



**MEETING MINUTES**  
**PARKS & RECREATION ADVISORY COMMITTEE**  
TUESDAY, DECEMBER 3, 2019 – 5:30 PM  
CITY HALL CHAMBERS

**I. Call to Order at 5:35 p.m. – C. Mertl, Chair**

**Present:** Edric Carrillo, Kirk Duncan (t), Jon Gellings, Chris Mertl, Will Muldoon, Emily Palmer, Tom Rutecki, Kirsten Shelton

**Absent:** Josh Anderson

**Staff Present:** George Schaaf, Director; Kollin Monahan, Aquatics Manager; Lauren Verrelli, Staff Liaison

**II. Agenda Changes – None**

**III. Approval of Meeting Minutes**

- A. From October 8, 2019** – K. Shelton makes a change. W. Muldoon moves to approve amended minutes; no objection. ***Minutes adopted.***

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

- A. G. Schaaf re: Email from Joyanne Bloom:** Ms. Bloom sent an email to the PRAC suggesting we direct tour traffic through Cope Park to alleviate the cars on Basin. We gave her an update on the status of the Christopher Trail and that TMBP has Cope Park as a no-go zone for tour operators.

**V. New Business –**

**A. Alcohol Permits:**

G. Schaaf: Currently, there is a city ordinance that doesn't allow the possession or consumption of alcohol in any municipal building without prior approval from the City Manager (CBI 20.25.0809d). Our current process to obtain an alcohol permit to sell alcohol at Treadwell Arena is long and confusing. We worked with our Risk Department and Manager's Office to streamline the process to make it easier for everyone.

W. Muldoon: Is this only for commercial use where alcohol is to be sold? Someone would not be able to bring in alcohol themselves, correct?

G. Schaaf: That is correct; the ordinance prevents the sale and consumption of alcohol.

C. Mertl: How does the Arboretum fall under this?

G. Schaaf: The building is a private resident so we do not hold public events there.

T. Rutecki: The PRAC recommends that the Parks & Recreation Director adopt Departmental Policy No. 100-001 (Alcohol Permits).

***No objection; motion passes.***

**VI. Unfinished Business –**

**A. 6-Year CIP Comments:**

G. Schaaf: At our last meeting, our current CIP was presented and tonight we have our draft FY21-27 CIP that reflects some changes after staff reviewed it. The key changes that we made to parks & trails are:

- Changed the amount of money requested for general trail repairs which reflects the cost to replace the bridge at the EVC
- Included funding for matching funds for the DOT grant to repair the Kax trail and replace the bridge over Montana Creek
- Updated the list of projects for park & playground maintenance to reflect the current priority (Chicken Yard Park has already been funded in last years CIP)
- Moved up Hank Harmon Rifle Ranges safety improvements
- Added Twin Lakes safety path lights

C. Mertl: Is there more information on the land acquisitions and what the intent is?

G. Schaaf: For the Outer Point Waterfront and North Bridge Cover, the goal is to acquire particular parcels to consolidate the public land holdings in the respective areas.

C. Mertl: Is appropriate to have CIP match funding for the Juneau Park Foundation?

G. Schaaf: It could be; I would suggest that it would be on a project-by-project basis.

Frankie Pillifant (6<sup>th</sup> St.): I am here representing the Juneau Nordic Ski Club. I wanted to speak on an item in your CIP list, the Cross Country Running & Skiing Trail Expansion in the FY22 column. More than 300 people are interested/impacted from this CIP within the community. We would like to ask for that \$10,000 to occur this year. We need to new routes identified that would work for a multi-use of trail coalitions in Juneau. We would also like you to look at other recreation funding.

G. Schaaf: Yes, we can move numbers around but it would be the Assembly's call. We can also use funds from trails CIP to pay for staff time to get initial work done.

C. Mertl: I am going to ask to include the Juneau Park Foundation as a line item in the CIP.

T. Rutecki: The PRAC recommends that the Assembly adopt the Parks and Recreation Departments 6-year Capital Improvement Plan (FY2021-2027) and move the \$10,000 for the Cross Country Running & Skiing Trail Expansion from FY22 to FY21.

***No objection; motion passes.***

E. Palmer: The PRAC recommends that the Department add separate funding of \$15,000 for the Juneau Park Foundation to the Capital Improvements Plan (FY21-27).

***No objection; motion passes.***

**VII. Information Items –**

**A. Aquatics Division Update:**

K. Monahan: AGB & DPAC are Parks & Rec's most used facilities with over 80,000 check-in's annually between both facilities that are open over 70 hours per week for public use. We have a fluctuating staff of 100 employees, offers 12-16 group aerobic classes offered every week and have over 1,300 kids enrolled in our swim lessons. We offer multiple membership opportunities: Day passes, 10-visit, monthly and annual passes that gives members access to open swims, saunas, all our group fitness classes, and the fitness

equipment. We also offer American Red Cross programs such as preschool & youth swim lessons, along with lifeguard, CPR/AED, first aid and blood born pathogen classes.

E. Palmer: Are there any plans to add more swim lessons?

K. Monahan: We will be offering private swim lessons starting February 2020.

E. Palmer: How are private lessons going to affect people currently giving private lessons at the pools?

K. Monahan: We are currently working on a commercial use permit specifically for aquatic facilities. This will ensure they are going through all the proper steps to be offering a commercial use activity in our pools. Our private lessons will be another opportunity to offer the community.

E. Carrillo: You had mentioned during our facility tour you were trying to get someone trained within your staff to become a Water Safety Instructor. How is that going?

K. Monahan: We are about to send our DPAC pool supervisor, Noe through the Water Safety Instructor Training Academy in early 2020. Once Noe's completes the academy, we will be able to train all our WSI's in house instead of having to fly trainers in to Juneau.

#### **B. Commercial Use Regulation Update:**

G. Schaaf: The Department is conducting a review of our two regulations governing the commercial use of parks and recreation facilities. This is the first review of these regulations since they were established 25 years ago. The number of visitors we had in Juneau has risen from 400,000 in 1995 to over 1.3 million today. The regulations we currently have were not designed for that amount of use we are receiving. Some key changes that staff have come up with is consolidate the two regulations into a single regulation and shift details into the Department Policy Manual. We also will be creating different type of permits (guided tours, vehicle-based tours, vending, film & photograph, special use and facilities). Things that we are not talking about right now are recommendations for specific parks/trails or fee changes. Staff has developed a draft regulation and we already met with our stakeholders (current permittees, TMBP and community groups). We are holding a public open house on December 11 to hear what the public has to say. We are accepting written comments through January 15 and then it goes through the Assembly process before it is adopted.

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

**A. Chair Report**— None

**B. Liaison to the Assembly Report**— Eaglecrest is working on a no smoking policy; Assembly went up to Anchorage for the AML where inclusive play at Project Playground was praised. The dockless vehicles moratorium has been extended for another year and there has been a permanent ban on bikes and scooters in downtown. OHV location needs to be tested to move forward. Visitor Task Force meetings have begun.

**C. Liaison Reports**—

Aquatics— W. Muldoon: they passed the fee policy; discussing private/individual lessons.

YAB – T. Rutecki: New board members; asked to get the \$17.5K back for the youth grants; they will be holding a meeting with grant applicants.

Eaglecrest – E. Palmer: passed no smoking policy; reservations are now open for the new cabin.

Jensen-Olson Arboretum – E. Carrillo: had a subcommittee meeting with the Finance Director.

JNU Urban Forestry – J. Gellings: None

Lands – C. Mertl: None.

Park Foundation – C. Mertl: website is under construction

Treadwell Arena Board – K. Duncan: None.

TrailMix – K. Shelton: had their fundraiser.

1% for Art – J. Anderson: None.

**Other Member Business** – None.

**Adjournment – 7:29 p.m. *Having no other business before the board.***

Respectfully submitted by Lauren Verrelli, Recreation & Public Services Manager, 1/7/2020