

**PLANNING AND POLICY COMMITTEE
MINUTES
Monday, April 15, 2002
12:00 PM
Assembly Chambers**

I. ROLL CALL

Chairman Anderson called the meeting to order at 12:00pm.

Members Present: Dale Anderson-Chairman, Randy Wanamaker, Ken Koelsch, Jim Powell

Others Present: Marc Wheeler, Jeannie Johnson

Staff: Maria Gladziszewski, Donna Pierce

II. APPROVAL OF MINUTES - March 18, 2002

Chairman Anderson entertained a motion for approval. Mr. Koelsch made a motion, asking that Ms. Johnson's name be moved from members present to others present. The change was made and the minutes were approved.

III. PUBLIC PARTICIPATION

Don Haberger, 4942 Steelhead Street, commented on the Proposed Passenger Proceeds, or "Head Tax". He felt it was important to keep the amount for Steamship Wharf /Marine Park at \$750,000. He took exception to the statement that no head tax money should go to such a project. He wanted to make the point that the voters did not necessarily preclude the use of passenger fees for such a project. He wanted to ensure that money from passenger fees go toward the mitigation of impacts, particularly congestion in that area. He thought the project was well designed and reiterated the importance of keeping the \$750,000 in the document, as is, and passing it along to the full assembly, as is, for consideration.

IV. ACTION ITEMS

A. Best Management Practices

Kirby Day introduced the final report on Best Management Practices and said that the operators are now using the document to train to the standards. He mentioned the work that has gone into the document over the last few months. Because of BMP there is noted improvement throughout the Borough. The operators will continue a commitment to improvement and accountability. The industry will try to ensure the practices work within the proposed Marine Park project. He answered a question from the previous meeting regarding the number of employees who would be reading and signing the document. Approximately 850-950 employees will be participating. He has a list of the 57 operators invited to sign on to the 2002 BMP program. The sample letter of invitation to those companies was presented in the packet.

The second piece is promotion of the program. The proposal is for a small newspaper ad to run monthly over the 5-month season. This ad will name the operators, update the number of employees signed on, and thank them for their commitment. Funding for these ads is being requested from the Assembly. The cost estimate is \$2,500.00. The final document is still waiting for more information from the CBJ, PPC and the consultant for guidelines on the hotline, program contacts, website management. The industry is ready to move forward. There was still a question about the letter of invitation to sign on to BMP.

Mr. Anderson asked staff if they had a draft letter ready for distribution to the operators.

Exhibit LW

Maria Gladziszewski noted that nothing had been sent out.

Mr. Anderson asked for and received approval to send out the letter.

Ms. Gladziszewski said that staff had not been involved in the BMP meetings, and thought Mr. Day had already sent out the letter. She asked the Assembly who should send it out.

Mr. Anderson suggested the letter come from the PPC. He acknowledged confusion about whether the letter had gone out.

Mr. Powell suggested that the letter go to the Assembly first for review.

Mr. Anderson said that it would go to them for review prior to being sent to the operators. He asked Ms. Pierce about plans from the consultant for the coordination of the Tourism Hotline.

Ms. Pierce responded that she had not met with them, but that Mr. Day and Mr. Harvey had met.

Mr. Anderson requested that this issue be put on a list for the next discussion with Mr. Harvey.

Mr. Day commented that those pieces should be discussed by CBJ and the PPC, in conjunction with the consultant. He offered to forward the list of the BMP operators and contact information to the Tourism Office.

Mr. Koelsch moved to accept and approve the Best Management Practices document to be forwarded to the full Assembly for their consideration.

Mr. Anderson asked that the draft of the letter inviting operators to participate be forwarded to the Assembly. He asked what the committee wanted to do about allocating funds.

Mr. Koelsch wanted to restrict the motion to forwarding the two documents and deal with the funding in a separate motion.

Mr. Anderson asked for objections, seeing none, the motion passed. He asked that the items be prepared for the upcoming Assembly meeting as a committee report.

Mr. Koelsch followed up, stressing the importance of sending the letter out, and of publicizing the Best Management Practices to let them know a positive action is moving forward. He suggested requesting that Staff look into some of the funding sources that have been used in the past and come back with a recommendation.

Mr. Anderson thought there were funds left in the PPC.

Mr. Powell asked how the Best Management Practice program has changed from last year. He asked for a list to be prepared for that night's meeting.

Mr. Wheeler asked about monitoring of the program throughout the season, and wondered if the operators had discussed it over the winter.

Mr. Day felt that the hotline was a valuable monitoring tool. The value in terms of staff time was very high. Using that method to monitor was very helpful in working through this year's process. Every comment was reviewed from the website, and the city summaries for each month. Each operator received those and could use them in monitoring. There hasn't been a fail-safe, daily system of monitoring developed. Mr. Day felt that self-monitoring was fairly effective. The operators would talk to each other if there were problems.

Exhibit LW

Ms. Johnson asked for the number of operators in the program last year to look at any growth trend.

Mr. Day answered that last year 39-40 signed on, and this year 57 operators had been invited to sign on, and was hoping for 100% participation for 2002.

Mr. Anderson commended the practice of having every employee read and sign the document.

Mr. Day reported that some of the companies were carrying a copy of the document in their vehicles.

Mr. Anderson reiterated these items would be forwarded to the Assembly under Committee Reports.

B. Passenger Fee Spending Proposal

Mr. Anderson acknowledged the committee has had the issue for awhile. They have worked with the public and staff to come up with a plan to forward on to Assembly for consideration.

Mr. Koelsch wants the proposal to go to Finance Committee next. He asked for privilege to address specific items in the spending proposal. He highlighted the differences from the last draft of the proposal, as he went through the handout - PPC Discussion Proposal 04/15/02.

Mr. Powell asked for staff to provide more thorough description of these items. He suggested flightseeing should be reduced to just under half a million. He clarified the total amounts for Crossing Guards and the Local Emergency Planning Committee. He requested more information from the City Museum on the \$80,000 funding. Ms. Kiefer was called on to address the questions about the museum.

Ms. Kiefer stated that the \$80,000 was mainly to cover staffing costs for the extended hours during the summer season, and to provide better hours during the off season. She said she would prepare a full report for the Assembly meeting.

Mr. Powell also asked for more information about the Park Ranger position.

Ms. Kiefer described the position and detailed the seasonal duties of the position. It is a position that monitors campgrounds, illegal camping, trail use, and provides some trail maintenance. She will provide more information for the Assembly.

Mr. Powell also proposed considering a pilot for a downtown shuttle to move people around to help mitigate congestion. He summarized his request to consider moving the following items from City Services to Impacts: Montana Creek Bike Trail, Trail Maintenance, Park Rangers, and to look at a downtown shuttle service.

Mr. Powell's final question regarding the shore side power project was how long the obligation for the \$300,000 annually is anticipated to continue. He expressed support of the project and would like to have more information made available.

Mr. Day answered that the funding would be solicited each year, to eventually reimburse the total \$3,000,000 initial investment. The money to repay this does come out of the passenger fees. The cruise industry will be purchasing approximately \$540,000 in electricity from AELP for the upcoming season, and saves money for Juneau power consumers with the Power Equalization program. This pilot project is working very well.

Mr. Powell cited positive outcomes of the shore side project, and asked Mr. Day for a brief written summary and justification of the program for the Assembly.

Mr. Wanamaker was concerned about the proposal sheet balancing. He questioned Mr. Powell's suggestion of reducing Flightseeing to \$495,000 and to add \$150,000 to a downtown shuttle pilot. He asked if and how these figures would balance? He noted that he would present a suggestion for the proposal later in the meeting.

Mr. Powell acknowledged that the figures would need to be juggled to acknowledge his suggestions of moving funding. He wanted this to occur in the full Assembly meeting scheduled for that evening.

Mr. Koelsch expressed the importance of sending out a balanced funding proposal sheet, not a wish list. He commented on trail maintenance and the fact that some commercial fees were already being charged, with revenue coming in for use of some of the trails. There should be money in the Public Works budget for trails and trail maintenance. Regarding the downtown shuttle, he felt it was not a good idea for the city to compete with commercial businesses such as trolleys, small vans, and taxi companies. He also questioned the Park Ranger position, citing the high wage for a seasonal position, and the fact that there had been no complaints received on the hotline last year about the commercial use of trails. He reiterated the importance of keeping strong focus on the flightseeing noise issue.

Mr. Wanamaker agreed about the city not getting into competition with small business in the area of shuttling people around downtown. He also suggested creating an item for Community Use and Multi-Cultural Gateway Conceptual Design, and moving \$50,000 from Open Space Acquisition for that purpose. He stressed the importance of this item, if the project is approved.

Mr. Powell agreed with the addition of the Community Use and Multi-Cultural Gateway Conceptual Design item, but suggested the funding come out of the \$750,000 for Steamship Wharf/Marine Park. He clarified his suggestion for a shuttle, for use by local commuters. He also stated his agreement with sending forward a balanced proposal. His suggestion for the balance of funding for other items was to come out of the \$750,000 Flightseeing amount.

Mr. Wheeler briefly commented on his concerns that other larger funding issues have not been settled yet, such as the Tourism Partnership and the funding for the Steamship Wharf/Marine Park project.

Mr. Anderson suggested this proposal be forwarded to Finance Committee as presented. The suggested projects could be put forward as "possibles", rather than manipulating the numbers in PPC.

Mr. Wanamaker agreed with sending the proposal forward as is.

Ms. Pierce asked Mr. Powell when the Finance Committee was planning to discuss this funding and expressed concern about when and where this list was going, in light of the Tourism Plan.

Mr. Powell said the discussion of the spending proposal list would wait until after the Tourism Plan discussion on April 29th, 2002.

Mr. Koelsch made a motion to forward the Marine Passenger Fee proposal to Finance Committee for final approval. There were no objections and the motion was passed. It would be presented in a report to the Assembly at the April 15th meeting, and on to the Finance Committee.

Ms. Pierce gave a heads up for three 'red-folder' items for that night's Assembly meeting.

1. Ordinance for introduction to appropriate funds to continue design (SSW/MP)
2. Harbor Board's previous proposal for Geo-tech Study
3. Manager's Report on Steamship Wharf/Marine Park Project

V. INFORMATION ITEMS

Update on Bears and Trash Management

Ms. Gladziszewski announced that the Manager declared seven separate bear problem areas pursuant to the ordinance passed previously. The ordinance goes into effect 4/18/02. One newspaper ad has been published and a second will follow. The information will be posted to the website. There are approximately 200 dumpsters requiring metal lids as of April 18th. T & S Welding is manufacturing the lids with the goal of 10 per day.

Mr. Wheeler wanted to know why the bear crossed the Mendenhall Loop Road. When prompted, he answered "to get out of the bear problem area".

VI. ADJOURNMENT

A motion for adjournment was made, and there being no objections, the meeting was adjourned at 1:00 p.m.