

PARKS & RECREATION ADVISORY COMMITTEE **DRAFT** MINUTES

December 05, 2023 at 5:30 PM

Assembly Chambers/Zoom Webinar



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A. CALL TO ORDER

Chair Pro-Tem Charles Westmoreland called the meeting to order at 5:31 PM

B. ROLL CALL

Present: Charles Westmoreland, Paulette Schirmer, Emma Van Nes, Danika Swanson, Christina Mounce

Absent: Chris Mertl, Makayla Chappell, Josh Anderson, Portland Highbaugh

Staff Present: George Schaaf, Parks and Recreation Director; Terra Patterson, Parks and Recreation Aquatic Manager; Annie Carroll, Parks and Recreation Staff Liaison

C. APPROVAL OF AGENDA

Ms. Schirmer motioned to unanimously approve the agenda for the meeting. No objections were heard, and the agenda was approved.

D. APPROVAL OF MINUTES

1. Minutes from November 7, 2023

Ms. Schirmer moved to approve the minutes for the November 7th, 2023 PRAC meeting. No objections were heard, and the minutes were approved.

E. DIRECTOR'S REPORT

2. December 5th Director's Report – Included in packet

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS – None

G. NEW BUSINESS – None

H. UNFINISHED BUSINESS

3. **Regulation of Large Events** – *Presented by G. Schaaf*

Mr. Schaaf presented the PRAC with a fee memo outlining the proposed fee structure for large event permits which considers the anticipated actual costs to process and administer the permits. Mr. Schaaf noted that the memo also includes the fees charged by other cities and neighboring states for comparison, highlighting that the proposed fees are significantly lower than those charged elsewhere. This would be added to the Parks & Recreation fee schedule once approved by the city manager.

Mr. Westmoreland asked if the proposed fees take into consideration wear and tear on equipment. Mr. Schaaf explained that they do not. The fees reflect only the cost of processing the application and reviewing the event. The permit would impose conditions on the event to avoid wear and tear on facilities by requiring organizers to provide trash cans, and portable bathrooms if the size of their event

requires it. The regulation does provide a way for Parks & Rec to charge a deposit to recoup any expenses in the event of damage.

Ms. Schirmer asked about past events which have required costly cleanup work to be done, and if those difficulties are taken into consideration in this proposed regulation. Mr. Schaaf answered that the problems have abated slightly since Parks & Rec started offering an unrequired permit for large events. However, the organizers of the Burning Rain Festival, which took place a few years ago, refused to apply for permits. The burning of pallets on the beach littered the area with nails which resulted in Parks & Rec having to work with the Juneau Police Department to write citations for the cleanup cost. This punitive action eventually resulted in the organizers gathering to clean the beach. Other large-scale events without prior notice, such as the canoe landing at Savikko Park during Celebration, have resulted in a scramble to organize efforts to help manage the crowds and parking. The proposed Permit system will help Parks & Rec stay ahead of the needs and costs of these large events.

Mr. Westmoreland and Ms. Swanson expressed support for the regulation as it established reasonable accountability for event organizers.

Ms. Schirmer motioned to support and recommend the Assembly adopt the proposed change to the code of regulations to manage large events in parks. No objections were heard, and the motion passed.

4. **Naming Policy – Presented by G. Schaaf**

Mr. Schaaf explained that the Parks & Rec department occasionally receives requests from the public to name a park or facility. The proposed policy seeks to provide a framework for the proposal of new or changed names for parks, and a process by which to collect information which can be brought to the committee for recommendation or feedback. The policy has been updated since the last PRAC meeting to explicitly include a role for Alaska Native organizations and the CBJ Historic Resources Advisory Committee in the review process for historic properties. Through this process the department can provide a complete proposal for the Assembly who will then ultimately make the decision on the park name. Mr. Schaaf also added that in addition to these updates the department will allocate funding to support archival and linguistic research to find historical place names when possible.

Ms. Van Nes expressed support for the policy and its inclusion of collaboration with Alaska Native organizations. Ms. Van Nes motioned to support and recommend the Assembly adopt Policy No. 100-005 Naming Policy. No objections were heard, and the motion passed.

5. **FY2025-FY2031 Capital Improvement Program (CIP) – Presented by G. Schaaf**

Mr. Schaaf presented some of the updates and changes made to the CIP after feedback from the PRAC in November. Parks & Rec has received updated estimate from a consultant for the elevator at the Dimond Park Field house. Two different proposals have been developed; one for wheelchair lifts fitted to the staircases, and one for a traditional elevator to be installed. The department has been collaborating with Southeast Alaska Independent Living (SAIL) to work on pursuing grants. The CIP has been updated to include more information on the proposed community center, and a lobby & activity room expansion at Treadwell ice arena to increase dryland activity space for user groups.

Mr. Westmoreland inquired about current user turnout and facility use at Treadwell. Mr. Schaaf explained that the rink is in greatest demand during the 5:00pm – 10:00pm timeslots and that the rink is fully booked during this time. Mr. Westmoreland also asked if the sports field repairs and improvements would include resurfacing the indoor courts at the Dzantik'i Héeni or Floyd Dryden middle schools. Mr.

Schaaf answered that it does not as the school district has its own CIP and funding, and Parks & Rec does not maintain their facilities. There is funding identified on the CIP for the Adair-Kennedy tennis and basketball court outside at Floyd Dryden.

Ms. Mounce asked for clarification on where the Montana Creek bridge replacement will be located specifically as there are multiple bridges in that area. Mr. Schaaf answered that this proposal is to build a permanent replacement for the bridge at the end of Montana Creek Road which was condemned and temporarily replaced with a bailey bridge by the Department of Transportation last year.

Mr. Westmoreland asked if the Multipurpose Community Center and Facilities Maintenance Shop will replace or consolidate existing facilities into a single location. Mr. Schaaf explained that it would provide a more centralized location for the City's Facilities Maintenance Shop which is currently located in the old Mt. Jumbo School in downtown Douglas. Additionally, this proposed community center would provide indoor court space, and a rock-climbing wall for the public. Mr. Westmoreland asked about the large expense in FY27 for this project with an unspecified funding source. Mr. Schaaf answered that for a project of this size it will most likely need voter approved funding through a general obligation fund.

Ms. Mounce asked where the initial \$500,000 for the planning would come from in FY25. Mr. Schaaf answered it would come from general sales tax if approved by the Assembly.

Ms. Schirmer motioned to support and recommend the Assembly adopt the Capital Improvement Plan. No objections were heard, and the motion passed.

I. STAFF REPORTS

6. Aquatics Division Update – *Presented by T. Patterson*

Ms. Patterson gave a presentation covering updates to the Aquatics division including increased staffing, current programs, and progress on the Augustus Brown Pool Renovation. The presentation highlighted the division's increased staffing and 92% retention rate, which Ms. Patterson points out is a great improvement post-pandemic. Additionally, the Aquatics division has been able to increase the capacity for lifeguard certification, and to run swim lessons year-round. Current challenges the division faces include reopening the Augustus Brown Pool, filling full time lifeguard positions, and filling the open Recreation Coordinator Position. Ms. Patterson informed the PRAC about new programming including Summer Day Camp, Lil' Swimmers non-traditional pre-school lessons, and Dive in Movies at the pool.

Ms. Patterson updated the PRAC on progress made during the Augustus Brown Pool renovations. Renovations include new flooring, tiling, and lighting in the locker room. Wastewater pipes and lockers were replaced in the family changing room and a new toilet has been installed. Mechanical renovations have also been made to the facility including new boilers, a hot water storage tank, water circulation pumps and updated electrical throughout the building. The building improvements also include asbestos abatement, HVAC renovations, new PA system speakers, replaced drop ceilings, new & repainted fiberglass doors, and LED lighting throughout the facility. In addition to these renovations, the recreation pool has been resurfaced and retiled.

Ms. Patterson concluded by sharing that they hope to reopen the pool in late February, and a more specific opening date will be announced to the community once Dawson construction completes their work.

Mr. Westmorland inquired about if the aquatics division has any established partnership with the local high schools to offer work study or substitute PE as options for students. Ms. Patterson expressed

interest in pursuing an agreement in the upcoming school year, and in exploring a program for highschoolers to have PE & swim lessons at the pools.

J. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

Trail mix: Ms. Swanson updated the PRAC on Trail Mix's recent meeting with CBJ staff. She shared that Trail Mix has coordinated over 6,000 volunteer hours with various organizations, and recently 30 people have been hired to work on a new trail project with 25 of those involved being locals from Juneau.

Eaglecrest: Ms. Van Nes informed the PRAC that The Eaglecrest foundation and UAS have partnered to provide dormitory housing employees from outside of Juneau. 2,620 season passes have been sold, resulting in an increase in total revenue by approximately \$60,000. Finally, Ms. Van Nes shared that unfortunately opening day was pushed back due to limited snowfall, and warm conditions this winter.

K. NEXT MEETING DATE – January 2, 2024

L. ADJOURNMENT – The meeting was adjourned by Ms. Schirmer at 6:44pm

Respectfully submitted by Annie Carroll 12/27/2023