



**PARKS & RECREATION ADVISORY COMMITTEE
MEETING AGENDA
TUESDAY, JULY 6, 2021
5:30 P.M.
ZOOM WEBINAR**

This meeting will take place virtually via **Zoom Webinar**. To join the Zoom Webinar, go to <https://juneau.zoom.us/j/94184441385> or call: 1 253-215-8782. **Webinar ID: 941 8444 1385**. Members of the public wishing to provide public comment during the meeting can do so by clicking the “Raise Hand” button (online Zoom Webinar) or press *9 (telephone).

| Agenda Item | Presenter | Action Requested |
|--|--|---|
| I. Call to Order | C. Mertl | |
| II. Approval of Agenda Agenda Changes | C. Mertl | <i>If no changes: Motion to approve</i> |
| III. Approval of Minutes | | |
| IV. Public Participation on Non-Agenda Items | C. Mertl | |
| V. New Business Unmanned Aircraft Systems Policy | G. Schaaf | Recommendation |
| VI. Unfinished Business <i>None</i> | | |
| VII. Staff Reports Thunder Mountain Bike Trails | M. Elfers | |
| VIII. Committee, Liaison, & Board Member Reports Chair Report Liaison to the Assembly Board Member Liaisons Other Board Member Business | C. Mertl Wade Bryson Liaisons All | |
| IX. Adjournment | C. Mertl | |



TO: Parks & Recreation Advisory Committee
FROM: George Schaaf, Parks & Recreation Director
DATE: June 29, 2021
RE: July 6, 2021 Meeting

DIRECTOR'S REPORT

Please find enclosed the information supporting your agenda topics for this meeting. The meeting is anticipated to last 30 minutes and will take place via **Zoom Webinar**. To join the Zoom Webinar, go to <https://juneau.zoom.us/j/94184441385> or call 1-253-215-8782. **Webinar ID:** 941 8444 1385.

NEW BUSINESS

A. Unmanned Aircraft Systems (UAS) Policy – Requested by G. Schaaf [*Page 5-6*]

Unmanned Aircraft Systems (UAS) are used by public agencies around the world to improve land management and maintain facilities. These new systems can collect high quality aerial imagery on an as-needed basis at very low cost compared to crewed aircraft. They can also be used to inspect facilities and equipment such as roofs, HVAC systems, and lights, thus reducing the risk of personnel being injured from falls while working at heights. This policy was developed using guidance from the National League of Cities, as well as similar policies from Cleveland, Ohio and San Francisco, Calif.

SUGGESTED MOTION:

The Parks & Recreation Advisory Committee recommends that the Department adopt Policy No. 100-004 (Unmanned Aircraft Systems).

UNFINISHED BUSINESS - None

STAFF REPORTS

A. Thunder Mountain Bike Trails – Requested by M. Elfers

The Parks and Recreation Department (P&R) partners with the Juneau Mountain Bike Alliance (JMBA) on mountain bike project and issues around the community. JMBA and P&R Staff are evaluating existing mountain bike trails in the Under Thunder Trail area and will begin creating a mountain bike trail plan for future expansion of the trail system. In the short term, JMBA and P&R will partner on rehabilitation of the existing mountain bike trails.

B. Operations Update – Presented by G. Schaaf

The following summary of projects, programs, and activities over the last month is provided at the request of the Chair:

- **Youth Activities** – Summer camps are in full swing and we have more than 300 kids signed up for Parks & Recreation’s soccer programs. The Zach Gordon Youth Center hosted a Pride Party on June 14th, and participated in a number of community events celebrating Pride Month.
- **Youth Employment in Parks (YEP)** – Our YEP crew has been hard at work and playing hard! After a week of building trails and cleaning up parks and beaches, they participated in a ropes course hosted by SAIL to build trust with the team. They also learned how to build their growth and comfort zones and had a blast.
- **Shéiyi Xaat Hít** – Final preparations are underway to open Shéiyi Xaat Hít. We are awaiting final licensing from the State of Alaska, which may be delayed by a shutdown of state government services.
- **Aquatics** – Our second round of swim lessons is underway, and we are on track to enroll more than 250 kids in swim lessons this summer. Additional sessions will be offered through early fall. Online registration has gone extremely well, dramatically reducing wait times for our customers, as well as the workload on our staff.

Staff from Parks & Recreation and CBJ Engineering met with the consultants working on Augustus Brown Pool renovations to begin finalizing the scope of work for that project. We expect 100% design drawings in October, with construction beginning around the end of the year. Once work begins, Augustus Brown pool will be closed for about nine months.

Shortly before Augustus Brown closes for renovations, we expect to install a new deck surface throughout the Dimond Park Aquatic Center. This project will result in a safer and more attractive floor that will resolve a number of longstanding maintenance problems.

While staffing remains challenging, we have hired more than 20 new employees in the last month, including a number of new lifeguards who successfully completed training with Parks & Recreation.

We have confirmed that the state swim meet will be held in Juneau at the Dimond Park Aquatic Center in November. This marquee event will bring hundreds of people to Juneau, generating significant economic benefits for the community and offering local swimmers the opportunity to compete against teams from throughout Alaska.

Draft commercial use regulations for Aquatics facilities are still being reviewed by the Law Department. We hope to have them out for public comment soon.

- **Community Recreation Programs** – More than 800 people are logging their hikes in “Walk Southeast!” The deadline to submit your logs is August 31st. Alaska Airlines is providing the grand prize by matching every mile walked (up to 25,000 miles) with Alaska Airlines miles. Everyone who walks 150 miles or more will be entered to win the

Southeast Alaska drawing. There will also be a local drawing for Juneau which includes merchandise and gear from NAO and Trail Mix, as well as a one night stay at the Amalga Cabin.

- **Treadwell Arena** – Treadwell Arena offered several disco-themed roller skating throughout June, and every one sold out! It has been an extremely popular event, and we'll plan to continue offering it in the future.

Believe it or not, the ice will go back in at the end of July.

- **Dimond Park Field House** – The Dimond Park Field House has been formally transferred to the City & Borough of Juneau, and our staff took over operations on July 1st. The facility is closed for two weeks, during which time we will be deep cleaning all public areas, making building repairs, and integrating Parks & Recreation systems.
- **Parks & Trails** – New sidewalks at Auke Lake Wayside were completed just in time for the sunny weather at the end of June. Renovations at Chicken Yard Park are proceeding with installation of new steps, a curving slide, and preparations for resident parking. Utility upgrades were completed at Adair-Kennedy Park, as well as drainage improvements and removal of berms near the concession stand. Bids for Capital School Park improvements are due July 7th.

Our park maintenance staff successfully removed a large landslide from the Perseverance Trail, and also completed maintenance on various drainage structures. Several trail projects have been temporarily delayed while staff secure variances from the Planning Commission for work near streams.

Winter shelter reservations opened on June 28th at 8 a.m. This is the second year we have offered winter reservations, which are available September 16 – April 14. The cost is \$20 per hour.



CITY & BOROUGH OF JUNEAU

PARKS & RECREATION DEPARTMENT POLICY MANUAL

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|--|--|
| Policy No. 100-004 | Title: Unmanned Aircraft Systems (UAS) Policy |
| Date Reviewed by PRAC: Date Approved by Director: Director Signature: | Last Reviewed: |
| CBJ Code / Regulation: | Other Reference: 14 CFR 107 |

PURPOSE: To facilitate the use of unmanned aircraft systems (UAS) for official business by the Parks & Recreation Department.

POLICY: It is the policy of the Parks & Recreation Department to protect the privacy of Juneau's residents, visitors, and businesses, and to use UAS to improve management of parks and municipal facilities by obtaining high quality aerial imagery at low cost.

SCOPE: This policy applies to the use of UAS by the Parks & Recreation Department.

PROCEDURE:

I. Official Use of UAS

- A. Protecting the privacy and safety of Juneau residents, businesses, and visitors are the top priorities of this Policy.
- B. Parks & Recreation staff, volunteers, or contractors may operate UAS weighing less than 55 pounds for official business in compliance with federal laws and regulations, including 14 CFR 107 (Part 107 Rule).
- C. Official use of UAS shall be limited to the following:
 - a. *Planning, Design, Construction and Management:* Inspection of Parks & Recreation project sites and facilities for planning, development, and contract compliance.
 - b. *Disaster Response & Recovery:* Inspection of properties, facilities, and assets during and after disasters.
 - c. *Emergency Response:* Support Park Rangers and other personnel responding to emergencies on park land, as well as emergency planning.
 - d. *Environmental Monitoring:* Flora and fauna type and health, natural features, spills, leaks, and erosion.
 - e. *Inspections:* Surveys and assessments of municipal property, facilities, and assets to reduce risks to personnel (i.e. climbing, falls, etc.).
 - f. *Mapping:* Digital elevation models, orthophotography, 3D models, property lines, and topography.
 - g. *Marketing:* Capture videos and still photographs.



CITY & BOROUGH OF JUNEAU

PARKS & RECREATION DEPARTMENT POLICY MANUAL

h. *Search and Rescue*: Reconnaissance and assistance during an emergency.

D. All pilots shall either (a) possess a valid FAA Part 107 certificate or (b) operate under a Certificate of Waiver or Authorization (COA) issued by the FAA.

II. UAS Operations

A. The Director or designee must approve all official use of UAS at least 72 hours in advance, except missions related to disaster or emergency response.

B. UAS operations shall be limited as follows:

- i. Recording video and still photography of publicly owned land and facilities.
- ii. UAS should avoid flying over private property whenever possible. If flying over private property is unavoidable, pilots must maintain a minimum altitude of 300' above ground level (AGL).
- iii. Photography of private property is generally prohibited, except when incidental and unavoidable due to the proximity of publicly owned land and facilities that are the subject of the mission.

C. Pilots shall minimize noise caused by UAS operations. Noise mitigation strategies include:

- i. Limiting missions to the minimum duration necessary;
- ii. Conducting takeoffs and landings by ascending and descending vertically to/from the home point;
- iii. Limiting lateral speed to <30 mph whenever possible;
- iv. Operating at the highest altitude possible; and
- v. Planning flights to avoid residential areas, wildlife habitat, and other noise-sensitive areas.

D. Restricted Areas

- i. Operating UAS over the Port of Juneau requires prior permission from the Docks & Harbors Director.
- ii. Operating UAS within controlled airspace around Juneau International Airport requires prior permission from the Airport Manager and Air Traffic Control. UAS operating in controlled airspace shall be equipped with ADS-B receivers.