



**City of Unalaska | Department of Parks, Culture and Recreation
Advisory Committee Meeting | Community Center Conference Room
December 21, 2015, 6:00 p.m. to 7:00 p.m.**

Last Updated: 12/09/15

Mission Statement: *To enrich our diverse community by providing exemplary, accessible, and safe cultural, leisure, and recreation facilities and services that nurture youth development and inspire people to learn, play, and engage with our unique and welcoming environment.*

Davlin Hall secretary for this meeting

Call to Order

Roll Call

Matt Lightner, Chair

Davlin Hall

Joanne Villamor

Lynette Pham, Student Representative

Kelly Stiles, Vice Chair

Patrick Trinidad

Karie Wilson

D. Tyrell McGirt, PCR Director – Absent

Recognition of Visitors

Karen Kresh, Librarian

Additions and Approval of Agenda

Additions and Approval of Minutes from November 16, 2015 *Attached*

Directors Report for November 2015 *Attached*

Librarian Update

Old Business

- A. PCR Slogan Update
- B. Christmas Tree Lighting
- C. Secretary Needed for Next Meeting

New Business

- A. Elder Parking for Special Events
- B. Resolutions
 - 1. CMMP – Library *Attached*
 - 2. CMMP – Parks *Attached*

Visitor and Committee Member Comments

- A. Visitors
- B. Committee Members
- C. Next Meeting – January 11, 2015

Adjournment

**City Of Unalaska• Department of Parks, Culture, and Recreation
Advisory Committee Meeting Minutes from November 16, 2015**

Call to Order- Meeting was called to order at **6:06 PM**

Roll Call

Matt Lightner, (ML) Chair - Absent
Davlin Hall (DH) – present
Joanne Villamor (JV) – present
Lynette Pham, (LP) Student Rep. – present

Kelly Stiles, (KS) Vice Chair - Absent
Patrick Trinidad (PT) – present
Karie Wilson (KW) – present
D. Tyrell McGirt, PCR Director – absent

Recognition of Visitors

Albert Burnham – Recreation Manager
Nick Cron – Operations Manager

Additions and Approval of Agenda

There were no suggested additions or amendments to meeting agenda. **KW** made a motion to approve agenda, **JV** seconded. All in favor, none opposed.

Additions and Approval of Minutes from October 19th, 2015

There were no suggested additions or amendments to Minutes from 10/19/15. **JV** made a motion to approve minutes, **KW** seconded. All in favor, none opposed.

Directors Report for October 2015

Highlights

- Karen Kresh, Head Librarian, attended the annual DirLead meeting in Girdwood, Alaska as well as the PNLA Leads Institute in Long Beach, WA for training workshops in Leadership for library workers.
- D. Tyrell McGirt, Director; Albert Burnham, Recreation Manager; and Nick Cron, Operations manager attended the Annual Alaska Recreation and Park Association (ARPA) Conference in Homer, Alaska. McGirt who was Vice President of ARPA was sworn-in as President Elect of the organization. His two year term as President begins next September; *Congratulations!*
- As of now, two recreation coordinator positions are open. The Sports/Wellness and the Arts/Culture recreation coordinator positions are open, the latter position being open in the hopes of having the position filled when the current Arts/Culture recreation coordinator resigns in the 1st quarter of the new year.
- Three to four Part-Time Lifeguard positions are currently open at the Aquatics Center.
- The newly built stairs and walkway complete current renovations for Expedition Park ("Gazebo Park") near the new Small Boat Harbor.
- The "Monster Bash" Halloween Event was a success. Over 350 community members attended the event. The community responded with lots of positive feedback. One such compliment was for the abundance of fun games and activities for children. PCR would like to thank the United States Coast Guard for the Service members who volunteered their time for the event as well as a special thanks to Dave Martinson, City Manager for volunteering as well!

Operation Manager Update

Highlights

The PCR has finished setting up several new cardio equipment machines in the PCR cardio room. Bathrooms for all City Parks have been winterized for the winter season. PCR is touching base and reviewing the procedures which the relatively new Custodians carry out when cleaning PCR associated facilities. A new projector was purchased for use by PCR. The old projector had mechanical problems and needed to be replaced. This new projector will be used for PCR Movie Night events, meetings, etc.

Old Business

- Fitness on Demand- tabled for FY16-17 due to other prevalent projects on the PCR agenda demanding more attention.

- Disc Golf Update- no update
- PCR Slogan Update- The list of possible PCR slogans has now been narrowed down to 3 distinct slogans. **“Heartbeat of the Community”**; **“Unalaska Lives here”**; and **“We put the Unity into Community.”** Some committee members noted opposition to the remaining selection of slogans.
- Christmas Tree Lighting- Preparations are well underway; **DH** has purchased Christmas Lights and will lead the lights setup for the tree. **KW** has enlisted the help of a very generous community member who will make holiday-themed sugar cookies for kids to decorate and enjoy during the event. The committee is hoping to recruit a High School music ensemble to play music for caroling during the lighting ceremony. **KS** and/or Nick Cron have volunteered to be a fill-in keyboardist if needed. **LP** and the PCR Teen council will be serving hot chocolate during the event as well as facilitating a “What I am thankful for,” community engagement activity.
- Cooler of ice @ games- Addressed in previous meeting. Committee came to consensus that this is a necessary feature to have during all youth league sports games.
- New Basketball Jerseys- New sports leagues jerseys are in the process of being ordered to replace those that have been damaged, mangled, and/or unreturned.
- Secretary Needed for Next Meeting- Davlin Hall (**DH**) volunteered to be the Secretary for the December meeting.

New Business

- Winter Spring Activity Guide- committee members delved into the new Activity guide and complimented the informative, yet easy-to-read layout of the guide.

Visitor and Committee Member Comments

- No visitors were present
- Committee members comments-
 - Can the PCR front parking lot be reserved solely for Elders and Handicap Eligible Patrons during PCR youth league sports?
 - How is the PCR addressing spectator/player poor sportsmanship during League Sports?
 - What is the policy of children on the 2nd floor Gym Track and who is in charge of enforcing such policies during the game?
 - Junior High girls and their parents are very thankful for the accommodations that have taken place for them in the Youth Basketball League and the Adult Women's League.
 - Is there any way for PCR to look into starting a youth volleyball program/league? Both youth girls and boys are interested in playing volleyball at an earlier age. Especially for youth girls who have shown interest in playing organized volleyball prior to reaching Junior High/ High School.
- Next Meeting – December 21, 2015 @ 6:00 PM

Adjournment

Motion to adjourn November meeting by **PT**, Seconded by **DH**.

Meeting officially adjourned @ **7:00PM**



City of Unalaska Department of Parks, Culture and Recreation **DIRECTOR'S REPORT**

November 2015

Last Updated: 12/09/15

SUMMARY

Staff Updates

Library Assistant, Robi Harris, received a scholarship to attend the annual Young Adult Services Symposium, presented by the Young Adult Library Services Association in Portland, Oregon. Robi's attendance at this conference supports the library's objective to "provide staff with continuing education in the areas of library collections and programs." PCR staff attended Sexual Harassment training along with other City employees. Interviews were completed for the Recreation Coordinator – Fitness / Sports / Wellness position and a qualified applicant is currently in the background check process. And an in-service training was held for Aquatics Center staff. The focused was on mapping out areas to cover, practicing backboarding skills, and writing procedures for a task manual.

PCR Director D. Tyrell McGirt					
Aquatics Manager Jennifer Lane			Operations Manager Nick Cron	Librarian Karen Kresh	Recreation Manager Albert Burnham
Lifeguard <i>Part-Time</i> Alanna Kochuten	Lifeguard <i>Part-Time</i> Lynette Pham	Lifeguard <i>Part-Time</i> Vacant Position	Recreation Assistant Mikela Dassler	Library Assistant Mayumi Conwell	Recreation Coordinator Amanda Greaves
Lifeguard <i>Part-Time</i> Amber Le	Lifeguard <i>Part-Time</i> Marjamae Pili	Lifeguard <i>Part-Time</i> Vacant Position	Recreation Assistant Rachelle Hatfield	Library Assistant Robi Harris	Recreation Coordinator Carlos Tayag
Lifeguard <i>Part-Time</i> Delanney McConnell	Lifeguard <i>Part-Time</i> Claudine Tungul	Lifeguard <i>Part-Time</i> Vacant Position	Recreation Assistant Peka luta	Library Assistant Maricela Rodriguez	Recreation Coordinator Felicia Tungul
Lifeguard <i>Part-Time</i> Paulo Nacionales	Lifeguard <i>Part-Time</i> Kiecel Tungul	Lifeguard <i>Part-Time</i> Vacant Position	Recreation Assistant Marichu Miller	Library Assistant <i>Part-Time</i> Minnie Fernandez	Recreation Coordinator Prestan Walker
Lifeguard <i>Part-Time</i> Sean Peters	Lifeguard <i>Part-Time</i> Emerson Winters	Lifeguard <i>Part-Time</i> Vacant Position	Recreation Assistant <i>Part-Time</i> Rose Sevilla	Library Assistant <i>Part-Time</i> Pete Galaktionoff	Recreation Coordinator Vacant Position

Equipment / Facilities / Operations / Services

The salt cell, which helps regulate chlorine feed into the pool at the Aquatics Center, has been replaced and is meeting chlorine demands. It earlier blew a fuse but that was replaced. There is a damaged window from the storm that is waiting for replacement.

The Library conducted a survey to gather community input on a proposed library expansion. The survey was available on the city website and at eight public locations around the community. It was open from November 13 – December 1. Survey results will be compiled by the Librarian in December.

The Librarian is working with the City IS Department to plan a network upgrade, which will be implemented in early 2016. This upgrade will include new computers for staff and patrons, addition of an automated computer booking system, and the virtualization of the SirsiDynix library database.

Advisory Committees and Friends of the Library Updates

The PCR Advisory Committee met and was able to preview the Winter Spring Activity Guide and offer input and finalize plans for the annual Christmas Tree Lighting event.

The Library Advisory Committee met on Thursday, November 5. They passed a resolution to name the library Conference Room in honor of Dan Masoni.

Friends of the Library added three new members: Amy Purevsuren, Erica Mobly, and Mia Magalong. They have received the Little Free Library in the mail and will work with Ports and Facilities Maintenance to put it at the airport.

PCR ADVISORY COMMITTEE		LIBRARY ADVISORY COMMITTEE		FRIENDS OF THE LIBRARY	
Matt Lightner, Chair	Joanne Villamor	M. Lynn Crane, Chair	Anthony Grande	Tammy Pound, President	Mia Magalong
Kelly Stiles, Vice Chair	Karie Wilson	Cyri Thompson, Vice Chair	Debbie Hanson-Zueger	Jane Bye, 1 st Vice President	Erica Mobly
Davlin Hall	Lynette Pham, Student Representative	Amanda Andersen, Secretary	Cat Hazen	Marti Rookala, 2 nd Vice President	Amy Purevsuren
Patrick Trinidad		Rhonda Anderson		Pipa Escalante, Secretary	Patrick Trinidad
				Ruth Marquez, Treasurer	

PROGRAMS

Program Highlights

The scheduled **Lifeguarding** course resulted in six high school students becoming certified. All have been encouraged to apply for vacant Lifeguard positions. Participants really enjoyed the **Driftwood Designs** and **Photography 201** art courses offered. **Pop Up Chef** put on a restaurant day where participants sold gourmet snacks at the final Youth Basketball League games. **Youth Basketball League** and **Adult Men's and Women's Basketball** came to an end. And the month ended with two Thanksgiving themed events – **Shoot for a Turkey** and **Turkey Trot**. Six frozen turkeys were given to the winners of the Shoot for a Turkey competition following the last Youth Basketball League game. And nearly \$1,000.00 was raised for St. Jude Children's Hospital during the annual Turkey Trot.

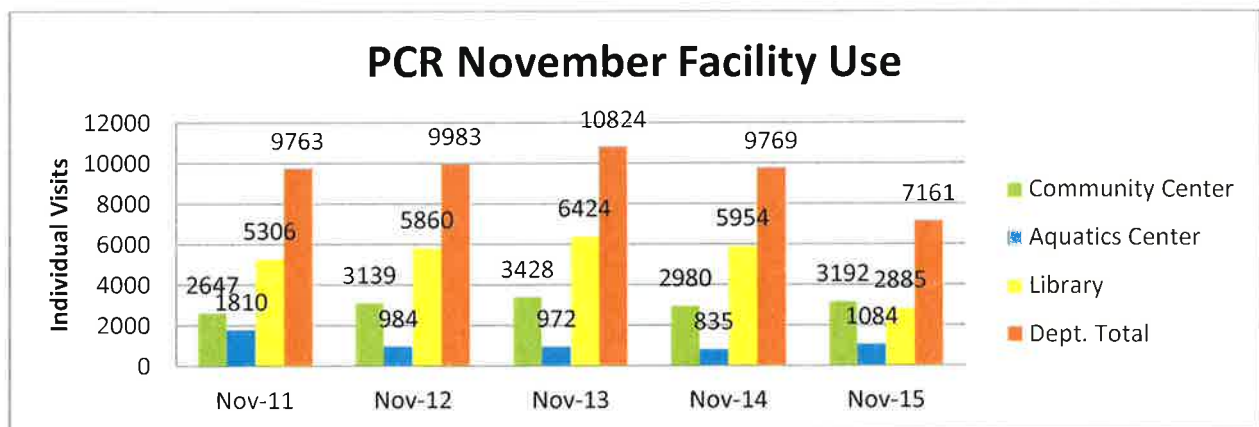
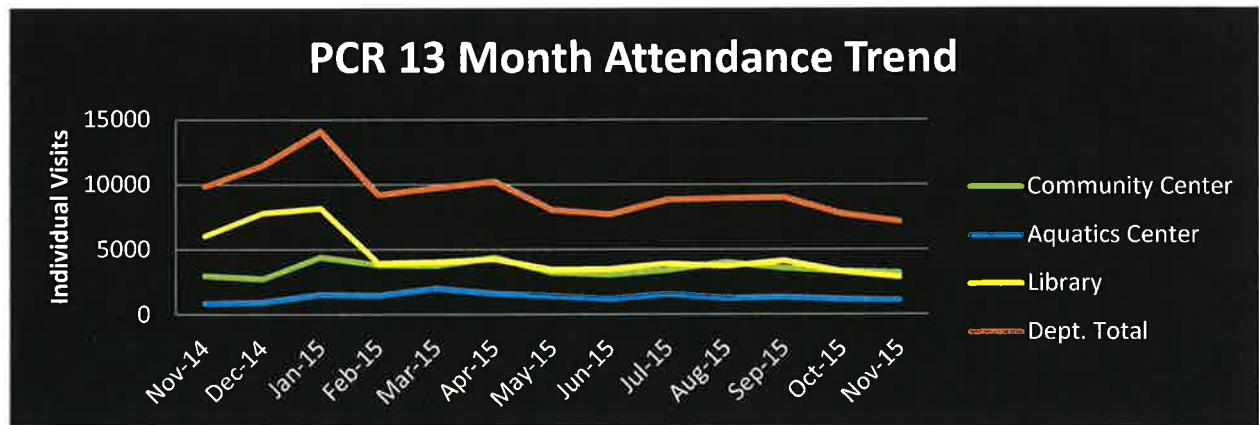
Programs Offered

AQUATICS	LIBRARY	RECREATION
Friday Splash	Alphabet Story Time	Arts and Culture
Lifeguarding Course	Book Club	Driftwood Designs
Tot Time Swim	Day of the Dead	Photography 201
UCSD Eagle's View Swim Lessons	Lego Club	Fitness / Sports / Wellness
Youth Swim Club Grades 1 st & 2 nd	PCR360 Library Time	Blood Pressure Checks
Youth Swim Club Grades 3 rd & 5 th	Teen Afterschool Time	Dance Fitness / Zumba
	Tot Time Reading Adventures	Men's Basketball League
		PCR Power Hour
		Shoot for a Turkey
		Turkey Trot
		Women's Open Gym
		Youth Basketball League
		Yoga
		Kids Programming

	KinderCamp
	PCR360
	Tot Time
	YOUthRECreation
	Leisure Activities and Teen Programming
	Friday Night Magic
	Pop Up Chef
	Teen Intermural Tournaments
	Teen Painting
	Special Events
	Drive-In Movie

ATTENDANCE / REVENUE / VOLUNTEERS

Facility	Attendance	Revenues	Volunteers / Hours
Aquatics Center	1,084	\$1,372.00	0 Volunteers / 0 Hours
Community Center	3,192	\$11,174.50	13 Volunteers / 26 Hours
Library	2,885	\$854.90	3 Volunteer / 4 Hours
TOTAL	7,161	\$13,401.40	16 Volunteers / 30 Hours



**CITY OF UNALASKA
PARKS, CULTURE AND RECREATION ADVISORY COMMITTEE
RESOLUTION 2015-01**

**A RESOLUTION OF THE UNALASKA PUBLIC PARKS, CULTURE AND RECREATION ADVISORY
COMMITTEE SUPPORTING THE ADDITION OF THE PARKS IMPROVEMENT PROJECT TO THE
CITY OF UNALASKA CAPITAL AND MAJOR MAINTENANCE PLAN FOR FY17.**

WHEREAS, Unalaska Code of Ordinances §2.72.020 states that the PCR Advisory Committee will recommend and advise on policy and fiscal matters that pertain to the community parks, cultural and recreational facilities, services and programs, and

WHEREAS, the Unalaska PCR Advisory Committee continues to support the highest possible level of PCR facilities, programs and parks, and

WHEREAS, public use of the City parks has increased causing normal wear and tear on equipment; related facilities connected to these parks and related grounds, and

WHEREAS, public use will continue by community members,

WHEREAS, heavy use of playground equipment at Sitka Spruce Park and Town Park require increased staff maintenance to maintain upkeep on said equipment and

WHEREAS, the use of parks and playground equipment enhance an individual's quality of life and

WHEREAS, the proper maintenance and up keep of parks and green spaces creates a more livable community and increases property value and

WHEREAS, providing the community with updated, properly maintained and safe parks encourages youth and others to become more active in outdoor activities that promote healthy behaviors,

WHEREAS, specific recreation programs relating to skating activities are now occurring and the condition of the Skate Park has not been formally addressed since mid-2000,

NOW THEREFORE BE IT RESOLVED, that the Unalaska Parks, Culture and Recreation Advisory Committee supports the addition of Expansion of the Parks Improvement Project to the City of Unalaska's FY17 Capital and Major Maintenance Plan.

**ADOPTED BY A DULY CONSTITUTED QUORUM OF THE UNALASKA PUBLIC LIBRARY ADVISORY COMMITTEE
ON THIS _____ DAY OF _____, 2015.**

Kelly Stiles, Acting Chair

Attest:

Director

**CITY OF UNALASKA
UNALASKA PARKS, CULTURE AND RECREATION ADVISORY COMMITTEE
RESOLUTION 2015-01**

**A RESOLUTION OF THE UNALASKA PUBLIC PCR ADVISORY COMMITTEE SUPPORTING
THE ADDITION OF THE PUBLIC LIBRARY EXPANSION PROJECT TO THE CITY OF
UNALASKA CAPITAL AND MAJOR MAINTENANCE PLAN FOR FY17.**

WHEREAS, Unalaska Code of Ordinances §2.72.020 states that the PCR Advisory Committee will recommend and advise on policy and fiscal matters that pertain to the community parks, cultural and recreational facilities, services and programs, and

WHEREAS, Unalaska Code of Ordinances §2.80.020 states that the Library Advisory Committee will work in an advisory capacity relating to the improvement, operation and maintenance of the City's library facilities and programs and relating to the creation of public interest in and public support of such facilities and programs; and

WHEREAS, the present library facility was designed in 1996 with a design life of 20 years to house up to 50,000 volumes and to seat 52 readers; and

WHEREAS, public use of the library has increased significantly since 1999 so that, though thought to be generous during design of the facility, 52 reader seats are no longer the minimum capacity needed to serve the public; and

WHEREAS, the next expansion of library shelving capacity will require removal of some customer seating from the library facility in order to accommodate added circulating materials;

WHEREAS, growing circulating collections are the backbone of library services and have positioned the Unalaska Public Library as a recipient of the ALA/IMLS Star Library Award seven years in a row, citing it as one of the very best public library service facilities in the United States; and

NOW THEREFORE BE IT RESOLVED, that the Unalaska PCR Committee supports the addition of Expansion of the Unalaska Public Library Facility to the City of Unalaska's FY17 Capital and Major Maintenance Plan.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE UNALASKA PCR ADVISORY COMMITTEE ON THIS _____ DAY OF _____, 2015.

Kelly Stiles, Acting Chair

Attest:

Director