



PARKS AND RECREATION COMMISSION

Dave Tuttle, Chair
Mary Shampine
Michelle Hinds
Randy Robinson

PARKS AND RECREATION COMMISSION | REGULAR MEETING AGENDA

FEBRUARY 8, 2017 | 6 P.M.

MENARD SPORTS CENTER | 1001 S. CLAPP STREET, WASILLA, AK | 907.357.9100

1. Call to Order

2. Roll Call | Determination of a Quorum

3. Pledge of Allegiance

4. Election of Co-Chair

5. Approval of Agenda

6. Approval of Minutes

A. January 11, 2017

7. Staff Reports

A. Parks and Recreation Action Log

8. Public Comments (3-minutes per person)

9. Unfinished Business

A. Committee of the Whole

1. Ongoing Projects – Discussion and/or Updates

- a. Public Lands within City Limits
- b. Parks Master Plan-Parks and Recreation Idea list
- c. Volunteer Program

2. Seasonal Projects and Events

- a. Clean-up Days
- b. 100th Anniversary of the City of Wasilla
- c. Other Special Events

10. New Business

11. Audience Comments (3-minutes per person)

12. Staff and Commission Comments

A. Next Meeting Date: March 8, 2017 at 6 p.m., Menard Sports Center

13. Adjournment

I. CALL TO ORDER

The regular meeting of the Wasilla Parks and Recreation Commission was held on Wednesday, January 11, 2017, at Curtis D. Menard Memorial Sports Center, Wasilla, Alaska. Chairman Dave Tuttle called the meeting to order at 6:02 p.m.

II. ROLL CALL

Commissioners present and establishing a quorum were:

Ms. Mary Shampine, Seat A
Mr. Dave Tuttle, Seat B
Ms. Michelle Hinds, Seat C
Ms. Randy Robinson, Seat E

Staff in attendance were:

Ms. Joan Klapperich, Director of Recreation and Cultural Services
Ms. Lyn Carden, Deputy Administrator
Ms. Tammy Ostrom, Menard Center Secretary

III. PLEDGE OF ALLEGIANCE

Commissioner Hinds led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chair Tuttle asked if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved as presented without objection.

V. APPROVAL OF MINUTES

Chair Tuttle asked if there were any changes to the December 14, 2016 minutes.

GENERAL CONSENT: The minutes were approved as presented without objection.

VI. STAFF REPORTS

Ms. Joan Klapperich:

- Welcomed Parks and Recreation Michelle Hinds, and returning Commissioner Mary Shampine to the Wasilla Parks and Recreation Commission.

- Commissioner Joan Matthews resigned from the Parks and Recreation Commission.
- Christmas Friendship Dinner a success with 4000 meals served.
- Church on the Rock event December 31st a success with 2000 in attendance.
- Menard Center focused on increasing activities during holiday break for community enjoyment.
- City of Wasilla Centennial kickoff event January 7th was a success with bake off, free public skate and dance in evening.
- Colorful lights are up at Newcomb Park for the Ice skaters on the lake.
- Skate the lake at Newcomb Park February 4th from 12-2pm. Cake and hot cocoa will be served.
- The Menard has acquired 2 pickle ball nets that can be used on the turf field for tennis thanks to the Mat-Su Tennis Association.
- Learn to Play Hockey class was cancelled due to low enrollment.
- Baseball Skills and Drills Clinic at the Menard Center for 8 weeks starting January 22nd, coached by Wasilla Youth Baseball Association.
- Upcoming events at the Menard Center: Boom Town Derby Dames Roller Derby January 14th, Mat-Su Homeless Connect January 24th, Rocky Mountain Elk Foundation Banquet January 28th, State High School Hockey Tournament February 9-11th, AK Tuesday Night Fights February 7th.

Ms. Lyn Carden:

- Centennial bake off went well with a total of 20 entries, 200 for free Centennial public skate, and tickets for the Centennial Ball sold out.
- February 11th 12-5pm Fat Tire Bike Community Ride at the Menard Center.
- Hearts 4 Hunger event at Grandview in February.
- Centennial Pet contest at the Museum in the month of March.
- The City of Wasilla will now be taking over the 4th of July Parade and New Year's Eve Fireworks.

VII. PUBLIC COMMENTS (3-minutes per person)

VIII. UNFINISHED BUSINESS

A. Committee of the Whole

MOTION: Commissioner Robinson moved to enter into Committee of the Whole for the discussion of Unfinished Business.

GENERAL CONSENT: No objection noted.

Clean up Days:

- May 1-6 2017 with dumpster hours 12-7pm; picnic Saturday May 6th at Iditapark 2pm.
- Suggested geocaching for City events.

The Parks and Recreation Commission exited Committee of the Whole.

IX. NEW BUSINESS

X. AUDIENCE COMMENTS (3-minutes per person)

XI. STAFF AND COMMISSION COMMENTS

Commissioner Tuttle:

- Commented that the back parking lot light was out at the Menard Center; and
- Will be gone for the March Parks and Recreation Meeting.

Commissioner Champine:

- Asked about the lights at Wonderland sledding hill; and
- Commented on a mud slide event at Kincaid Park.

XII. ADJOURNMENT

Chairman Tuttle adjourned meeting at 7:15pm and noted that the next meeting is scheduled for February 8, 2017, 6:00pm at Menard Center.

DAVE TUTTLE, Chair

ATTEST:

TAMMY OSTROM, Commission Secretary

Approved: February 8, 2017.

**MAYOR**

Bert L. Cottle

CITY STAFF

Lyn Carden, Deputy Administrator

Bethany Buckingham, Museum Curator

CENTENNIAL CELEBRATION COMMITTEE

Kathy Hediger

Glenda Ledford

Mary (Randy) Robinson

**CITY OF WASILLA
CENTENNIAL CELEBRATION COMMITTEE
MEETING AGENDA**

WASILLA CITY 2nd Floor Mayors Conference Room

Wasilla City Hall, 290 E. Herning Avenue, Wasilla, AK 99654 / 907-373-9055 phone

REGULAR MEETING**5 P.M.****January 30, 2017**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. PUBLIC PARTICIPATION (Three minutes per organization or persons wishing to address items that pertain to the City of Wasilla Centennial Celebration)
- VI. ITEMS OF BUSINESS
 - A. Approval of Regular Meeting Minutes: November 7 and 21, December 5 and 12, 2016
 - B. Committee of the Whole (Action may be taken following the Committee of the Whole.)
 1. Update on action items noted in past minutes: Curators report, Calendar of events, 2017 Future Funding List, January Dance report, other Centennial related events, report on presentation to the City of Wasilla Council.
 2. Development and Implementation of Plan to Commemorate Wasilla's Centennial Celebrations.
- VII. AUDIENCE COMMENTS (Three minutes per person)
- VIII. COMMITTEE AND STAFF COMMENTS
- IX. ADJOURNMENT

I. CALL TO ORDER

The regular meeting of the Wasilla Centennial Celebration Committee was called to order at 5:00 pm.

II. ROLL CALL

Committee Members present. Quorum was established

Ms. Kathy Hediger
Ms. Glenda Ledford
Ms. Randy Robinson
Ms. Lyn Carden
Ms. Bethany Buckingham Follett

III. PLEDGE OF ALLEGIANCE

Led by Ms. Randy Robinson

IV. APPROVAL OF AGENDA

The agenda was approved as presented. Moved by Ms. Ledford and seconded by Ms. Robinson.

V. PUBLIC PARTICIPATION

Two students from Wasilla Middle School attended the meeting for school credit. In attendance were A. Bayie and A. Testavelde.

VI. ITEMS OF BUSINESS

- a. Approval of Regular Meeting Minutes: November 7th, November 21st, December 5th and December 12th, 2016 were approved as presented by Ms. Robinson and seconded by Ms. Hediger.

MOTION: At 5:08 p.m. Ms. Robinson moved to enter into a Committee of the Whole to discuss the items of business. Ms. Hediger seconded.

GENERAL CONSENT: The motion passed without objection.

Discussion ensued regarding the items of business.

1. Review of Centennial Kick off Event, Saturday, January 7, 2017:
 - a. January Kick off community open skate at Menard Center 11-2p with
 - b. Cookie, cake and pie Bake-Off (entries from 10-12p judging 12-1230 Awards1p)

- c. Centennial Kick off Dance 7-10p Dancing (Gary Mac \$1000) Finger food & Beverages (Chepos \$1000) Photos by Jessica Steel (Official photos \$500.00 still need vendor information)
 - d. Centennial Pin to all guests attached to program for Dance.
 - e. Decor provided by M.A.T.I. -Brown Chicken Brown Cow -City of Wasilla Delivery of items will be Friday, January 6 and pick up will be Sunday January 8.
 - f. Presentation of all historical photos (displays supported by City Shop)
 - g. Table décor, table coverings, historical photos displays, coat check, recognitions to founding families (City \$1000)
 - h.
2. M.A.T.I to be at front of City of Wasilla 4th July parade 2017
 3. Committee will meet last Mondays of the month throughout 2017 except those Mondays that fall on Holidays (January 30, February 27, April 24, June 26, July 31, August 28, September 25, October 30, November 27.
 4. April 24th meeting committee will ask council to move monies collected in FY 2017 to be moved to the lamp post fund prior to the end of FY 17.
 5. Last meeting of the Committee will be Monday, January 15, 2018. All final monies collected FY 18 will be moved from the collection of sales to the lamp post fund.
 6. Updated Completed List and to do list for 2017

COMPLETED

- a. Boy Scouts have been contacted and they are willing to do coat check for me. Have not heard from ANTSO.
- b. Tickets printed and curator have a spread sheet of who has what numbers. Have received a few payments so far. 56 Tickets sold so far and money collected for those tickets.
- c. Flyers, posters and postcards for centennial printed. Hanging more. Info update on website.
- d. Flyers and application for Bake off created and printed. Updated on Website.
- e. Continuing to prepare the centerpieces and items for the tables
- f. Story and photos to Make a Scene, Frontiersman and both Radio Stations sent December 9.
- g. Awards and Ribbons ordered
- h. Table Cloths ordered
- i. Flowers for Centennial around town – Contacted Jeremy and he is currently creating designs and ordering.
- j. Poster for January Events completed and hung
- k. Borealis Dancers performing at Centennial
- l. Invoice for Chepos, Gary Mack
- m. Posters in Frames for giveaway

TO DO

- A. Invoice and Business License for Jessica Steele
- B. Change out photos downstairs (Tuesday, December 27)
- C. Continuing to call families and get yes or no on attendance.
- D. Thumbprint Forest for Centennial event
- E. Check with VAA for background cut outs
- F. **Meet with Sherry 28 10 am for last walk through and packing of items for Centennial event**
- G. Contact Rick Castille about Iditarod and Caches for 2017
- H. Create Caches for sale for 2017
- I. ~~Contact VFW about Raffle Event (for Centennial?)~~
- J. ~~Prize for Centennial Event – Arctic Cat, C Skidoo, Hatcher Pass Polaris~~
- K. ~~Extra Tables for Centennial Event~~
- L. JANUARY 15, 2018 official last meeting for committee
- M. Creating posters and postcards for each monthly event
- N. Exhibits monthly for centennial
- O. Centennial Temp
- P. 3 Sets of photos 11x17 and 5x7 or 4x6 for January 7 event
- Q. Advertise on Legends, KMBQ, FRONTIERSMAN, MAKE A SCENE, RADIO FREE PALMER, HATCHER PASS RADIO
- R. **INVITE GOVERNOR WALKER – Lt. Gov. Mallot**
- S. APRIL walk a mile in her shoes event planning (\$125 for sign up)
- T. November Great American Smokeout event
- U. August stuff the school house and distribution of school supplies (August 8 and 9)
- V. Business cards with centennial logo and info and QR code
- W. Summer Reading Program (2017 building and community) Local Scavenger hunt for old and new buildings. Start at Museum and finish at Library? Maybe a few events and walking tour
- X. Cemetery walking tour and event, Summer event and October 31
- Y. Timeline of events for poster and for tables
- Z. Contact Frontiersman about pullout and deadline for pullout (Meeting December 21.)
- AA. Get Mocha Moose Logo, Glenda's Logo and ~~Wasilla Chiropractic~~ Logo and other sponsor logos Borealis Dancers Logo Wasilla Food Bank Logos
- BB. 2 Cakes for Centennial Kick off Event
- CC. List of sponsors already supporting
- DD. Create List of sponsors to contact for support

MOTION: Ms. Ledford moved to exit the Committee of the Whole. Ms. Robinson seconded.

GENERAL CONSENT: Motion passed without objection.

VII. **AUDIENCE COMMENTS:** Wasilla Middle School Students were very excited about the Centennial and thanked the committee for answering their questions. They are planning to participate in many of the upcoming activities.

VIII. **COMMITTEE AND STAFF COMMENTS:**

Staff commented on the work that has been accomplished and what needs to be completed.

IX. ADJOURNMENT – 1805 pm

Minutes Approved: _____

Lyn Carden, Deputy Administrator