



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Minutes - Draft

### Parks and Recreation Commission

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Tuesday, May 9, 2017

7:00 PM

Council Chambers

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#### Regular Meeting

#### WORK SESSION AGENDA - 6:00 pm

1. [Ports & Harbor Waterfront Master Planning Discussion](#)

#### REGULAR AGENDA - 7:00 PM

#### I. CALL TO ORDER

Chair Smelcer called the regular meeting to order at 7:06 PM.

#### II. ROLL CALL

**Present** 7 - Chair Matt Smelcer  
Commission Member Brian Teale  
Chair Pro Tempore Rich Loftin  
Secretary Gary Pauly  
Commission Member Paul Nylund  
Senior Administrative Assistant Krystal Moulton  
PRCS Director Darryl Verfaillie

**Excused** 5 - Commission Member Amy Goold  
Commission Member Michael Britt  
Recreation Supervisor Wendy Clubb  
Park Maintenance Supervisor Marcie Robertson  
Events Coordinator Rachel Sensabaugh

#### III. APPROVAL OF MINUTES

1. [Approval of Regular Meeting Minutes from April 11, 2017](#)

**MOTION:** Secretary Pauly moved, seconded by Chair Pro Tempore Loftin, to approve the regular meeting minutes from April 11, 2017, as written. The motion carried by the following vote.

The regular meeting minutes from April 11, 2017 were approved as written.

**Yays:** 5 - Chair Smelcer, Commission Member Teale, Chair Pro Tempore Loftin, Secretary Pauly, and Commission Member Nylund

**Excused:** 2 - Commission Member Goold, Commission Member Britt, 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. NEW BUSINESS

##### 1. [Discussion Item: Revisit of Trail Dedication Sign](#)

The Commission reviewed the attached survey results. After review, Commission member Teale stated that he agreed with the outcome of those results. Director Verfaillie discussed some of the logistics which needed to take place before ordering a sign, and that there would need to be criteria developed, installation location decided on, as well as budgeting for purchase in 2018.

Chair Smelcer inquired about whether or not the Commission needed to take action at that time. Verfaillie said that there was no need for immediate action, but that the Commission would be presented something at a later date. After further discussion, it was decided that this sign should encompass area trail maps, summer & winter, as well as have a designated space for expandable name recognition.

#### VI. REPORTS

##### 1. [Director Report](#)

Director Verfaillie verbally presented his report. He discussed upcoming events and preparation taking place for Community Cleanup Day, Military Appreciation weekend, Bite Back race, Summer Camps, 4th of July festivities, Pink Salmon Festival, Rodeo,

Carnival and the Summer Art Contest in which all silent auction proceeds would benefit the Valdez Avalanche Center.

Chair Smelcer inquired about the Hiking Alaska's Wild "K"ountry program. Verfaillie informed the Commission that this particular program was still taking place annually, and had been expanded upon to include hiking, biking, walking and running on the designated trails.

The Commission took a moment to review the 2017 Summer Fun Guide and gave kudos to the Parks & Recreation Staff for developing a "world class" publication.

## 2. [Recreation Supervisor Report](#)

The Commission reviewed the Recreation Supervisor's report. Chair Smelcer inquired about how Summer Camp staff interviews were going and whether or not programming limitations would need to happen if positions were unable to be filled. Verfaillie said that there was always a risk, however, even with low staff numbers, Parks & Recreation has always been able to manage by pulling from reserve staff resources.

Chair Pro Tempore Loftin emphasized that this year's Alaska Recreation and Park Association conference was taking place in Valdez come September.

Verfaillie recognized Commission Member Teale as the winner of the 2017 Snow Town Ice Classic. Commission Member Teale gave thanks.

## 3. [Park Maintenance Supervisor Report](#)

The Commission reviewed the Park Maintenance Supervisor's report. Chair Smelcer inquired about whether or not the summer Park Maintenance Staff had been hired. Verfaillie informed the Commission that interviews and hiring was still taking place.

Verfaillie discussed the current condition of the Luke Horning Memorial Sk8 Park, and that it was requested that the area be swept, painted and a dumpster be placed.

Commission Member Brian Teale emphasized the importance of maintaining locks and chains on the gates which deter motorized vehicle access into the ski-only areas of Mineral Creek Canyon.

## VII. COMMISSION BUSINESS FROM THE FLOOR

Commission Member Teale discussed the Snow Town Ice Classic. He again, gave thanks, and expressed that he felt it was a great event to raise money for AVV and that he hoped it would grow larger in the years to come.

Secretary Pauly discussed the informativeness of the work session which had taken place prior to the start of this meeting. Director Verfaillie stated that when it came to implementation and development of some of these recreation areas, Parks & Recreation would be in need of Commission's support when asking Council for additional full time employees.

Chair Smelcer brought up the current status of the Parks & Recreation Master Plan. It was decided that an additional work session take place on the tentative date of Tuesday, May 30th at 7:00PM, in order to review the red-lined edits. It was also decided that a summary, priority list, as well as a Capital Improvement Project list be created to accompany the final document. Verfaillie suggested adding the Port & Harbor Commission's Waterfront Master Plan and the Black Gold Park Strip Master Plan as appendices to the document.

#### VIII. ADJOURNMENT

Due to no further business, Chair Smelcer adjourned the meeting at 7:53 PM.