

**ASSEMBLY STANDING COMMITTEE  
LANDS, HOUSING & ECONOMIC DEVELOPMENT COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

June 6, 2022, 5:00 PM.

Assembly Chambers & Zoom Webinar

5:00pm: Assembly Lands Housing and Economic Development Committee

<https://juneau.zoom.us/j/94215342992> or 1-253-215-8782 Webinar ID: 942 1534 2992

**AGENDA**

**I. CALL TO ORDER**

**II. LAND ACKNOWLEDGEMENT**

**III. ROLL CALL**

**IV. APPROVAL OF AGENDA**

**V. APPROVAL OF MINUTES**

**A. May 2, 2022 Draft Minutes**

**VI. AGENDA TOPICS**

**A. Hidden Valley Easement Request**

**B. Proposed Mayflower Island Acquisition from the BLM**

**C. Travel Juneau MOA**

**D. CBJ's Lemon Creek Gravel Sources Pricing**

**VII. INFORMATION ITEMS**

**A. Tourism/VITF Implementation Update**

**VIII. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

**IX. STANDING COMMITTEE TOPICS**

**A. 2022 LHED Committee Goals**

**X. NEXT MEETING DATE - June 27, 2022**

**XI. 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](mailto:city.clerk@juneau.org)

**ASSEMBLY STANDING COMMITTEE MINUTES  
LANDS HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
May 2, 2022, 5:00 P.M.**

**I. CALL TO ORDER**

**II. LAND ACKNOWLEDGEMENT**

**III. ROLL CALL** - Chair Hale called the meeting to order at 5:00 pm.

**Members Present:** Chair Michelle Hale, Greg Smith, Wade Bryson,

**Members Absent:** Wáahlaal Gíidaak

**Liaisons Present:** Lacey Derr, Docks and Harbors; Mandy Cole, Planning Commission

**Liaisons Absent:** Chris Mertl, Parks and Recreation

**Staff Present:** Dan Bleidorn, Lands Manager; Roxie Duckworth, Lands & Resources Specialist

**IV. APPROVAL OF AGENDA** – The agenda was approved as presented.

**V. APPROVAL OF MINUTES** – April 11, 2022 Draft Minutes were approved as presented.

**VI. AGENDA TOPICS**

**A. Reiswig Request to Purchase City Property adjacent to 11260 Douglas Hwy.**

Mr. Bleidorn discussed this topic. Mr. Bryson commented that the memo list 1400 square feet of city property and the presentation lists 3000 square feet. He also wanted to confirm that this triangle piece of city property doesn't connect to any neighboring property, only the applicant. Mr. Bleidorn replied that the original estimate in the memo was a little off after the applicant heard back from a surveyor with an estimate. The presentation is closer to the area needed, but this will be determined through the planning process and to make sure whatever type of subdivision that moves forward would meet all of the parameters of the city code. The applicants are only requesting the section that is adjacent to their lot. The applicant has reached out to their neighbors to see if there are any concerns and as this moves forward through the Planning Commission, a big, red sign will be posted out there along with mailers to the neighbors. This will give them opportunity to comment as it moves forward.

Mr. Smith asked if by disposing of this 3000 foot section will it prevent future development on the existing small parcel on the north side of the highway or does it do any material damage to the usefulness of that property. Mr. Bleidorn replied that he looked at the parcel before moving this forward and doesn't believe that selling this will prevent the city from using that other portion of the property if we wanted to subdivide and create another residential lot. The likelihood of doing that is pretty low right now and there is an existing, maybe not official, driveway access through the city property, which might predate the city's ownership. There may be potential to work with the other two adjacent land owners to dispose of the remaining parcel, if there is interest or if that driveway access turns out to it needs to be more official, there could be opportunity there.

Planning Commissioner Cole asked how large the existing applicant's parcel is and if the additional 3000 square feet will bring it into subdivision territory. Mr. Bleidorn replied that he did not have the size of the applicant's property, but it is a large lot and they are probably already able to subdivide it, this would just allow them to do that more efficiently with utilities and driveway access.

**Mr. Bryson moved that the Lands, Housing and Economic Development Committee forward this application to the Assembly with a motion of support for disposal of City property to Jon and Susanne Reiswig. Motion passed, no objections.**

**B. Gary Tigar Grant Creek Homes Request to Purchase City Property through a Land Trade.**

Mr. Bleidorn discussed this topic. Mr. Smith asked if this trade will be in the best interest of the public. Mr. Bleidorn replied that this is a large track of land that has a handful of road frontage but having road frontage between the creeks can be tricky due to crossing large drainages. As we negotiate this there's opportunity for the city to gain an access route to city property and to look for additional development in proximity to this area. To the south of this there's property that is owned by the Housing Authority that they are evaluating for development.

Mr. Bryson asked if we have the right values for the trade, if there is a method to determine if the approximate piece of land and value brings value to the city and is the exchange similar in size or value, even though they have to be independently traded. Mr. Bleidorn replied that the city property would have a higher value than the setback property that's within the drainage and the floodplains. The square footage that they want to acquire from the city is larger than what they want to sell to the city and when we go to evaluate this, it would be based on appraisal. The acquisition and disposal properties would be appraised and the difference would be negotiated and made right. Mr. Bryson followed up to ask if this trade went through would both entities come out ahead, would the city come out ahead for the land that they acquire in the corridor that we're trying to preserve and is the property developer requiring the right property, so that they can develop more housing. Mr. Bleidorn replied that there's still a lot of negotiation that would take place, but one of the reason why we look at city code is to see if it's beneficial to the city, which is why we're recommending in favor of it. I do believe that if both parties come together and work on this, we could have something that's mutually beneficial.

Chair Hale commented that she understood that what the city would be taking on would be property that is bordering creeks, Mr. Bleidorn confirmed. Chair Hale followed up to comment that if it is property that is bordering creeks then the city would not want to develop that property and that could help protect the creeks with a wider swath of protection. Mr. Bleidorn confirmed that and added that he had a preliminary conversation with the Parks Department when this first came about months ago and at first Lands was hesitant for the trade and leaned towards just a land sale but the Parks department did have some interest and there is value in the city owning those setbacks with that property to be retained for environmental reasons. As we move this forward we will continue to work with the Parks department to ensure they are still willing and able to manage it if the city acquires this property.

Planning Commissioner Cole asked about page 18 of 31 in the packet, the proposed plat, has an odd northern boundary, the land that is supposed to be traded to the city, it has a saw tooth northern boundary. Is this the boundary because it's the boundary line of the applicant or would they be retaining some of their own property to the north of the traded property? Mr. Bleidorn replied that it is the property line of the applicant's current property.

Chair Hale asked that in the presentation the applicant mentioned higher density housing or smaller lot sizes, if that's the case, would the city have any control over that. Mr. Bleidorn replied that it is difficult for the city to control what gets built here outside of following the land use code. The acquisition and disposal process would be completed and go through planning commission review. The applicant provided information for smaller lot sizes but it would be market rate housing, single family housing on independent lots.

Mr. Bryson asked what the zoning was for the parcel that the applicant owns. Mr. Bleidorn replied that he thought it was D-18, multi-family housing.

**Mr. Bryson moved that Staff request that the Lands, Housing and Economic Development Committee forward this application to the Assembly with a motion of support for disposal of City property to Gary Tigar and Grant Creek Homes through a negotiated disposal or land trade. Motion passed, no objections.**

**VII. COMMITTEE MEMBER/LIAISON COMMENTS AND QUESTIONS**

Mr. Smith asked to have a discussion about housing at the next meeting or a future meeting.

Chair Hale asked to have a discussion on the City of Juneau naming policy at a future meeting.

**VIII. STANDING COMMITTEE TOPIC**

**A. 2022 LHED Committee Goals**

Mr. Bleidorn gave a brief update with on the Assembly Goals, highlighted in the packet. The remaining Pederson Hill Phase 1 lots have been sold; the city disposed of the downtown pocket park to Franklin Foods LLC, and the former Household Hazardous Waste property has been sold and finalized to Alaska Brewing Company.

**IX. NEXT MEETING DATE – June 6, 2022**

**X. ADJOURNMENT - Chair Hale adjourned the meeting at 5:26 PM.**

# MEMORANDUM

## CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 S. Seward St., Juneau, Alaska 99801  
Dan.Bleidorn@juneau.org  
(907) 586-5252

**TO:** Michelle Hale, Chair of the Assembly Lands Housing and Economic Development Committee

**FROM:** Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*

**SUBJECT:** Hidden Valley Easement Request

**DATE:** June 2, 2022

Earlier this year the Assembly adopted Resolution 2978, which authorized a 30 year non-exclusive easement across city property to Secon for access to their property. This new access easement is beneficial for the water quality of Lemon Creek as it bypasses an existing area prone to slope failure, which causes turbidity spikes. After the resolution was adopted, Secon reached out to the Lands Office and requested this easement be perpetual due to the upfront costs of building bridges in locations that are expected to last longer than the 30 year time frame.

Had a perpetual easement been part of the original request staff would have still requested a motion of support for granting this easement as a perpetual easement. If approved, the new request would replace Resolution 2978 with a new almost identical resolution with the exception of Section 2(a) which would then read "Term. "The easements granted herein shall be perpetual, non-exclusive and irrevocable, except as otherwise provided herein."

**Staff requests the Lands, Housing, and Economic Development Committee forward a motion of support to the Assembly for granting a perpetual easement to Secon.**

**Attachments:**

- 1. Resolution 2978**
- 2. 2021 easement memo**

Presented by: The Manager  
Presented: 03/14/2022  
Drafted by: R. Palmer III

## **RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2978**

### **A Resolution Authorizing the Manager to Convey an Access Easement across City Property to Secon Inc., the Owner of Hidden Valley Subdivision, Tract A, Near Lemon Creek.**

WHEREAS, the City and Borough of Juneau owns HDK Subdivision, Lot 4 and RSH Subdivision II, Lot 2B; and

WHEREAS, Secon has an existing easement across this City and Borough of Juneau (CBJ) property that provides access to Secon property known as Hidden Valley Subdivision, Track A; and

WHEREAS, a new easement is necessary to improve the water quality of Lemon Creek by bypassing an area of Secon's existing easement that has been prone to slope failure and has been contributing to increased turbidity in Lemon Creek; and

WHEREAS, CBJ 53.09.300 authorizes the Manager to convey easements across CBJ land, upon approval of the Assembly by resolution; and

WHEREAS, the Lands, Housing and Economic Development Committee reviewed this request at the November 29, 2021 meeting and passed a motion of support to the Assembly for granting an access easement to Secon, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Authorization.** The Manager is authorized to convey an access easement, across HDK Subdivision, Lot 4, as generally shown in Exhibit A, subject to the terms and conditions established herein.

#### **Section 2. Terms and Conditions.**

(a) Term. The easement term shall be for 30 years.

(b) Use. Use of the easement shall be for the sole purpose of providing access to Hidden Valley Subdivision, Track A.

(c) **Non Exclusivity.** The easement shall be non-exclusive. The CBJ may grant other overlapping easements.

(d) **Permits.** The grantee shall obtain all authorizations and permits necessary to construct utilities and any improvements.


(e) **Construction and Maintenance.** The grantee is responsible for construction and maintenance of any and all improvements.

(f) **Purchase Price.** The purchase price of this easement shall be the fair market value, which has been determined by the Manager to be \$9,500.00.


(g) **Other Terms and Conditions.** The CBJ Manager may include other terms and conditions deemed to be in the public interest.

**Section 3. Effective Date.** This resolution shall be effective immediately after its adoption.

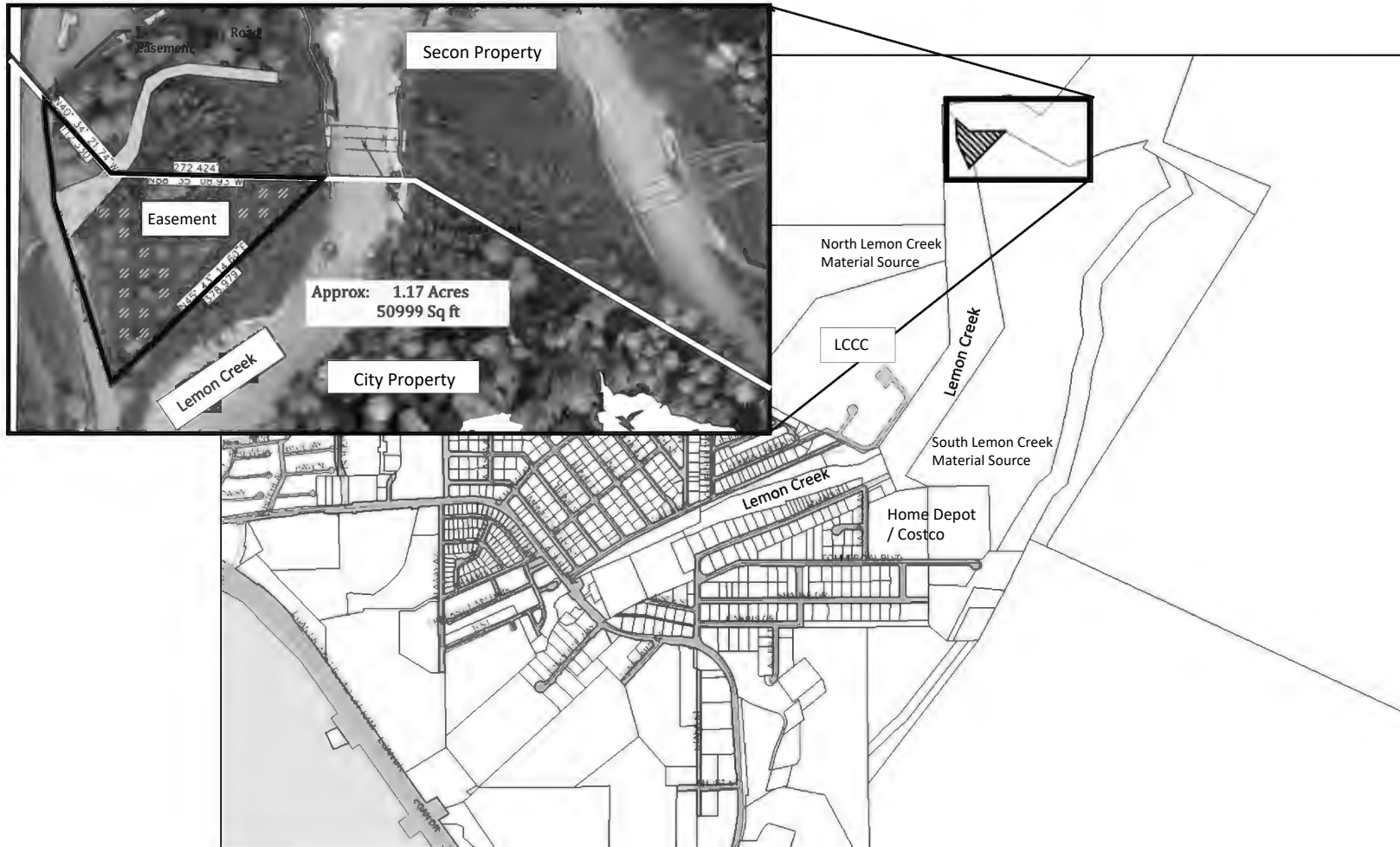
Adopted this 14<sup>th</sup> day of February, 2022.

  
\_\_\_\_\_  
Maria Gladyszewski, Deputy Mayor

Attest:

  
\_\_\_\_\_  
Elizabeth J. McEwen, Municipal Clerk





**Resolution 2978 Exhibit A**

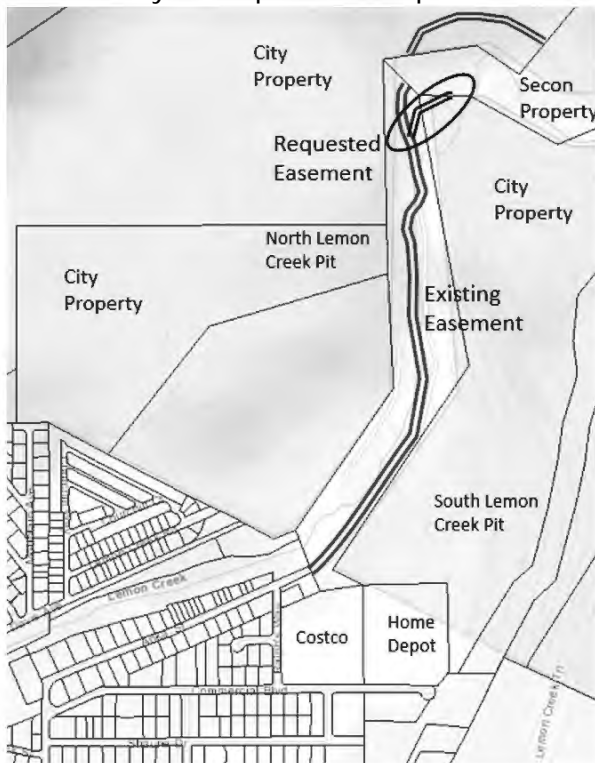
# MEMORANDUM

## CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 S. Seward St., Juneau, Alaska 99801  
Dan.Bleidorn@juneau.org  
(907) 586-5252

**TO:** Michelle Hale, Chair of the Assembly Lands Housing and Economic Development Committee  
*Daniel Bleidorn*  
**FROM:** Dan Bleidorn, Lands and Resources Manager  
**SUBJECT:** Hidden Valley Easement Request  
**DATE:** November 22, 2021

In August, City staff received a request for an easement through City property located behind the North Lemon Creek Material Source in Lemon Creek from Secon Inc. This property is located north of the Lemon Creek Correctional Center. Secon has an existing easement through the City property that has been in use since the 1980's. The access being request would allow Secon to improve the water quality of Lemon Creek by bypassing an area that has recently been prone to slope failure and has been contributing to increased turbidity in the waters of Lemon Creek.

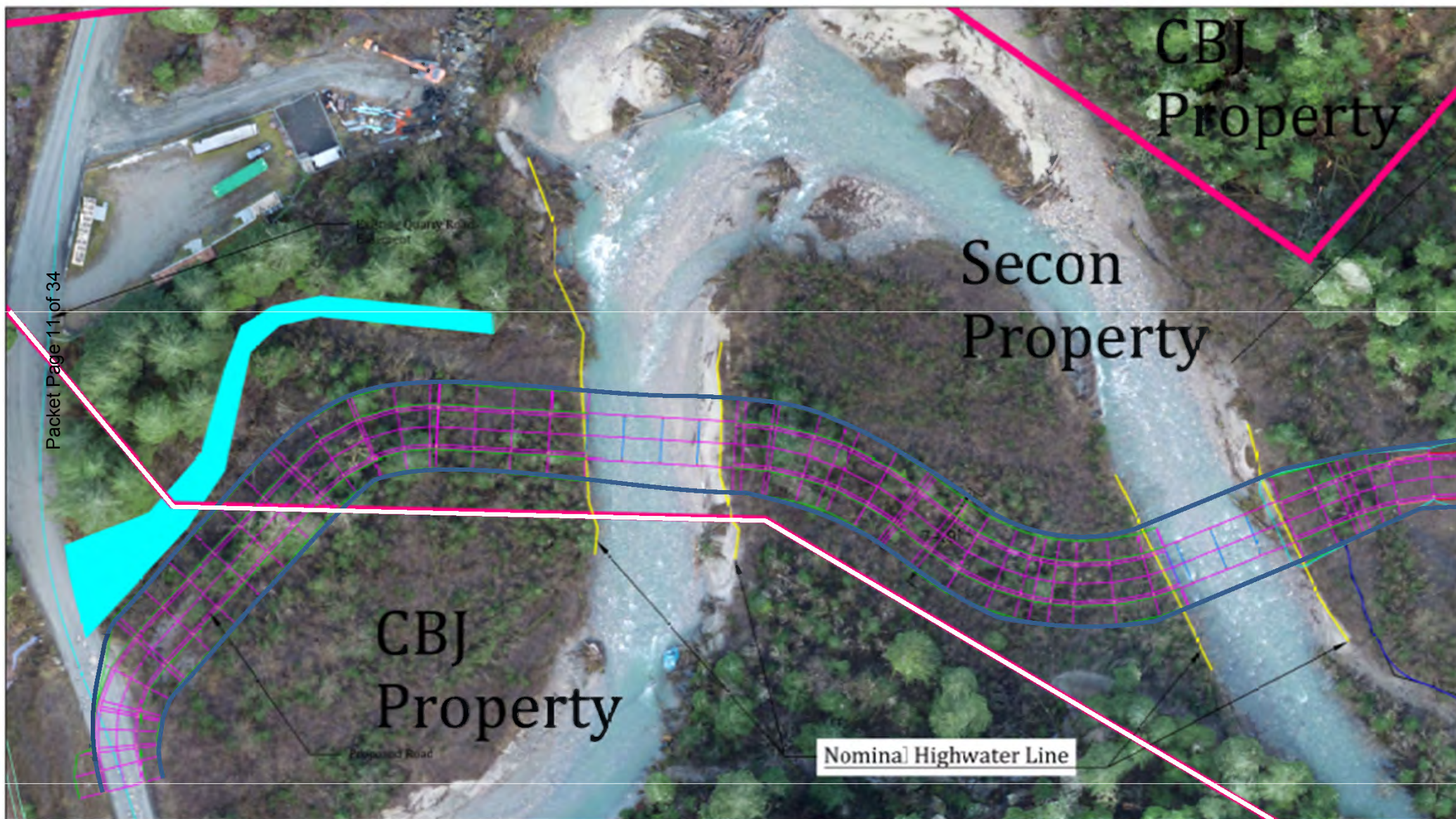



Lands Staff solicited comments from the Engineering Department and Community Development Department. Access for Secon through CBJ property was briefly discussed during the Wetlands Review Board review of the last Conditional Use Permit, USE2019-0022. CDD determined the easement across City property would likely improve the water quality of Lemon Creek. Based on the improvements to water quality this request is consistent with the Wetland Review Board's intention to minimize habitat impacts.

Upon receipt of the Assembly LHED Committee recommendation, the Assembly may, by resolution, authorize the manager to execute the easement under such terms and conditions as are authorized by the Assembly by resolution.

**Staff requests the Lands, Housing and Economic Development Committee forward a motion of support to the Assembly for granting an access easement through City property to Secon Inc.**





<div></div> <p>P.O.Box 32159 Juneau, AK 99803 (907) 780-5145</p>	<h1>New Quarry Access Road</h1>	<h2>Hidden Valley Quarry Project</h2>		<div>Revised:</div>	<div>Scale:</div>
		Project Location	Drawn By: BKM		<div>Sheet</div>
		Lem in Creek Area	Date Drawn: 04/27/2021		
		Juneau, Alaska	Project Number:		

**53.09.30 - Easements.**

(a) *Authorized.* The manager may convey or lease an easement in City and Borough owned land upon approval by the assembly. Easements shall be nonexclusive unless otherwise provided in the easement document.

(b) *Application requirements and fee.* The applicant for an easement shall apply to the manager on a form prescribed by the manager. The application shall be accompanied by plans, reports, a narrative, and other material sufficient to permit the City and Borough to evaluate need for and the use to be made of the requested easement. The application shall also be accompanied by an application fee of \$100.00. From time to time, the manager shall adjust the base fee to reflect changes in the cost of municipal services.

(c) *Review process.* The application for the easement shall be referred to the community development department and engineering and public works department for comment. The manager may refer the application to other departments, which may have an interest in the parcel subject to the proposed easement. Upon receipt of the comments of other departments, the lands division shall refer the application and departmental comments to the assembly lands committee for its recommendation to the assembly. The assembly lands committee may hold a public hearing on the application prior to making its recommendation.

(d) *Assembly action.* Upon receipt of the assembly lands committee recommendation, the assembly may, by resolution, authorize the manager to execute the easement under such terms and conditions as are authorized by the assembly.

(e) *Survey.* Prior to the execution of an approved easement, the applicant shall provide a survey of the easement to the standards required by the manager.

(f) *Easement price.* The sale or lease price of an easement shall be not less than fair market value as determined by the manager. If the manager cannot determine fair market value, the applicant shall pay for an appraisal ordered by the manager. Upon execution of the easement by the City and Borough, the applicant shall pay to the City and Borough the market value of any marketable materials, timber, or other resources within the easement area, which will be destroyed, cut, or removed. The manager shall determine the value of resources of any marketable materials, timber, or other resources within the easement area, which will be destroyed, cut, or removed.

(g) *Improvements and changes.* No improvements or changes to improvements may be made within an easement unless first approved by the manager.



(h) *As-built plans.* Immediately upon completion of the construction of any improvements within the easement area, the easement holder shall provide the manager with accurate, complete, and legible as-built drawings of such improvements. Upon making any changes or additions to such improvements, the permittee shall provide the manager with as-built drawings showing such changes or additions.

(i) *Relocation.* The assembly, by resolution, may direct the holder of an easement granted under this section to relocate the holder's improvements within the easement or to relocate the improvements to a new easement granted by the City and Borough for that purpose. Such relocation shall be at the sole expense of the easement holder, and the City and Borough shall not be liable to the easement holder for reimbursement of any expenses or compensation for any losses or damages suffered by the easement holder or others arising out of the relocation. Unless the assembly, in the resolution directing the relocation of the improvements, permits otherwise, the easement holder shall remove all improvements he or she has constructed in the area to be vacated. No compensation shall be due the City and Borough for the value of resources, which must necessarily be cut, damaged, or removed to permit the relocation, nor shall the easement holder be liable for the cost of any survey required to describe a new easement area.

(j) *Restoration.* The manager may require restoration and the posting of such security for restoration as he or she determines necessary.

# MEMORANDUM

## CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 S. Seward St., Juneau, Alaska 99801  
Dan.Bleidorn@juneau.org  
(907) 586-5252

**TO:** Michelle Hale, Chair of the Assembly Lands Housing & Economic Development Committee

**FROM:** Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*

**SUBJECT:** Proposed Mayflower Island Acquisition from the BLM

**DATE:** June 2, 2022

In October, the Bureau of Land Management (BLM) contacted the City Land Office to discuss the property formerly known as the John Rishel Mineral Information Center and the associated lands encompassing Mayflower Island. The City was informed that the U.S. Coast Guard has been utilizing the facility for some time now and they are preparing to move to another site. During this initial conversation, the BLM informed staff of the adopted legislation, which requires the disposal of this property to the City and Borough of Juneau.

A site inspection was complete which included numerous City departments and staff (City Manager, CDD Director, Engineering and Public Works Director, Land Manager, Port Engineer, City Architect, Building Official and Building Maintenance Supervisor). Reportedly, the building was constructed in 1950 and is approximately 6,600 square feet. The building is a two story, concrete framed structure, situated on a partial basement & bedrock and is covered by an asphalt and tar roof. It was determined at this inspection that this building is in much better shape than anticipated and could be utilized immediately without any major renovations.

City Code 53.04.030 Real Property Acquisitions, Grants and Gifts states that "Real property to be acquired as a grant or as a part of a program of grants or which is offered to the City and Borough as a gift, or at less than fair market value and which is not required for an approved project, may be accepted only upon the approval of the assembly by resolution."

If this Committee provides a motion in favor of accepting this property in accordance with 53.04.030, staff will work with the Municipal Attorney's Office to outline an acquisition process and to begin to draft terms and conditions of accepting this property. It is expected that there will be a lot of public interest in the transfer of this property, and this Committee will receive regular updates and receive public comment related to this project. Once terms and conditions are finalized, a resolution will be brought before the Assembly for Public Hearing.

**Staff request that the Lands, Housing and Economic Development Committee forward a motion of support to the Assembly for the acquisition of Bureau of Land Management property at Mayflower Island in accordance with city code 53.04.030.**

Attachments:

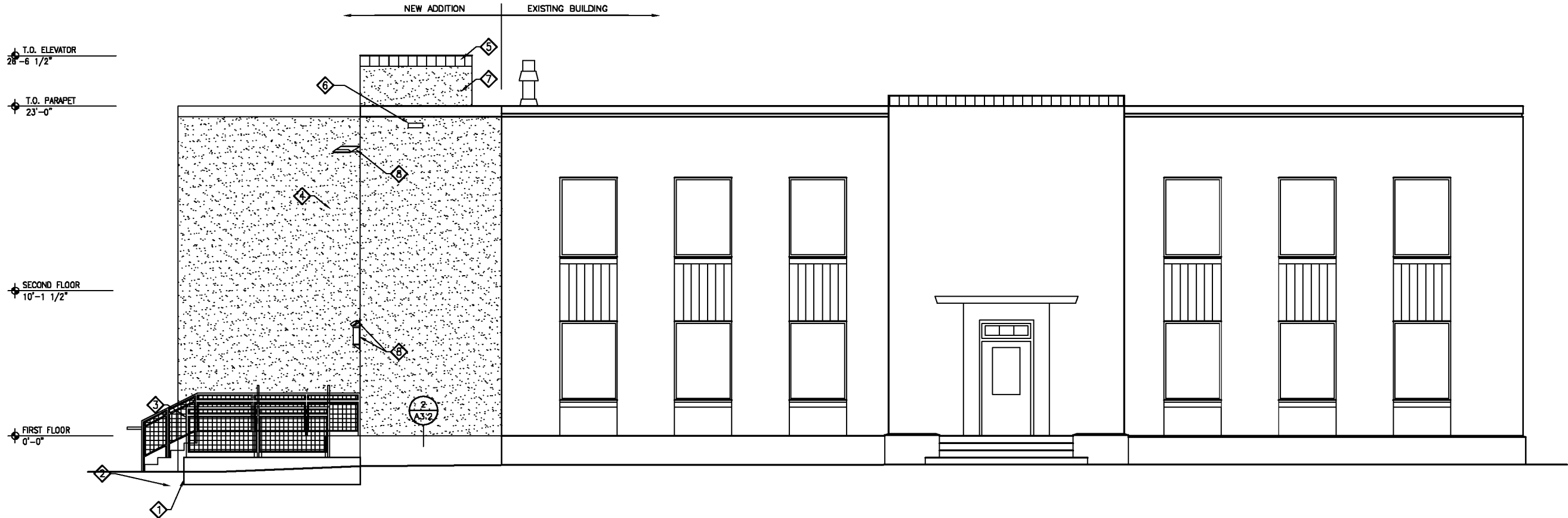
1. Legislation 43 USC 1473a note
2. Site Diagrams

## ADMINISTRATIVE PROVISIONS

The Secretary is authorized to accept lands, buildings, equipment, other contributions, and fees from public and private sources, and to prosecute projects using such contributions and fees in cooperation with other Federal, State or private agencies: *Provided*, That the Bureau of Mines is authorized, during the current fiscal year, to sell directly or through any Government agency, including corporations, any metal or mineral products that may be manufactured in pilot plants operated by the Bureau of Mines, and the proceeds of such sales shall be covered into the Treasury as miscellaneous receipts: *Provided further*, That notwithstanding any other provision of law, the Secretary is authorized to convey, without reimbursement, title and all interest of the United States in property and facilities of the United States Bureau of Mines in Juneau, Alaska, to the City and Borough of Juneau, Alaska; in Tuscaloosa, Alabama, to the University of Alabama; in Rolla, Missouri, to the University of Missouri-Rolla; and in other localities to such university or government entities as the Secretary deems appropriate.

43 USC 1473a  
note.





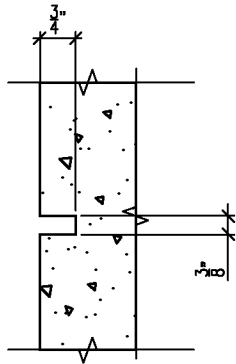
1 SOUTH ELEVATION  
A3.2 SCALE: 1/4" = 1'-0" 0 2 4 6

ALTERNATE NO 1 NOTES:

1. PAINT EXTERIOR OF COMPONENTS OF EXISTING BUILDING
2. PAINT LOCATED ON EXTERIOR DOORS, LITES & FRAMES CONTAIN LEAD. GRINDING OR SANDING THESE COATINGS IS PROHIBITED. PAINT CHIPS AND DEBRIS GENERATED FROM PREPARATION OF EFFECTED SURFACES MUST BE COLLECTED, PACKAGED, TRANSPORTED AND DISPOSED OF IN ACCORDANCE WITH SPECIFICATIONS.

KEYNOTES

- 1 NEW CONCRETE RAMP
- 2 NEW CONCRETE STAIR
- 3 ALUMINUM PIPE GUARD RAIL/HANDRAIL
- 4 SMOOTH FACE NATURAL COLORED CONCRETE WALL WITH CUT GROOVES, SEE 2/A3.2
- 5 PREFINISHED PARAPET CAP
- 6 SCUPPER 4" X 12"
- 7 ELEVATOR ENCLOSURE
- 8 NEW LIGHT FIXTURE, SEE ELECTRICAL



2 TYPICAL CUT GROOVE  
A3.2 SCALE: HALF

By				
Date				
Revision				

Project: BLM JRMIC EGRESS DESIGN  
JUNEAU, ALASKA

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
ALASKA STATE OFFICE  
4700 BLM ROAD  
ANCHORAGE, ALASKA 99507  
PHONE: 907-267-1217 FAX: 907-267-1493

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UNITED STATES DEPARTMENT OF THE INTERIOR  
STATE OF ALASKA  
49th  
GARY H. POHL  
A-4645  
REGISTERED PROFESSIONAL ARCHITECT

Date Stamped: 3/23/2009

Project Mgr.	GHP	
Drawn	MAN	CAL
Checked	SJK	
Date	03/23/2009	

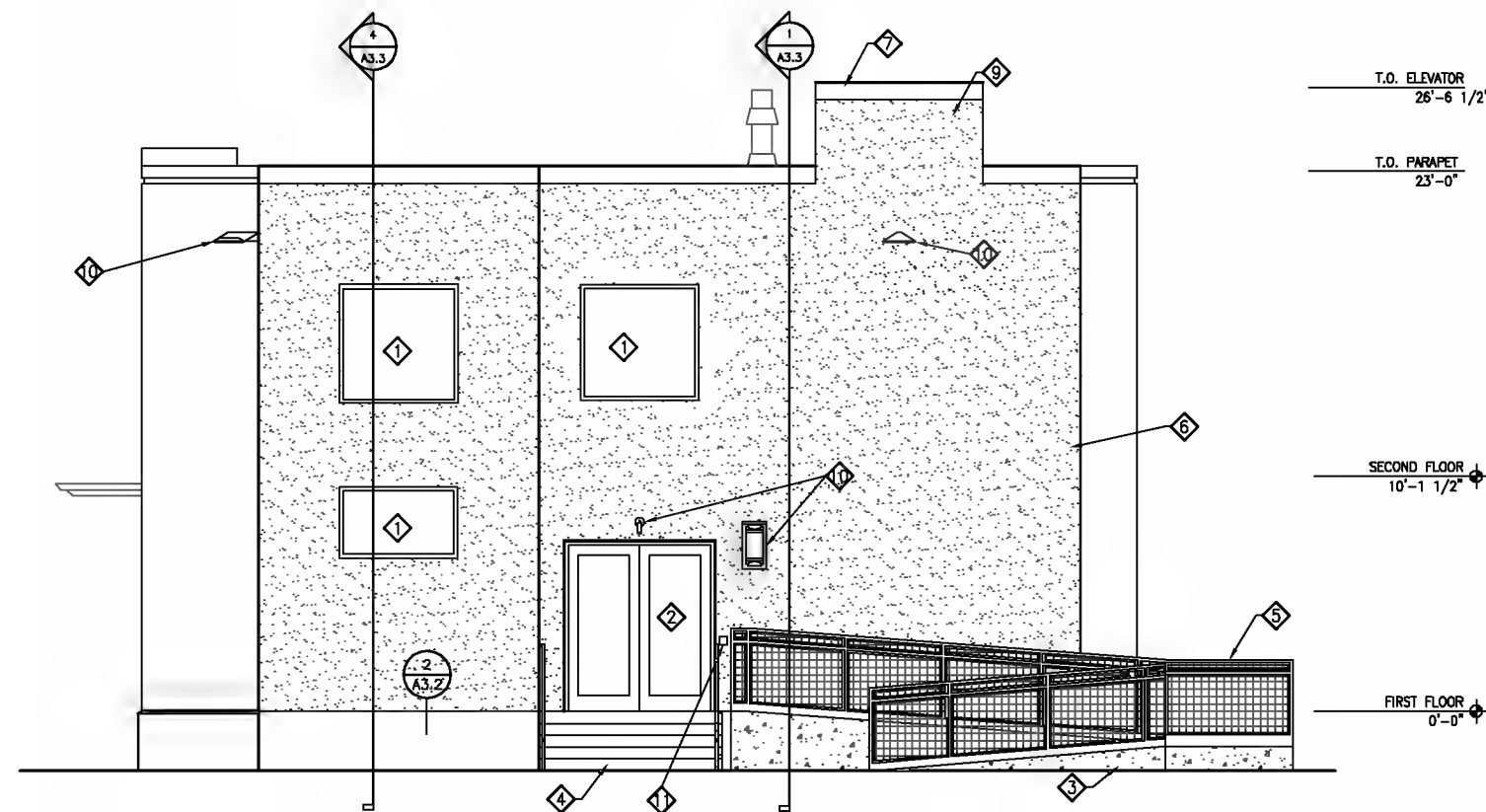
Sheet Contents:  
EXTERIOR ELEVATION

Sheet Number:  
**A3.2**

USKH W.O. 769325



1 NORTH ELEVATION  
A3.1 SCALE: 1/4" = 1'-0"



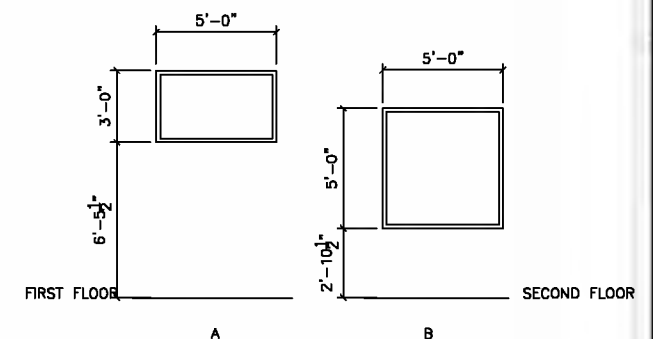
2 WEST ELEVATION  
A3.1 SCALE: 1/4" = 1'-0"

### KEYNOTES

- 1 NEW FIXED ALUMINUM WINDOW
- 2 NEW ALUMINUM ENTRY DOOR
- 3 NEW CONCRETE RAMP
- 4 NEW CONCRETE STAIR
- 5 ALUMINUM PIPE GUARD RAIL/HANDRAIL
- 6 SMOOTH FACE NATURAL COLORED CONCRETE WALL WITH CUT GROOVES, SEE 2/A3.2
- 7 PREFINISHED PARAPET CAP
- 8 SCUPPER 4" X 12"
- 9 ELEVATOR ENCLOSURE
- 10 NEW LIGHT FIXTURE, SEE ELECTRICAL
- 11 NEW CARD READER BOX, SEE ELECTRICAL

### ALTERNATE NO 1 NOTES:

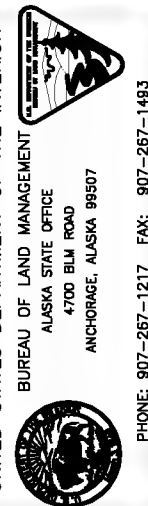
1. PAINT EXTERIOR OF COMPONENTS OF EXISTING BUILDING
2. PAINT LOCATED ON EXTERIOR DOORS, LITES & FRAMES CONTAIN LEAD. GRINDING OR SANDING THESE COATINGS IS PROHIBITED. PAINT CHIPS AND DEBRIS GENERATED FROM PREPARATION OF EFFECTED SURFACES MUST BE COLLECTED, PACKAGED, TRANSPORTED AND DISPOSED OF IN ACCORDANCE WITH SPECIFICATIONS.



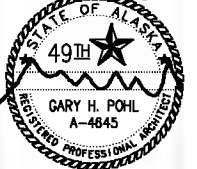
3 WINDOW TYPES  
A3.1 SCALE: 1/4" = 1'-0"

Date Revision

Project: BLM JRMIC EGRESS DESIGN  
JUNEAU, ALASKA



UNITED STATES  
DEPARTMENT OF  
THE INTERIOR



Date Stamped:	3/23/2009
Project Mgr.	GHP
Drawn	MAN CAL
Checked	SJK
Date	03/23/2009

Sheet Contents:  
EXTERIOR ELEVATIONS

Sheet Number:

A3.1

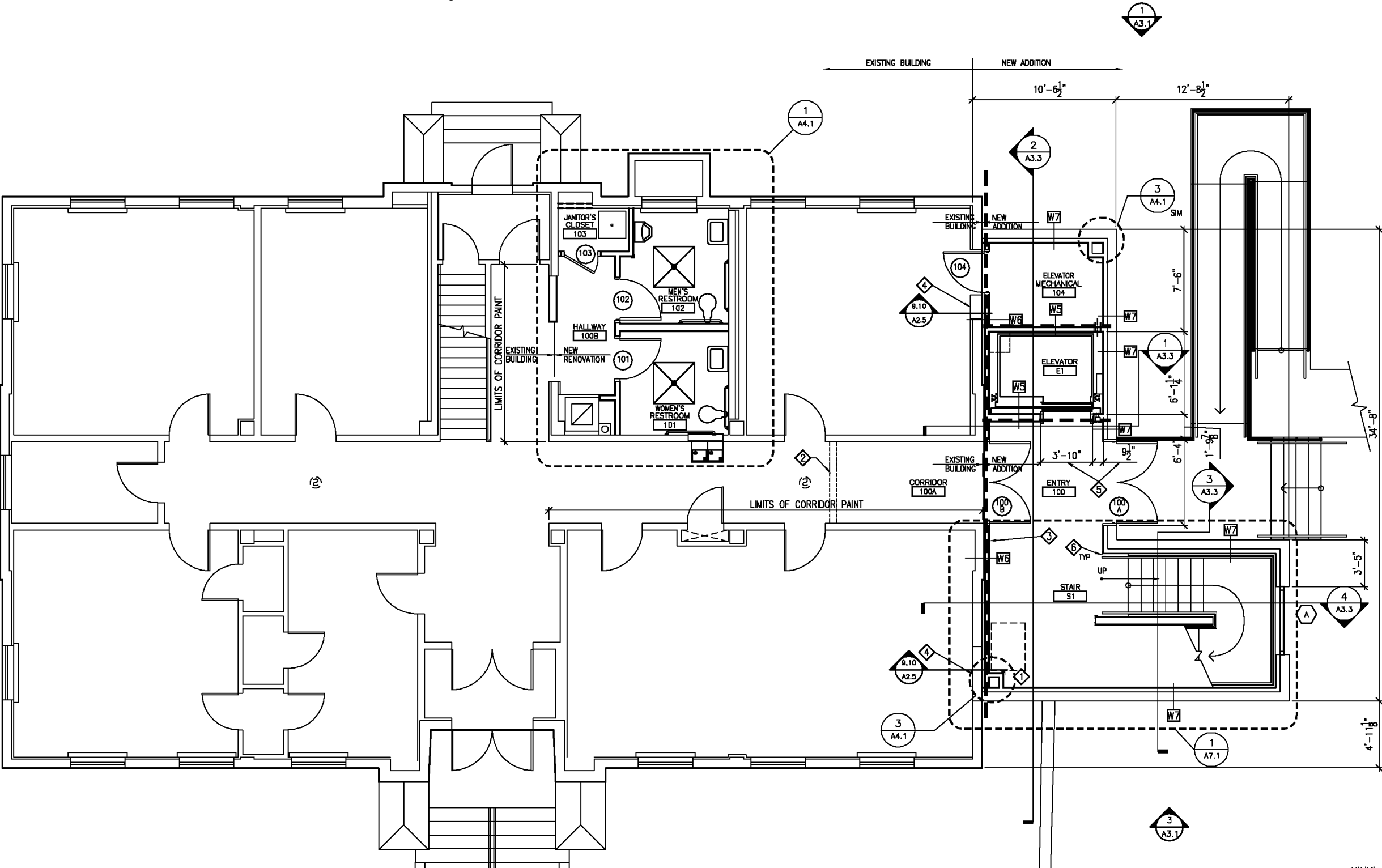
USKH W.O. 769325

SCALE: 1:1

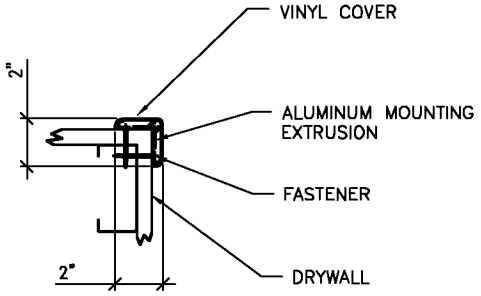
FILE NAME: 769301A1.0.dwg

SCALE: 1/4" = 1'-0"

FILE NAME: 769301A1.0.dwg



1 FIRST FLOOR PLAN  
SCALE: 1/4" = 1'-0"



2 CORNER GUARD DETAIL  
SCALE: 3/8\"/>

KEYNOTES

- 1 AREA OF REFUGE
- 2 BULKHEAD, SEE 3/A6.1
- 3 PROVIDE FIRE EXTINGUISHER AND BRACKET
- 4 INFILL WINDOW OPENING
- 5 COORDINATE DIMENSIONS WITH ELEVATOR MFR
- 6 CORNER GUARD, SEE 2/A2.2

1-HOUR FIRE WALL

By	
Date	
Revision	

Project: **BLM JRMC EGRESS DESIGN  
JUNEAU, ALASKA**

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
ALASKA STATE OFFICE  
4700 BLM ROAD  
ANCHORAGE, ALASKA 99507  
PHONE: 907-267-1217 FAX: 907-267-1493

**USKH**  
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Land Surveying • Planning

UNITED STATES DEPARTMENT OF THE INTERIOR  
49th  
GARY H. POHL  
A-4645  
REGISTERED PROFESSIONAL ARCHITECT

Date Stamped: 3/23/2009

Project Mgr.	GHP
Drawn	MAN CAL
Checked	SJK
Date	03/23/2009

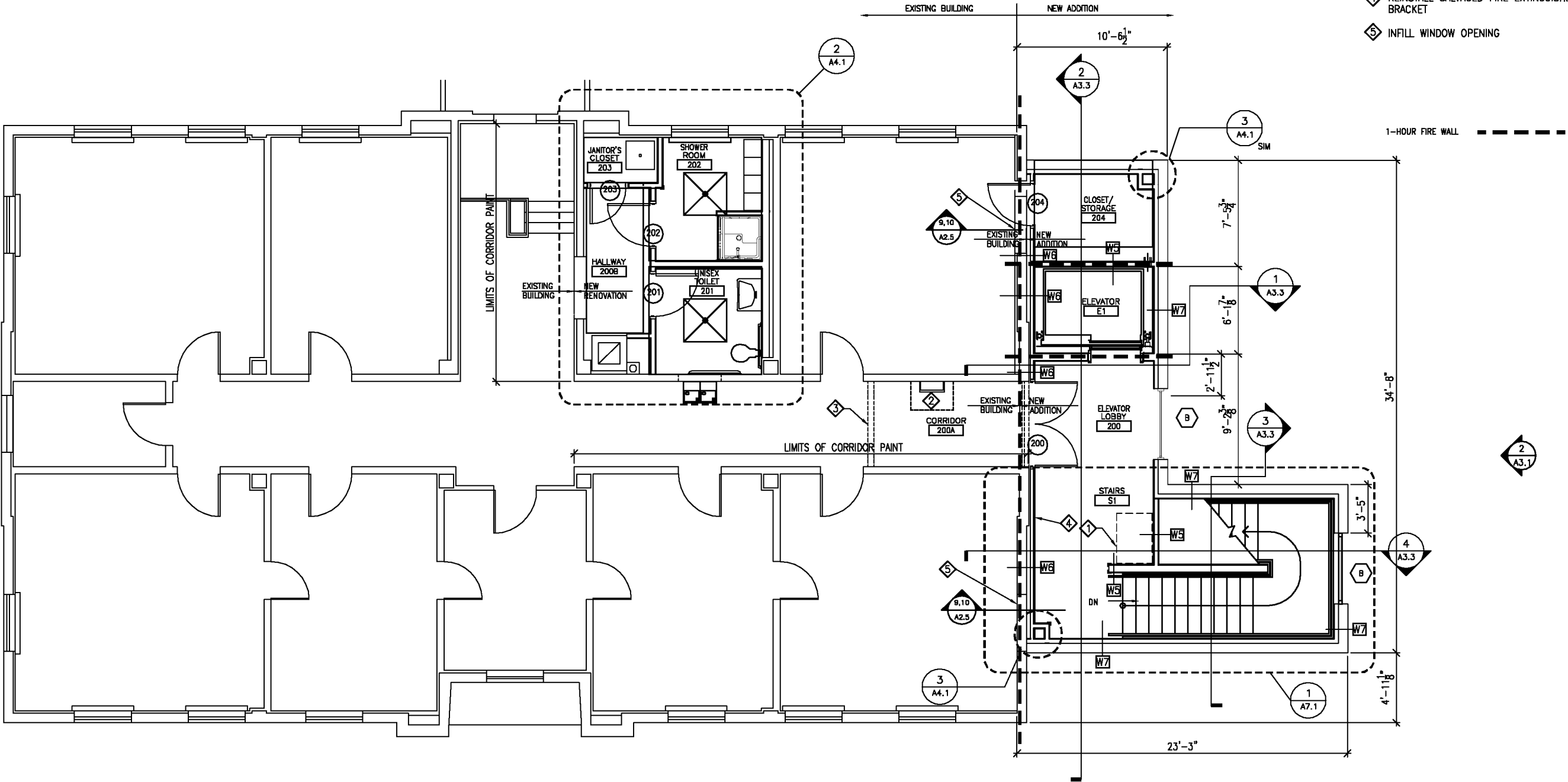
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FIRST FLOOR PLAN

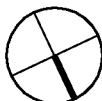
Sheet Number:  
**A2.2**

USKH W.O. 769325

KEYNOTES

- 1 AREA OF REFUGE
- 2 ROOF HATCH AND LADDER, EXIST TO REMAIN
- 3 BULKHEAD, SEE 3/A6.1
- 4 REINSTALL SALVAGED FIRE EXTINGUISHER AND BRACKET
- 5 INFILL WINDOW OPENING



  
N  
1  
A2.3  
SECOND FLOOR RENOVATION PLAN  
SCALE: 1/4" = 1'-0"  
0 2 4 6

By	
Revision	
Date	

Project: BLM JRMIC EGRESS DESIGN  
JUNEAU, ALASKA

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
ALASKA STATE OFFICE  
4700 BLM ROAD  
ANCHORAGE, ALASKA 99507  
PHONE: 907-287-1217 FAX: 907-287-1483

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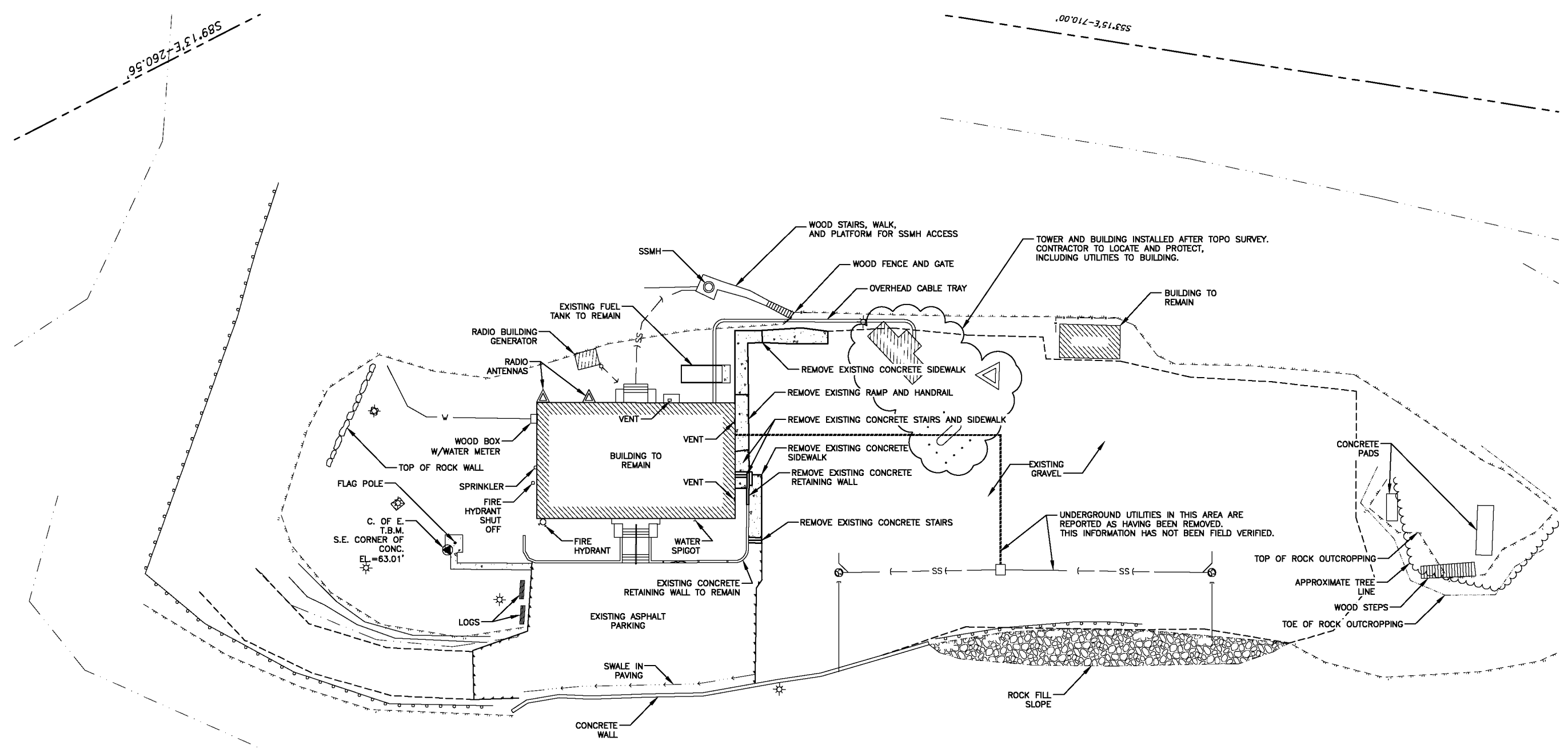
UNITED STATES DEPARTMENT OF THE INTERIOR  
STATE OF ALASKA  
49th  
GARY H. POHL  
A-4645  
REGISTERED PROFESSIONAL ARCHITECT

Date Stamped:	3/23/2009
Project Mgr.	GHP
Drawn	CAL
Checked	SJK
Date	03/23/2009

Sheet Contents:  
SECOND FLOOR PLAN

Sheet Number:  
**A2.3**

USKH W.O. 769325

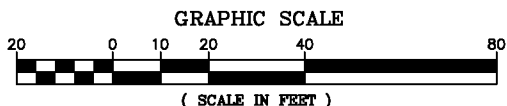


**GENERAL NOTES:**

1. LOCATION OF EXISTING UTILITIES ARE APPROXIMATE. CONTRACTOR SHALL VERIFY EXACT LOCATIONS BY OBTAINING UTILITY LOCATES PRIOR TO START OF CONSTRUCTION AND EXERCISE CAUTION DURING EXCAVATION.
2. EXISTING TOPOGRAPHIC SURVEY WAS PERFORMED BY R&M ENGINEERING IN AUGUST 2006 AND UPDATED IN JULY 2008. CONTRACTOR TO FIELD VERIFY FOR COMPLETENESS OR CHANGES SINCE SURVEY.
3. CONTRACTOR TO RESTORE DISTURBED PROPERTY TO MATCH EXISTING CONDITIONS, EXCEPT AS SHOWN OTHERWISE.
4. NO GEOTECHNICAL INVESTIGATION WAS PERFORMED FOR THIS PROJECT. PREVIOUS WORK HAS ENCOUNTERED ROCK FILL OVER SHALLOW BEDROCK. CONTRACTOR TO FIELD VERIFY.

1 DEMO SITE PLAN  
C1.0

GASTINEAU CHANNEL



SCALE: 1:2

FILE NAME: 769325C1-0.dwg

By	
Date	
Revision	

Project: **BLM JRMIC EGRESS DESIGN  
JUNEAU, ALASKA**

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
ALASKA STATE OFFICE  
4700 BLM ROAD  
ANCHORAGE, ALASKA 99507  
PHONE: 907-267-1217 FAX: 907-267-1493

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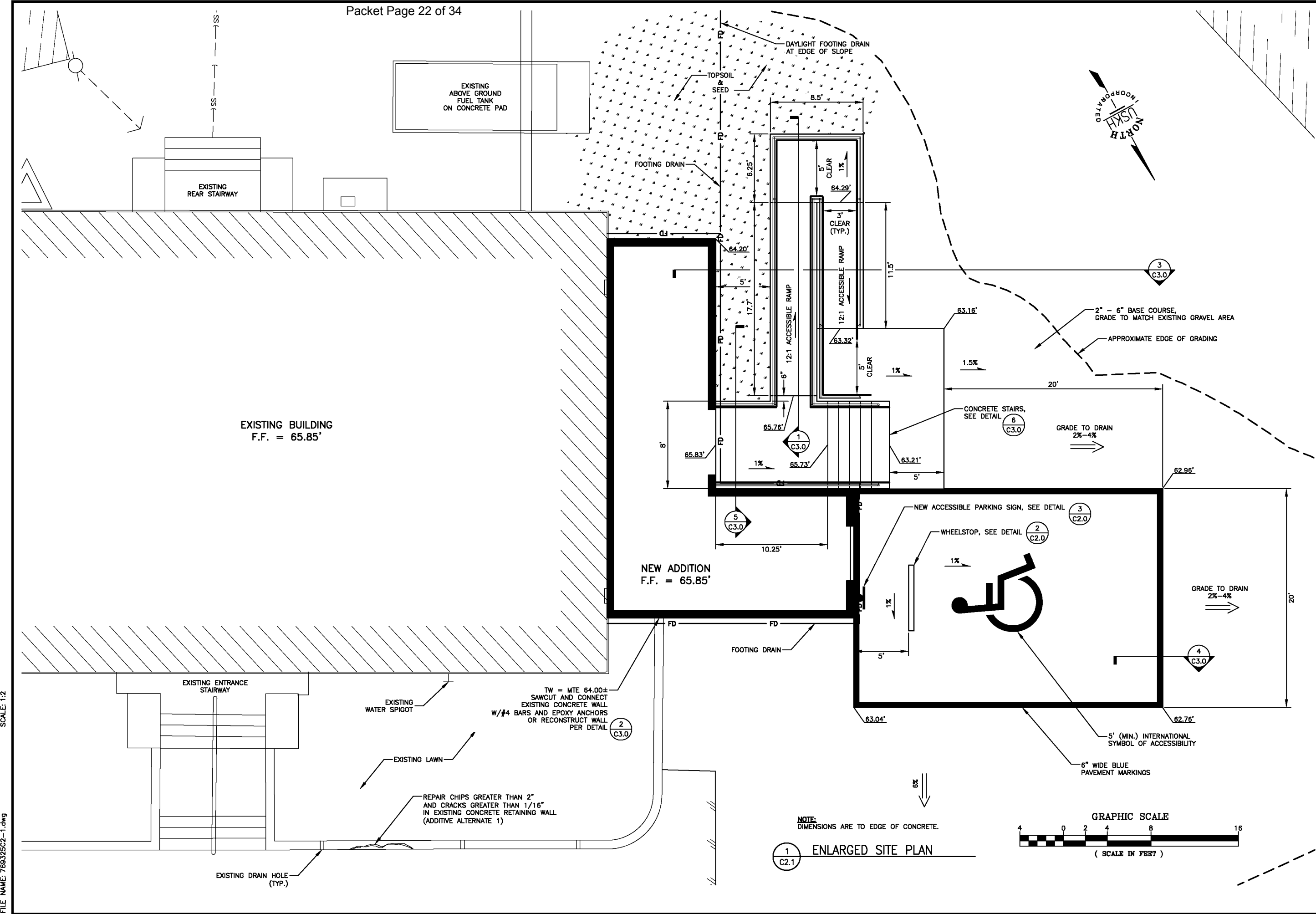
UNITED STATES DEPARTMENT OF THE INTERIOR  
STATE OF ALASKA  
Nathan C. Lough  
REGISTERED PROFESSIONAL ENGINEER  
CE-8386

Date Stamped:	3/23/2009
Project Mgr.	GHP
Drawn	WJP
Checked	NCL
Date	03/23/2009

Sheet Contents:  
DEMO SITE PLAN

Sheet Number:  
**C1.0**

USKH W.O. 769325



Packet Page 22 of 34

SCALE: 1:2

FILE NAME: 769325C2-1.dwg

By	
Date	
Revision	

Project: BLM JRMIC EGRESS DESIGN  
JUNEAU, ALASKA

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
ALASKA STATE OFFICE  
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ANCHORAGE, ALASKA 99507  
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Date Stamped: 3/23/2009

Project Mgr.	GHP
Drawn	WJP
Checked	NCL
Date	03/23/2009

Sheet Contents:  
ENLARGED SITE PLAN

Sheet Number:  
C2.1

USKH W.O. 769325



**MEMORANDUM**

**DATE:** June 3, 2022

**TO:** Assembly Lands Housing and Economic Development Committee

**FROM:** Alexandra Pierce, Tourism Manager

**SUBJECT:** Travel Juneau MOA

Chair Hale requested some context around the included Travel Juneau MOA with Assembly Member Gladziszewski's comments. The Lands, Housing, and Economic Development committee received the draft MOA at its April 11 meeting. The MOA was also included in the April 20 Assembly Finance Committee packet as part of the Travel Juneau budget discussion. At that meeting, Assembly Member Gladziszewski suggested potential edits to the MOA, specifically the performance tracking metrics. These edits are included herein.

Liz Perry, Travel Juneau CEO, will attend the June 6 meeting. Staff recommends that the committee review Assembly Member Gladziszewski's edits and talk through the feasibility and expense of these suggestions with Ms. Perry. Chair Hale has expressed her hope that the committee can finalize and approve the MOA on June 6.

I will also be available on June 6 for questions regarding Travel Juneau. I suggest you consider that the working relationship between CBJ and Travel Juneau has changed substantially since the establishment of my position. Ms. Perry and I communicate frequently and meet monthly. We have committed to jointly updating this body quarterly. Ms. Perry and I both believe the metrics described in the MOA will track whether Travel Juneau is effectively performing its core functions. After working under the MOA for several months, we will jointly evaluate whether the metrics are working as intended and will bring suggested modifications to this committee if needed.

This is a Memorandum of Agreement between the City & Borough of Juneau (CBJ) and the Juneau Convention & Visitors Bureau, d/b/a Travel Juneau ("Travel Juneau"). The CBJ is providing Travel Juneau with grant funding from Hotel Bed Tax as partial funding for ongoing destination marketing and visitor services. The dollar amount shown below represents the maximum amount granted for the fiscal year.

#### **Grantor/Grantee Communications and Contacts**

The following addresses will be used for all written communications:

City and Borough of Juneau  
Daisy Hamby, Grants  
155 S. Seward Street  
Juneau, AK 99801  
907.586-5215, Ext 4064  
[grants@juneau.org](mailto:grants@juneau.org)

Juneau Convention & Visitors Bureau d/b/a Travel Juneau  
Liz Perry, President & CEO  
800 Glacier Avenue, Suite 201  
Juneau AK 99801  
907.586.1761  
[liz.perry@traveljuneau.com](mailto:liz.perry@traveljuneau.com)

#### **Scope of the Program**

Travel Juneau's mission is to market Juneau to conventions, groups, and independent travelers. Travel Juneau shall perform all Scope of Program obligations in accordance with the terms and conditions of this agreement, including any specific grant program requirements and directives from the CBJ and applicable law.

#### **Section 1. TRAVEL JUNEAU DUTIES**

Travel Juneau shall provide the following services for Juneau:

1. Develop and deliver destination marketing for the CBJ, focusing on fully independent travelers (FITs), groups, and meeting planners. Campaigns will include in-state, domestic, and international travelers and will include digital, limited print, social, and video platforms. Destination marketing will incorporate appropriate Tlingit visual and language elements and will support cultural tourism.
2. In marketing Juneau as a meetings and convention destination, provide planner services including, but not limited to, full bids, bid hotel room bids and rates, catering bids and rates, service referrals, familiarization tours to qualified planners, and event promotion.
3. Market and sell Centennial Hall Convention Center to meeting planners; collaborate with facility staff to help ensure ease of booking and delivery of events and services.
4. Develop and deliver a comprehensive array of accurate visitor information via destination website, mobile app, phone, face-to-face, and via online inquiry.
5. Staff visitor information centers during the regular tour season.
6. Provide additional marketing and promotional opportunities to local visitor industry businesses.



7. Engage with the Alaska Travel Industry Association to ensure Juneau is represented in their ongoing national and international marketing programs.
8. Work with a variety of local organizations to encourage entrepreneurship and small business development in the visitor industry.
9. Maintain working relationships with visitor industry transportation provider to maintain and improve access to Juneau and Southeast.
10. Collaborate with state and regional tourism related groups, committees, and commissions.

## **Section 2. PERFORMANCE METRICS**

Travel Juneau will set goals toward, and track/report the following metrics/analytics.

A. Number YTD of the following persons visiting Juneau:

- Meeting planners participating in Travel Juneau-sponsored FAMs
- Number of organizations who have sent one or more persons to scout and assess Juneau 's suitability as a destination for their events or conventions
- Tour and cruise operators participating in Travel Juneau-sponsored FAMs
- [Number of travel writers meeting with Travel Juneau staff while on visits to Juneau or participating in Travel Juneau-sponsored FAMs](#)
- [Number of independent travelers visiting Juneau in winter and in summer.](#)
- [Monthly hotel/overnight accommodation occupancy.](#)
- 

B. Number YTD of trade shows attended by Travel Juneau's staff and number of resulting leads as follows:

- international trade shows and number of resulting DM leads
- travel agent and tour operator appointments held
- domestic trade shows and number of resulting leads for DM and CS

C. Travel Juneau's website statistics:

- YTD unique users to traveljuneau.com
- YTD average length of time on site
- YTD number of requests for Juneau visitor information

D. YTD social media engagement across all platforms (e.g., FB, IG, Twitter, YouTube, TikTok)

E. YTD media reach and Advertising Equivalency (earned media)

F. Confirmed bookings and estimated economic impact (EEI) for all meetings, conventions, conferences and similar events secured through Travel Juneau marketing efforts for FY23 and each of the next three fiscal years.

G. All pending and confirmed Travel Juneau-secured business in the pipeline and the total pending and confirmed EEI.

## **Section 3. FUNDING**

A. The CBJ will provide up to \$\$ [TBD] in grant funding to Travel Juneau. The grant funding is to be used

for actual program costs towards the scope of this agreement.

B. Payment Schedule: Travel Juneau will be paid in four equal quarterly payments for each fiscal quarter. Travel Juneau shall submit a request for payment with its quarterly activity report as provided under this agreement.

C. Travel Juneau agrees to refund all CBJ advanced grant funds not utilized for the scope of work and may request to defer unspent funding to support the next fiscal year's budget.

D. Travel Juneau may earn additional income or receive outside grant funding to augment the two CBJ grants. Travel Juneau financials shall reflect all revenue sources.

#### **Section 4. REPORTING AND RECORD KEEPING**

A. Travel Juneau shall provide to CBJ's Grants Administration office quarterly reports of performance metrics and a year-to-date (YTD) spending summary. These will be reported in tables showing goals vs year-to-date (YTD) as well as year-over-year (YOY), as appropriate or known. A narrative highlighting marketing work will accompany the reports.

Reports are due as close as possible to July 1, October 1, January 1, and April 1 of the fiscal year.

B. Using best practices for the non-profit industry and under guidance from third party accountants, Travel Juneau will retain paper and electronic documentation related to all accounts payable and receivable, payroll, and federal/state/local taxes.

C. Annually, and through an independent accounting firm, Travel Juneau shall undergo an Agreed Upon Procedures (AUP) accounting process to confirm that all appropriate bookkeeping processes are being followed. Results of the AUP will be available to the CBJ Grants Administrator.

D. Travel Juneau will provide a quarterly update and report to the Lands, Housing, and Economic Development Committee.

#### **Section 5. INSURANCE**

Travel Juneau will maintain insurance coverage in the following areas:

- Worker's Compensation/Employer's Liability
- Commercial General Liability
- Rental property liability and damage

#### **Section 6. TRAVEL JUNEAU GOVERNANCE**

All seats on Travel Juneau's Board of Directors, in addition to the two seats appointed by the mayor, will be approved through the CBJ Human Resources Committee and the CBJ Assembly.

/signatures/

# Suggested Motions – Travel Juneau MOA

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## Option #1

*“I move that the Lands, Housing and Economic Development Committee accept the Memorandum of Agreement between CBJ and Travel Juneau as written”*

## Option #2

*“I move that the Lands, Housing and Economic Development Committee accept the Memorandum of Agreement between CBJ and Travel Juneau as amended with (XXX) edits”*

# MEMORANDUM

## CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 S. Seward St., Juneau, Alaska 99801  
Dan.Bleidorn@juneau.org  
(907) 586-5252

**TO:** Michelle Hale, Chair of the Assembly Lands Housing and Economic Development Committee

**FROM:** Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*

**SUBJECT:** CBJ's Lemon Creek Gravel Sources Pricing

**DATE:** June 2, 2022

With the depletion of resources at the SLCMS, the CBJ has, over the past decade, expanded into the NLCMS. Data from the previous 11 years reveal that on average the CBJ spends approximately double the revenue amount on expenditures at the Lemon Creek Material Sources. The NLCMS location is less efficient and more expensive than the former SLCMS. Over this timeframe, expenditures from the sand and gravel in Lemon Creek have been offset by revenue from rock from the Stabler Quarry.

The Division methodology for calculating a rate had been to manage rock, sand and gravel sales to be revenue neutral to the cost of maintaining all the mineral sources. Recently the sand and gravel recourses have been budgeted separately from the hard rock quarry, which instigated the review of rock and sand and gravel pricing. Stabler Rock Quarry has also seen a decline in revenue when compared to expenses but is still currently projected to be revenue neutral. According to City Code, 53.09.325 the Lands and Resources Division is authorized to calculate a fee schedule for sand and gravel.

*53.09.325 - Fees. The Lands and Resources Division is authorized to issue regulations pursuant to CBJ 01.60 setting for a methodology for calculating a fee schedule for sand and gravel sales. Such methodology and fee schedule may include reasonable discount rates and/or rebates for sales of sand and gravel for construction of affordable housing.*

Current CBJ pit run pricing is \$2.45/ton; this rate has not been adjusted to account for major changes in operation over the past decade. Based on the data collected and presented in the memo from the City Material Sources Manager, Michael Eich, the rate for sand and gravel from the CBJ Lemon Creek Material Sources should be adjusted to \$4.90/ton in order to pay for expenditures of managing the pits. Sand and gravel from the City resources is only utilized for City projects and is not sold to the general public.

**Staff request the Lands Housing and Economic Development Committee provide a motion of support for increasing the cost of sand and gravel at the Lemon Creek Material Sources in order to keep operations revenue neutral.**



Engineering and Public Works Department  
155 South Seward Street  
Juneau, Alaska 99801  
Telephone: 586-0800 Facsimile: 463-2606

DATE: April 29, 2022

TO: Michelle Hale, Chair of the Assembly Lands, Housing, and Economic Development Committee

THROUGH: Dan Bleidorn, Division of Lands and Resources Manager

FROM: Michael Eich, Material Sources Manager

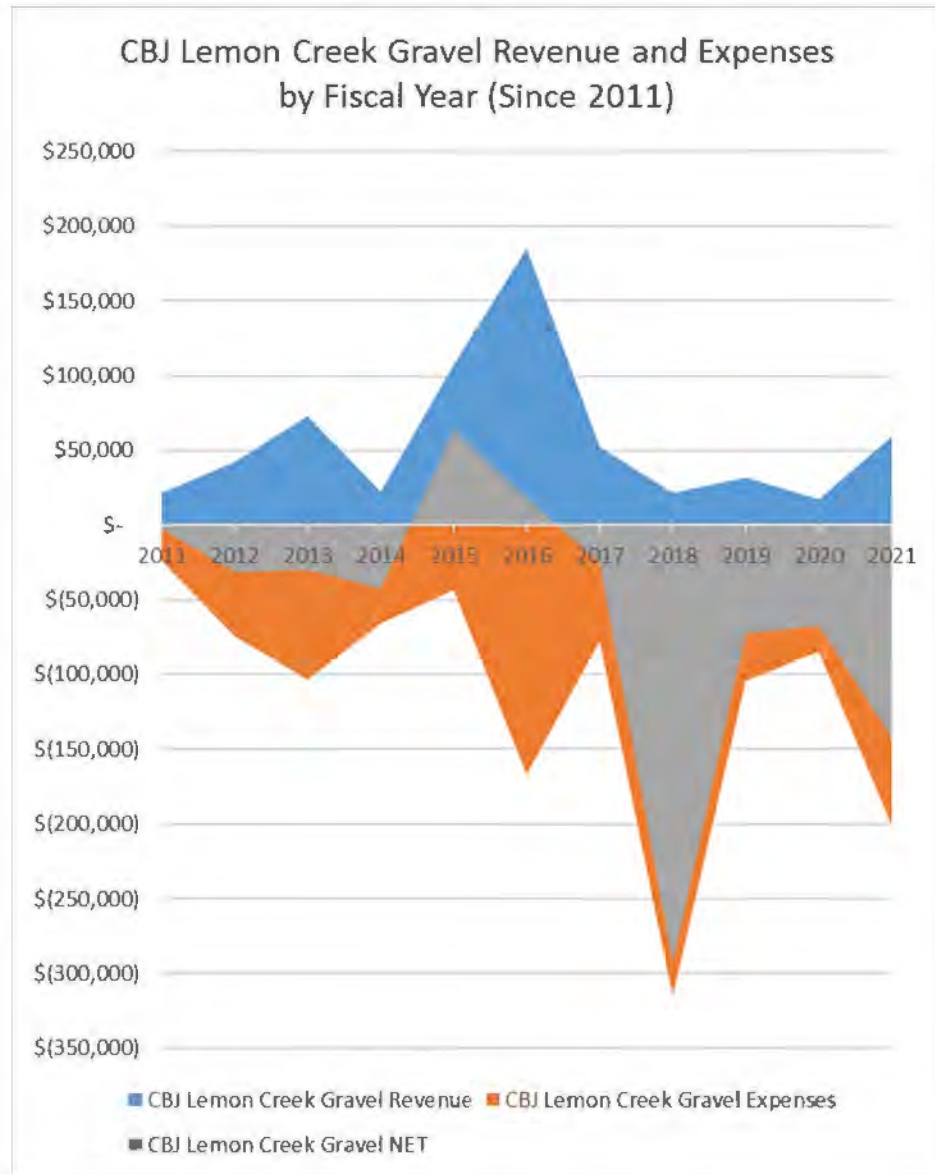
SUBJECT: CBJ's Lemon Creek Gravel Sources Pricing

The CBJ's Lemon Creek Gravel Sources are comprised of two sites, the South Lemon Creek Gravel Source (SLCMS) and the North Lemon Creek Gravel Source (NLCMS). Historically at SLCMS users were tasked with and more freely accepted responsibility for overburden stripping and general maintenance of site conditions. Beginning as early as 2007, the CBJ began to develop the NLCMS in anticipation of depletion of quality gravel materials at the SLCMS. Capital funds were used to facilitate the initial development. Use of the NLCMS increased, and since 2013, the majority of gravel materials for CBJ projects has been sourced from the NLCMS. Contractor responsibility and willingness to share maintenance and development costs have not transitioned to the NLCMS along with the volume of gravel materials. The minimal development at NLCMS makes it impossible to assign individual areas of responsibility to each user, and storm water permitting now requires CBJ bear responsibility for storm water and erosion controls. This rebalancing of responsibilities has not been reflected in price increases for CBJ pit run materials to date.

The majority of pricing increases have come from CPI adjustments annually, tied to the Urban Alaska CPI as published by the State of Alaska Department of Labor and Workforce Development. In order to continue development and operation of the NLCMS along with the maintenance and eventual closure of the SLCMS on a cost-neutral basis, pricing of materials must increase significantly.

Data over the previous 11 years, including capital expenditures and operating costs reveal that on average, the CBJ spends approximately 100% more each year than the revenue it receives from gravel material fees. Current CBJ pit run pricing is \$2.45/ton. As a comparison, AggPro has pit run available for \$10.50/ton, while Alaska Juneau Construction has pit run available at \$9.40/ton. Pit run pricing is proposed to double from the current \$2.45/ton rate to \$4.90/ton, allowing future operations to be approximately cost-neutral. The proposed new rate of \$4.90/ton, while a significant increase, is still well below rates charged by other vendors.

CBJ Lemon Creek Gravel			
FY	Revenue	Expenses	NET
2011	\$ 21,481	\$ (23,547)	\$ (2,066)
2012	\$ 42,328	\$ (74,074)	\$ (31,746)
2013	\$ 73,430	\$ (103,243)	\$ (29,813)
2014	\$ 22,904	\$ (65,525)	\$ (42,621)
2015	\$ 107,060	\$ (43,498)	\$ 63,562
2016	\$ 185,454	\$ (167,321)	\$ 18,133
2017	\$ 52,446	\$ (77,839)	\$ (25,393)
2018	\$ 21,725	\$ (315,013)	\$ (293,288)
2019	\$ 31,780	\$ (104,168)	\$ (72,388)
2020	\$ 17,006	\$ (84,635)	\$ (67,629)
2021	\$ 59,062	\$ (201,390)	\$ (142,328)
Total	\$ 634,676	\$ (1,260,253)	\$ (625,577)
Average	\$ 57,698	\$ (114,568)	\$ (56,871)





**MEMORANDUM**

**DATE:** May 31, 2022

**TO:** Assembly Lands Housing and Economic Development Committee

**FROM:** Alexandra Pierce, Tourism Manager

**SUBJECT:** VITF Implementation

This memo provides an update on VITF implementation and the current projects that the CBJ tourism office is working on. The attached matrix shows the status of the Task Force recommendations.

- **MOAs:** The first MOA formalizing VITF recommendations is currently out for signature with the cruise lines. We have communicated the topics for future MOAs to the CLIAA Government Affairs Committee and we believe we now have a process to accelerate future agreements.
- **Circulator Study:** CBJ will issue an RFP for a circulator study this month. This study will examine different circulator models, routes and funding mechanisms. The project will include intensive stakeholder participation from private bus companies, Capital Transit, the USFS, and local NGOs (i.e. JEDC, Travel Juneau, DBA)
- **Subport:** Staff is waiting on NCL's permit application. We have not received anything to date.
- **Regional engagement:** Through our newly formed Port Communities of Alaska group, we are working with other ports to identify common issues and goals and to take a regional approach to industry relations.
- **Seawalk:** CBJ staff is working with SHI on the totem walk project and with property owners near the Rock Dump on the Franklin to AJ Dock connection. We will more formally engage on the Marine Park to Gold Creek connection once we have a clear path forward on the Subport project.
- **Green Corridor:** Next steps are for all the "first movers" (communities, cruise lines, CLIAA and others) to meet and establish some project parameters. We will also work together on a project charter to be signed in the coming weeks.
- **TBMP:** Travel Juneau, Kirby Day, and CBJ are working together to track how the program operates this year and to determine the future of TBMP management and administration.



Action Item	Status	Plan Document	Topic Keyword	Action Type	Year	Notes	Column5	Column6
1Created Visitor Industry Task Torce	Complete	VITF Final Report	Tourism	Personnel		2019 Mayor established task force		
2Require all commercial use permittees to be TBMP members in good standing (+ WhaleSense if applicable)	Complete	VITF Final Report	Tourism	Policy		2020 Policy implemented		
3Stagger ship arrival times by 30 minutes	Complete	VITF Final Report	Tourism	Partner Agreement		2020 Achieved through scheduling		
4Establish a central tourism management function	Complete	VITF Final Report	Tourism	Personnel		2021 Tourism position created		
5Engage a third party contractor to complete a public survey on visitor impacts	Complete	VITF Final Report	Tourism	Contracted Service		2021 2021 Survey complete		
6Limit Parks & Rec commercial use permits to determine facility capacity and impacts	Complete	VITF Final Report	Tourism	Policy		2021 Facility capacity evaluated in permitting decisions		
7No cruise ships of any size in Auke Bay	Complete	VITF Final Report	Tourism	Policy		2021 No small cruise ships currently in city-owned Auke Bay facilities		
8Focus pedestrian flows to crosswalks and desired destinations	Complete	VITF Final Report	Tourism	Capital Projects		2021 Stanchions installed, wayfinding signage project complete		
9Do not do a full update of the LRWP	Complete	VITF Final Report	Tourism	Policy		2021 LRWP Amendment complete		
10Minimize and consolidate vehicle turning movements	Complete	VITF Final Report	Tourism	Partner agreement		2022 Addressed through TBMP and infrastructure		
11Minimize required stops for vehicles	Complete	VITF Final Report	Tourism	Partner agreement		2022 Addressed through TBMP, crossing guards, stanctions		
12Expand pedestrian stanchions	Complete	VITF Final Report	Tourism	Capital Projects		2022 Installed summer 2022		
13Focus pedestrian flow to crosswalks and desired destinations	Complete	VITF Final Report	Tourism	Capital projects		2022 Wayfinding project installed		
14do not do a full update of the LRWP	Complete	VITF Final Report	Tourism	Plans		2022 Tidelands amendment complete 2022		
15Establish a central tourism management function	Complete	VITF Final Report	Tourism	Personnel		2021 Position created and filled 2022		
16Require all commercial use permittees to be TBMP members in good standing (and WhaleSENSE if applicable)	Complete	VITF Final Report	Tourism	Policy		2021 Complete by D&H		
17Engage a third party contractor to complete a public survey on visitor impacts	Complete	VITF Final Report	Tourism	Plans		2021 Done in 2021, scheduled for 2022		
18Stagger ship arrival times by 30 minutes	Complete	VITF Final Report	Tourism	Partner agreement		2021 Scheduled for 2022		
19No cruise ships of any size in Auke Bay	Complete	VITF Final Report	Tourism	Policy		2021 D&H confirmed no ships - to revisit as capital projects approved		
20Limit Parks & Rec commercial use permits to determine facility capacity and impacts	Complete	VITF Final Report	Tourism	Regulation		2021 P&R Evaluates with permit applications		
21Minimize and consolidate vehicle turning movements	Complete	VITF Final Report	Tourism	Partner agreement		2021 TBMP ongoing issue - marked complete		
22Minimize required stops for vehicles	Complete	VITF Final Report	Tourism	Partner agreement		2021 TBMP ongoing issue - marked complete		
23Expand pedestrian stanchions	Complete	VITF Final Report	Tourism	Capital projects		2021 Expanding down Franklin this summer		
24Turn off large LED screens while in port	In progress	VITF Final Report	Tourism	Partner agreement		2023 Included in MOA draft		
64Do not introduce a hard numerical cap on ship scheduling, use other management measures	In progress	VITF Final Report	Tourism	Policy		2020 Discussing and researching legislative and negotiated options		
65More transparency for schedules and passenger counts, release 2 years in advance or upon creation	In progress	VITF Final Report	Tourism	Partner Agreement		2021 2023 already out, CLAA has requested 2024		
66CBJ Law to research how other US communities have identified limitations on visitor numbers	In progress	VITF Final Report	Tourism	Policy		2022 CBJ Law conducting research, staff have also notified CLIAA of intent to negotiate or		
67Incentivize environmental best management practices through local award programs	In progress	VITF Final Report	Tourism	Partner agreement		2022 Working with Travel Juneau		
68Recognize partners participating in AITA "Adventure Green Alaska" program	In progress	VITF Final Report	Tourism	Partner agreement		2022 Working with Travel Juneau		
69Engage a third party contractor to complete a public survey on visitor impacts	In progress	VITF Final Report	Tourism	Personnel		2022 Budgeted for a 2022 survey in MPF		
70Complete Blueprint Downtown and address land use, zoning & incentivizing business development downtown	In progress	VITF Final Report	Tourism	Personnel		2022 Going out for public review soon		
71Require CLAA to assign shore power configured ships to electrified docks	In progress	VITF Final Report	Tourism	Partner agreement		2022 Some minor shuffling this summer, negotiations ongoing.		
72Limit expansion of downtown dock infrastructure to allow for no more than one larger ship	In progress	VITF Final Report	Tourism	Ordinance/Partner Agmt		2022 LRWP amendment and CBJ Law research underway		
73Prohibit anchoring if an additional dock is constructed	In progress	VITF Final Report	Tourism	Ordinance/Partner Agmt		2022 LRWP amendment and CBJ Law research underway		
74Improve pedestrian access between seawalk and South Franklin	In progress	VITF Final Report	Tourism	Capital Projects		2022 Several projects for 2022		
75Consider collecting data on the effects of hot berthing	In progress	VITF Final Report	Tourism	Personnel		2022 Asked about hot berthing in 2021 survey, staff to determine additional data to collect		
76Turn off large LED screens while in port	In progress	VITF Final Report	Tourism	Partner agreement		2022 Working with CLIAA		
77Minimize, eliminate ship waste in landfill	In progress	VITF Final Report	Tourism	Partner agreement		2022 Working with CLIAA		
78Evaluate schedule change requests for weather, etc. review with CBJ for community impact	In progress	VITF Final Report	Tourism	Partner agreement		2022 Staff currently notified		
79Work on reducing speed and wakes from whale watching vessels in Auke Bay and impacted areas	In progress	VITF Final Report	Tourism	Partner agreement		2023 In TBMP guidelines, exploring jurisdictional options fo reinforcements		
80Encourage and incentivize electrification of tourism vehicles	In progress	VITF Final Report	Tourism	Capital projects		2023 Electric circulator RFP in progress		
81Plan and alalyze tourism activities in areas outside of downtown development	In progress	VITF Final Report	Tourism	Plans		2023 Eaglecrest gondola project under evaluation		
82Limit water usage by ships in times of draught	In progress	VITF Final Report	Tourism	Policy		2023 Generally implemented. Need to establish formal policy		
83If subport dock is operations, prohibit hot berthing as a scheduled practice	In progress	VITF Final Report	Tourism	Partner agreement		2023 Topic for future MOA with CLIAA		
84Negotiate a formal agreement by 2023 to limit port capacity fo 5 large ships per day	In progress	VITF Final Report	Tourism	Partner agreement		2023 Topic for future MOA with CLIAA		
85Maximize right-of-way space on South Franklin for pedestrians	In progress	VITF Final Report	Tourism	Capital projects		2023 Capital projects ongoing and subject to funding		
86Research and develop efforts to move people on and off the right-of-way including electric ferries, seawalk extension, connections to seawalk and other	In progress	VITF Final Report	Tourism	Capital projects		2023 Working on seawalk extensions		
87Support public and private development to alleviate pressure on existing infrastructure	In progress	VITF Final Report	Tourism	Capital projects		2023 Eaglecrest gondola underway		
88Augment and support TBMP	In progress	VITF Final Report	Tourism	Policy		2023 CBJ/TJ to meet at end of 2022 season to discuss future		
89Complete development of the seawalk	In progress	VITF Final Report	Tourism	Capital projects		2023 Ongoing - in negotiations for Franklin to AJ extension		
90Take a more active role in ship scheduling	In progress	VITF Final Report	Tourism	Partner agreement		2023 Working with lines to strategically change scheduling process		
91Promote efficient ship scheduling to manage congestion	In progress	VITF Final Report	Tourism	Partner agreement		2023 Working with lines to strategically change scheduling process		
92Support cultural tourism and native art in public spaces	In progress	VITF Final Report	Tourism	Partner agreement		2023 Supporting SHI in totem walk and cultural campus projects		
93Continue to operate TBMP over the long-term with peer pressure model for compliance	In progress	VITF Final Report	Tourism	Partner agreement		2023 CBJ/TJ to meet at end of 2022 season to discuss future of TBMP		
94Ensure recreation facilities are developed to maintain Juneau as a top recreation destination	In progress	VITF Final Report	Tourism	Capital projects		2023 Trail projects underway, Eaglecrest project in planning stages		
95Prioritize dock electrification and continue to work with utility to monitor capacity	In progress	VITF Final Report	Tourism	Capital projects		2023 D&H applying for grants, purchasing transformer, funding planning and design		
96Monitor water, wastewater, air quality	In progress	VITF Final Report	Tourism	Partner agreement		2023 DEC monitoring		
97Integrate Juneau's marketing identity across community and develop campaigns to support local businesses, encourage cruise lines to support	In progress	VITF Final Report	Tourism	Partner agreement		2023 Discussed with local organizations - longer-term project		
100CLIA/CLAA scheduling to minimize congestion, strategically assign ship berths based on ship size	Not started	VITF Final Report	Tourism	Partner agreement		2022		
101Determine community goals re: emissions, shore power, congestion mitigation, etc. Develop and implement action plan	Not started	VITF Final Report	Tourism	Plans		2022		
102Research and implement permitting system for whale watching operators	Not started	VITF Final Report	Tourism	Policy		2022		
103Continue to charge commercial use fees and review and revise as appropriate	Not started	VITF Final Report	Tourism	Policy		2022		
104Assess tour permitting for streets and sidewalks and develop regulations if feasible	Not started	VITF Final Report	Tourism	Policy		2022		
105Incentivize Juneau as a turn port for smaller ships	Not started	VITF Final Report	Tourism	Partner agreemnet		2023		
106Integrate Juneau's marketing identity across community (Travel Juneau, Chamber, JEDC, CBJ)	Not started	VITF Final Report	Tourism	Partner agreement		2023		
107Negotiate with cruise lines to "get the peak out of the week"	Not started	VITF Final Report	Tourism	Partner agreement		2023		



# Assembly Goals 2022

Assembly Goals set at  
December 4, 2021 retreat

## 1. Housing - Assure adequate and affordable housing for all CBJ residents

AA*	Implementing Actions	Responsibility	Notes:
A	P	Revise and improve Title 49 to facilitate housing	Assembly, Planning Commission, Manager's Office, CDD
B	P/F	Implement projects & strategies that advance the goals of the Housing Action Plan	Assembly, Manager's Office
C	P/F/O	Continue a robust use of the Affordable Housing Fund and its sustainability	Assembly, Manager's Office
D	P/F	Reduce barriers to downtown housing development	Assembly, Manager's Office, CDD

## 2. Economic Development - Assure Juneau has a vibrant, diverse local economy

AA*	Implementing Actions	Responsibility	Notes:
A	F/O	Update the Comprehensive Plan	Assembly, Planning Commission, Manager's Office, CDD
B	O	Adopt and implement strategies developed by the Visitor Industry Task Force to mitigate impacts & increase economic benefits of tourism	Assembly, Manager's Office, Docks & Harbors
C	P/F/O	Examine options for a tourism governing structure that mitigates impacts & increases economic benefits of tourism	Assembly, Manager's Office, Docks & Harbors
D	P/F/O/S	Implement project strategy for Juneau Economic Plan, including revitalizing downtown, with regular updates	Assembly, Manager's Office
E	F	Explore financing for the Capital Civic Center	Assembly, Manager's Office, Finance
F	P/F/S	Support Eaglecrest Summer Operations Task Force & self-sufficiency of Eaglecrest	Assembly, Manager's Office, Eaglecrest
G	P/F	Pursue and plan for West Douglas and Channel Crossing	Assembly, CDD, Planning Commission, Manager's Office

## 3. Sustainable Budget and Organization - Assure CBJ is able to deliver services in a cost efficient and effective manner that meets the needs of the community

AA*	Implementing Actions	Responsibility	Notes:
A	P/F	Develop strategy for fund balance and protect restricted budget reserve	Assembly, Manager's Office, Finance
B	P/F	Continue to evaluate sales tax structure including equity and evaluate removing sales tax on food	Assembly, Manager's Office, Finance
C	P	Long term strategic planning for CIPs	Assembly, Manager's Office, EPW
D	P/F	Reduce mil rate as appropriate	Assembly, Manager's Office, Finance
E	F/O	Allocate resources to implement Assembly goals	Assembly, Manager's Office, Finance
F	F/O	Maintain Assembly focus on deferred maintenance including BRH and JSD.	Assembly, Manager's Office, EPW, all operating departments with facilities

\*Assembly Action to Move Forward: P = Policy Development, F = Funding, S = Support, O = Operational Issue

## Assembly Goals 2022

Assembly Goals set at  
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### 4. Community, Wellness, and Public Safety - Juneau is safe and welcoming for all citizens

	AA*	Implementing Actions	Responsibility	Notes:
A	P/O/S	Acknowledge and honor Juneau's indigenous culture, place names, naming policy, and recognize Elizabeth Peratrovich Day	Assembly, Manager's Office	
B	P/S	Explore government to government relations with tribes	Assembly, Manager's Office	
C	P/F/O	Examine social service funding levels and process	Assembly, Manager's Office	

### 5. Sustainable Community - Juneau will maintain a resilient social, economic, and environmental habitat for existing population and future generations.

	AA*	Implementing Actions	Responsibility	Notes:
A	P/O	Develop a zero waste or waste reduction plan	Assembly, Manager's Office, EPW, Finance	
B	P/O	Develop strategy to measure, track and reduce energy consumption.	Assembly, Manager's Office, all departments	
C	P/O/F	Implement projects and strategies that advance the goal of reliance on 80% of renewable energy sources by 2045	Assembly, Manager's Office, all departments	
D	P/F	Develop a climate change adaptation plan	Assembly, Manager's Office	
E	P/O/F	Develop strategy to reduce abandoned/junked vehicles	Assembly, Manager's Office, EPW, Law, P&R, D&H	

\*Assembly Action to Move Forward: P = Policy Development, F = Funding , S = Support, O = Operational Issue