

AGENDA
FOR THE REGULAR MEETING
OF THE COMMUNITY CENTER PLANNING COMMITTEE FOR THE
CITY OF THORNE BAY, ALASKA
THURSDAY, FEBRUARY 5, 2026
TIME: 5:00 P.M.

LOCATION: IN PERSON AT CITY HALL or TELECONFERENCE/VIDEO CONFERENCING LINE

Phone Number: +1-650-479-3208

Meeting Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m50ba9d87aa4325d2cb9638c40d8a2105>

Meeting number: 2559 178 5084 **Password:** 2026 (from phones and video systems)

1. Call to Order

2. Attendance

3. Approval of Agenda

4. Approval of Minutes of the last meeting

a) Minutes

5. New Business:

a) Planning Steps and Timeline

- Refine and approve the phases and overall timeline for the planning process.

b) Community Engagement Plan

- Refine and approve the initial strategy for engaging the community, including the design and distribution of surveys and the scheduling of community meetings.

c) Initial Themes for Community Input

- Refine and approve the initial themes to be presented at community meetings and potentially introduced in the surveys.

d) Survey Logistics

- Assign responsibilities for printing, distributing, and collecting community surveys.

8. Public Comment

9. Adjournment

Posted: January 30, 2026

Thorne Bay Community Center Planning Committee
Draft Businesses, Organizations, and Agencies Survey
Please return by March 15, 2026

The committee tasked with planning a new community center in Thorne Bay is seeking your valuable input. Your responses will help us identify existing amenities as well as needs and gaps that a community center may help resolve. Thank you for your participation!

- 1. Organization Name:** (Please provide your business, organization, or agency name.)
- 2. Contact Information:** (Name, email, and phone number for follow-up questions, if needed.)
- 3. What amenities, services, or programs does your organization currently provide to the community?** (Please list facilities, programs, meeting spaces, recreational opportunities, etc.)
- 4. Are there any restrictions on who in the community can use these amenities or services?**
(For example: seasonal availability, membership, background checks (for school), hours of operation, etc.)
- 5. Are there amenities or services you feel a new community center might duplicate?**
(If yes, please describe which ones and any concerns you may have.)
- 6. Are there unmet needs or gaps that you believe a new community center could help address?**

7. Would access to community center facilities be of benefit to your organization?

(If yes, please describe. For example, meeting space or team building activities, etc.)

8. Would your organization be interested in collaborating with the community center in the future? (For example: co-hosting events, sharing space, providing programs, etc.)

9. Additional comments or suggestions:

Please return your completed survey by **March 15, 2026** to **[insert contact email or address]**. We appreciate your time and insights!

Thorne Bay Community Center Planning Committee
GENERAL COMMUNITY SURVEY
Please return by March 15, 2026

Purpose:

The City of Thorne Bay is exploring the development of a new community center (or two). Your input will help shape the vision, programs, and spaces that best serve our residents on both the Southside and North (town) side. Thank you for taking a few minutes to share your thoughts.

1. About You

These questions help us understand who we're hearing from.

1.1 What is your age group?

- Under 12
- 13-17
- 18-24
- 25-39
- 40-54
- 55-69
- 70+
- Prefer not to say

1.2 How long have you lived in the community?

- Less than 1 year
- 1-5 years
- 6-10 years
- More than 10 years
- I don't live here but visit regularly

1.3 Do you live on the Southside or North (town) side?

- Southside
- North (town) side

1.4 Which of the following best describes your household? (Check all that apply)

- Children under 13
- Teens
- Adults
- Seniors
- Multigenerational household
- Prefer not to say

2. Current Needs & Interests

2.1 How important is a community center to you and your household?

- Very important
- Somewhat important
- Neutral
- Not very important
- Not important at all

2.2 What types of activities or services would you or your household use at a community center?

Please also note if you would use them on the Southside, North side, or both. (Check all that apply)

- Youth programs
- Teen space or after-school programs
- Senior activities
- Fitness or recreation
- Indoor sports
- Arts, crafts, or maker spaces
- Music, theater, or cultural programs
- Meeting rooms or event spaces
- Educational classes or workshops
- Outdoor recreation areas
- For South Side residents: library facilities
- Business incubator options
- Other (please specify)

2.3 Are there services or programs you currently travel out of town to access?

- Yes (please describe)
- No

3. Community Priorities

3.1 What should be the top priorities for a new community center?

(Choose up to three)

- A safe place for youth
- Recreation and fitness
- Senior services
- Community events and gatherings
- Arts and cultural programming
- Education and skill-building
- Health and wellness services
- Flexible multipurpose spaces
- Availability of a local emergency shelter
- Business development opportunities
- Other (please specify)

3.2 What concerns, if any, do you have about building a community center?

- Cost to city
- Location
- Traffic or parking
- Noise
- Long-term maintenance
- Not needed
- Other (please specify)

4. Accessibility & Inclusion

4.1 What accessibility features are important to you?

(Check all that apply)

- Wheelchair-accessible entrances and restrooms
- Accessible parking
- Clear signage
- Quiet spaces
- Sensory-friendly design
- Other (please specify)

4.2 Are there groups in the community whose needs we should pay special attention to?

(Open response)

5. Location & Use

5.1 How often do you think you would use a community center?

- Daily
- Weekly
- Monthly
- A few times a year
- Rarely or never

5.2 What qualities matter most in choosing a location?

(Check all that apply)

- Central location
- Walkability
- Proximity to public docks
- Parking availability
- Proximity to school
- Proximity to parks or outdoor spaces
- Other (please specify)

6. Final Thoughts

6.1 What is one thing you would love to see included in the community center?

(Open response)

6.2 Do you have any additional comments or suggestions?

(Open response)

Please return by March 15, 2026 to a drop box at City Hall or the Port, or to any planning committee member. You can also fill out a digital version of this survey located on the Thorne Bay City Hall website.

Thorne Bay Community Center Planning Committee

DRAFT Teen Survey (Ages 11–18)

Please return by March 15, 2026

Welcome!

We want your ideas for a new community center in Thorne Bay. This is your chance to help design a place for teens and older kids to hang out, learn, and have fun. Be honest—your answers matter!

1. About You

1.1 How old are you? (Check one)

- 11–13
- 14–15
- 16–18
- Prefer not to say

1.2 How long have you lived in Thorne Bay?

- Less than 1 year
- 1–5 years
- 6–10 years
- More than 10 years
- I don't live here but visit often

1.3 Where do you live?

- Southside
- North (town) side

2. Your Interests & Needs

2.1 How important is a community center to you?

Rate from 1 (not important) to 5 (super important):

1 2 3 4 5

2.2 What would make you want to spend time at a community center? (Check all that apply)

<input type="checkbox"/> Chill space to hang out with friends	<input type="checkbox"/> Study or homework help
<input type="checkbox"/> Sports (basketball, volleyball, etc.)	<input type="checkbox"/> Outdoor activities
<input type="checkbox"/> Music, theater, or dance	<input type="checkbox"/> Events (parties, open mic, tournaments)
<input type="checkbox"/> Gaming (video games, board games)	<input type="checkbox"/> Volunteer or leadership opportunities
<input type="checkbox"/> Art or creative workshops	<input type="checkbox"/> Other: _____

2.3 What's something you wish you didn't have to leave town for?

(Open response)

3. What Matters Most

3.1 What are your top 3 priorities for a new community center?

Rank your top three:

- Safe place for teens
- Sports and fitness
- Arts and music
- Fun events and parties

- Learning and skill-building
- Health and wellness
- Emergency shelter
- Other: _____

4. Accessibility & Inclusion

4.1 What would help everyone feel welcome and included? (Check all that apply)

- Wheelchair ramps and accessible bathrooms
- Easy-to-read signs
- Quiet spaces

- Sensory-friendly rooms
- Respect for all backgrounds
- Other: _____

4.2 Are there groups of teens whose needs we should pay special attention to?

(Open response)

5. Location & Use

5.1 How often would you use a community center?

- Every day
- Every week

- Every month
- A few times a year
- Rarely or never

5.2 What matters most when picking a location? (Check all that apply)

- Easy to get to
- Safe to walk or bike
- Close to docks
- Good parking

- Near school
- Near parks or playgrounds
- Other: _____

6. Final Thoughts

6.1 What's one thing you'd love to see at the community center?

(Open response)

6.2 If you could design one room or area, what would it be like?

(Open response)

6.3 Anything else you want to share?

(Open response)



DRAFT Thorne Bay Kids' Community Center Survey (Ages 5-10)

Please return by March 15, 2026

👋 Hi there!

We want to build a new place in Thorne Bay where kids can play, learn, and have fun! Can you help us by answering these questions? You can ask a grown-up for help if you want.

1. About You: 1.1 How old are you? (Circle one)

5 6 7 8 9 10

1.2 Do you live in Thorne Bay?

Yes No

1.3 Where do you live?

Southside North (town) side

2. What Do You Like?

2.1 How do you feel about having a new place to play and hang out?

<input type="radio"/> Super excited!	<input type="radio"/> Not sure
<input type="radio"/> Sounds good	<input type="radio"/> Not really

2.2 What would you like to do at the new center? (Check or draw your favorites!)

<input type="checkbox"/> Play games	<input type="checkbox"/> Play outside
<input type="checkbox"/> Do arts and crafts	<input type="checkbox"/> Use computers or tablets
<input type="checkbox"/> Play sports (like basketball or soccer)	<input type="checkbox"/> Make new friends
<input type="checkbox"/> Listen to music or dance	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Read books	

Draw a picture of something you'd love to do at the new center!

[Space for drawing]

3. What's Most Important?

3.1 What should be the most important thing at the new center? (Pick up to 3)

<input type="checkbox"/> A safe place for kids	<input type="checkbox"/> Parties and events
<input type="checkbox"/> Lots of fun things to do	<input type="checkbox"/> Learning new things
<input type="checkbox"/> Sports and games	<input type="checkbox"/> Helping kids feel happy
<input type="checkbox"/> Art and music	<input type="checkbox"/> Other: _____

4. Everyone is Welcome!

4.1 What can we do to make sure all kids can use the center?

<input type="checkbox"/> Ramps for wheelchairs	<input type="checkbox"/> Soft lights and sounds
<input type="checkbox"/> Signs that are easy to read	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Quiet rooms	

4.2 Is there anything special we should think about for kids like you or your friends?

(Open space for answer or drawing)

5. Where Should It Be?

5.1 How often would you go to the new center?

<input type="radio"/> Every day	<input type="radio"/> Sometimes
<input type="radio"/> Every week	<input type="radio"/> Not sure

5.2 What makes a good place for the center? (Check all you like)

<input type="checkbox"/> Easy to get to	<input type="checkbox"/> Near a playground or park
<input type="checkbox"/> Safe to walk or bike	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Close to school	

6. Your Ideas!

6.1 What is one thing you really want at the new center?

(Open space for answer or drawing)

6.2 Do you have any other ideas or things you want to tell us?

(Open space for answer or drawing)

REPORT FOR COMMUNITY CENTER PLANNING COMMITTEE

January 15, 2026

8/9 in attendance

Discussed the Resolution purpose and scope.

- Took action on Officers:
 - Rose Mathis: Secretary
 - Lucy Aragon: Chair
 - Libby Nieland: Vice Chair

Discussed:

- Location ideas, pros and cons.
- What we are expected to accomplish.
- The poll results for possible locations:

1. Industrial area	22
2. Old Bay Chalet area	12
3. City Center	34
by bay or by car.	Can be seen by visitors to the city;
4. Other	2
	(southside or none)

Homework is to brainstorm pros & cons for each potential location, who is the Center going to serve and how, how is it going to meet the community needs and what are those needs...

We plan on meeting twice a month and submitting a report at the first council meeting each month.

Submitted by: Rose Mathis, Secretary

Thorne Bay Community Center Planning Committee
Draft Community Engagement Plan
February 2026

Conduct four concurrent surveys (mid-February to mid-March):

General Community Survey

- Post on City Hall website
- Post on Greater Thorne Bay webpage
- Have hard copies available on community boards (the Port, the library, City Hall, grocery store, liquor store, harbor master covered area, Davidson Landing, other?)
- Give to employees at local businesses and government offices – city, school, the Port, Samson, TB grocery store, liquor store, USFS, lodges, Tongass CU, coffee shop, VPSO, Tracey's, SE Road Builders, others?
- Hand out at church
- Hand out at sporting events
- Put in with hard copy utility bills? (How do we reach folks who have auto pay or pay online?)
- How do we reach “snowbirds” who are out of town right now?
- Other?

Two Youth Specific Surveys (5-10, 11-18)

- See if teachers at the school will help their students provide input
- Get to homeschoolers
- Hand out at church
- Hand out at sporting events
- Have available with the general surveys
- Other?

Business/Organization/Agency Specific Survey

- Either send to or hand deliver
- Other?

Preferred due date for initial surveys

- Maybe March 15th so we can consolidate and review at March 19th meeting?

Community Meetings (when, where, style, how often?)

- Listening sessions – may be a combination of presentations and open house styles
 - Share timeline
 - Share initial themes
 - Share community outreach plan
 - Share progress
 - Confirm input has been heard and is being considered
 - Accept written and verbal input
- Remind people that regular bi-monthly meetings are open to the public

Other?

- Do prework with the Island Post so folks know what is going on and to be on the lookout for surveys and public meeting opportunities?
- Newsletter?
- Remind people that bimonthly meetings are also open to the public.
- Share with congressional delegation in case they are aware of funding opportunities?
- Are there any standing meetings where we could present what the committee is working on? Depending on timing, we may be able to hand out surveys. If later, we can share information we have received and ask if they have any additional input. We may find unexpected partnerships or just some great ideas this way.

Thorne Bay Community Center Planning Committee
DRAFT Phased Planning
February 2026

Phase 1 – Committee Formation and Alignment (Dec 2025-Jan 2026: Completed)

- Elect Chair, Vice-chair, and Secretary
- Define expectations for attendance, communication, and decision making
- Establish procedures for agendas, minutes, and document sharing

Phase 2 – Community Needs Assessment/Understanding the Community (Feb-Mar 2026)

Goal is to understand WHO the center(s) will serve and WHAT they need.

2.1 Community Engagement Plan

Develop a plan outlining how the committee will gather input, including

- Community surveys
- Listening sessions or town halls
- Focus groups with key populations (youth, seniors, families, homeschoolers, local organizations)
- Meetings with schools, service providers, businesses

2.2 Data Collection

Gather information on

- Demographics and population trends
- Existing facilities and service gaps (inventory of what is already available to the community and restrictions that may apply)
- Community priorities and desired programs
- Accessibility and inclusion needs
- Laws and ordinances that may apply

2.3 Syntheses of Findings

- Summarize key themes from engagement
- Identify priority needs
- Highlight areas of consensus and areas requiring further exploration

Phase 3 – Defining the Vision and Scope (April-May 2026)

Use what was learned in Phase 2 to start shaping:

- The purpose of the center(s)
- The types of spaces it/they should include
- The programs it/they should support
- The size and scale for each that makes sense

3.1 Define the Purpose of the Center(s)

Using community input, articulate:

- The core mission(s) of the center(s)
- The primary groups it/they will serve
- The outcomes it/they aim to support (social connection, recreation, education, etc.)

3.2 Programmatic Requirements

Identify the types of spaces and functions needed, such as

- Multipurpose rooms
- Gym or recreation space
- Youth areas
- Senior gathering spaces
- Arts or cultural spaces
- Kitchen facilities
- Bathrooms
- Showers
- Laundry facilities
- Outdoor areas – covered, uncovered
- Other?

3.3 Preliminary Space Planning

- Estimate square footage needs
- Identify potential adjacencies (ie kitchen near meeting space)
- Note accessibility and universal design considerations

Phase 4 – Feasibility and Constraints

4.1 Site considerations

- Identify potential locations
- Evaluate access, parking, utilities, hazards (ie. tsunamis or landslides)

4.2 Budget Framework

- Identify potential funding sources (municipal, grants, partnerships)
- Develop rough cost ranges for construction and operations
- Consider short-term and long-term sustainability and potential staffing needs/impacts
- Consider options for phased construction

4.3 Partnership opportunities

Explore collaborations with

- Schools
- Nonprofits
- Health or social service providers
- Local businesses
- Government agencies
- Other?

Phase 5 - Recommendations and Next Steps

5.1 Draft Recommendations

Prepare a formal set of recommendations for the town council, including:

- Summary of community needs
- Proposed vision and program elements
- Feasibility findings
- Preferred sites
- Budget considerations
- Suggested next steps

5.2 Public Review

- Present findings to the community
- Gather final feedback
- Adjust recommendations as needed

5.3 Final Report

Submit a final report to the town council for review and action

Ongoing Committee Operations

Meeting Cadence

- Establish a regular meeting schedule
- Review progress at each meeting
- Adjust timelines as needed

Documentation

- Maintain clear records of decisions, discussions, and public input
- Ensure transparency and accessibility of information

DRAFT

Thorne Bay Community Center Planning Committee
Draft INITIAL USE THEMES
February 2026

1) General Community Use, including youth to seniors

- **Recreation (examples)**
 - **Pickle ball**
 - **Volleyball**
 - **Zumba**
 - **Bowling**
 - **Line dancing**
 - **Exercise classes**
 - **Cribbage tournaments**
- **Arts and crafts**
- **Meeting space**
 - **Community meetings**
 - **Trainings**
- **Dinners, parties, celebrations**
- **Bazaars**
- **Movie nights**
- **Covered/enclosed courts**
- **Barbecue area**
- **Other?**

2) Business Incubator

- **Limited commercial kitchen facilities**
- **Small business classes**
 - **Business plans**
 - **Marketing plans**
- **Other?**

3) Emergency Shelter

- **Room for cots/sleeping (and storage)**
- **Bathrooms**
- **Showers**
- **Laundry**
- **Kitchen**
- **Meeting space**
- **Other?**

4) Other?