

CITY OF CORDOVA



**PARKS AND RECREATION COMMISSION
REGULAR MEETING,
August 28th, 2018
6:00 PM / City Center / Mayor's Conference Room
AGENDA**

Commission Chair

Wendy Ranney

Commission Members

Stephen Phillips, Karen Hallquist, Marvin VanDenBroek, Anne Schaefer, Dave Zastrow, Ryan Scheutze

Parks and Recreation Director

Susie Herschleb

Cordova Parks and Recreation is essential for providing and fostering Parks, Programs and Facilities for all in pursuit of a healthy sustainable community.

- A. **CALL TO ORDER**
- B. **ROLL CALL:** Wendy Ranney, Stephen Phillips, Karen Hallquist, Marvin VanDenBroek, Anne Schaefer, Dave Zastrow, Ryan Scheutze, Susie Herschleb
- C. **APPROVAL OF AGENDA**
- D. **VISITOR COMMUNICATIONS**
Regarding Agenda Items
- E. **CONSENT CALENDAR**
- F. **REPORTS**
 - 1. Directors Report
- G. **UNFINISHED BUSINESS**
 - 2. Resolution / Trails Committee
 - 3. Nettie Hansen Park / site visit for Master Plan review
 - 4. Hollis Hendrich's Park / site visit for Master Plan review
- H. **NEW BUSINESS**
- I. **PENDING AGENDA**
- J. **COMMISSION COMMENTS**
- K. **ADJOURNMENT**

From the Administrative Office of the City of Cordova Parks and Recreation Department

DATE: 7/3/18

TO: Parks and Recreation Commission & Mayor Koplin

FROM: Susan Herschleb / Director of Parks and Recreation

RE: July 2018 / Director's report



The maintenance team has a master list of things to do; some are routine maintenance items and others are small improvement projects. This summer the maintenance team, seems to have been more reactionary than most. Sticking to our list has been nearly impossible. I am thankful my maintenance team comes to work with a positive attitude, under any circumstance!

The Nirvana Park project has been crawling along due to recent weather conditions. Very soon the rock fascia will be affixed to the concrete benches & fire pit. The ADA accessible out house has been assembled; completing construction of the lean-to is still left to do.

Sport fishing is ramping up. The maintenance team has placed the second (seasonal) fish cleaning platform adjacent to the existing fish cleaning station. Big thanks to the USFS for allowing us to use the platform! The Community and visitors most certainly need more space this time of year. If you have seen the expansion site this season, you know it has been vastly improved!

I have included the recap of our work session, held Tuesday July 17th. Commission members who were present, discussed the design and placement of the Copper River Watershed Project's fishing platform/kayak launch. Kate Morse (CRWP) is doing a great job coordinating this project with DOT who will be replacing culverts in the same area. The funds for this project were awarded 2 years ago (RAC grant) The onsite visit was very helpful to Commission members. They were able to develop more meaningful recommendations as a result.

I met with Katina Hoffman (President, CEO of the Prince William Sound Science Center/ Executive Director of the Oil Spill Recovery Institute), and Sam Greenwood (City Planner) about the transfer of land ownership (ASLS 2001-5 / Shelter Cove Tent Platforms). I posed the question; when should the P&R Dept. stop taking reservations for our recreation sites? The short story is; we will be able to use the sites until late summer 2019. A contract or MOU (TBD) will be drawn up; allowing the City of Cordova to lease the property for a very low price. This will allow us to continue renting our recreation sites to the public, after the transfer has been made, and prior to starting work on the property.

With this said, my recommendation would be for the Parks and Recreation Commission to begin to consider the next step. When this discussion began, a little more than a year ago; I recall discussing the idea of creating similar sites on City owned properties in the near vicinity, to replace those we will lose that are currently on ASLS 2001-5. I think now, is the time to discuss this in greater detail. Perhaps the timing is right for the Commission to jump forward in our review of the Master Plan. In previous meetings, the Commission seemed to concur on creating a component of the Master Plan, that would make recommendations on future Parks/Rec. Sites.

Another component of the meeting with Katrina Hoffman and Sam Greenwood, touched on parking in the area after the transfer. We all know this is a hot topic during the peak of the fishing season! Although it's too early for the Science Center to have created any designs of the future campus; I learned there is some potential in the City creating a public parking area on the opposite end of the lagoon; away from vault toilet. I have yet to determine exactly where. I do think its worth looking into further, because roadside parking is problematic, and moreover, we want to be sure our recommendation for placement of the deep-water kayak launch, is in the most appropriate spot.

There is a lot of transition in the department, we now have two major vacancies in our work force; the Pool Manager in May and more recently, the Administrative Assistant, who vacated while I was away. Although, I would liken our departmental transition to what I assume, a human must feel, while transitioning into a werewolf, it does allow for a deep examination of the structure of the department vs. the resources we have to run it. We need two full-time positions filled. I am taking time, to determine the correct and appropriate scope of work for each position. The P&R Dept was fiscally restructured in 2016; we lost our full-time programmer as a result. We have yet to rewrite the job descriptions of the positions left in place; this has proven to be problematic. Our workforce has decreased; the way we serve the public has changed; the transformation will be complete with the development two new positions.

I sincerely appreciate the patience of the public, minus a pool manager this summer. The pool schedule was hard to follow; changing every few weeks from fully staffed to short staffed. I was lucky enough to hire Jayleene Garrett to support us administratively this summer. She was a joy to work with and I believe our patrons appreciated her thoughtful attitude and attention to detail. She is going back to school now, and we have two employees who have been trained administratively, and CPR pro, to assist a lifeguard in an emergency. I have one of these employees working the morning swim and one working the evening swims. I have shifted the hours of the administrative office at Bidarki Rec Center for the fall/winter to; 10am-6pm M-Sat (barcode use is still 5am-10pm 7 days a week). In doing so, I can spend the first 2 hours of my workday at the pool. In the absence of a pool manager; I feel this will help to keep things on track.

We had a great site visit at Shelter Cove with the Parks and Rec commission earlier this week. We confirmed the following for our vision for recreational access:

- priority is access from the road to the tidal flats for someone carrying a kayak. A fishing platform is NOT The priority. We anticipate providing access for fishermen but not a place for them to fish. The ramp DOT will put back in will take them over the top of the culvert, so if they wanted to fish from there at a higher tide, they can go for it!
- Erosion from the road to the ramp is currently an issue—not all because of foot traffic—looks like water erosion is taking a toll. Some of it seems to be result of the material used more than anything—see attached pictures. City used to go out 2x a year to clear it, but it never lasted for very long so they have stopped clearing it. Larger rocks to better armor that bank?
- Ideas for access from the road level to the ramp included stairs or a ramp like in the harbor—would be connected to the cement ramp left by ADOT, so it doesn't need to rise/fall with the tide. Depending on overall project cost, we might consider building two sets of stairs/ramps that go from the road to the cement ramp so that we can reduce people cutting down the bank and provide access at different points (currently there are 8-9 places people cut from the road to the ramp.) Maybe one closer to the culvert, and one closer to the public bathrooms/parking area?
- Definitely want larger platform-like stairs from the cement ramp left behind by ADOT to the tidal flats—so at mid-tides people could launch a kayak, and they are easy to walk down with a kayak. These don't have to be connected to the stairs/ramp coming down from the road.
- We discussed material—could we incorporate cement features that might better withstand the tidal changes and wave action and not require being removed every year? I was told it was possible to install an eye hook or something so that even a set of cement stairs could be removed if it needed to be in an ADOT right of way and we needed to remove it periodically (requirement of having something in right of way). There was definitely concern about requiring Parks and Rec staff to remove something every fall and install it in the spring—only 2 people already stretched to the max.
- Chemgrate is also a surface that was discussed because it's good in the marine environment, light weight if it's incorporated into a structure that is installed/removed annually. Not for the entire infrastructure, but perhaps for surfaces....specific products shared included Fibergrate and McNichols Fiberglass Grating.

So yes, we've moved away from the cantilevered platform as fun as it would have been to engineer that design:) Maybe when we get funding for our deep sea fishing platform accessed from Orca Road....

Thanks! Let me know what else you need from us to move forward with a design....cell is always best way to get ahold of me.

Kate

Kate Morse | Program Director
Copper River Watershed Project

phone (907)424-3334 | fax (907)424-4318

office P.O. Box 1560, Cordova, AK 99574

**CITY OF CORDOVA, ALASKA
RESOLUTION XX-XX-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING CREATION OF A TRAILS COMMITTEE TO ADVISE THE PARKS AND
RECREATION COMMISSION ON THE DEVELOPMENT OF NEW TRAILS,
ENHANCEMENT OF EXISTING TRAILS AND DEVELOPMENT OF ADDITIONAL
TRAIL RESOURCES.**

WHEREAS, the current City of Cordova Parks and Recreation Department 10-year Master Plan expresses the need to appoint a Trails Committee; and

WHEREAS, the Cordova Parks and Recreation Commission wishes to develop additional trail resources to meet the growing demand from trail users; and

WHEREAS, the most recent Cordova Tourism Plan adopted by the Cordova City Council recommends “improve ‘edge of town’ attractions including wildlife and bird viewing, glacier viewing and trails”

WHEREAS, The Trails Committee shall consist of 5 members and remain in force until such time Council deems the Committee is no longer needed.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby authorizes the creation of a Trails Committee to advise the Parks and Recreation Commission on the development of new trails, enhancement of existing Trails and the development of addition trail resources.

Hollis Hendrich's Memorial Park / Odiak Pond:

Classification: Community Park / Natural Resource Area

Odiak Pond:

- **Be an active partner in the restoration of this watershed.** *Odiak Pond and boardwalk area is used as an outdoor classroom. In 2010 the Copper River Watershed Project and the Cordova Jr/Sr High School 7th grade class worked to have Odiak Pond and Watershed placed in the State of Alaska Anadromous Waters Catalogue. The Parks and Recreation Department will partner with the Copper River Watershed Project and others (ADEC, Alaska Dept. of Fish and Game, Ecotrust, National Fish and Wildlife Foundation, Native Village of Eyak, Prince William Sound Science Center, United States Fish and Wildlife Service, USFS Cordova and Glacier Ranger Districts and the USFS Prince William Sound Resources Advisory Committee) to restore this watershed.*

Our shared goals are as follows:

- *Treatment of invasive weeds in the pond and surrounding areas.*
- *Establishment of native plant gardens.*
- *Strategic placement of native plants to provide a natural storm water filter.*
- *Cleaner water.*
- *More coho salmon spawning in the stream.*
- *Continued monitoring and upkeep of area by Cordova students.*

Parks and Recreation Dept. goals through this active partnership:

- *Continue to research how to properly deal with watershed traveling through the capped landfill (Hollis H. Park) and into the pond. Seek funding after a determination has been reached.*
 - *Continue to research how to properly deal with the sand and grit left behind from the snow dump on the property. Currently much of the sand and grit inadvertently ends up in the pond and has a negative impact on the water quality. Seek funding when a determination has been reached.*
 - *Continue to work on establishing a water quality maintenance program for the Parks Maintenance team. Currently the Copper River Watershed Project is accessing water quality and the pond in a number of ways. The goal is to establish our roll in assisting to monitor water quality for years to come.*
- **Construct a hand rail of the board walk / Redesign and rebuild the railing on the Odiak Pond pavilion:** *The Commission feels that a handrail should be added to the Odiak Pond board walk. Research and consider materials that can stand up to our climate and vandalism, since it is prevalent on the board walk and pavilion. Consider a design that limits youth from climbing on the handrail.*

The stock railing that came with the pavilion that was placed in Odiak pond in 1992 is perpetually vandalized. A new design should be developed that does not use vertical spindles that are easily kicked out. It will be important to preserve the aesthetic value of this site when developing a new design.

- **Consider a spur trail heading east to have views of salmon creek.** *There will be tremendous effort over the next year (2014-2015) to improve Salmon habitat in this portion of the pond through a grant obtained by the Copper River Watershed Project to remove a box culvert to restore Salmon habitat and enhance this area of the pond. The idea of adding a spur trail to view this Salmon creek after these improvements would improve this property.*