**

- Remaining Winter preparations were completed at the cemetery and city parks
- Permanent trail-use sign holders were constructed for the river dike and Mineral Creek Canyon
- Considering material and design options for the construction of a Bocce Ball Court at Ruth Pond
- Moving forward with notifications and implementation of the Ruth Pond aquacide program
- Handles have been installed on the Ski Hill lift line and pre-inspection maintenance completed. State of Alaska Inspection is still pending. We are attempting to get an Alaskan inspector so that we may reduce travel and transportation costs associated with bring and inspector from the lower 48 each year. Contact has been made with the state and another lift in Alaska. We are currently seeking the confirmation from the state to use this local Inspector.



- (above) Ski Hill was cleared by volunteers following machine operations training and safety training.
- Installed the first concrete replacement for bear-vandalized Alaska Native wooden grave markers. We are working on designing and installing three more.
- The north end of the old yellow maintenance shop was cleaned out and reorganized. It took several weeks to complete this project and remove Haunted house supplies.
- The downstairs storage at the Civic Center was cleaned out and organized
- The Director's office at the Civic Center was Cleaned out and painted by staff
- Researching removable Pickleball court option at the old B-Ball courts at North Meyring Park
- The electrical installation for an aeration pump, to reduce algae growth, was partially completed at Ruth Pond. The conduit is laid. Pulling wiring is the final task. Our electrician pulled out so we are seeking another to finish the project.
- Staff and volunteers from the Valdez Snow Authority completed the Ski Hill brush cutting



- (above) The City Christmas Tree went up at the museum and large snowflake decorations at the library. The tree lighting took place on the Sunday following Thanksgiving. High winds had caused quite a bit of damage to the wiring of the lights and quick maintenance was needed to get it lit for the evening.
- Staff completed painting and furniture/desk moves for several offices at the Teen Center and Civic Center
- Repairs on the top railing of the Dog Park fence were completed
- Staff completed ALICE instructor training. A training program for our maintenance staff and facility was developed.