



PARKS & RECREATION ADVISORY COMMITTEE AGENDA

November 07, 2023 at 5:30 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/94184441385> or +1 669 444 9171 US Webinar ID: 941 8444 1385

A. CALL TO ORDER

B. ROLL CALL

C. ROLL CALL

[1.](#) November 7th Director's Report

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

[2.](#) Minutes from August 15, 2023

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

G. AGENDA TOPICS

H. NEW BUSINESS

[3.](#) Regulation of Large Events

[4.](#) Naming Policy

[5.](#) FY2025-FY2031 Capital Improvement Program

[6.](#) Draft of Legislative Capital Priorities

I. UNFINISHED BUSINESS

J. STAFF REPORTS

K. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

L. NEXT MEETING DATE

M. SUPPLEMENTAL MATERIALS

N. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.



TO: Parks & Recreation Advisory Committee
FROM: George Schaaf, Parks & Recreation Director
DATE: November 2, 2023
RE: November 7, 2023 Meeting

DIRECTOR'S REPORT

Please find enclosed the information supporting your agenda topics for this meeting. The meeting is anticipated to last 60 minutes and will take place in person at City Hall and virtually via **Zoom Webinar**. To join the Zoom Webinar, go to <https://juneau.zoom.us/j/94184441385> or call 1-253-205-0468.
Webinar ID: 87003674124.

NEW BUSINESS

1. Regulation of Large Events

While CBJ code and regulations govern commercial use of municipal parks and other recreational facilities, at this time there are no limitations or provisions for non-commercial activities that can have even greater impact. For example, no permit is required to organize a large concert or cultural event that is free and open to the public, even if that event draws 1,000 people or more to a park. If not managed appropriately, such events can disrupt public use of municipal parks and incur significant costs to taxpayers. Examples of such large events include the Burning Rain Festival at Sunshine Cove, a canoe landing at Savikko Park, and large weddings at Overstreet Park.

The proposed amendments to CBJ 67.01.090 and 11 CBJAC 01 would require a permit for any activity that is expected to cause more than 100 people to gather on land managed by the Parks & Recreation Department. The proposed changes also address the permit process, advanced notice, damage deposits, and requirements for trash collection, toilets, and traffic control. A violation would result in a civil infraction punishable by a fine of up to \$300, in addition to the cost of repairs or cleanup.

Recommended Motion:

I move that the Parks & Recreation Advisory Committee recommend that the Assembly adopt the proposed changes to the municipal code and administrative code of regulations to manage large events in parks (optional: *with the following changes:* _____).

2. Naming Policy

Parks & Recreation staff have drafted a policy on naming parks and other recreational facilities in response to requests from the public and an upcoming project to replace signage in parks throughout Juneau. The proposed policy follows a review of similar naming policies

from more than 20 communities nationwide. It provides a framework for the Committee the Assembly to consider requests to name and/or rename parks and other facilities, including indigenous place names.

Recommended Motion:

I recommend that the Parks & Recreation Department adopt Policy No. 100-005 “Facility Naming Policy”.

3. FY2025-2031 Capital Improvement Plan (CIP)

City code requires the Department to prepare and maintain a six-year plan for capital improvements. The draft in tonight’s packet updates the current plan, adopted in FY24. The projects identified in the plan include funding from general sales tax, grants, and voter-approved funds such as the temporary 1% sales tax and general obligation bonds.

Historically the Parks & Recreation Department has received a total of \$550,000 per year in general sales tax for (1) park and playground improvements, (2) sportsfield repairs, and (3) trail maintenance. This allocation has stayed flat for nearly a decade. While costs have increased during this time, sales tax revenues have also increased due to inflation. The Department is requesting this allocation be increased in FY25 to \$750,000 to ensure that parks, playgrounds, sports facilities, and trails are maintained to an adequate level despite rising costs.

The CIP is being presented to the Committee tonight so that staff may answer questions and members have adequate time for review before making a final recommendation at the December 5, 2023 PRAC meeting. The Parks & Recreation Department must submit its final CIP request to the Engineering & Public Works Committee no later than December 22, 2023.

Recommended Motion (for December 5, 2023 meeting):

I recommend that the Assembly approve the Parks & Recreation Department’s FY2025-31 Capital Improvement Plan, including a total of \$750,000 in general sales tax revenue.

4. Legislative Priorities List

The attached memo from Engineering & Public Works Director Denise Kotch requests proposals from the Parks & Recreation Advisory Committee for the CBJ’s list of legislative priorities. This list contains large projects selected from the Capital Improvement Plan for which CBJ intends to pursue state and federal appropriations, including congressionally designated expenditures (“earmarks”). Staff recommend including the proposed community center on this list. This project would address the lack of indoor gym space identified as a gap in services by the Juneau Parks & Recreation Master Plan, providing indoor facilities for court sports (e.g. pickleball, basketball, volleyball, etc.), space for activities aimed at elders and senior citizens, and a rock climbing gym. The proposed facility may also accommodate other public services, such as a centralized shop for the Facilities Maintenance Division, library, and more.

The Committee is also invited to select other projects from the CIP for inclusion on this list; please note the limitations and criteria provided by Director Kotch in her memo.

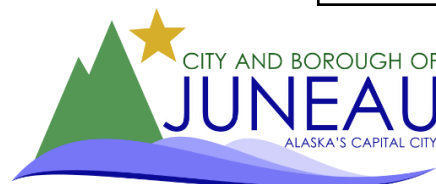
Recommended Motion:

Section C, Item 1.

I recommend that the Assembly add the following item(s) to the Legislative Priorities List:

PARKS & RECREATION ADVISORY COMMITTEE **DRAFT** MINUTES

August 15, 2023 at 5:30 PM



Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/94184441385> or 1-253-205-0468 Webinar ID: 870 0367 4124

A. CALL TO ORDER

- a. The meeting was called to order at 5:30pm

B. ROLL CALL

- a. Present: Chris Mertl, Christina Mounce, Makayla Chappell, Danika Swanson, Josh Anderson, Paulette Schirmer, Portland Highbaugh, Emma Van Nes, and Charles Westmoreland

C. DIRECTOR'S REPORT

- a. Director's Report from August 8, 2023
 - i. Members introduced themselves and gave a bit of their background with Parks and Recreation

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

- A. No minutes to be approved

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

G. AGENDA TOPICS

H. NEW BUSINESS

- a. Appointment of a Chair
 - i. Chris Mertl was nominated by Portland Highbaugh. This nomination was approved unanimously.
- b. Appointment of a Vice Chair
 - i. Makayla Chappel was nominated by Josh Anderson. This nomination was approved unanimously.
- c. Set Meeting Dates
 - i. Josh Anderson motioned for meetings to be held the first Tuesday of every month, as has been the normal meeting time for the Parks and Recreation Advisory Committee in the past. This motion was approved unanimously.

I. UNFINISHED BUSINESS

J. STAFF REPORTS

K. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

L. NEXT MEETING DATE

M. SUPPLEMENTAL MATERIALS

N. ADJOURNMENT

- a. Meeting adjourned at 6:05pm

Respectfully submitted by Eric Moots

11 CBJAC 01.010 - Policy.

As established in Resolution 1755am, the policy of the City and Borough of Juneau concerning the commercial use of city land regulated by the parks and recreation department is to:

- (a) Maintain and improve parks, recreation areas and trails for their primary use by the public, to include visitors and residents alike, for parks, recreation areas and trails and preserve them from activities inconsistent with that primary use.
- (b) Preserve and maintain these public assets for all users, preserve the recreational experience unique to each area, consider impacts upon other users and neighboring property, and ensure public safety on city lands.
- (c) Establish rules to minimize environmental damage and mitigate impacts from the commercial use of parks and open spaces, and trails.
- (d) Charge for commercial use of parks, trails, open spaces and recreational facilities at a fair rate which reflects the cost of providing any improvements, maintenance, services, and administration necessary for the use.

(e) Manage noncommercial gatherings of 100 or more people on parks, trails, open spaces, or recreational facilities to protect public use of these facilities and preserve them from undue impacts.

- (e) Establish and enforce uniform rules for commercial use of City and Borough parks and open spaces, trails and recreational facilities.

11 CBJAC 01.020 - Lands regulated.

These regulations apply to all City and Borough land designated by the manager pursuant to Ordinance 85-76am as open space and park system and to all areas owned by the City and Borough dedicated to park or recreation purposes.

11 CBJAC 01.030 - Permit required.

- (a) **Commercial uses.** No person may conduct commercial activities on City and Borough of Juneau lands subject to these regulations except as authorized by a permit issued by the director. A permit under this chapter is not required for activities conducted under a permit issued pursuant to other chapters in this title.

(b) Noncommercial uses. No person may cause more than 100 people to gather on City and Borough of Juneau lands subject to these regulations except as authorized by a permit issued by the Director. A permit under this chapter is not required in addition to any other permit(s) issued pursuant to other chapters in this title.

(c) The director may issue a permit for commercial **or noncommercial** activities within a parks and recreation area as subject to such conditions as the director may impose and only upon a determination that the use as proposed:

- (1) Will not pollute or degrade the environment, resources, facilities, or atmosphere of the park;
- (2) Will not endanger the public health, safety, and welfare;
- (3) Is consistent with the comprehensive plan; **and**
- (4) Is consistent within the existing commercial use of trail criteria.

(d) A permit may contain conditions reasonably required for the protection and use of the park area for which the permit is granted, including limitations as to time, area, equipment, user loading, **number of attendees**, traffic, parking, discharges, noise, and other factors.

(e) The director may deny a proposed use upon a written determination that the use, alone or in combination with other uses, would exceed the carrying capacity of the area. The director shall determine the carrying capacity of an area taking into account the nature and extent of the use, the number of users, and the impacts likely to result from the use, including, traffic, noise, public access, loading, the availability of parking and other factors. The director shall find that the carrying capacity of an area would be exceeded if it is more likely than not that the proposed use would unreasonably degrade the environment, resources, facilities, or atmosphere of the park. If the cumulative impact of proposed uses would exceed the carrying capacity of the area, the director shall not award any permits for that area until the following procedure is followed:

- (1) The director shall notify all members of any group of applicants whose applications, taken together, propose uses in excess of the carrying capacity of an area. The notice shall identify the nature and extent of the impacts exceeding the carrying capacity, and shall invite the applicants to confer among themselves for the purpose of negotiating a resolution to the excess impacts issues.
- (2) The applicants may re-submit their applications which shall be granted if the director finds that the excess impact issues have been resolved and the applications otherwise meet the requirements of this section. If excess use issues remain unresolved, the director shall grant permits by lottery to the extent that such uses do not exceed the carrying capacity of the area.
- (3) The applicant shall be provided an opportunity to be heard at an informal hearing by the director regarding any denial. The director's decision may be appealed to the city manager by filing a notice of appeal setting forth the reasons the decisions appealed with the office of the city manager within 10 days of the director's decision.**

(f) A **commercial** permit is transferable only with the permittee's entire business interest in activities conducted under the permit and only to a person who has successfully completed the permit application process. No credit will be given for any permit payments made by the previous holder of the permit. **A noncommercial special use permit is not transferable to any other person.**

11 CBJAC 01.040 - Application process.

- (a) General requirements.
 - (1) Applications for permits will be accepted only from persons who have, or upon issuance of the permit, will have the legal authority to take action in accordance with the permit. All applications must be signed by the **organizers or** owners of the business to be subject to the permit. The director may require an applicant to submit evidence of authority to apply hereunder.
 - (2) All applications for permits must be on forms provided by the department. Applications will not be considered unless they are complete, signed, accompanied by the applicable fee **and/or deposit**, and filed together with any required attachments or exhibits at the offices of the parks and recreation department.
 - (3) Applications for commercial use permits will be available at the parks and recreation office no less than 30 days before the close of the application period. Applications received after 4:30 p.m. on the day that the application period ends will not be considered for a permit.
 - (4) Application for noncommercial use permits with expected gatherings between 100 and 250 attendees must be submitted at least 10 calendar days before the event. Applications for noncommercial use permits with expected gatherings exceeding 250 attendees must be submitted at least 30 calendar days before the event.**
- (b) Application information.
 - (1) Applicant information.
 - (A) The application shall identify each individual or business entity responsible for the use intended; all officers, partners, or joint venturers of such entities; and all persons with any ownership interest in such entities. Notice to any of the persons listed shall be sufficient to notify all, and each person listed shall be jointly and individually responsible for compliance with permit conditions;
 - (B) The permanent, temporary, local, and foreign residence and mailing addresses of each person, owner, and company responsible for the use, service or activity intended;
 - (C) Current phone numbers of each **organizer,** company, and individual providing services in the area applied **for;**
 - (D) A copy of a current driver's license or other government identification card which includes a photograph, date of birth and a written physical description of each driver;
 - (E) Physical descriptions and license numbers of each vehicle to be used in the activity for which the permit is sought.
 - (2) Proposed use.
 - (A) A description and a map of the location of each proposed use;

- (B) A description of transportation to the site and proposed parking plans for vehicles, and a statement of any additional accommodations or improvements needed for the proposed use;
 - (C) A description of the use, the mode of transport at the site, and the services being provided at the site, **such as garbage collection and disposal, sanitary/toilet service, and cleaning; and**
 - (D) A description of the number, scheduling, and size of participant groups at the site, with a calendar indicating which days and times the use is proposed.
- (3) Fees to be charged by permit holder.
- (A) A schedule of fees and charges to customers and a description of any collection, disbursement, royalty, commission or similar arrangements with others including tour brokers, agents, or cruise ship companies.

11 CBJAC 01.050 - Permit fees.

(a) Commercial permit fees. The applicant shall pay a fee, established by the manager, which fee will give the city a fair and reasonable return in light of the cost of administering the activity permitted under the permit, the impact of the proposed activity on the area, the cost of any improvements required, and the value of the benefit conferred upon the user. The fee shall be paid to the department by the 15th day of each month for fees owed in previous calendar month, provided that, ten-day operational temporary permit holders shall remit quarterly.

(b) Noncommercial permit fees. An application fee based on the user fee schedule approved by the manager shall be paid to the City & Borough with the application for the permit. Prior to issuance of a permit under this chapter, a deposit shall be collected for possible damage to natural resources and public facilities, or other costs to the City & Borough arising from the proposed activity. The amount of such deposit shall be determined by the Parks & Recreation Director. After the proposed event, the City & Borough shall collect from the permittee an amount equal to the excess of the actual damage or costs over the deposit. If the deposit exceeds the actual damage or costs, the balance shall be returned to the permittee within five business days after the proposed event.

11 CBJAC 01.060 - Insurance and indemnification.

(a) Commercial permits. Prior to issuance of a permit, the permittee must provide the department with a broker's certificate of insurance showing that the permittee has obtained public liability insurance in the amount and for the risks determined by the risk manager of the City and Borough of Juneau for the proposed use. The certificate must establish that the City and Borough is named as an additional insured on the policy, and that the insurer shall notify the City and Borough if the policy is modified, canceled, or terminated. Permittees, upon acceptance of a permit, shall execute an instrument under the terms of which the permittee shall agree to indemnify, defend, and hold harmless the City and Borough of Juneau from any and all claims for injury or damage to persons or property suffered in connection with the permittee's activities unless such injury or damage is caused by the gross negligence of the City and Borough of Juneau.

(b) *Noncommercial permits. Insurance may be required and will be determined upon reviewing the permit application.*

11 CBJAC 01.070 - Permit duration.

(a) *Commercial permit duration.*

- (1) Permits shall expire on December 31 of each odd-numbered year, except as provided in subsection (d), (e), and (f) for temporary permits and special use permits.
- (2) Permits are valid only for the dates, times, activities and areas specified.
- (3) Permits are not renewable. Issuance of a permit shall not entitle the permit holder to any priority or preferential consideration for subsequent, new, or additional permits for the same or related uses or areas. A new application must be submitted each permit period for each permit.
- (4) The director may issue a ten-day operational temporary permit with no more than 30 people each day. The permit can be applied for at any time but is not renewable within a year. The application process for a ten-day permit shall be the same as for other permits.
- (5) The director may issue a 30 day operational temporary permit. This permit can be applied for at any time but is not renewable within a year. The application process for a temporary 30 day permit shall be the same as for other permits.
- (6) The director may issue a special use permit, which will not be renewable. This permit can be applied for at anytime. The application process for a special use permit shall be the same as for other permits.

(b) *Noncommercial permit duration.*

(1) *Permits are only valid only for the dates, times, activities, and areas specified.*

(2) *Permits are not renewable. Issuance of a permit shall not entitle the permit holder to any priority or preferential consideration for subsequent, new, or additional permits for the same or related uses or areas. A new application must be submitted for each permit.*

11 CBJAC 01.080 - General operating requirements.

- (a) Permittees shall have a copy of the permit immediately available for inspection at all times while engaged in activities pursuant to the permit. A copy of the permit shall be prominently displayed on any vehicles used in the recreation area.
- (b) Permit holders shall be responsible to the city for their actions and those of their agents, employees, **attendees, and** customers while engaged in **permitted** activities. The following operating requirements apply to activities conducted under the permit unless otherwise specified in a permit.
- (1) No one may obstruct traffic, litter, use glass containers, nor disturb, damage, deface, or remove natural objects including trees, plants, moss, rock, gravel, or minerals, nor disturb or remove cultural, archaeological, or historical material.
 - (2) Activities conducted under the permit shall be confined to the improved trail surfaces except as required for safety reasons.
 - (3) No alterations or improvements to the permitted area are allowed, nor may anything be posted or signs of any kind be displayed in the area.
 - (4) No one may camp, light fires, fish, hunt, or harass wildlife.
 - (5) The permit holder shall promptly notify the director of any accident, injury or claim relating to the permitted activity.
 - (6) The permit holder shall promptly notify the director of any repair or maintenance needed to the improvements located in the permitted area, or any natural condition which constitutes a hazard. The permit holder shall not make any repair or alteration to the area unless required by an emergency, and shall promptly report such repair or alteration to the director.
 - (7) Permit holders shall comply with all state, federal, and local laws applicable to their activities.
 - (8) Permit holders shall police the area used and shall properly dispose of all litter found thereon.
 - (9) The permit holder shall reimburse the City and Borough of Juneau for any damage to municipal property caused by the permittee while engaged in permit activities, including the cost of litter abatement.
 - (10) No pets shall accompany any person engaged in permit activities unless the pet is restrained on a leash and all fecal material is promptly removed and properly disposed of.
 - (11) No equipment or supplies may be stored at any City and Borough facility or permit area unless approval of the director is secured in advance.
 - (12) All vehicles under the ownership or control of the permittee shall be lawfully operated or legally parked while the permit holder is engaged in permit activities. The permittee shall be responsible for following all parking restrictions and requirements imposed by permit conditions.
 - (13) Operations under the permit shall be limited to the number, scheduling, and size of participant groups stated in the application submitted pursuant to 11 CBJAC 01.070.040(b)(2)(D).

11 CBJAC 01.090 - Enforcement and penalties.

(a) A permit may be suspended by the director without advance notice for a period not to exceed ten days if any activities conducted under the permit present an immediate danger to the public health, welfare, or safety.

(b) A permit may be suspended or revoked by the director upon written findings that the permittee has violated these regulations **or any terms of the permit**. The permittee shall be provided at least ten days notice and an opportunity to be heard at an informal hearing on the suspension or revocation. The director's decision may be appealed to the city manager by filing a notice of appeal setting forth the reasons the decision is appealed with the office of the city manager within ten days of the director's decision.

11 CBJAC 01.100 - Definitions.

As used in this chapter:

"Commercial use" [and] "commercial purpose" mean the sale, delivery, or solicitation to provide, goods or services in exchange for valuable consideration. The term includes a service offered in conjunction with another sale of goods or services whether or not it is incidental to, advertised with, or specifically offered in the other sale. All guide, outfitter, and transportation services are commercial activities if any payment or valuable consideration through barter, trade, cash or other commercial means is required, expected or received beyond the normal and customary equally shared cost of food and fuel for any portion of activities conducted within the parks and recreation area.

"Department" means the City and Borough of Juneau Parks and Recreation Department.

"Director" means the supervisor of the City and Borough of Juneau Parks and Recreation Department or such person as may be designated by the manager to administer these regulations.

"Organizer" means the person or business entity organizing a gathering of more than 100 attendees within the limits of any park or recreation area.

"Parks and recreation lands" and "parks and recreation areas" mean all land owned by the city and designated by these regulations as subject to parks and recreation regulation.

"Permittee" or "permit holder" mean the business entity or its authorized representative conducting commercial activities in a recreation area according to a permit issued under these regulations.

"Person" means a natural person, firm, partnership, corporation, association, or other entity organized for a common purpose.

"Vehicle" means a device in, upon or by which a person or property may be transported or drawn including devices moved by human, animal, mechanical or other power source.

CBJ 67.01.090 Prohibited uses.

- (a) *Illegal occupancy or use.* No person shall climb upon or otherwise occupy or use any portion of a building or other structure not intended for such occupancy or use. No person shall erect a table barrier or other object to any picnic shelter, building, fence or improvement to limit public occupancy or use.
- (b) *Occupancy during closed periods.* No person shall enter or occupy any portion of any recreation area during the closed period, as posted on the sign, except that the provisions of this subsection shall not apply to:
 - (1) Persons occupying vehicle-mounted campers or camp trailers; and
 - (2) Persons making direct trips to or from the small boat harbor or the offices of the bureau of mines.
- (c) *Firearms and other missiles prohibited.* No person shall carry or discharge an air rifle, firearm or slingshot or throw stones or other missiles within the limits of any area designated in section 67.01.030, and no person shall hit a golf ball or launch other missiles within such areas other than in areas designated by the director.
- (d) *Posting bills, advertisements, etc.* No person shall post any bill, notice, advertisement or other written or printed matter in any place within the limits of any recreation area, except upon a bulletin board provided by the City and Borough for such purpose.
- (e) *Motor-driven vehicles prohibited.* No person shall operate any motor-driven vehicle within any recreation area except on the roadways and parking areas designated for such motor vehicles and no person shall allow a motor vehicle owned or controlled by him or her to be so operated.
- (f) *Vehicle repairs prohibited.* No motor vehicles shall be overhauled, repaired, lubricated or oiled in any recreation area.
- (g) *Obstructing driveways.* No person shall obstruct the driveways in any recreation area.
- (h) *Animals.* Unless otherwise posted by Juneau Parks and Recreation under regulations issued pursuant to CBJ 01.60, dogs shall be permitted in park or recreation areas if the dog is restrained on a leash no longer than ten feet held by a person capable of controlling the dog, or is under competent voice control, as defined in CBJ 08.05.010.
- (i) *Permit required for sales and commercial use of recreation facilities.* The permit is issued pursuant to regulations adopted in section 67.01.045. A person shall not expose or offer for sale any merchandise or solicit or advertise for the sale of any merchandise or service within the limits of a recreation area or adjacent loading zone:
 - (1) If that person is not in possession of a valid permit issued for that purpose by the manager or the manager's designee; or
 - (2) Other than in compliance with all conditions of a permit issued for that purpose by the manager or the manager's designee.
- (j) *Fires.* No person shall make or assist in making any fire within 50 feet of any building or other improvement except in established fireplaces or barbecue pits, and no person shall allow a fire to burn in a manner dangerous to persons or property, or to be left unattended.
- (k) *Glass containers prohibited.* No person may possess, carry or use a glass beverage container of any nature within any park or recreation area owned or operated by the City and Borough; except, this prohibition does not apply to the Eaglecrest Lodge or to special events where the use of glass containers has been specifically authorized by the manager.
- (l) *[Violations.]* Violation of regulations issued pursuant to subsection (h) of this section is an infraction.

(m) *Fireworks.* Except for an area specifically designated for use of fireworks by the assembly, use of a firework is prohibited within the limits of any area designated in section 67.01.030. Firework and use of firework have the same meanings as in CBJC 36.80.070. The assembly, by resolution, may designate any area designated in section 67.01.030 for use of fireworks during specific times.

(n) Permit required for gatherings of over 100 persons in parks or recreation facilities. The permit is issued pursuant to regulations adopted in section 67.01.045. A person shall not cause more than 100 people to gather within the limits of a recreation area:

(1) If that person is not in possession of a valid permit issued for that purpose by the manager or the manager's designee; or

(2) Other than in compliance with all conditions of a permit issued for that purpose by the manager or the manager's designee.

(Douglas Ord. 6-1, § 6-109, 1969; Serial No. 79-39, § 2, 1979; Serial No. 81-18, § 2, 1981; Serial No. 82-42, § 3, 1982; Serial No. 83-15, § 2, 1983; Serial No. 92-32, § 2, 1992; Serial No. 94-10, § 2, 1994; Serial No. 2005-05d, § 4, 4-25-2005; Serial No. 2021-03, § 4, 5-24-2021, eff. 6-24-2021)

State law reference(s)—Criminally negligent burning, AS 11.46.430; open burning, 18 AAC 50.065; open burning defined, 18 AAC 50.990(62).



CITY & BOROUGH OF JUNEAU

PARKS & RECREATION DEPARTMENT POLICY MANUAL

Policy No. 100-005	Title: Naming Policy
Date Reviewed by PRAC: Date Approved by Director: Director Signature:	Last Reviewed:
CBJ Code / Regulation:	Other Reference:
PURPOSE: To provide guidance to those that have an interest in the naming or renaming of the City's parks, trails, and recreational facilities. SCOPE: This policy applies the naming or renaming of municipal parks, trails, and recreational facilities managed by the City & Borough of Juneau Parks & Recreation Department. POLICY: It is the policy of the Parks & Recreation Department to reserve the naming or renaming of parks and/or recreational facilities for circumstances that will best serve the interests of the City & Borough of Juneau, and ensure a worthy and enduring legacy for the City's system of parks and recreation facilities. To this end, the Parks & Recreation Department will support consideration of naming requests in the following four broad categories: <i>Indigenous and/or Traditional Names.</i> The City & Borough of Juneau is on Tlingit land and we seek to honor the A'akw Kwáan and T'aaku Kwáan, the Indigenous people of this land. For more than 10,000 years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be part of this community, and to honor the culture, tradition and resilience of the Tlingit people. Indigenous and/or traditional names for any park, trail, or recreational facility will be considered at any time when proposed by authorized representatives of the A'akw Kwáan and T'aaku Kwáan. <i>Exceptional individuals.</i> The community has benefited from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City & Borough of Juneau and the development and management of the City & Borough's system of parks and recreation facilities. <i>Historic Events, People, and Places.</i> The history of a major event, place, or person may play an important role in the naming or renaming of a park, trail, or facility. Communities often wish to preserve and honor the history of a city, its founders, historical figures, Alaska Native heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks and other facilities. <i>Major Gifts.</i> The City & Borough of Juneau has benefited from the generosity of its residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such a gift by naming.	



CITY & BOROUGH OF JUNEAU

PARKS & RECREATION DEPARTMENT POLICY MANUAL

DEFINITIONS:

Naming: The permanent name assigned by the City & Borough Assembly via a resolution to a park or recreational facility.

Parks: All lands owned by the City & Borough of Juneau and dedicated for park purposes by ordinance, or designated in the Juneau Land Plan to be managed by the Parks & Recreation Department.

Trails: Hiking trails, paved pathways, and similar linear transportation facilities owned by the City & Borough of Juneau and intended for non-motorized transportation or recreation.

Recreational Facilities: Major structures such as swimming pools, pavilions, cabins, courts, playgrounds, sports fields, fountains, gymnasiums, ice rinks, and community centers owned by the City & Borough of Juneau and managed by the Parks & Recreation Department.

Donations: A donation of real property, goods, or cash generally with no expectation of return. If the gift is contingent upon a special request, it is made conditionally.

PROCEDURES:

I. Indigenous Names

When considering any proposal to name or rename a park, trail, or recreational facility, the Department will consult with authorized representatives of the A'akw Kwáan and T'aaku Kwáan, who will also be invited to propose a Tlingit name concurrently. These recommendations shall be forwarded to the Parks & Recreation Advisory Committee and the City & Borough Assembly. Tlingit names provided by the A'akw Kwáan and T'aaku Kwáan will be included on all signage and in all communications by the City & Borough of Juneau.

II. General Principles

New parks and/or facilities. In considering proposals for naming or a new park, trail, or recreational facility, the following general principles will be considered, either collectively or individually. The proposed name will:

- Engender a strong positive image
- Be appropriate with respect to the park's or facility's location and/or history
- Commemorate places, people, or events that are of continued importance to the city, region, state, and/or nation
- Have symbolic value that transcends its ordinary meaning or use, and enhances the character and identity of the park and/or facility
- Have broad public support



CITY & BOROUGH OF JUNEAU

PARKS & RECREATION DEPARTMENT POLICY MANUAL

- Not result in the undue commercialization of the park or imply endorsement of a company, product, service, or political cause by the City & Borough of Juneau

Renaming a park and/or recreational facility. Proposals to rename parks and/or recreational facilities, whether for a major gift or community request, are generally discouraged. Likewise, names that have become widely accepted by the community will not be abandoned unless there are compelling reasons and strong public sentiment from the broader community for doing so. Historical or commonly used place names will be preserved wherever possible. Exceptions may be made for renaming parks and facilities presently named for general locations, subdivisions, or nearby geographic features, except that geographic features with names established by the U.S. Board of Geographic Names shall not be renamed. Other exceptions may be considered for proposals that would more accurately reflect the location, history, or commonly used name of the park or facility.

Naming or renaming parks and/or recreational facilities for Outstanding Individuals. Naming or renaming a park and/or recreational facility for an outstanding individual is encouraged only for those who have been deceased for at least three years and where that person's significance and good reputation have been accepted in the City's, State's and/or Nation's history. In considering the naming/renaming of a park and/or recreational facility after a deceased person, priority will be given to those who made a sustained and lasting contribution to (1) Juneau's park and recreation system, (2) the City & Borough of Juneau, (3) the State of Alaska, or (4) the United States of America. The naming of a park and/or recreational facility after people who may have lost their lives due to war or a tragic event will be considered only after the shock of such event has lessened within the community.

Naming or renaming for Historic Events, People, and Places. When a park or recreational facility is associated with or located near events, people, and places of historic, cultural or social significance, consideration will be given to naming that park or recreational facility after such events, people, and places. In considering such proposals, the relationship of the event, person or place to the park and/or recreational facility must be demonstrated through research and documentation.

Naming for Major Donations. From time to time, a significant donation may be made to the City that will add considerable value to the City's park and recreation system. In these cases, recognition of the donation by naming a new park and/or recreation facility in honor of or at the request of the donor will be considered. As a guideline, the threshold for considering the naming of a park and/or recreational facility will include one or more of the following:

- Land for the majority of the park was donated to the city.
- Contributing of a minimum of 50% of the capital construction costs associated with developing or redeveloping the park or recreational facility.
- Providing an endowment for the maintenance and/or operation of the park or recreational facility.



CITY & BOROUGH OF JUNEAU

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Term (Temporary) Naming Rights. A Recreational Facility may be temporarily named for a donor that signs a multi-year sponsorship agreement in which the donor provides the City & Borough with an annual cash donation equal to not less than one percent (1%) of the current replacement value of the facility.

Other Considerations. The Parks & Recreation Department reserves the right to rename any park and/or recreational facility if the person or entity for whom it is named is later found to be disreputable or subsequently acts in a disreputable way. To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted; under these circumstances such names should be different than the park name to avoid confusion.

III. Process

Application. All requests for the naming or renaming of a park and/or recreational facility shall be made in writing to the Director of Parks and Recreation. Requests should contain the following minimum information:

- The proposed name
- Reasons for the proposed name
- Written documentation indicating community support for the proposed name
- Description/map showing location and boundaries of the park
- If proposing to name a facility within a park, include a description/map showing the location of the facility.
- If proposing to rename a park or facility, include justification for changing an established name.
- If proposing to name a park or facility after an outstanding person, include documentation of that person's significance and good reputation in the City's, State's or Nation's history.

Evaluation & Recommendation. Upon receipt of a naming request by the Parks & Recreation Department, the relevant neighborhood association(s) shall be advised and their comments on the proposal will be invited. Each proposal will be evaluated by a staff committee consisting of the Director of Parks & Recreation, the Deputy Director of Parks & Recreation, the Parks & Landscape Supervisor, and, if naming a facility, the facility manager. This committee shall:

- Review the proposed request for its adherence to the policies of the Parks & Recreation Department;
- Ensure that supporting information has been verified, particularly when an individual's name is proposed; and
- Consider the comments of the relevant neighborhood association(s)

The staff committee will then present a recommendation to the Parks & Recreation Advisory Committee, which will make a recommendation to the City & Borough



CITY & BOROUGH OF JUNEAU

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Assembly. The City & Borough Assembly then names a park, trail, or recreation facility by resolution.

IV. Signage

The design, production, and installation of signage reflecting a new or modified name is contingent on funding appropriated by the City & Borough Assembly. Signage is necessarily a lower priority than work affecting public health, life, and safety. Assembly approval of a resolution naming or renaming a park or facility does not automatically result in the installation of new signage, which may not be installed for some time due to funding constraints and workload. All signs that indicate the name of a park and/or recreational facility shall comply with the Parks & Recreation Department’s graphic and design standards. Specialized naming signage is not permitted.

DEPARTMENT CAPITAL IMPROVEMENT PLAN 6 YEAR PRIORITIES

Department: Parks & RecreationDate: 10/6/2023Compiled by: Mary RicheyPhone number: 586-0422

Project	Priority	FY25	FY26	FY27	FY28	FY29	FY30	Future
Deferred Building Maintenance (includes 1% temp sales tax)		\$3,200,000	\$3,360,000	\$3,528,000	\$3,704,400	\$3,889,620	\$4,084,101	\$4,288,306
Park & Playground Maintenance & Improvements (includes 1% temp sales tax)		\$1,300,000	\$1,360,000	\$1,390,000	\$1,420,000	\$430,000	\$451,500	\$440,000
Trail Improvements		\$200,000	\$200,000	\$250,000	\$250,000			
Sports Field Repairs and Improvements		\$300,000	\$330,000	\$330,000	\$360,000	\$390,000	\$121,600	\$440,000
35 Mile ORV Park		\$200,000	\$200,000					
Jackie Renninger Park Renovation (Temp 1% Sales Tax)		\$1,000,000						
Neighborhood Park Challenge Grant Matching Funds (JPF)		\$15,000	\$15,000	\$20,000	\$20,000			
Elevator for Dimond Park Field House (unscheduled)		\$500,000				\$20,000		\$25,000
Fish Creek Park ADA Fishing, Trail and Access Improvements (Unsched)		\$250,000						
DPAC Security Cameras		\$50,000						
Valley Operations Shop Covered Equipment Storage (Temp 1% Sales Tax		\$800,000						
Public Use Cabin(s) (GO Bond)		\$600,000						
Community Center & Facilities Maintenance Shop w/ Courts, Climbing Gym, Library, Fire		\$500,000	\$2,000,000	\$17,000,000				
Montana Creek Bridge Replacement TAP Grant (unscheduled)		\$750,000						
Paving Repairs (Melvin, Twin Lakes, River Road, Treadwell Arena, Cope)			\$800,000	\$750,000	\$750,000			
Arboretum & EVC Road Repairs & Drainage (Temp 1% Sales Tax)			\$300,000					
Riverside Rotary Park Parking Lot & Pathway Repairs			\$300,000	\$200,000				
Marine Park Construction (MPF/PDF)			\$4,250,000					
Pickleball Courts & Elder Fitness Equipment			\$1,500,000					
Centennial Hall - Non-ballroom HVAC and Electrical Upgrades			\$4,875,000					
Augustus Brown Pool - Parking Lot Repairs			\$500,000					
Evergreen Cemetery Columbarium			\$250,000					\$500,000
Centennial Hall - Lobby Expansion and New Meeting Rooms				\$6,185,000				
Augustus Brown Pool - Lower Roof Replacement				\$1,620,000				
Augustus Brown Pool - Lap Pool finishes and gutter replacement				\$1,870,000				
Savikko Park Restroom #1 Replacement		???? (Unit is \$390k)						
Auke Lake Trail - Montana Creek Trail Connection				\$500,000				
Centennial Hall - Meeting Room Wing Renovation				\$3,100,000				
Treadwell Ice Arena - Custom Bleachers/Storage Unit				\$200,000				
Adair-Kennedy Tennis and Basketball Court Resurfacing + Fence replacement					\$750,000			

Outdoor Roller Sports Concrete Rink					\$950,000			
Treadwell Ice Arena - Refrigeration System Replacement					\$1,650,000			
Auke Lake Wayside Restrooms and Dock					\$500,000			
Outer Point Waterfront Land Acquisition					\$210,000			
Centennial Hall - Office, Entry, Greenroom and Exterior Wall Upgrades					\$8,400,000			
Sunshine Cove and 35 Mile Vault Toilet						\$300,000		
Savikko Park (Sandy Beach) Restroom Replacement						\$650,000		
Riverside Rotary Park Restroom						\$600,000		
Centennial Hall - Light Restroom, Kitchen and Ballroom Entrance Renovation						\$880,000		
Dimond Park Air Handling Unit Replacement								
Adair-Kennedy Park Entry Plaza and Pathways						\$1,000,000		
Treadwell Ice Arena - Concession Area Upgrade							\$500,000	
Savikko Park Gold Rush Days Plaza Improvements							\$50,000	
Centennial Hall - Site and Civil Improvements							\$650,000	
Evergreen Cemetery Headstone and Landscape Restoration								\$500,000
Landscape Operations Greenhouse Replacement								\$500,000
Marine Parking Garage Vehicle Barrier Replacement								\$500,000
Twin Lakes ADA Dock Replacement								\$100,000
Twin Lakes Ice Skating Lights								\$150,000
Treadwell Ice Arena - Electric Ice Resurfacer Charging Station								\$775,000
North Bridget Cove Land Acquisition								\$540,000

Totals: \$9,665,000 \$20,240,000 \$36,943,000 \$18,964,400 \$8,159,620 \$5,857,201 \$8,758,306



**Engineering & Public Works
Department**
Marine View Building, Juneau, AK 99801
907-586-0800

MEMORANDUM

DATE: October 20, 2023
TO: CBJ Boards and Commissions
FROM: Denise Koch, Engineering and Public Works Director
THROUGH: CBJ Public Works and Facilities Committee
SUBJECT: DRAFT FY2025 CBJ Legislative Capital Priority List: Feedback Needed by December 1st

The Engineering & Public Works Department is requesting your input on the draft fiscal year (FY) 2025 Legislative Capital Priority list by December 1, 2023.

Legislative Capital Priorities are not a direct funding request. It is a way to articulate larger or more complicated funding needs for major projects to the Legislature, the federal delegation, and the public. This list represents the CBJ Assembly large scale priorities for a given year.

All CBJ boards and commissions are being invited to provide input on their top two projects that they would like to see on the list. They can either provide input on existing projects and project priorities or nominate a new project(s). Input may also include recommendation for removal of an existing project from this list. The information that your board or commission provides will be used by the Assembly to amend and reprioritize the draft list for the next fiscal year.

Guidelines and recommendations for input:

- A prioritized list is only useful if there is the discipline to keep it manageable and relevant. Please keep that in mind when making your recommendations.
- Please limit your recommendations to nominating and/or endorsing your top two projects. This will make your input more actionable for the Assembly.
- If your body would like to propose a new project, please use the Legislative Priorities Project Nomination form available at <https://www.surveymonkey.com/r/BCQJ9RX>. A printable PDF version is available upon request by emailing Ashley.heimbigner@juneau.gov.
- To be eligible a project needs to provide a capital asset with a life of more than 20 years and have a total project cost of over \$1 million (review the appendix of the draft list, 'Everything you wanted to know about the CBJ Legislative Capital Priorities' for more information).
- Comments, endorsements, and recommendations for removal of existing projects listed in the DRAFT provided should be addressed to the Assembly and are due to ashley.heimbigner@juneau.gov no later than December 1, 2023.

See the schedule below for more information. Thank you for your time and participation in this important planning process.

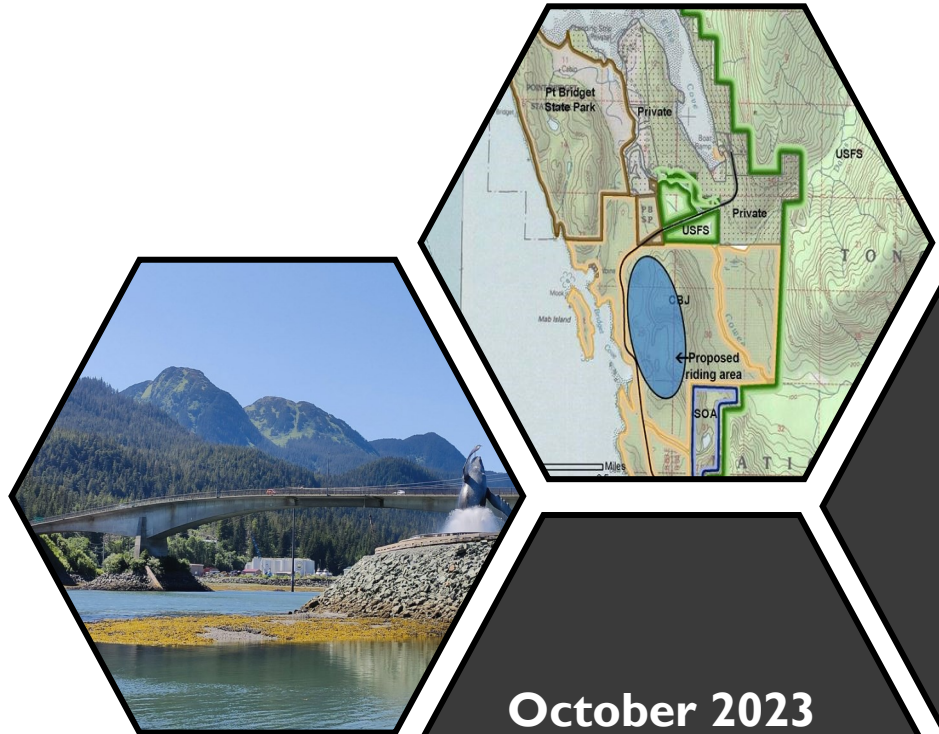
City and Borough of Juneau
FY2025 LEGISLATIVE CAPITAL PRIORITIES DEVELOPMENT SCHEDULE

ACTION	FY25 DRAFT TIMEFRAME
Prepare and distribute draft LCP to CBJ Board, Commissions & advisory groups request for review and input.	October 20, 2023
Input for new draft requested by	December 1, 2023
Presentations to Boards and Commissions:	
	Planning Commission Introduction Oct 24, 2023; Final Approval Nov 14 or Dec 12, 23
	Systemic Racism Review Committee (SRRC) Introduction: October 24, 2023
Administrative Review & Compilation	December 4-7, 2023
SRRC 2nd Review (with input and new projects)	December 12, 2023
PWFC for Review	December 18, 2023
Homework: Assembly Ranks Priorities	Due December 29, 2023
Finance Committee	January 2024
Assembly Review (Leg Breakfast + COW)	January 2024
CAPIS Deadline	Late Jan/Early Feb 2024
Distribute Priorities	February 2024

FY2025

LEGISLATIVE

CAPITAL PRIORITIES



October 2023
DRAFT
(Un-adopted)





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CBJ lists, plans and priorities graphic:	28

January 30, 2024

To The Honorable State and Federal Delegation:

This document presents the City and Borough of Juneau's Fiscal Year 2025 Legislative Priority List. The Legislative priority list provides information on long range capital projects identified as priorities for the community of Juneau. Descriptions of projects include cost and schedule information, a designation of who will be responsible for operating and maintaining the infrastructure, and what goals the project is advancing.

The projects included in the Legislative Priority List were compiled with input from CBJ Boards and Commissions and City staff. The Legislative Priorities will be used to inform requests to State Legislature, Federal Delegation and granting agencies.

It is the intent of the City and Borough of Juneau to update the Legislative Priority List annually to ensure the long-range capital improvement planning stays current, as well as to determine annual legislative priorities and assist with budget development. Please don't hesitate to reach out with any questions.

Sincerely,

Katie Koester
City Manager

City and Borough of Juneau
FY2025 LEGISLATIVE CAPITAL PRIORITIES DEVELOPMENT SCHEDULE

ACTION	FY25 DRAFT TIMEFRAME
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DRAFT FY2025 Legislative Capital Priority List (To be ranked by Assembly)

Rank	Project Name:	Purpose:	Amount Requested:	Goal:	Page #
	Pederson Hill Development	Development	\$3M	Increase workforce and market rate housing with further development of Pederson Hill Subdivision.	8
	Juneau Douglas North Crossing (JDNC)	Economic Impact Analysis and/or PEL Study	\$18M (prev. \$12M)	Economic Development	9
	North State Office Building Parking	Partial Funding	\$30M	State/legislative Parking, Auke District infill Development	10
	Telephone Hill Redevelopment	Site work	\$2M	Prepare for Redevelopment	11
	CBJ Radio System Replacement	Procurement, Design, Site Construction/Improvements, Installation	\$12M (prev. \$14M)	Provide adequate and sustainable radio communications for CBJ public safety agencies and response partners to communicate effectively during routine events and disasters locally, regionally and statewide.	12
	JSD Wide HVAC and Heating Control System Upgrades	Feasibility Study, Conceptual Design, Final Design, Engineering, Permitting	\$6.4M	This project will upgrade the HVAC and Heating Controls Systems for all schools in the City and Borough of Juneau, improving the facilities' energy efficiency, safety, and security.	13
	Mendenhall Wastewater Treat. Plant Compliance: Fats, Oil, and Grease & Grit Removal	Design, Construction	\$5.95M	Return the Mendenhall Wastewater Treatment Plant to permit compliance, reduce treatment costs, and extend the useful life of the plant.	14
	Lemon Creek Multimodal Path	Design, Permitting, Property	\$8M	Advance Long-term Goal of a New Non-Motorized Route	15

DRAFT FY2025 Legislative Capital Priority List (To be ranked by Assembly)

Rank	Project Name:	Purpose:	Amount Requested:	Goal:	Page #
	Capital Civic Center	Partial Funding	\$10M, SOA (prev. \$5M); \$35M Federal Delegation (prev. \$30M)	Support convention and visitor economy	16
	JSD Wide Security and Safety Upgrades	Procurement, Design, Construction, Installation	\$2M	The security and safety of our staff, students, and community is our main priority, and with this project upgrade, the District feels that it is taking the necessary steps to bring our facilities into the technology age.	17
	Municipal Composting Facility Design and Construction & <u>Zero Waste Planning</u>	Planning, Design, Site Preparation, Construction	\$4M (prev. \$2.5M)	Construct a municipal compost facility as part of a broader Zero Waste plan.	18
	Aurora Harbor Rebuild – Ph IV	Design, Permitting	\$1M	Replace critical infrastructure and support maritime economy	19
	Auke Bay New Breakwater	Match Potential Federal Funding	\$5M	Increase moorage and renovate old economic development	20
	Waterfront Juneau Douglas City Museum	Partial Funding	\$2M	FY24 Draft Legislative Priorities #16	21
	North Douglas Boat Ramp Expansion	Planning, research, permitting	\$250K	FY24 Draft Legislative Priorities #18; Proj. Nom. for Harbors #27	22

DRAFT FY2025 Legislative Capital Priority List (To be ranked by Assembly)

Rank	Project Name:	Purpose:	Amount Requested:	Goal:	Page #
	Off-Road Vehicle (ORV) Park Development	Feasibility Study, Conceptual Design, final Design/ Engineering/ Permitting, Fundraising Activity	\$5.7M	Reduce user conflicts and create new opportunities for outdoor recreation.	23
	West Douglas Extension	Future Development	\$4M	FY23 Draft Legislative Priorities #12	24
	Jackie Renninger Park Development & Pipeline Skatepark Improvements	Feasibility Study, Conceptual Design, Final Design, Engineering, Permitting, Fundraising Activity	\$4M	To provide access to parks and outdoor recreation services for Juneau's most underserved neighborhood.	25
	Bartlett Aurora Behavioral Health Center	Partial Funding	\$4M	This facility is constructed, BRH is requesting reimbursement.	26



PEDERSON HILL HOUSING DEVELOPMENT

AMOUNT REQUESTED: \$1M

AMOUNT SECURED: \$1.5M

TOTAL PROJECT COST: \$5M-\$15M

PROJECT DESCRIPTION & UPDATE:

The requested funding will provide for the study and design of a secondary access road to the Pederson Hill Subdivision. In the past year the Assembly agreed to work with the Tlingit Haida Regional Housing Authority (THRHA) to develop the remainder of Phase 1B and 1C. With that development underway any additional development will require a second access route for public safety and emergency response. This second access is an expensive requirement which needs to be funded before and future housing units can be planned on this CBJ property. This second access will make available up to 26 acres of CBJ owned property for development and disposal.

PUBLIC PROCESS:

There will be an opportunity for public comment to the Planning Commission during planning and to the Assembly during all phases of development.

TIMELINE: Once funding is secured, design can be complete within 18 months.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Increase workforce and market rate housing with further development of Pederson Hill Subdivision.



Photo Credit: Juneau Empire

JUNEAU DOUGLAS NORTH CROSSING (JDNC)

AMOUNT REQUESTED: \$2M

AMOUNT SECURED: \$2M for PEL; \$250,000 CBJ; \$7M Congressionally Directed Spending; \$16.454 USDOT RAISE Grant

TOTAL PROJECT COST: \$280M-\$320M (depending on alternative)

PROJECT DESCRIPTION & UPDATE: A second crossing from Juneau to Douglas Island has been a priority for the community since the early 80s. An alternate access to the heavily populated Douglas Island will increase safety; if the only bridge now were to fail residents would be stranded and emergency services would be limited. It will reduce transportation times and open up new land to development. Thanks to Senator Murkowski, CBJ received \$7M in Congressionally Directed Spending in FY23. This will build on the analysis and public outreach currently underway through the Planning and Environmental Linkages (PEL) study.

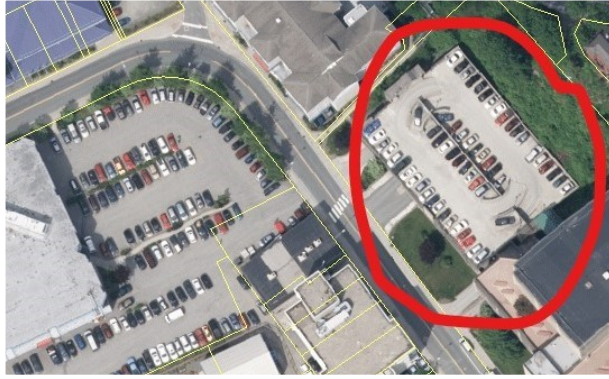
In another boon to the project, CBJ was awarded a 2023 USDOT RAISE grant which will provide funding through design. Prior to completing the 100% bid-ready design package, CBJ will solicit Federal Highway construction funding under the Infrastructure Investment and Jobs Act. CBJ applied for technical assistance funding to identify and pursue construction funding opportunities to bring the project to completion

PUBLIC PROCESS: Through the PEL process ADOT, with the help of DOWL Engineering, has engaged in multiple stakeholder and public meetings, surveys, and listening sessions to identify both public sentiment on the project and potential alternatives. Project status, alternatives, reports and stakeholder meeting updates are available at jdnorthcrossing.com. The NEPA process will include thorough public process as a preferred alternative is vetted.

TIMELINE: The PEL study is expected to be complete by spring of 2024. Building on the work of the PEL, NEPA should take 24 months. Design will take an additional 18-24 months.

WHO WILL MAINTAIN AND OPERATE? State of Alaska.

GOAL OF PROJECT: Community safety and economic development.



AAK'W VILLAGE DISTRICT PARKING

AMOUNT REQUESTED: \$30M

AMOUNT SECURED: \$5M SOA; \$5M CBJ Voter Approved Sales Tax

TOTAL PROJECT COST: \$40M

PROJECT DESCRIPTION:

Building a garage with greater capacity would expand parking for State employees, the Legislature, and the Aak'w Village District, freeing up current parking lots for development and infill. This parking garage provides parking for the State of Alaska, just North of the State Office Building. The current garage is old and in need of major repairs. This project could be seven stories, creating a total of over 450 parking spaces, with a total net increase of approximately 300 new parking spaces.

PUBLIC PROCESS: This project was designated as a CBJ Legislative Priority in 2021, 2022, and 2023.

TIMELINE: Architect has been selected and condition assessment and preliminary design is underway. Once full funding is secured, 24-36 month design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? TBD

GOAL OF PROJECT: State/Legislative parking, Aak'w Village District infill development.



TELEPHONE HILL REDEVELOPMENT

AMOUNT REQUESTED: \$2M

AMOUNT SECURED: \$450,000

TOTAL PROJECT COST: unknown (\$10M placeholder)

PROJECT DESCRIPTION:

This project will prepare the roughly 3 acres of CBJ owned property in Downtown Juneau which is adjacent to the State Office Building for redevelopment. This project will include removal of hazardous materials, and environment cleanup, potential demolition of existing structures, a redevelopment study, site preparation, utility and infrastructure upgrades, and re- subdivision. The outcome of this project will be independent buildable lots which are sized appropriately for redevelopment with infrastructure that can be utilized to maximize density and the property will be redeveloped to meet the goals of the Assembly and the state capital.

PUBLIC PROCESS:

In August and October 2023, the City held public meetings to encourage community dialog regarding this project. The CBJ Assembly will continue to provide the public opportunities to comment on this project. There will be opportunities for public comment to the Planning Commission during planning and to the Assembly during all phases of redevelopment. Project information is available at <https://juneau.org/engineering-public-works/telephone-hill>.

TIMELINE: An inventory of utilities, property and hazards is currently underway. A draft development plan will be publicly reviewed in the first quarter of 2024. Depending on the outcome of that plan a phased redevelopment approach could begin in 2024.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Redevelop over 3 acres of property in downtown Juneau for the best and highest use.



CBJ RADIO SYSTEM REPLACEMENT

AMOUNT REQUESTED: \$12,000,000

AMOUNT SECURED: \$500,000; \$2M CBJ Voter Approved Sales Tax

TOTAL PROJECT COST: \$17,200,000

PROJECT DESCRIPTION:

The CBJ has determined that the current radio system must be replaced due to equipment obsolescence, to enhance coverage and correct capacity shortfalls while conducting modernization as a means of securing enhanced network reliability, resiliency and interoperability. Project phases would include procurement, engineering/design, site construction/improvements (shelters, buildings, generators, towers, UPS, etc.), microwave improvements, procurement, and installation of radio site equipment (transmitters, receivers, antenna systems, etc.) and end user equipment (portable and mobile radios). Deficiencies with the current system impact multi-agency responses and have been documented during numerous police, fire and EMS events with partners such as the Airport, Public Works, Alaska State Troopers, FBI, Coast Guard and the Navy. A comprehensive upgrade is needed to enhance radio communications and increase interoperability with municipal, state, and federal partners. Senator Murkowski has added \$2M as Congressionally Directed Spending in the FY24 appropriations bill that is awaiting Congressional action.

TIMELINE: Once funding is secured, all work could be performed within 4 years.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Provide adequate and sustainable radio communications for CBJ public safety agencies and response partners to communicate effectively during routine events and disasters locally, regionally and statewide.



JUNEAU SCHOOL DISTRICT-WIDE HVAC AND HEATING CONTROL SYSTEM UPGRADES

AMOUNT REQUESTED: \$6.4M

TOTAL PROJECT COST: \$6.4M

PROJECT DESCRIPTION:

This ambitious project entails the comprehensive enhancement of HVAC and Heating Control Systems across all 13 schools within the City and Borough of Juneau. This initiative serves a dual purpose: firstly, it will significantly improve the early detection and notification of system issues and emergencies, thereby enhancing the district's responsiveness to outages and failures. Secondly, these system upgrades will provide the maintenance department with centralized access to control systems for all schools, streamlining system management and increasing efficiency. As a result, emergency response times will be markedly reduced, as issues can be identified swiftly. Importantly, this upgraded system is expected to yield substantial energy cost savings for the district, representing a win-win solution for both school facilities and the environment.

TIMELINE: Once funding is secured, design and construction complete within 28 months.

WHO WILL MAINTAIN AND OPERATE? Juneau School District

GOAL OF PROJECT: This project will upgrade the HVAC and Heating Controls Systems for all schools in the City and Borough of Juneau, improving the facilities' energy efficiency, safety, and security.



MENDENHALL WASTEWATER TREATMENT PLANT COMPLIANCE: FATS, OIL, AND GREASE & GRIT REMOVAL

AMOUNT REQUESTED: \$5.95M

TOTAL PROJECT COST: \$5.95M

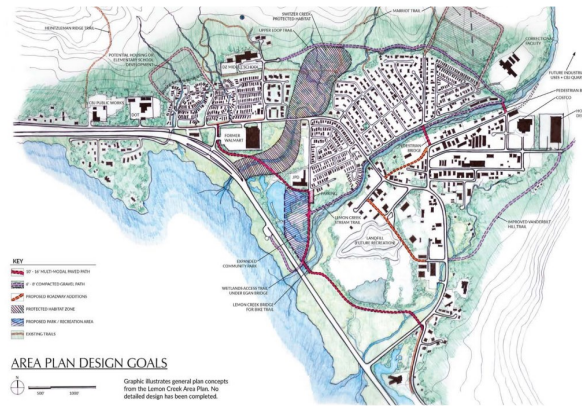
PROJECT DESCRIPTION:

Fats, Oils and Grease (FOG) requires special treatment, typically prior to the treatment basin. The foam from FOG degrades plant performance at the Mendenhall Treatment Plant. This project would install a grease collection vessel with a skimmer and vortex vessel to control incoming grease and finer grit. The Mendenhall Treatment Plant is currently operating under a Compliance Order by Consent with the State due to permit violations. Removing FOG before it disrupts the treatment process will assure more consistent plant performance. This project will design and construct the FOG and Grit removal equipment.

TIMELINE: Once funding is secured, design and construction within 30 months.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Permit compliance, reduce treatment costs, and extend the useful life of the plant.



LEMON CREEK MULTIMODAL PATH

AMOUNT REQUESTED: \$8M

AMOUNT SECURED: \$1.75M

TOTAL PROJECT COST: \$10M

PROJECT DESCRIPTION & UPDATE:

The requested funding would construct a multimodal path in Lemon Creek that connects residents to schools, shopping, jobs and services. CBJ is pursuing a DOT Reconnecting Communities grant for FY24 that will include robust public engagement, route selection and preliminary design, as well as a ADOT&PF Transportation Alternatives Program grant for the first phase of construction. The Assembly has appropriated 1.75M to advance design of the project as well as potential match for construction grant opportunities. The full route would connect the Glacier Highway / Vanderbilt intersection to Alaway Avenue and then on to Glacier Highway (near the old Walmart). This would provide direct access to the two largest mobile home parks in the community. CBJ also applied for FHWA FY23 Safe Streets for All (SS4A) supplemental planning funds for additional community planning and analysis of pedestrian, cyclist and motorist safety.

PUBLIC PROCESS:

This project has been identified as a priority by the 2017 Lemon Creek Plan adopted into the Comprehensive Plan. Designated as the number one Legislative Capital Priority in 2021 and 2022, and the 8th priority in 2023.

TIMELINE: FY24 (ongoing) route analysis, public outreach, planning and preliminary design. Once full funding is secured, 18-24 months for design and construction.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Advance Long term goal of a new non- motorized route.



CAPITAL CIVIC CENTER

AMOUNT REQUESTED: Federal Delegation—\$35M; State of Alaska—\$10M

AMOUNT SECURED: CBJ- \$2M design; \$10M commitment from CLIA for CBJ Passenger Fees; \$5M CBJ appropriation requested; \$3M identified for Centennial Hall; \$6.5 Partnership Resources

TOTAL PROJECT COST: \$75M

PROJECT DESCRIPTION: This project will expand Juneau’s Centennial Hall by adding several meeting rooms, a theater, a community hall, a gallery and other public spaces. The old Juneau Armory would be removed. The Capital Civic Center will function as a multi-use civic and conference facility which will enhance Juneau’s prominence as a regional center for art, culture, and community engagement while attracting broad-based use and pride in Alaska’s Capital City.

PUBLIC PROCESS: Conceptual studies and outreach for Centennial Hall were performed in June of 2019 . Upgrades to the ballroom at Centennial Hall were completed in August 2023. The performing arts elements (new JACC) also received public input throughout the development of design for a stand alone facility. Merging the two facilities into a large, single, facility was presented to the Assembly by stakeholder organizations in 2020. The Assembly funded conceptual design in late 2021 appropriated \$2m to advance the project. NorthWind and JYW Architects teamed up for design and have worked with stakeholders to consolidate space and find design efficiencies.

TIMELINE: Once funding is secured, 3-3.5 year design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Support convention, arts and visitor economy.



JUNEAU SCHOOL DISTRICT-WIDE SECURITY AND SAFETY UPGRADES

AMOUNT REQUESTED: \$2M

TOTAL PROJECT COST: \$2M

PROJECT DESCRIPTION:

This project will upgrade security cameras, phone systems, secure entryways, brush clearing, perimeter lighting, emergency egress lighting, back-up generators, and secured property. This project will increase the Juneau School District's security presence, which will help to deter vandalism, theft, and other criminal activities. The security and safety of our staff, students, and community is our main priority, and with this project upgrade, the District feels that it is taking the necessary steps to bring our facilities into the technology age.

TIMELINE: Begin design within 3 months of available funding. 35% review (and 3% expenditure) 4 months from start; 65% review (and 5% expenditure) 9 months from start; construction begins 14 months from start (25% expenditure) construction completed 28 months from start (100% expenditure).

WHO WILL MAINTAIN AND OPERATE? JSD

GOAL OF PROJECT: Security and safety of district facilities.



Photo Credit: Oregon State University

MUNICIPAL COMPOSTING FACILITY DESIGN AND CONSTRUCTION

AMOUNT REQUESTED: \$4M

AMOUNT SECURED: \$2.5M Congressionally Directed Spending

TOTAL PROJECT COST: \$6.5M

PROJECT DESCRIPTION:

This project will design and construct a commercial-scale composting facility to serve Juneau residents, businesses and institutions. CBJ will have the capacity to accommodate large scale producers such as grocery stores, and large restaurants and institutions (e.g., Bartlett Regional Hospital, CBJ, Juneau School District and Lemon Creek Prison) getting this waste out of both the sewers and the landfill. It is CBJ's intention to own the facility, but contract out the operations. In 2023 applied for a composting and zero waste grant through the Environmental Protection Agency for phase two of the project.

TIMELINE: CBJ will issue a request for proposals for site development, planning and design in FY23. Once funding is secured, 2 year design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Divert waste from the local landfill as part of a broader Zero Waste initiative in order to extend the life of the landfill.



AURORA HARBOR REBUILD—PHASE IV

AMOUNT REQUESTED: \$1M

TOTAL PROJECT COST: \$11.5M

PROJECT DESCRIPTION:

Request for funding to continue the reconstruction of the Aurora Harbor Facility. Past work has been divided into segments. This request would continue preliminary design and begin permitting tasks.

PUBLIC PROCESS:

The project has been through a long term planning process with community outreach. It is the 4th phase of the larger reconstruction plans. Docks & Harbors has submitted a \$5M ADOT Harbor Facilities grant for FY25 Legislative consideration. If successful it will be locally matched with \$5M and nearly complete the rebuild of Aurora Harbor.

TIMELINE: Once funding is secured, 18-24 month design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Replace critical infrastructure and support maritime economy.



Photo Credit: Cathy Mahnke

AUKE BAY NEW BREAKWATER

AMOUNT REQUESTED: \$5M

TOTAL PROJECT COST: unknown (\$50M placeholder)

PROJECT DESCRIPTION:

The requested funding would allow for the preliminary planning and design phases, including permit acquisition. This opens the opportunity for the construction of a new breakwater at the end of the Statter Harbor. The current facility has reached it's useful life and needs to be replaced. The new facility would allow for more moorage and provide economic stimulus to the community. CBJ would be the local sponsor for the US Army Corps of Engineers, who is federally responsible for the feasibility analysis, design and construction of the breakwater. Local match is required under federal law and is available through Docks & Harbors. Senator Murkowski has added \$500K as CDS in the FY24 appropriation bill and is awaiting Congressional action.

PUBLIC PROCESS: Identified as a Legislative Priority for FY2023

TIMELINE: Once funding is secured, 3 year design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Increase moorage and recapitalization of aging infrastructure.



WATERFRONT JUNEAU DOUGLAS CITY MUSEUM

AMOUNT REQUESTED: \$2M

AMOUNT SECURED: \$2M CBJ Voter Approved Sales Tax

TOTAL PROJECT COST: \$12M

PROJECT TYPE: Planning & Design

PROJECT DESCRIPTION:

This project will construct a new museum on the waterfront to house art and other local collections. The museum will leverage its waterfront location to become a destination for visitors and locals. It will also free up the current museum adjacent to the State Capitol for expansion of the Capitol campus.

PUBLIC PROCESS: Identified as Legislative Priority in FY2023

TIMELINE: Once funding is secured, 2-3 year design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Grow the arts in Juneau and expand the Capitol campus.



NORTH DOUGLAS BOAT RAMP EXPANSION

AMOUNT REQUESTED: \$250,000

TOTAL PROJECT COST: \$20M

PROJECT DESCRIPTION:

Requested funding would accomplish the first steps to expanding the North Douglas Launch Ramp Facility. These include planning, research and permitting to initiate the project.

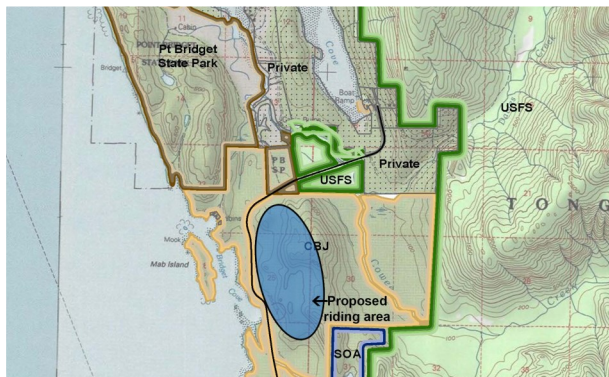
PUBLIC PROCESS: Docks and Harbors has solicited public input on the concept.

TIMELINE:

Once funding is secured, 18-24 month design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Improve safety and expand boating access & transportation.



OFF-ROAD VEHICLE (ORV) PARK DEVELOPMENT

AMOUNT REQUESTED: \$5.7M

AMOUNT SECURED: \$300,000

TOTAL PROJECT COST: \$6M

PROJECT DESCRIPTION & UPDATE:

This project will address longstanding and unmet demand for sustainable off-road vehicle (ORV) recreation. This project will help meet demand for ORV recreation, provide a venue for training opportunities, reduce damage to sensitive habitats elsewhere, and reduce user conflicts.

PUBLIC PROCESS: A multi-year public process has been completed and design, permitting, and development of the 35-Mile ORV Riding Park is underway. This process includes stakeholders such as the Juneau Off-Road Association (JORA), Trail Mix, Inc., conservation organizations, and citizen advisory boards.

TIMELINE: Once required permits and funding is secured, 3 year design and construction timeline. More detailed project information available at <https://juneau.org/parks-recreation/project-list/entry/81872>.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: To meet growing demand for off-road vehicle recreation, avoid user conflicts, reduce ongoing damage to sensitive resources and landscapes, and stimulate economic activity by creating new opportunities for outdoor recreation that do not currently exist in Juneau.



WEST DOUGLAS EXTENSION

AMOUNT REQUESTED: \$4M

TOTAL PROJECT COST: \$7.5M

PROJECT DESCRIPTION:

This project will continue construction of the gravel surface pioneer road from near the current end of the Douglas Highway to Hilda Point. The road will promote development, increase opportunities for recreational access to public lands, and enable closer access to new growth development areas that are identified in the CBJ Comprehensive Plan. Road access will assist land owners in their on-the-ground investigations required for formulating future development plans.

PUBLIC PROCESS:

West Douglas Roadway corridor alignment has been approved by Assembly and Planning Commission. This project has been identified as priority 'New Growth Area' by CBJ Comprehensive Plan and West Douglas Conceptual Plan.

TIMELINE: Once funding is secured, 18-24 month design and construction timeline.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: Support long-term development.



JACKIE RENNINGER PARK DEVELOPMENT & PIPELINE SKATE PARK IMPROVEMENTS

AMOUNT REQUESTED: \$4M

TOTAL PROJECT COST: \$4,075,000

AMOUNT SECURED: \$75,000

PROJECT DESCRIPTION:

This project will implement the master plan for Jackie Renninger Memorial Park, providing much needed access to outdoor recreation and open space for Juneau's most underserved neighborhoods. This 4.6-acre parcel is home to the Pipeline Skate Park and a small public restroom. This project would ensure the surrounding neighborhood has convenient and safe access to a playground.

PUBLIC PROCESS:

In 2022 the Assembly appropriated funding to develop a master plan for Jackie Renninger Park which will be completed by the end of 2023. This process will result in a conceptual design that will be fully developed in a subsequent design phase.

TIMELINE: Once funding is secured, within 2 years of start date

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: To provide access to parks and outdoor recreation services for Juneau's most underserved neighborhood.



BARTLETT AURORA BEHAVIORAL HEALTH CENTER

AMOUNT REQUESTED: \$4M

TOTAL PROJECT COST: \$17.75M

PROJECT DESCRIPTION:

The requested funding would partially mitigate construction inflation and associated costs Bartlett is absorbing for the project. The Center will provide much needed outpatient psychiatric service, crisis and community intervention and applied behavior analysis. In addition, it will house a new service to the community, crisis observation and stabilization with a total of 7 beds. The crisis center will be used by people in need across Southeast Alaska, and potentially statewide. The Aurora Behavioral Health Center will provide service based on the Crisis Now model which uses community based options to address long-term services for individuals who may be experiencing a behavioral health crisis in conjunction with other medical conditions complicating care.

PUBLIC PROCESS:

This project was identified as a priority in the master plan for the Bartlett Campus and been through many public meetings as it has made its way through planning, design and construction.

TIMELINE: Construction is scheduled to be complete in October of 2023.

WHO WILL MAINTAIN AND OPERATE? CBJ

GOAL OF PROJECT: The Behavioral Health Center will provide patients from Juneau and other Alaskan communities with expanded opportunities to receive mental health care closer to home in a modern fit-for-purpose facility.

APPENDIX

EVERYTHING YOU ALWAYS WANTED TO KNOW ABOUT THE CBJ LEGISLATIVE CAPITAL PRIORITIES LIST

by Katie Koester, Engineering and Public Works Director

Q: What are the Legislative Capital Priorities?

A: The CBJ Legislative Capital Priorities (LCP) is a document that lays out community priorities for capital projects, including a project description, rationale for why it's needed (benefits to the community), description of progress to date (money raised, plans drawn up, etc.), and estimated total cost. For CBJ projects, additional information is provided on the timeline for completion. Facilities that have alternative funding streams are not included on this list: for example, the Airport, or projects that can be funded through Passenger Fees. See graphic on the following page for a diagram of how the different plans and lists relate to each other.

NOTE: Inclusion on the Legislative Capital Priorities is not a funding request. From CBJ's standpoint, it is a mechanism to prioritize projects and raise awareness of a needed project to increase chances of funding from various sources. Nominating a project for inclusion in the LCP should not be thought of as a request for municipal funding.

Q: Are the "legislative priorities" the same as the Capital Improvement Plan?

A: No, they are a prioritized list of projects that are pulled from various CBJ plans, including the Comprehensive Plan, Area Plans, and the Six-year Capital Improvement Plan. The Legislative Priorities are "short list" of projects on which CBJ will focus particular attention during the upcoming legislative session and with the federal delegation. (The goal is to get at least partial funding for a project included in the state capital budget or federal earmark.)

CBJ's "short list" of Legislative Priorities should have a limited number of projects on it. An attempt is made to phase projects so that funding requests range in size depending on available funds and objective. For the State Legislature, project descriptions are inputted into an online system lawmakers use to prioritize funding requests (CAPSIS). These are due in February.

Federal priorities are also solicited by the delegation through an online platform. The Assembly will designate projects that have a nexus with federal funding opportunities for submission to the delegation through the Legislative Priority process.

Q: What is a capital project?

A: A capital project is a major, non-recurring budget item that results in a fixed asset (like a building, road, parcel of land, or major piece of equipment) with a useful life of 20-50 years. Designing and building a new library is a capital project. Planning and implementing an after-school reading program is not a capital project. Most of the projects in the LCP are CBJ projects, but some are community projects spearheaded by a non-profit organization or state or federal agency (e.g., Alaska DOT). To be included on the LCP projects must have an estimated total project cost of at least \$1,000,000.

Q: Is the Legislative Capital Priorities list just "wish list," and if so, what's the point of writing up a "wish list"?

A: The Legislative Priorities list does include projects that are aspirational, and as such may have items that are so large or expensive, that it is hard to imagine completion in the near future. However, articulating these priorities helps guide the Assembly and the community through small steps that lead up to the larger goal and advocate towards a common goal. It will take time and discipline to keep the list an accurate and living document.

There are several reasons to include longer term projects on the Legislative Priority List, even when it seems like little progress is being made in accomplishing projects: 1) It helps focus attention on community needs. 2) It helps groups raise money for projects if the sponsor can say that the project has been identified as a community priority in the CIP. 3) Typically the more priority a municipality places on a project, the greater the chances it for a legislative appropriation.

APPENDIX

CBJ Lists, Plans and Priorities

How do the many CBJ lists of projects, plans and priorities relate to each other? This diagram shows how each document informs the one below it. The dollar signs represents the general volume of funds needed, but only the green rings are lists that come with the commitment of actual dollars.

