



**City of Unalaska | Department of Parks, Culture and Recreation
Advisory Committee Meeting Minutes for January 23, 2023**

Members present: Thomas Roufos, Greg Peters, Ben Knowles, Jill Spetz, Noel Rea, Ryan Humphrey

The Parks, Culture and Recreation Advisory Board Meeting was called to order at 6:02 p.m. on January, 23, 2023, in the multi-purpose room at PCR

Recognized visitors to the meeting, Jolene Longo

Welcomed Ryan Humphry to his first Parks and Recreation Advisory Board Meeting.

New Business

The Advisory Board reviewed the minutes of October 17, 2022, it was a unanimous vote to approve.

Roger made a presentation on the Fee schedule and Instructor Agreements. He informed the group of the three ways that we look at anyone that applies for space at the PCR. Roger presented three basic types of programs.

1. Non-Profit, 2. City Sponsored, 3. For Profit.

Non-profit groups are like schools, churches or 501-C3 organizations. They use the facilities for the most part for no charge.

City sponsored groups or individuals fall under the City Insurance and may or may not get a stipend for their classes. They will receive a background check before they can teach a class, and all class registration fees go to the City.

For Profit instructors will be charged a room rental, and this year the City has required that the instructor get commercial general liability insurance to additionally insure the city against any liability in the amount of \$1 million and a total aggregate of \$2 million.

There was some discussion on each area from the board with Noel Rea making a motion to have all instructors including the for-profit instructors receive a background check. The motion was seconded by Ben Knowles. The motion passed unanimously.

After more discussion Thomas Roufos made a motion that the for-profit instructor must have a City issued Business License. Greg seconded, and the motion passed unanimously.

Jolene gave an up-date on the Park and Recreation CMMP Program.

Kelty Field Update was that 40% of the gravel in the outfield has been replaced looking at anticipated completion date in early spring with seeding to follow. Jolene noted that a soccer field can be placed on the outfield and we could run the soccer programs for the city at Kelty. This would eliminate the need for us to continue renting the back half of the field at Tutiakoff field.

Sitka Spruce park improvements are complete and the project is being closed out.

Burma Road Chapel Upgrades no more progress on the project since the siding and rotten wood was replaced last year. Looking to do a roof inspection with a drone later this year.

UCSD playground renovation complete, final concrete inspection in the spring. After the inspection the project will be closed out.

Library renovation project on-going completion mid-April.

Pool update, temporary repairs completed by IRI to the roof. RFP will be bid in March for summer repairs to the roof.

Park and Recreation Master Plan Up-date RFQ to be done next week with bid process starting shortly thereafter.

Committee suggestions:

Noel asked the PCR to consider renting lockers for overnight rentals at the pool and PCR for regular users of the facility. Roger said that he would bring it up with the management staff on Friday to see if we might want to start this again. Roger explained some of the problems they have had in the past when they rented lockers.

Next meeting is March 20, 2023

Adjournment at 7:10 p.m.