# MINUTES

# PARKS & RECREATION ADVISORY COMMITTEE

## Tuesday, January 3rd, 2017

## CBJ Assembly Chambers – 6 p.m.

**I. Call to Order at 6:00 p.m. – C. Mertl, Chair**

**Present:** J. Anderson, O. Brudie, B. Farrell, T. Gilmour, C. Mertl, C. Prussing, T. Rutecki

**Absent:** F. Dowd, E. Ouderkirk

**Staff Present:** Kirk Duncan, P&R Director; Lauren Verrelli, Staff Liaison; Maria Gladziszewski, Assembly Liaison

**II. Agenda Changes –** None.

**III. Public Participation of Non-Agenda Items –** None.

**IV. Approval of Meeting Minutes from November 1st, 2016 –**

**December 6th, 2016:** T. Gilmour moves to approve the minutes, no objection. ***Minutes adopted.***

**V. New Business –** None.

**VI. Director's Report – K. Duncan**

**A. Master Planning Update:**

1. **Special Committee**:
   K. Duncan: Since the PRAC is not an empowered board, the Law Department said we will form a special committee. A PRAC member needs to chair this committee. I spoke with Brett a little about it but if there are other PRAC members that are interested in chairing the committee, please let me know. It's a hefty time commitment, meetings every 3 weeks for at least 6 months. The job description and application is in the packet. Staff will be putting together a pool of applicants chosen demographically so it represents the community. This potentially could be ready for the February meeting.
   B. Farrell: If a member of the PRAC has to chair it, can other members of the PRAC still be on it?
   C. Mertl: Yes, as a non-voting member. Is there anyone who is interested in chairing?
   O. Brudie: I have interest in participating, I have not thought in terms of chairing until now.
   C. Mertl: Mr. Farrell, were you interested?
   B. Farrell: I'm slightly interested but I need to still consider it.
   K. Duncan: The deadline to apply is January 24th, 2017.
2. **What We Heard**:
   K. Duncan: The document is lengthy but this is the document that the special committee will be using going forward. Also, included in that document is the McDowell report.
3. **McDowell Report:**
   K. Duncan: This also includes the online survey.

**B. PRAC role in developing 1% Sales Tax project:**

K. Duncan: I wanted to confirm that for the 1% sales tax, the staff will be preparing the list and providing the list to you, the PRAC, for your comments?

Board: Correct.

**C. ADDITON: Food Service at DPAC:**

K. Duncan: We now have food service at DPAC that includes prepackaged wraps and cookies from Heritage Coffee. It has been very well received. Sales are up at the pools, 14% over last year.

## VII. Unfinished Business –

**A. Parliamentary Suggestions:**

T. Gilmour: We are more casual than Robert's Rules of Order; they have some really good guidelines. The CBJ Boards & Committees Informational booklet has a lot of information in there too.

T. Rutecki: There are some inaccuracies in here such as "reconsider", that says it can only be made by the prevailing side which is not true. CBJ has its own hybrid of rules and parliamentary procedures. Seconding motions is also something that CBJ does not do. My recommendation would be to have this go by the City Attorney and have them cross out what we do not use.

L. Verrelli: Did you see the list that Josh & Brett created that they want to submit to Law? Is there anything you want to add to the list or eliminate?

T. Rutecki: I think these questions are good and would go a long way to clear up some issues. Maybe add to your list, how do you handle objections? Friendly amendments, there is no such thing.

T. Gilmour: I feel some reading & understanding will keep us inline, as opposed to taking up the Law department's time.

C. Mertl: I spoke to Amy Mead and she said to keep in mind that we're volunteers, we're locals, do our best but be courteous that we're not always going to get it right all the time. Read through the information provided and let's become as best educated in this as we can; it's a learning process.

**B. Hut-to-Hut:**

C. Mertl: It has been expressed to me and to Mr. Duncan that there is desire to rescind or amend our motion on funding for Hut-to-Hut from our November meeting.

J. Anderson: I would like to amend the motion. I was not real clear in my wording when this came about in November. The PRAC would support Hut-to-Hut just not by use of OHV funds. We had originally implemented it was okay to use the OHV funds. Those funds were voted on for the 1% tax which was a city wide vote. If people want to use OHV money, it should be a public process. It's clear in the McDowell report that OHV is something that is important to Juneau residents and by taking that money out of the OHV fund it goes against with what we're hearing in this report.

K. Duncan: First there needs to be a motion and then there needs to be a super majority of 6 positive votes for the amended motion to pass.

T. Rutecki: It's pretty clear in the original motion that if the money does not get used we want the OHV concept to go forward. We're saying that we don't want them to take the OHV money and use it without giving it back. It's more like a loan.

C. Prussing: I thought the original motion was fine, it stated the concerns about replacing the OHV funds.

C. Mertl: The loan idea came from this body. As we were told, we cannot force a future Assembly to replace those funds. There is not guarantee that the $50,000 will be returned. That is Mr. Anderson's concern since there is a desire for OHV as stated in the McDowell report. *The number one investment CBJ should make in recreation assets or facility is Off Road Vehicle parks and trails.*

B. Farrell: Didn't we hear from the City Manager at the last meeting that the intent was not necessarily to take the money from OHV? There was some miscommunication in finding a funding source that originally led to this vote. We might have been led to go a little bit further than is needed.

M. Gladziszewski: The original question to the PRAC was what do you think about using the OHV funds?

C. Mertl: Mr. Duncan is there any other projects that are complete that still have surplus funding that is sitting in an account? That might be a source of money that doesn't take away funding for a future project and is a positive way to still support Hut-to-Hut but provide an alternative.

K. Duncan: Not to my knowledge.

J. Anderson: I move to amend the previous motion from November to state:

*I would like to make an amended motion to recommend the PRAC write a letter that states the PRAC supports future projects, such as Hut-to-hut but would like to emphasize the importance of completing previous projects such as OHV.*

**Yay:** C. Mertl, J. Anderson, T. Gilmour, B. Farrell, T. Rutecki

**Nay:** C. Prussing, O. Brudie

*Needs a super majority (6) to pass.* ***Motion stands as originally submitted back in November.***

C. Mertl: Mr. Duncan, can you see if there is funding floating around unspent CIPs for completed projects?

T. Rutecki: The OHV supporters should write a letter to the City Manager stating they don't want the money used for Hut-to-Hut and to keep it for what it was intended for; that might have a lot of weight.

**C. Gunakadeit Park Motion:**

O. Brudie: The motion states:

*CBJ should conduct a thorough and meaningful public planning process for the future development of Gunakadeit Park. The CBJ Parks and Recreation Master Plan process should analyze the need and value of open spaces and parks in the Downtown Juneau area, including Gunakadeit Park. The Master Plan should include general guidelines for the re-development and preservation of Gunakadeit Park as a public open space.*

**Yay:** C. Mertl, T. Gilmour, C. Prussing, O. Brudie, T. Rutecki

**Nay:** B. Farrell, J. Anderson

***Motion passes.***

B. Farrell: Who is your intended audience for this motion?

O. Brudie: The intended audience is the Parks & Rec staff working on the Master Plan and the Special Committee.

**VIII. Committee, Liaison, and Board Member Reports**

**A. Chair Report—** Reminder that applications for Mr. Brudie, Mr. Anderson and myself are due 2/8/17 if you intend to reapply. Friendly reminder to go back and verify your attendance.

**B. Liaison to the Assembly Report—** None.

**C. Liaison Reports**—

*YAAB* – T. Rutecki: None.

*Aquatics* – T. Rutecki: We got together at DPAC to kick off of food service which is going well. The new rates for the pools have begun for 2017.

*Jensen-Olson Arboretum*—E. Ouderkirk: None.

*Lands* – C. Mertl: None.

1% for Art— J. Anderson: None.

Treadwell – C. Mertl: None.

*Urban Forestry* – C. Mertl: None

*Eaglecrest* – O. Brudie: None.

*TrailMix*—B. Farrell: None.

*Park Foundation*—C. Mertl: 98% of 501C3 paperwork is complete.

**D. Other Member Business –**

T. Rutecki: I noticed in the report that someone commented that the PRAC should have term limits. It's good to get new people and have new officers on the board.

**Adjournment – 7:00 p.m.** *Having no other business before the board.*

Respectfully submitted by Lauren Verrelli, P&R Administrative Assistant II, 1/17/2017