



**PARKS & RECREATION ADVISORY COMMITTEE  
MEETING AGENDA  
TUESDAY, NOVEMBER 5, 2019  
5:30 P.M.  
CITY HALL ASSEMBLY CHAMBERS**

Agenda Item	Presenter	Action Requested
<b>I. Call to Order</b>	C. Mertl	
<b>II. Approval of Agenda</b>		
A. Agenda Changes	C. Mertl	Motion to approve
<b>III. Approval of Minutes</b>		
<b>IV. Public Participation on Non-Agenda Items</b>	C. Mertl	
<b>V. New Business</b> DOT Easement Request 6-Year CIP Update	D. Bleidorn G. Schaaf	Recommendation Hold for December meeting
<b>VI. Unfinished Business</b>		
<b>VII. Information Items</b> Update on Current CIP Projects Hank Harmon Rifle Range Management New Parks & Recreation Website Preview	K. Williamson G. Schaaf L. Verrelli	
<b>VIII. Committee, Liaison, and Board Member Reports</b>  Chair Report Liaison to the Assembly Board Member Liaisons Other Board Member Business	C. Mertl Wade Bryson Liaisons All	
<b>IX. Adjournment</b>	C. Mertl	



**TO:** Parks & Recreation Advisory Committee  
**FROM:** George Schaaf, Parks & Recreation Director  
**DATE:** October 31, 2019  
**RE:** November 5, 2019 Meeting

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### DIRECTOR'S REPORT

Please find enclosed the information supporting your agenda topics for this meeting. The meeting is anticipated to last one hour and will take place in the Assembly Chambers at City Hall.

#### **NEW BUSINESS**

**A. DOT&PF Easement Request (Switzer Creek) – Requested by CBJ Lands & Resources**

The Alaska Department of Transportation & Public Facilities has submitted an easement application to the CBJ Lands and Resources Office for the Glacier Highway Lemon Creek Area improvement project. The purpose of this project is to improve traffic flow between Vanderbilt Rd. and the former Walmart, including improved crossings for bicycles and pedestrians. The state is requesting three easements in Switzer Creek Natural Area Park, as detailed in the attached memorandum. Parks and Recreation staff have reviewed the proposed project and found it would have a *de minimis* impact to recreational resources pursuant to Section 4(f) of the U.S. Department of Transportation Act of 1966.

I recommend you approve this request.

**SUGGESTED MOTION:**

The PRAC recommends that the Assembly grant easements across park lands in the vicinity of Switzer Creek, as requested by the Alaska Department of Transportation & Public Facilities.

**B. 6-Year Capital Improvement Plan – Requested by G. Schaaf**

The Department is about to begin planning for the FY2021-22 biennial budget, including its 6-year Capital Improvement Plan (CIP). As part of this process, the Committee is asked to review the existing 6-year plan (attached) and provide comments. The Committee will have an opportunity to recommend approval of the 6-year plan at its December meeting.

I recommend that this item be placed on the agenda for the December 2019 meeting.

## **INFORMATION ITEMS**

- A. Update on Existing Capital Improvement Program (CIP) Projects** – *Requested by G. Schaaf*  
Engineering Project Manager Keri Williamson will provide an update on the status of current CIP projects as we near the end of the 2019 construction season.
  
- B. Hank Harmon Rifle Range Management** – Requested by G. Schaaf  
(Please see attached memorandum.)
  
- C. New Parks and Recreation Website** – *Requested by G. Schaaf*  
As one of the most public-facing departments in the CBJ, Parks and Recreation is delighted to announce that our new website will go live later this month. Recreation and Public Services Manager Lauren Verrelli will provide a preview of this new resource, which features new functionality and a dramatically improved user experience.

# MEMORANDUM

CITY/BOROUGH OF JUNEAU

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

**TO:** Parks and Recreation Advisory Committee

**FROM:** Dan Bleidorn, Deputy Lands Manager  
*Daniel Bleidorn*

**SUBJECT:** Alaska Department of Transportation and Public Facilities: Glacier Highway Lemon Creek Easement Request

**DATE:** October 31, 2019

## Overview

The State of Alaska Department of Transportation and Public Facilities (DOT&PF) has submitted an easement application to the Lands and Resources Office for the Glacier Highway Lemon Creek area improvements project. The DOT&PF proposes to resurface and improve Glacier Highway Access Road from Vanderbilt Road towards the old Walmart property. This purpose of this project is to improve the flow of vehicular traffic through the project area, including transit, and to make the road more accessible to pedestrians, including those with disabilities. The application states that the project need is due to inadequate crossing for bicycles, pedestrians and travel lanes.

The ADOT&PF request includes three permanent easements across City property that are managed by the Parks and Recreation Department.

Parcels 26, 27 & 28 contain a combined area of 949 square feet requested for permanent easements and 1,619 square feet for temporary Construction easements (TCEs). If granted to the ADOT, parcel 26 will be used for cut and fill improvements; parcel 27 will be used to construct a sidewalk and cut/fill improvements; Parcel 28 will be used to construct a sidewalk and install a light pole.

The TCE's will be in effect for the period beginning on the starting date of construction and ending upon project completion.

**Staff requests that the PRAC provide a recommendation that the Assembly grant easements across Parks managed property to the ADOT&PF in the vicinity of Switzer Creek for Glacier Highway reconstruction.**





# Switzer Creek Natural Area Park

New Bus Stop and Slopes

Western Road Right-of-Way

Sidewalk Expansion, Illumination, Drainage, and Slopes



# SIX-YEAR DEPARTMENT IMPROVEMENT PLANS 2020-2025

Division Priority	Project	DEPT PRIORITY	FY20	FY21	FY22	FY23	FY24	FY25	Future
	<b>Building Maintenance</b>								
1	Deferred Building Maintenance	1	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
	Building Maintenance Total:		\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
	<b>Downtown Parking</b>								
1	Downtown Parking Structures Security Cameras	6	\$ 75,000	-	-	-	-	-	-
	Parking Total:		\$ 75,000	-	-	-	-	-	-
	<b>Land Acquisition</b>								
1	Auke Lake Trail - Montana Creek Trail Corridor and Brotherhood Park Consolidation				\$ 2,000,000				
2	Ouler Point Waterfront					\$ 210,000			
3	West Mendenhall Valley Wetlands							\$ 480,000	
4	North Bridge Cove								\$ 540,000
	Land Acquisition Total:		\$ -	\$ -	\$ 2,000,000	\$ 210,000	\$ -	\$ 480,000	\$ 540,000
	<b>Trail Maintenance</b>								
1	General Trail Repairs and Improvements	4	\$ 250,000	\$ 255,000	\$ 260,000	\$ 265,000	\$ 270,000	\$ 275,000	\$ 280,000
2	Kaxdigoowu Heen Dei Trail and Bridge Repairs (Grant)			\$ 2,100,000					
	Trail Maintenance Total:		\$ 250,000	\$ 2,355,000	\$ 260,000	\$ 265,000	\$ 270,000	\$ 275,000	\$ 280,000
	<b>Centennial Hall</b>								
1	Centennial Hall - Major Renovations				\$ 1,700,000	\$ 2,800,000			
	Centennial Hall Total:		\$ -	\$ -	\$ 1,700,000	\$ 2,800,000	\$ -	\$ -	\$ -
	<b>Rec Buildings</b>								
1	Augustus Brown Pool - Major Renovations	5	\$ 500,000	\$ 4,500,000					
2	Treadwell Ice Arena Roof Replacement	8	\$ 1,000,000						
3	Aquatics Facilities Security Cameras	10	\$ 75,000						
4	Eagle Valley Center Building Repairs	11	\$ 50,000	\$ 150,000	\$ 150,000				
5	Treadwell Ice Arena Parking Lot Paving			\$ 280,000					
6	Treadwell Ice Arena Custom Bleachers/Storage Unit			\$ 90,000					
7	Treadwell Ice Arena Overhead Light Fixture Replacement			\$ 20,000					
8	Treadwell Ice Arena Recessed Floor Grates in Zamboni Room				\$ 20,000				
9	Treadwell Ice Arena Dehumidifier Replacement				\$ 80,000				
10	Consolidated Facilities & Park Maintenance Shop					\$ 5,500,000			
11	Treadwell Ice Arena Refrigeration System Replacement					\$ 1,650,000			
12	Treadwell Ice Arena HVAC BAS Upgrades					\$ 30,000			
13	Treadwell Ice Arena Hot Water Storage Tank Replacement					\$ 15,000			
14	Douglas Shop - Indoor Gym Conversion						\$ 750,000		
15	Treadwell Ice Arena Concession Area Upgrade								\$ 30,000
16	Treadwell Ice Arena Electric Ice Resuracer Charging Station								\$ 775,000
	Recreation Buildings Total:		\$ 1,625,000	\$ 5,040,000	\$ 250,000	\$ 7,195,000	\$ 850,000	\$ -	\$ 835,000

Division Priority	Project	DEPT PRIORITY	FY20	FY21	FY22	FY23	FY24	FY25	Future
	<b>Parks/Rec Areas</b>		<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>Future</b>
1	Park & Playground Maintenance & Improvements	2	\$ 400,000	\$ 410,000	\$ 420,000	\$ 430,000	\$ 440,000	\$ 450,000	\$ 450,000
2	Sportfield Repairs & Improvements	3	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 300,000
3	Capital School Park Repairs & Playground Replacement	7	\$ 250,000	\$ 1,250,000					
4	Amalga Meadows Public Use Cabin (Grant)	9	\$ 50,000						
5	Cope Park Paving, ADA Paths, & Drainage			\$ 650,000					
6	Riverside Rotary Park Parking Lot & Pathway Repairs, Lighting			\$ 650,000					
7	Melvin Park Parking Lot & Fence Repairs			\$ 225,000					
8	Jackie Reminger Skate Park Drainage, Parking Lot, Lighting & Security Repairs			\$ 400,000					
9	Hank Harmon Rifle Range Safety Improvements - Phase I			\$ 50,000					
10	Adair-Kennedy Park Restroom/Concession/Storage/Plaza			\$ 1,800,000					
11	Savikko Park Repairs (Lighting, Sidewalks, Shelters, & Parking Lot)			\$ 2,500,000					
12	Diamond Park Mountain Bike Pump Track			\$ 200,000					
13	Hank Harmon Rifle Range Safety Improvements - Phase II			\$ 125,000					
14	Amalga Meadows Park Access Road Repairs & Paving			\$ 200,000					
15	Adair-Kennedy Concrete Tennis Court Replacement & Pickleball Courts			\$ 450,000					
16	Arboretum Greenhouse			\$ 200,000					
17	Park Maintenance Shop Covered Storage			\$ 50,000					
18	Savikko Park Restroom #1 Replacement ((Docks & Harbors / Capital Transit)			\$ 650,000					
19	Savikko Park (Sandy Beach) Restroom Replacement			\$ 650,000					
20	Adair-Kennedy Asphalt Basketball Court Replacement			\$ 350,000					
21	Riverside Rotary Park Restroom			\$ 185,000					
22	Downtown Mountain Bike Pump Track			\$ 250,000					
23	Aulke Lake Wayside Restrooms, Dock & Picnic Shelter			\$ 550,000					
24	False Outer Point Campground & Vault Toilet			\$ 225,000					
25	Arboretum Building Repairs			\$ 500,000			\$ 75,000	\$ 200,000	
26	Sunshine Cove Vault Toilet			\$ 125,000			\$ 125,000		
27	P&R Valley Operations Shop Security Lighting, Fencing, & Cameras			\$ 250,000					
28	Savikko Park Gold Rush Days Plaza Improvements							\$ 650,000	
29	Homestead Park Repairs & ADA Improvements								\$ 450,000
30	Landscape Operations Greenhouse Replacement								\$ 500,000
31	Twin Lakes ADA Dock Replacement								\$ 100,000
32	Fish Creek Park ADA Fishing Platform, campground and vault toilet								\$ 250,000
33	Cross County Running & Skiing Trails								\$ 450,000
34	Adair/Kennedy Artificial Turf Baseball & Softball Fields								\$ 8,500,000
35	Evergreen Cemetery Headstone Restoration for City Founding Figures (Juneau, Harris, Kowee)								\$ 30,000
36	Twin Lakes Ice Skating Lights								\$ 150,000
37	Twin Lakes Pathway Safety Lights								\$ 1,000,000
38	Adair-Kennedy Track Replacement								\$ 500,000
			<b>Parks/Rec Areas Total:</b>						
			\$ 950,000	\$ 8,385,000	\$ 2,345,000	\$ 3,390,000	\$ 1,140,000	\$ 1,550,000	\$ 12,680,000
	<b>Parks &amp; Recreation 6 Year Totals</b>		\$ 4,900,000	\$ 17,780,000	\$ 8,555,000	\$ 15,860,000	\$ 4,260,000	\$ 4,305,000	\$ 16,335,000



**TO:** Parks and Recreation Advisory Committee  
**FROM:** George Schaaf, Director of Parks Recreation  
**DATE:** November 1, 2019  
**RE:** Hank Harmon Rifle Range Management

The Hank Harmon Rifle Range is Juneau's only public, outdoor target range for pistols and rifles. It is owned by the City & Borough of Juneau and located near the end of Montana Creek Road. The Parks and Recreation Department is responsible for overseeing the maintenance and management of the range. In 2005, the Assembly authorized a use agreement with Hank Harmon Rifle Range, Inc. (HHRRI) to manage the daily operation of the range.

Since 2013, despite repeated efforts by CBJ staff to help, HHRRI has been unable to meet its responsibilities under the use agreement. These responsibilities include providing accurate annual reports on a timely basis; disclosing financial information to CBJ; informing the CBJ of events at the range; and complying with the Alaska Open Meetings Act. It has also been difficult to maintain a valid use agreement with HHRRI, which was involuntarily dissolved by the Alaska Division of Corporations in December 2013 (there was no use agreement with HHRRI from December 2013 until October 2016 because HHRRI didn't exist). The Internal Revenue Service subsequently revoked the organization's nonprofit status in 2015. The organization re-incorporated in October 2016, with a self-appointed board of directors and no membership. The current agreement expired in 2017 and HHRRI has not signed a renewal, despite numerous requests by CBJ.

Running a nonprofit organization isn't easy, and we recognize the generous contributions of time made by HHRRI to the range over the years. The CBJ also has a responsibility to ensure that the range remains safe and available to the community. The existing management structure does not support responsible management of this important public facility.

This winter, the Department plans to create a new partnership that will allow us to work with range users to improve the facility and ensure it continues to be available to the community as a public range. As part of this process, the partner organization will be required to maintain status as a 501(c)(3) nonprofit organization, provide a mechanism for membership and election of board members, and provide CBJ representation on the board of directors.