

Minutes
PARKS & RECREATION ADVISORY COMMITTEE
Tuesday, December 11, 2012
City Hall Conference Room 224, 6:00 pm

- I. ROLL CALL - Call to order 6:05 p.m.
Present: Jeff Wilson, Kate Walters, Tom Rutecki, Jim King, Eric Morrison, Chris Mertl, Odin Brudie
Staff Present: Brent Fischer, Amanda Wilkins, George Schaaf, Fran Compton, John Hartle
- II. Absent: Gerry Landry, Dixie Hood
- III. Public attending – James Tipps
- II. PUBLIC TESTIMONY OF NON-AGENDA ITEMS – none presented
- III. APPROVAL OF AGENDA - Motion for approval by Mr. Mertl, Mr. Morrison second
- IV. APPROVAL OF MEETING MINUTES – motion for approval by Mr. Brudie, Mr. Morrison second
- V. REPORT FROM ASSEMBLY LIAISON - none presented

VI. CHAIR REPORT – Jeff Wilson:

Auke Lake and Skating Rink fell into our laps, and this committee has been working on Auke Lake. In review of CBJ Comprehensive Plan, the Master Plan for Auke Lake has never been pushed. Mr. Wilson asked staff to coordinate with other departments and update the Comp Plan later this spring. There are parks, consolidate areas with shared responsibilities like the sea walk, wedding cake, Mr. King with trails and working with Trail Mix, and sea trails. There is a lot of work to do once we get through Auke Lake and Dimond Park Ice Rink issues. Mr. Wilson congratulated the Parks and Recreation staff, George, and Brent, there is a lot of support from staff. We work with staff to take lead on issues and work well together.

VII. DIRECTOR'S REPORT – Brent Fischer:

There are no action items on the agenda, but there are three information items:

1% Temporary Sales Tax/General Obligation Bond Timeline Update:

At our May 8th 2012 meeting PRAC recommended the 1% Temporary Sales Tax project package be forwarded to the Assembly for inclusion in the October ballot and as a result of the passing of the initiative, Parks and Recreation received a total of \$7,620,000 for various facilities, parks and trails projects.

Engineering Director Rorie Watt has begun the process of prioritizing all the projects that were put on the 1% Tax and General Obligation Bond.

Included in handouts is the memorandum from Mr. Watt along with a fiscal year funding breakdown of the projects. I have included a separate page that details breakdown to remind you of the projects.

Large Event Special Permits:

Due to the rise in large events within our parks, it has become necessary to look at a process to address some of the concerns and impacts they have for the public and on our city resources.

Parks and Landscape Superintendent, George Schaaf will talk to you tonight about a plan to require a permit for these events and groups.

Off Highway Vehicle (OHV) Update:

At our last meeting in November, I gave a very quick update on the OHV park project. Tonight, Parks and Landscape Superintendent, George Schaaf will brief you on the latest progress with the project.

Conflict of Interest overview:

City Attorney, John Hartle will be giving an overview of the CBJ Conflict of Interest Policy.

I am taking this opportunity to respond to Jeff Wilson's comments of the Comprehensive Plan and Master Plan for Auke Lake area – UAS campus, and Mendenhall Rec area – whole valley- look at this during Comprehensive Plan review, don't know if the area will be divvied up. A Comprehensive Plan is different than Auke Lake area Master Plan. Mr. Rutecki asked: would that be city owned property, Auk Cape. Mr. Wilson: want to focus on Auke Lake/Auke Bay area, Auk Cape would not be part of that. Mr. Fischer: spoke with Lands about Master Plan, we will partner with them – they are looking at Auke Bay DOT plans, there is a lot of movement in that area. Will bring info to committee – he has no funds for a master plan but if we can team up with another group that will be great. Mr. Morrison: Can we give the PRAC committee a copy of the Comprehensive Plans? Mr. Fischer: will look into that. Parks and Recreation's timeframe of Auke Lake, pulled back from this meeting – need more time as staff for us to look and make recommendations (he spoke with City Manager Kim Kiefer), and will introduce 1/8/13, talk, present and then let committee digest it. Asking PRAC members to read the Auke Lake Management Plan, pros and cons, ramifications and justifications and on 1/29/13 special PRAC meeting in which the public can come in and talk about it. Mr. Wilson and I will look at meeting structure, with some reporting but save some time for public comment. At the end of the meeting, request a motion that the PRAC will move to Assembly: PRAC doesn't support/supports with modifications/whatever. If you don't support it still gets moved to Assembly through City Manager. Hopeful we can come to approval. So you will all get to see the packet ahead of the meeting. Mr. Wilson: requests staff get info to committee a.s.a.p., we won't take public testimony until 1/29/13; PRAC recommendation is introduced to Assembly on 2/11, and recommendations pushed back to staff, and presented in March for public comments. Mr. Wilson suggests email inquires to bounce around questions – digest, what we think, like, don't like so that we don't spend a lot of time on the 29th. If you have questions let Mr. Wilson know. Mr. Fischer stated: process seems slower but having 3 weeks for the public to look at this and come in and comment will be good – we will accept public comment – they can send to assembly until settled. We will forward all public comments with the package. Mr. Wilson: At the PRAC meeting 1/8 we will be asking for public comment through emails to staff or assembly. More side talk about what the public can talk about; Mr. Fischer would like to have it in writing. Only this information item, no action item – on 1/8 Jeff will be out of town and KW will be acting chair – want to get this Auke Lake issue to assembly ASAP so we can have resolution before swimming public wants to use it.

VIII. ACTION ITEMS - none

IX. INFORMATION ITEMS

A: 1% Temporary Sales Tax/General Obligation Bond Timeline Update

Mr. Fischer: PRAC recommended and received our requests, not including \$5M under building. Attached is memorandum – some immediate projects that will be funded (airport, snow, library and Sobeloff center) within memo is the fund flow. Difficult to read, direct to building maintenance, normal BM through CIP for essential, facilities, transit, police and fire, outside of what committee requested. Last page includes explanations: Museum \$400K; \$15 ZG; and \$4K AB + \$2.168M, the reason there is a difference between Watt's memo and Fischer's additional page was to show the real Park and Recreation numbers. Top of Mr. Fischer's spread sheet – no funding until 2015 and 2016 and 2017 and 2018.

This was initial budget, priority to be done and Mr. Fischer will meet with him to prioritize. This is preliminary, and we have a lot of coordination to do with other departments. PRAC members did a great job getting the word passed around to get this passed. Mr. Wilson: Are we going to do this in-house? Mr. Fischer: Depends on project, some of it has been looked at, (RR and Con) consistent,

straightforward and simple work on buildings and expedite design process to get going. Mr. Wilson: Can use money for Trail Mix, how about use for grant money? Mr. Schaaf: Trail Mix has grant \$, has trail program grants, not Parks grants, which would be thru others (Rasmussen). Mr. Wilson: Library funding -- doesn't that have to go out to bid soon? Mr. Fischer: they have to make us whole before they start working on the Library. Greenhouses will be moved and Shop demolished and it will go somewhere else. Mr. Mertl commented: concern, reading Watt memo: our projects don't start until 2016 and a lot of stuff will happen and if they go over we will be a rainy day account. Mr. Fischer stated this is a voter issue and he doesn't believe they can change the intent. Mr. Mertl commented: would be nice to see projects moved to the front. Mr. Fischer stated we have to stay on top and keep Engineering moving forward. He doesn't believe Assembly will not talk to staff about changing priorities. Mr. Wilson stated: only so much tax and public safety has more public will. CBJ don't collect taxes until Oct. 2013 -- bond issue is different, with restrooms in parks -- ball field questions -- we might be able to move money. Mr. Schaaf stated: more difficult to move money in BOND, and Sales Tax money is more flexible. Mr. Wilson: HS ball fields and hopefully we can do them together. Mr. Mertl question: Do you think you can finagle money 2014-2015? Mr. Fischer stated: he was told probably not because of the money going out on the big things and it was disappointing. Mr. Schaaf stated: with the bond projects we will be occupied for a couple of years and might be more difficult to take on more. Mr. Wilson: Trail Mix will have funding. Mr. Brudie asked: does staff still working on planning and projects? Mr. Fischer stated: we will still be dreaming, staff is supporting what Mr. Schaaf is coming up with. Mr. Schaaf responded: \$150K for restrooms, for initial planning and design and rest will come with other bonds. Mr. Fischer stated: staff working behind the scenes, but engineering can't. Mr. Wilson stated: exciting, but we have projects we can start planning on. Like to See P&R CIP list. Mr. Fischer stated: we have started CIP project and will be reviewing. Mr. Wilson asked: 2015 -- would this dovetail? We can sneak in a bathroom? Or eliminate CIP and come with new issues. Mr. Fischer stated: the report is due at the end of the month.

B: Large Event Special Permits

George Schaaf (P&R Staff) - with Power Point Presentation:

- 1) Encountered situations, reviewed ordinances because of recent need to regulate major events -- good organizers, concert 2K people, asking P&R what do you require: answer - we do not have requirements. Parks and Recreation went through and identified sections to code.
- 2) What is affected:
Special Use and Large Events >100
 - Looked at current permit and what other municipalities are using, good up north and Colorado -- require organizers sanitation, garbage disposal and traffic control requirements. May require refundable deposit (trash or damages); May require Purchase TULIP (insurance) especially for Centennial Hall.
 - Examples: Music, races, festivals, fundraisers (not grandmas BD party)

Mr. Mertl asked: sporting events? Mr. Schaaf responded: No; Mr. Brudie asked: Can require insurance? Mr. Schaaf: not absolute, we thought a lot about this, but it will be our discretion if insurance required. Most citizens think it is daunting to get \$1M and we can offer TULIP. Mr. Rutecki asked: Aren't races sporting events? Mr. Schaaf responded: in the case of Dimond Field, this permit is for open park area. Explained there was a proposed downhill bike racing on Perseverance Trail and P&R realized problem and needed to review how to control public access. P&R could not tell them not to do it because we had no permit. Mr. Rutecki asked Roadrunners? Mr. Schaaf responded: yes. Mr. Wilson asked: Burning Man? Mr. Schaaf responded: were not required to permit, it was a free event, not subject to our permit. They had a large pallet fire, music -- worked with P&R, Police and Fire so we knew what they were going to do -- this year they promised to do porta-potty, trash cleanup, etc. They didn't do any of these and it took a week to clean up. Pallets created erosion channel. Police, Ranger and Mr. Schaaf asked organizers come out and collect nails. Mr. Wilson asked: Free event can we require Permit? Mr. Schaaf responded: It will be illegal for more than 100 people without a permit. We can require reasonable management of event.

Sanitation and garbage disposal – P&R Director discretion is for the permit use to be reasonable, consistent with management of resource, and city managers office can deny. Mr. Mertl question: under this new permit, if its free they don't need permit? Mr. Schaaf responded: No. Mr. Wilson stated: supports Burning Man but wants more cleanup. This event is being attracted to city lands because state requires special use permits and is a big deal. Mr. Rutecki asked: what stops groups from being sneaky (5 groups of 75), I'm going to the beach with 600 of my friends – what is to keep me from doing this? Mr. Schaaf responded: The city permit will require and police can issue citations – to the organizers.

Camping: False Outer Point took a day to clean up. Adjusting ordinance, right now you can camp outside right of way, 48 hours and you have to move ½ mile away – how do we handle, post designated signs, camping only in camping areas, 72 hours of camping (Fish Creek); Mr. Wilson asked: porta-potty? Mr. Schaaf responded: yes at Fish Creek and will have another at FOP to improve those sites. Mr. Mertl asked: are we actually building camping facilities? They will be trashed over time. What is the enforcement? Mr. Schaaf responded: Juneau Police Dept. This person was held accountable. Found a month later at Marine Park and issued a citation. Mr. Mertl asked: what is involved to issue citation for P&R, staff? Mr. Schaaf responded: the authority comes from the City Manager's office and workload. P&R tries to use Rangers for education rather than enforcement, no badge, gun or taser -- Ticket book. P&R current workload of one park ranger: enforcement means he would tradeoff what he is doing: organizes community action and trail mix material coordinator, SAGA trail work, education.

BURNING: Pallet Fire sites: Prohibit burning pallets or other material contain metal fasteners. Public safety issues at Montana Creek, Sandy Beach with dogs and bare feet - trying to accommodate with very large fire rings. Trend is biggest fire possible. Prohibits w/I 50 feet of improvement – not appropriate in beach setting. Mr. Mertl asked: are there Fire rings, anything posted? Mr. Schaaf responded: For pallet burning only education. P&R uses magnets to pick up nails. If we can control with facility (ring) then compromise. Mr. Wilson stated: certain areas allowed (designated areas). Mr. Mertl stated: we can't stop it and we are going to be bad guys. Mr. Wilson asked: Camping -- will there be a permit? What stops 40 people going into a site for 2? Mr. Schaaf responded: there is no mechanism, no fee Mr. Wilson asked: is it a possible income source? Mr. Fischer stated: infrastructure to help control the site, we are trying to look and use park ranger, we are kicking around all ideas. Set up campsites with hosts to collect money and oversee, there are. Mr. Wilson asked: will this will come back to PRAC for action item? Mr. Brudie asked: Group permits, or permit regulations and is it more developed and fee schedule? Mr. Schaaf responded: yes there will be a change in fee schedule. Change in city code and Assembly action and then fee schedule drafted by our dept. Special use: fees waived for first amendment assembly and non profit. \$25 per 100 people.

C: OHV Park Update

George Schaaf (P&R Staff): Power Point Presentation:

Now: Resource map and Inventory: first draft of map: USKH has compiled publically available data; CBJ staff field verified 30+ sites in October. (Mr. Schaaf did with engineer personally walked across parcel – very illuminated to see what it looks like on the ground). We are purchasing LIDAR data from Forest Service flights in 2012 – help us finesse where slopes and flats are. USKH will be asking user surveys in coming weeks. Novak, AK Trails (bringing Novak to AK in May) ATV. Ownership

map top left corner: Dotted line – not east because there is a natural very steep slope to Cowee Creek, the dark green is Forest Service experimental area. PT Bridget Trailhead and Pt B not extended because they are state park. Significant stream south boundary. Slope representations: red 30-45% grades, some 45 degree or vertical cliffs. Yellow and green areas are compatible. Move white line to follow the stream. Wetlands highlighted. Significant rock ledge. Muskeg. Winter 2012-13: Plan the trail systems: work with users to meet their needs, Meet with Stakeholders; Develop Trail Mgmt Objectives. This will direct us to say “yes, this is the spot for us”. Mr. Wilson stated: We have money in the account for this report and money about \$200 for further development. Mr. Wilson addressed Mr. Tipps: is this something you are going to endorse? Mr. Tipps responded: YES if it gets to that point. Mr. Schaaf stated: want to get together with user groups, working with map. Still need wetlands delineation. Ms. Waters asked: how much usable land is there? Mr. Schaaf responded: don’t know. Mr. Wilson asked: existing roads? Mr. Schaaf explained: large former clear cut, skid tracks. FS contracted for this mission and we can pick up the data, 2/3 of the area we are looking at. Mr. Rutecki stated: We don’t know what the cost is probably \$2-3K. How do you plan on people getting bored with this small space? Mr. Schaaf responded: I don’t know what the city will allow, incorporate camping ... address all users groups – will be used by ATV, bikers, campers. Mr. Wilson stated: I don’t see any landmines, FS knows what we are doing and State Parks know. Mr. Schaaf stated: the contracted group will be contacting users. Mr. Wilson asked: when is the next report? Mr. Rutecki asked: snow machine folks? Mr. Schaaf responded: Yes. Mr. Rutecki stated: get as many users as we can and get an infrastructure. Mr. Schaaf responded: we have site, next step is finding what people want, then develop management plan. Mr. Wilson stated: I checked out Eagle River cabins – they were packed. I can see that happening out there.

Conflict of Interest Overview - presented by John Hartle, City Attorney, with handouts. Board training: Issue is conflict of interest code. Municipal officers included in this code. Penalties Class B misdemeanor 90 days in jail, take this seriously. Recommend take home and ready 586-5340 321-2889 call and ask questions. Everyone has COI – nothing nefarious. Follow this code which is matter of fact - case by case basis. Call him before the meeting to talk and straighten out. Article I - 01.45.005: “states high moral and ethical standards”. Everyone has COI and nothing nefarious. “Take or withhold....” is main rule, as part of this body cannot deliberate or vote. Mr. Wilson stated: we are advisory; is our backyard a COI? Mr. Hartle: The fact that this is advisory will reduce but won’t eliminate, i.e., a Park in front of your house. If it affected the value of your home you would have a COI. Additional examples of COI discussion. Mr. Hartle stated: the PRAC member should be careful about disclosure if information is not available to public. For example: municipal land sale. Definitions: financial interest: Your house, salary, money, things you own, involvement in business or professional/private relationships where you work or what you receive compensation from; when things touch these things, call Mr. Hartle and talk with him. Personal interest is lot more nebulous – if PRAC member is a member of another organization and you used your service on this committee to bring in or do something that would affect the PRAC, call Mr. Hartle. Mr. Fischer stated: we should have a day of board training and I appreciate you coming in and presenting this. It is important that everyone understand, when we talk about when we get into Auke Lake, we want to be careful when we talk about what we are doing to others, and media. Mr. Hartle stated: things we do affect property values on Auke Lake (for example); body makes recommendations -- think about it. Mr. Rutecki asked: What if I make a statement to media but don’t state you are a member of committee but the media puts it in? Mr. Hartle responded: first amendment rights you don’t give up. Mr. Wilson stated: everyone is welcome to comment, but as a whole we speak for the PRAC, and this title follows you around. What if it is a personal thought and it comes back on the committee? Liable is popular lawsuit he recommends caution. Mr. Wilson states: Thank you Mr. Hartle.

X. COMMITTEE REPORTS

A. Youth Activity Board: Tom Rutecki - hasn’t been one, maybe next week

B. State Parks Board: Jim King – not active, Landry working on Wickersham House problems that were straightened out – gutters had to be wooden (historical wouldn’t allow metal) snowed and then rained and froze with problems. Finished inventory of materials in the house.

Q: are we going to talk about Trails? Jeff: how to use data; Jim has proposal, Jeff

- C. Lands Committee: Jeff Wilson – nothing to report
- D. Juneau Urban Forestry Partnership: Chris Mertl - annual meeting, election, priorities for new projects
- E. Aquatic Facilities Advisory Board: Kate Walters – concerned misinformation second skeet of ice linked to pools and downtown pool closing – conversation. AB to draw young crowd: inflatable obstacle course, aqua climb – looking for funding; whirlpool problems; Mr. Fischer stated: water still yellow and UV leak not resolved. John Bohan is the new project manager. Mr. Rutecki announced: AK Schools AA Championships approved for Nov 2013 – CBJ volunteered pool time. 20 schools. Discussion on cost recovery. Mr. Rutecki states: Banners hung and the support group charged. Mr. Fischer responded: we don't charge. I don't know anything more.
- F. Jensen-Olson Arboretum Board: Kate Walters – after a two year process the Arboretum received national ANAPC recognition. Mr. Wilson asked: will there be a greenhouse? Mr. Schaaf responded: funding coming for parking lot and matching funds for green house – conservatory. Mr. Wilson asked: will the Board have to start looking for matching funds? Mr. Schaaf responded: Yes, friends or us.
- G. Docks & Harbors Board: Dixie Hood (absent)
- H. Eaglecrest Board/Nordic Ski Club: Odin Brudie – no report; soft opening with Ptarmigan chair. Probably will have bigger opening possibly Friday. Nordic has been grooming trails and Mendenhall Glacier campground and lake. Forest Services ran Dredge Lake. Eagle Beach ski run is fabulous
- I. Trail Mix, Inc.: Gerry Landry (absent)

XI. CORRESPONDENCE - none

XII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIII. BOARD COMMENTS

Trails: Jim King: 4 years ago we got 13 islands designated as state park. 30 years – State Parks Advisory Committee kept bringing it up. (Channel Islands). Opportunity we have to building a "monument to the opportunity" – National Park Service (NPS) did Juneau Trail Report – accomplish things since then, he looked at the report – It has been 20 year let's have a ceremony; opportunity to put thoughts in line: NPS was in Juneau for Public Meeting: (no one else in this group heard of it) in Centennial Hall - 8 people there, including Sue Masica, new Regional Director for Park Service, with John Quinley of the NPS media team. Mr. King suggested to the NPS group that the 1993/1994 was the first report Public Land agencies put together to work out a trail system. Each entity doesn't coordinate with others when fixing trails. NPS program (RTP conservation section – first effort: here! Look at list of proposed and things accomplished, it is exciting. Obvious: establish non-profit to coordinate and take advantage of volunteers, gifts and grants. Trail Mix volunteers, P&R Dir Smith paid for paperwork to tax exempt outfit. Perseverance Trail: back to CCC days – band aid patch on trail and city or state: suggested abandoned. Trail Mix got money from T. Stevens and made the trail. Trail Mix did what was recommended by NPS: cabins on PT Bridget. Trail Mix suggested a review of what had been done from the early NPS report and make additions with opportunities we have now. See what the differences are and be ready for future opportunities. NPS owns half of Indian Point, haven't done anything with – house and dock: recommend Visitors Center and have a presence. Mr. Kind received a call from Heather Rice and wanted to talk about what they can do to celebrate 20 years of report. Mr. King would like the PRAC committee to be involved in list and send to Assembly and suggest NPS do a 20 year evaluation. What if CBJ Assembly asks NPS to do a 20 year evaluation? They might respond. PRAC could ask Mr. Fischer invite them if Assembly won't. Mr. King states he had the feeling that NPS would be interested. Mr. Schaaf stated: Trail Mix is trying to document and inventory and has a plan. Asked for help but turned George down. If the 20th anniversary helps them to respond, that would be great. Mr. King stated: there are a lot of things we want to see NPS do.

Mr. Mertl stated: No NPS in Juneau – think bigger: interagency and get NPS in for the 20th celebration: get all these groups together. Mr. Wilson asked: who? Mr. Schaaf stated: Trail Mix and supported by PRAC? Mr. King working with Trail Mix to get this. Mr. Wilson stated: maybe not PRAC but maybe Trail Mix. We've tried to get FS to help; they are interested in high tourist traffic. RTCA is the group that might help. Mr. Schaaf suggested that Trail Mix could give PRAC feedback on how can we move on this? Mr. King stated asked if Trail Mix could contact NPS and all the players and set the thing up. Mr. Mertl stated: if RTCA is involved they will run. Mr. Schaaf stated: Trail Mix should do this. Mr. King stated: he wanted ideas from the PRAC committee... bring ideas to NPS and let them take it. Mr. Fischer suggests: Mr. Schaaf ask RTCA to coordinate with Trail Mix. PRAC and P&R can help. Mr. King stated: will ask Heather if she wants Juneau to start the organizing. Mr. Schaaf stated he will get the connections and invite PRAC and us.

Ms. Walters announced: leaving SAIL to go to work for the State. Last day will be 12/21 to the Dept. of Commerce as Grant Administrator.

Mr. Mertl stated: Glacier Swim Club has banners – making money in OUR facility. Mr. Fischer responded: he will look into it. Mr. Mertl asked: is CIP list coming? Mr. Fischer responded: yes, at the end of the month. We don't need PRAC input – we have five year list and add things. If you have things send to Mr. Wilson and he will forward to Mr. Fischer. Mr. Mertl asked: Snow removal downtown: can there be a coordinated effort with all entities – can PRAC do anything? Mr. Fischer responded: no.

Mr. Brudie: no comment: confirming next PRAC meeting dates: 1/8 and 1/29 confirmation.

Mr. Wilson asked about sea walk ownership. Mr. Schaaf responded: P&R owns and does maintenance. Docks & Harbors empties garbage cans. Mr. Wilson would like update in Feb. Mr. Schaaf responded that any further phasing is to be determined. Mr. Wilson stated he saw the warming hut at Twin Lakes, P&R will own, electric and will do fund raising for electric (suggested) – roof this weekend. Nordic trying to raise funds to keep grooming runs. Mr. Wilson asked who does Sea trails? Mr. Mertl stated there is a group still around, his firm is updating maps. Sea Trails is volunteer board. They lack people power and ability. Mr. Wilson asked about the Honsinger Pond status. Mr. Fischer responded: The Assembly meeting was cancelled.

Mr. King: Don't make his trail proposal too complicated – FS expressed an interest in a review of their 20 year plan – we don't want to dictate, we are keeping track of opportunities if they want to look at. We don't have to do more.

XIV. NEXT MEETING - January 8, 2013

XV. ADJOURNMENT 8:47 Motion to Adjourn by Ms. Walters, second by Mr. Morrison.