

MINUTES  
**WETLANDS REVIEW BOARD**  
**REGULAR MEETING**  
January 16, 2014, 5:15 p.m. City Hall room 224

**Meeting Summary**

Board Members Present: Hal Geiger, Brenda Wright, Amy Sumner, Dan Miller, Andrew Campbell

Board Members Absent: Lisa Hoferkamp, Nina Horne, Gordon Jackson

A quorum was present.

Staff Members Present: Teri Camery, CBJ Planner, Chrissy McNally, CBJ Planner

Public Present: Jerry Medina

Meeting called to order at 5:35 p.m.

**II.** December 12, 2013 Regular Meeting minutes approved without edits

**III.** **Agenda was approved**

**IV.** **Public Participation on Non-Agenda Items**

None

**V. Board Comments.**

Mr. Geiger expressed appreciation for the Executive Summary on the wetland methodology

**VI.** **Agenda Items**

**Wetland Methodology Executive Summary**

Ms. Camery explained that the Board had requested an Executive Summary on the wetland methodology at the last board meeting. The Board had expressed concern about the professionalism of some of the wetland methodology contract deliverables from Dr. Adamus, and wanted a document that clearly explained the methodology and revision efforts before formally approving the wetland method. Ms. Camery said that Ms. McNally worked very hard to address the Board's request and she believed that the Executive Summary would be very useful. Ms. McNally explained the major elements of the summary, including the summary of WESPAK, how CBJ got involved, the wetland assessment methods that preceded WESPAK, involvement from the Southeast Alaska Land Trust and Southeast Alaska Watershed Council,

and the extensive revision effort to adapt the methodology to Southeast Alaska conditions. She explained the appendices, which include the contract deliverables, the full WESPAK manual, the short guide to WESPAK, a list of participants who have been trained in the methodology at the three trainings, and the letters of support from Habitat Mapping Working Group members, including DEC, ADF&G, NMFS, SEALTrust, and USFWS. Ms. McNally explained that she wants the document to evolve and she welcomes board feedback. Ms. McNally and Ms. Camery said the document may be modified and used for different purposes, for the Planning Commission, Assembly, public, etc.

### **Wetland Methodology Approval for Grant**

Ms. Camery explained that the federal grant requires a letter of support from the Habitat Mapping Working Group and a motion of support from the WRB. She said that the Board could make that motion at this meeting or at a future meeting if Board members would like more time to review the Executive Summary first. Mr. Miller, Mr. Geiger, and Mr. Campbell explained that they would like to study the Executive Summary but they didn't think that any changes they might request would change whether they would approve the methodology because the document looks very thorough. Mr. Miller offered a motion in support of the WESPAK-SE methodology, which the Board approved without objection. Mr. Campbell requested additional review of the Executive Summary at the February monthly meeting, and Ms. Camery agreed.

## **VII. Pending Permits and Updates**

### **Juneau Wetlands Management Plan Request for Proposals**

Ms. Camery explained that she has gone through many drafts of the RFP and it has changed again since she sent it to the Board two weeks ago or so. She described the major changes as follows: 1) the field season has expanded to include both the 2014 and 2015 field seasons (after she obtained approval from the granting agency to extend the grant deadline) because this is necessary to have enough time to complete the work; 2) the budget has expanded to \$850K, more or less, to accommodate two field seasons; 3) evaluation criteria have a very strong emphasis on project management (40 percent) and experience in Southeast Alaska and with the WESPAK-SE methodology or closely-related methodology (45 percent); and 4) the project focuses primarily on large vacant public lands and large vacant private parcels where permission can be obtained, in likely development areas along the road system.

Ms. Wright asked about priority areas and specifically about North Douglas. Ms. Camery said that the Board looked at priority areas for the project last fall, and the Priority Area maps for the RFP include four different levels, Priority 1-4. She said that North and West Douglas fall into Priority 4 because the city has a lot of information on this area already. She said that it was necessary to cut the priority areas way down from original estimates because even with \$850K the acreage was far too large.

Ms. Camery explained the different points in the project where the Vendor would make presentations to the WRB, including 1) at the end of the 2014 field season; 2) after the preliminary draft; and 3) after the final draft. She said that Board review and comment was built into the timeline so Board comments would be integrated into required changes.

### **2013 Wetlands Review Board Annual Report**

Ms. Camery passed out the 2013 WRB Annual Report and apologized that there was not time for the Board to see it before it was finalized. She said the report is very positive, shows how hard the Board has been working, and describes the grant in detail. She said that the Assembly Human Resources Committee will review the report at the January 27 meeting, 6 p.m. in the Assembly Chambers, and will also make new committee appointments at this time. Jerry Medina is the only applicant. She said all board members are welcome to attend the meeting, and said that the Assembly may or may not have any questions. Chrissy McNally and Travis Goddard will there to represent to the Board and CDD.

The Board reviewed the Board attendance chart in the annual report. Mr. Miller commented that many board meetings were not held on the 3<sup>rd</sup> Thursday of the month, as required. He said that he plans his schedule around those dates and would appreciate consistency with the schedule. However he said he also understood the difficulty with obtaining a quorum. Ms. Camery agreed that this has been a problem, but thinks it will improve when the Board vacancy has been filled and we are back up to nine members. She said she would try to stick closely to that schedule whenever possible.

### **VIII. Planning Commission Liaison Update.**

No update.

**IX. Next meeting:** Tentative Thursday February 20, 5:15 p.m. City Hall conference room #224.

The meeting was adjourned at approximately 6:30 p.m.