



ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT AGENDA

November 07, 2022 at 5:00 PM

Assembly Chambers/Zoom Webinar

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

- A. CALL TO ORDER
- B. LAND ACKNOWLEDGEMENT
- C. ROLL CALL
- D. APPROVAL OF AGENDA
- E. APPROVAL OF MINUTES - September 26, 2022 Draft Minutes
 - [1.](#) 09 26 2022 LHED Meeting Draft Minutes
- F. AGENDA TOPICS
 - [2.](#) Huna Totem Corporation Lease
 - [3.](#) Taku Terrace Association Request to Purchase City Property Continuation
 - [4.](#) Parise Request to Purchase City Property
- G. INFORMATION ITEMS
 - [5.](#) Travel Juneau Quarterly Update
 - [6.](#) Visitor Industry Task Force Implementation Update
- H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS
- I. STANDING COMMITTEE TOPICS
 - [7.](#) Telephone Hill Updates
 - [8.](#) LHED Committee Goals
- J. NEXT MEETING DATE - November 28, 2022
- K. RED FOLDER ITEMS
 - [9.](#) Take Terrace Follow-up Letter
 - [10.](#) Visitor Industry Task Force Quarterly Update
- L. 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.

ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT MINUTES

September 26, 2022 at 5:00 PM

City Hall Conf. Room 224 / Zoom Webinar



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

A. LAND ACKNOWLEDGEMENT

B. CALL TO ORDER

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

Members Present: Chair Michelle Hale, Greg Smith, Wade Bryson, Wáahlaal Gíidaak,

Other Assembly Members Present: Mayor Beth Weldon, Maria Gladziszewski, Christine Woll

Members Absent: none

Liaisons Present: none

Liaisons Absent: Lacey Derr, Docks and Harbors; Mandy Cole, Planning Commission; Chris Mertl, Parks and Recreation

Staff Present: Dan Bleidorn, Lands Manager; Roxie Duckworth, Lands & Resources Specialist; Robert Palmer, City Attorney; Matt Creswell Docks & Harbors Harbormaster; Robert Barr, Deputy City Manager

Members of the Public Present: Tim Riley, Taku Terrace Condominium Association

D. APPROVAL OF AGENDA – The agenda was approved as presented

E. APPROVAL OF MINUTES - August 29, 2022 Draft Minutes

1. 2022-08-29 LHED Draft Minutes were approved as presented

F. AGENDA TOPICS

2. Hansen Gress Application to Purchase City Property

Mr. Bleidorn discussed this topic.

Mr. Smith asked about the first rights of refusal and asked if that needed to be included in the motion or will that be part of the negotiation. Mr. Bleidorn replied that it does not need to be included in the motion because it is already in the Docks and Harbors Board review and will be something that we add as we move forward and negotiate.

Mr. Bryson moved that the Lands, Housing, and Economic Development Committee forward this application to the Assembly with a motion to work with the original proposer in accordance with city code 53.09.260. Motion passed no objections.

3. Taku Terrace Association Request to Purchase City Property

Mr. Bleidorn discussed this topic.

Mr. Smith asked if there is a time limit on appraisals, as he was open to say that the appraisal listed in the presentation would still be good unless there absolutely needs to be a new appraisal. Mr. Bleidorn replied that there are sections of code that say city appraisals have to be completed within 90-days of the sale, but that is listed under easements. The city has accepted appraisals up to a year old but have not worked on one that is three years old. Mr. Palmer replied that whether the city

sells this property is still a decision to be made, so if the assembly thinks that the 2019 appraisal reflects current fair market values then that can be used but if the assembly doesn't think it reflects current fair market values than you can ask for an updated appraisal.

Mr. Bryson asked about the purchase offer at \$150,000, did the city suggest that to them or is that their request for us that they are open to. Mr. Bleidorn replied that the city declined that offer, but they submitted that letter directly to the Assembly, so it is theoretically still on the table, if that's the direction Assembly decides to go as far as determining fair market value.

Chair Hale asked about the number of condos in this unit. Mr. Bleidorn replied there are 35 units. Chair Hale noted a calculation she did that was \$411,600 divided by 35 units is \$11,760 per unit, which would be the cost. Mr. Bleidorn confirmed that calculation. Chair Hale noted that if it were sold for that value, then that the cost to each unit would be \$11,760 and is presuming that the condo association would be able to take out some sort of mortgage to cover the costs if they did purchase this from the city. Mr. Riley replied that the city is representing that they are offering the price at fair market value, but fair market value would be the estimated value of the property minus our leasehold interest. Chair Hale noted that this setting is not appropriate for Mr. Riley to ask questions about the committee but could reach out to the Lands Manager with these questions. Mr. Riley replied that they have a lease on the property and the city cannot provide a fee simple value because they do not own the fee simple value, they own a leasehold value and Taku Terrace owns the lease fee value. Mr. Riley noted that they assume they could get a loan. Mr. Bleidorn commented that if the city decides that now is not the time to dispose of this property we can continue to lease it to the association for the remainder term, at \$300 a month for the remaining term that equals over the amount of \$150,000. If we are looking at this in a strictly financial situation, the assembly should continue to lease this for the remainder of the term, and then sell it at the end for fair market value, which would bring the most finances to the city. That is probably not in the best interest of the association, and which is why we are here today looking at a potential disposal. Chair Hale asked to confirm the monthly rate of \$300 per month, if that was per unit. Mr. Bleidorn clarified that was the entire property amount.

Mr. Bryson asked about comparing an identical piece of land the same size without a lease on it, what would be comparison values. Let us just assume similar characteristics of "land B" does not have at lease on it, what would be the difference in value to this leased land. Mr. Bleidorn replied that we do not have an identical property to compare, but earlier he noticed that the apartment building, next to Foodland is currently on the market. It is a smaller lot and it assessed at just the land value. Our assessments have land and property. The apartment building was valued at over \$600,000. This property is different from that, it has some access issues and is larger, so it is difficult to come up with that comparison value. That is why we hire appraisers because they are license and bonded, and determine that kind of information.

Chair Hale asked about the motion, with staff requesting a motion of support, is that from the LHED committee to staff, and then what would be the next step. Mr. Bleidorn replied that the next step would it be for an appraisal to be completed and then we would draft the ordinance for introduction, because we've already gone through the Planning Commission and we have gotten the motion of support to work with the original proposer. We are just at the stage, where this is the hold up, the appraisal, or the determination of fair market value.

Mr. Smith asked what the current HOA fees for the condos and wanted to know about the amount of the other appraisal. Mr. Riley replied that he is personally paying \$950 a month in HOA fees, but he has a somewhat larger unit. He believes the smallest units are paying around \$500 per month. Chair Hale replied that the 2019 appraisal was \$411,600. Mr. Smith asked about the leasehold interest appraisal amount. Mr. Riley replied noted that he is a commercial appraiser and that in terms of negotiation, their appraisal value was somewhere between \$150,000 and \$200,000. That was prior to our uncovering the fact that there is no access to this property, and that we have to pay more than we pay the city for the lease of the property, for access to and parking on, the easement that we have from the building next door.

Chair Hale noted that her inclination at this point, and knowing that the next time that this committee meets it will be a new assembly, but the information at this point is so many questions have come up, and I think there is some confusion. My inclination is to hold this in committee and I do not know what my fellow committee members think about this. It seems like there is no exact sense of urgency about this, and asked Mr. Bleidorn to speak as to whether there is a problem with holding this item in committee. Mr. Bleidorn sees no problem with holding this in committee and bringing it back to the committee at a future date.

Mr. Bryson, Mr. Smith, Wáahlaal Gídaak, and Chair Hale all confirmed to hold this item in committee.

4. Ordinance 2022-48 An Ordinance Related to City and Borough of Juneau Land Management Plan Duration, Restrictions, and Authority.

Mr. Bleidorn, Mr. Creswell, and Mr. Palmer discussed this topic.

Mr. Smith commented that he remembered at a recent assembly meeting, where there was a motion for a certain area; I believe the downtown waterfront that essentially shifted. It had shifted the status quo from Docks and Harbors to the assembly again in a limited area of the harbor downtown, and was wondering if it makes sense to put it in code or not. My other question was on page four of the ordinance, line sixteen, striking the word “tideland”, and replacing it with “property under the jurisdiction of Docks and Harbors.” My only question on that is, I know Docks and Harbors has significant land holdings, or land that they manage, and are all of those water dependent or water-related uses, or would that prohibit the times where there it makes sense that the Docks and Harbors lands could be used for something else and or sold. Chair Hale asked if this shift for the assembly to be more involved than Docks and Harbors. Mr. Palmer replied that this is something that could be done; this would be an opportunity to make an administrative change on the operational side. What Mr. Smith is hinting at is two years ago the assembly made comments but it didn’t quite go as far as a formal motion and direction, but considering ideas of maybe changing Docks and Harbors away from under the manager’s authority, which is slightly different than what this ordinance is doing for the land management plan. If this is something different from what this committee wants to do, or if there are other questions we can hold this in committee.

Mayor Weldon noted that she was at the Docks and Harbors board meeting, and what Mr. Smith is referring to is page four of six of the ordinance where tidelands is crossed out and replaced with property under the jurisdiction of docks and harbors. Chair Hale commented to Mr. Smith that his

topic is too large for the committee to tackle through this vehicle at this time, although it may be something we want to tackle later on. Mr. Smith commented that he would do more research to see what the scope of the motion was and can look to see if this is related. Mayor Weldon commented that the board did this because all of the property they are working through with our timeline, they sweated out this language for quite some time to figure out a way to deal with lands and tidelands. Mr. Smith commented that he would look at the land management plan on the different Docks and Harbors properties, as this seems like a significant shift.

Wáahlaal Gíidaak asked in terms of looking at this, Mr. Palmer alluded to that, this is not encompassing all lands, where do we go for the Docks and Harbors lands that are not included in the current land use plan, where does that land go and what plan does it go into. She also asked where we are going with this, the framing of this particular initiative and resolution. Mr. Palmer replied that all of Docks and Harbors lands is included in our current land management plan. For the second question, with no bias intent read into this reply, but it's really hard to make land disposal requests, whether it's easements or sales, it doesn't matter, consistent with our code, because Docks and Harbors does not have a land management plan. This would remove the requirement for Docks and Harbors to have that land management plan for their properties.

Chair Hale asked that if this is saying that a land disposal of Docks and Harbors lands would go through the exact same process as land disposal of other tidelands. Mr. Palmer confirmed that it would have additional public process.

Mr. Smith commented that the code now states that all property in the jurisdiction of Docks and Harbors should not be sold, is there any current Docks and Harbors lands in the current land management plan that is marked for disposal. It seems a bit strict to write in the code that no Docks and Harbors land should ever be sold. Chair Hale commented that the on line nine, "the Docks and Harbors board should be guided by the following principles when proposing changes to the land management plan," so I think the "not sold" is a principle and is not saying that it cannot be sold.

Mr. Bryson moved that the Lands, Housing, and Economic Development Committee forward draft ordinance 2022-48 to the Committee of the Whole with a motion. Motion passed no objections.

5. Ordinance 2022-51 An Ordinance Authorizing an Alternative Procurement Method Related to the Emergency Department Addition and Renovation at Bartlett Regional Hospital.

This ordinance authorizes the Manager to competitively solicit proposals and enter into an alternative procurement method for preconstruction services and construction of the Emergency Room Addition and Renovation project at Bartlett Regional Hospital consistent with CBJ charter and Alaska Statute. General Contractor/Construction Manager is a qualification based procurement method that allows the contractor to be involved in the design process to limit risk and cost for complicated projects such as the Emergency Room where the department needs to remain operational during construction.

The Bartlett Board of Directors approved the use of GC/CM for this project at its May 26, 2022 meeting. The Public Works and Facilities Committee approved use of GC/CM for this project at its June 6, 2022 meeting.

Mr. Bleidorn and Mr. Palmer discussed this topic.

Mr. Bryson moved that the Lands, Housing, and Economic Development Committee amend draft ordinance 2022-51, page two, line ten, from \$1,493,000 to \$1,400,000 and forward draft ordinance 2022-51 to the Special Assembly meeting on September 26, 2022. Motion passed, no objections.

G. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

H. STANDING COMMITTEE TOPICS

6. Telephone Hill Updates

Mr. Bleidorn discussed the receipt of a letter that was submitted from the Telephone Hill non-profit management group. Chair Hale commented that she encourages the Telephone Hill residents to work with the non-profit that is in negotiations to work on dates and work together.

7. LHED Committee Goals – no updates

I. NEXT MEETING DATE - November 7, 2022

J. ADJOURNMENT

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MEMORANDUM

CITY/BOROUGH OF JUNEAU

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

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Huna Totem Corporation Lease Application
DATE: November 3, 2022

Huna Totem Corporation (HTC) recently acquired property near the Juneau Subport from Norwegian Cruise Lines (NCL). Previously NCL had applied with the City to lease tidelands adjacent to the uplands parcel now owned by HTC. At the August 02, 2021, the assembly provided a motion of support for the Manager to work with Norwegian Cruise Lines as the original proposer in accordance with 53.09.260. After the Manager received that initial motion from the Assembly, there was little to no communication from NCL regarding the lease and since that time, HTC now owns the property.

At this point in time, a new application has been received and the initial step in processing the application is for the Assembly to determine "whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the Assembly by motion, the Manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land" (53.09.260)

If the Assembly provides a motion of support to work with the original proposer (HTC), staff will work with HTC to apply for City permits, outline a public process, and will eventually negotiate terms and conditions of a lease. Staff will provide regular reports to the LHED Committee on progress of this lease. If the assembly fails to provide a motion to work with the original proposer and determines a lease should not be considered, then the application process will be concluded.

Staff request that the Lands, Housing, and Economic Development Committee forward this application to the Assembly with a motion to work with Huna Totem Corporation in accordance with city Code 53.09.260.

Attachments:

1. HTC Application and Exhibit
2. January 20, 2021 Watt Memo
3. July 14, 2021 Bleidorn Memo



Application to Lease City and g Borough of Juneau Lands

[← Go back g](#)

Applicant Information

Aak'w Landing LLC

Mailing Address: 9301 Glacier g
Highway, Suite 200 Juneau, Alaska
99801

Legal Representative: Fred Parady **Phone:** g
(907) 789-8504 **Email:**
fparady@hunatotem.com

CBJ Land Information

Site Address: 200 E an Drive

Legal Description: see attached file

Map: [p Link](#)

\$500.00 Fee Paid: Not Yet

Proposal of Usage:

HT intends to create a world-class waterfront development for both our cruise ship uests and our community. The desi n includes a year-round community park, pedestrian pathways, cultural elements, retail and restaurant space, and other amenities for visitors and residents.

hase One of the Aak'w Landin uplands project will consist of an under round concrete bus sta in and vehicle ara e topped by a landscaped park slopin up from E an Drive. The project will include 24,800 square feet (sf) of retail and restaurant spaces in the first phase with future phases addin 26,000 square feet of additional retail and restaurant spaces and 30,000 sf of cultural/science facilities. Total square foota es of retail and restaurant alon with

Additional Comments for CBJ Staff to Consider:

Will hand deliver the filin fee this afternoon.

Supporting Documents:

[2022.09.29-Juneau-Tideland-Lease-Description1.pdf g](#)

[Delete Entry g](#)

[Edit Entry g](#)

EXHIBIT 'A'**LEGAL DESCRIPTION
FOR A
TIDELAND LEASE**

Being a portion of: Lot 1, Block 67 as shown on the Plat entitled "Tideland Addition to The City of Juneau", recorded as Plat 1962-340, Juneau Records; Lot C as shown on the Plat entitled "Juneau Subport Subdivision", recorded as Plat 2007-29, said records; Lots 7 and 2C as shown on U.S. Survey No. 3556; Alaska Tidelands Survey No. 3 (ATS No. 3); and the unoccupied tidelands of Gastineau Channel and situated within Section 23, Township 41 South, Range 67 East, Copper River Meridian, more particularly described as follows:

BEGINNING at the northwest corner of said Lot 7, THENCE along the northerly line of said Lot 7, North 76° 30' 11" East, a distance of 365.27 feet; THENCE leaving said northerly line, entering into and passing through said Lot 7, said Lot 2C, said ATS No. 3, and entering into said unoccupied tidelands of Gastineau Channel respectively, South 22° 29' 49" East, a distance of 1649.72 feet; THENCE continuing within said Channel, South 67° 30' 11" West, a distance of 285.00 feet; THENCE leaving said Channel, entering into and passing through said ATS No. 3 respectively North 22° 29' 49" West, a distance of 1,550.00 feet to a point of intersection with the northerly boundary line of said ATS No. 3; THENCE along said northerly boundary line and a southwesterly prolongation of said northerly line into ATS No. 3 respectively, South 67° 30' 11" West, a distance of 219.19 to a point located 60.00 feet southwesterly of the southwest boundary line of said Lot C; THENCE leaving said ATS No. 3 and entering into said Lot 1 along a line 60.00 southwesterly of and parallel with said southwesterly boundary line, North 23° 06' 49" West, a distance of 314.09 feet; THENCE leaving said Lot 1 and entering into said Lot C, North 66° 53' 11" East, a distance of 110.00 feet to a point located 50.00 feet northeasterly of said southwesterly boundary line; THENCE along a line 50.00 feet northeasterly of and parallel with said southwesterly boundary line, South 23° 06' 49" East, a distance of 140.87 feet; THENCE continuing within said Lot C, North 66° 53' 11" d East, a distance of 29.99 feet to a point located 79.99 feet northeasterly of said southwesterly boundary line; THENCE along a line 79.99 feet northeasterly of and parallel with said southwesterly boundary line, South 23° 06' 49" East, a distance of 75.00 feet to the **POINT OF BEGINNING**.

Containing 11.891 acres, more or less.

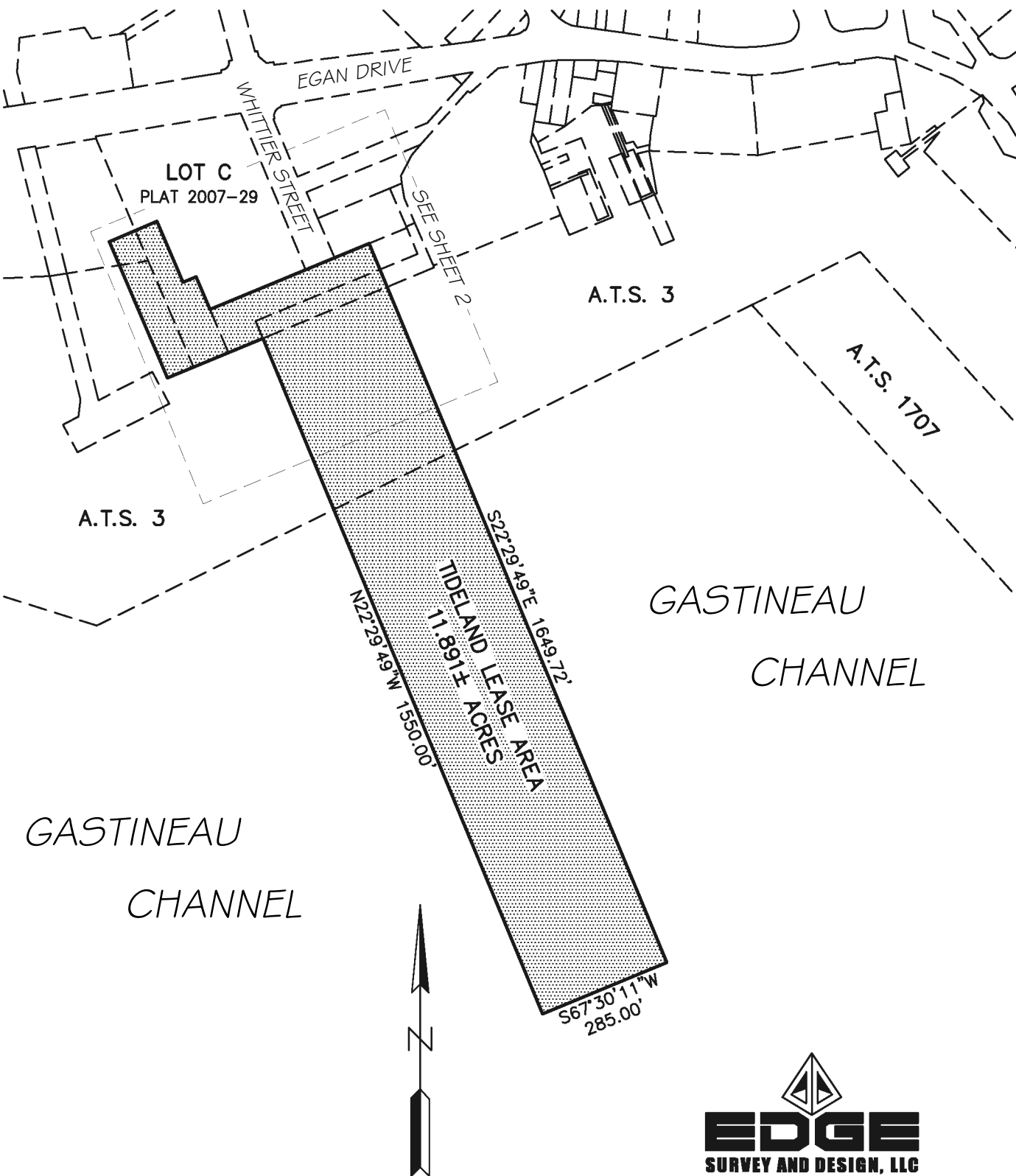
The BASIS OF BEARINGS for this description is Alaska State Plane Zone 1.

September 29, 2022

END OF DESCRIPTION

EXHIBIT A-1

PLAT TO ACCOMPANY
DESCRIPTION



SEE DESCRIPTION FOR
COURSE INFORMATION

1" = 500'

8000 KING STREET ANCHORAGE, AK 99518
Phone (907) 344-5990 Fax (800) 761-8502
9/29/2022 PROJ. 22-219 SHT 1 OF



EXHIBIT A-1

PLAT TO ACCOMPANY
DESCRIPTION

EGAN DRIVE

LOT C2
PLAT 2007-29

LOT 1
BLOCK 67
PLAT 1962-340

LOT C
PLAT 2007-29

WHITTIER STREET
ACCESS AND UTILITY EASEMENT

U.S. COAST GUARD
PARKING LOT LEASE

FR LOT 1
U.S.S. 3566

110.00'
N66°53'11"E
S23°06'49"E 140.87'
N23°06'49"W 314.09'

N66°53'11"E 29.99'
S23°06'49"E 75.00'

N67°30'11"E 365.27'

LOT 7
U.S.S. 3566

LOT 2C
U.S.S. 3566

S22°29'49"E 1649.72'

POINT OF
BEGINNING

A.T.S. 3

TIDELAND LEASE AREA
11.891± ACRES

S67°30'11"W 219.19'

LOT 3
BLOCK 67
PLAT 1962-351

A.T.S. 3

N22°29'49"W 1550.00'

GASTINEAU
CHANNEL



1" = 500'

SEE DESCRIPTION FOR
COURSE INFORMATION



8000 KING STREET ANCHORAGE, AK 99518
Phone (907) 344-5990 Fax (800) 761-8502
9/29/2022 PROJ. 22-219 SHT 2 OF



City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240 | Facsimile: 586-5385

TO: Deputy Mayor Jones and Assembly Committee of the Whole

DATE: January 20, 2021

FROM: Rorie Watt, City Manager

RE: Subport Development - Assembly Consideration Process, Discussion & Draft Approach

The Assembly has decisions to make on how it wishes to proceed with consideration of the proposed Norwegian Cruise Lines development at the site commonly known as the Juneau Subport. Equally importantly, the public should be clearly advised on how and when they may participate in this process. NCL has hosted several well attended community meetings, but to date CBJ has been silent on its process.

Issues:

1. Long Range Waterfront Plan (LRWP)

- a. The Visitor Industry Taskforce report to the Assembly advised against updating the entire LRWP. I believe that their recommendation was based on two beliefs. First, that the LRWP is still a valid and useful document and that the effort of developing or updating the entire plan is not warranted. Second, their support of consideration of a dock at the Subport indicates that they believe that a dock could be allowed at that location under the Plan.
- b. It is less than perfectly clear whether a cruise ship dock at the Subport would be found in conformance with the LRWP; there appear to be arguments in support and against a finding of conformance. Attachments to this memo illustrate some relevant portions of the Plan.
 - i. Area B of the plan shows an extended wharf along the alignment of the USCG Dock and a small boat harbor. The extended wharfage is long enough to accommodate a large ship and the Plan does not explicitly prohibit a cruise ship dock. This diagram is also consistent with the 2003 Subport Vicinity Revitalization Plan, which is referenced in the LRWP.
 - ii. The extended wharfage in Area B is shown with smaller vessels and does not explicitly show a cruise ship dock, like the Plan shows in Areas C, D and E. Moreover, contemporary public polling that was completed at the time the LRWP was intentionally included in the Plan. The Plan shows that at the time of adoption, unsupported initiatives included majority opposition against one or two cruise ships at the Subport.

2. CBJ is the owner of the adjacent tidelands.

- a. In order to develop the current proposal (or components or other variations), NCL would need to lease municipally owned tidelands.
- b. Per the Land Management Plan (Map 22 to Ordinance 2016-18), the tidelands adjacent to the Subport are managed by Docks & Harbors. However, the Assembly has verbally advised D&H that the Assembly intends to take active control of management decisions with regard to the proposed NCL development.
- c. In accordance with 53.09, municipal tidelands may be leased for not less than fair market value. Upon receipt of an application, code requires that:

"the proposal shall be reviewed by the assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the assembly by motion, the manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land."

- d. These municipal tidelands are categorized in the CBJ Land Management Plan as properties that the CBJ should "Retain."

3. Conditional Use Permitting.

- a. The proposed development will require a Conditional Use Permit. When an application has been submitted to the Community Development Department, staff will review the application, make findings regarding conformance with code and adopted plans and make a recommendation for or against the proposal (with or without conditions) to the Planning Commission. The public will have the opportunity to comment to the Planning Commission on the permit.
- b. In the event of an appeal of the decision of the Planning Commission, the Assembly can choose to appoint a member as the Presiding Officer and hear such an appeal, or it may choose to hire an independent Hearing Officer. In the event that the Assembly cannot find that it would be impartial to hearing such an appeal, the Assembly may be advised by the Attorney to hire an independent Hearing Officer.

4. Adjacent or Coordinated Development.

- a. Docks & Harbors is currently working on the "Small Cruise Ship Berthing Plan." That plan has preliminarily identified a preferred development option that is adjacent to and coordinates with the proposed NCL development.
- b. Engineering Department staff have been working on developing a waterfront seawalk from the bridge to the rock dump, in conformance with the Long Range Waterfront Plan.

5. Negotiations with Federal Government.

- a. The NCL proposal would impact federal facilities and would require negotiation and agreement with the US Coast Guard and possibly NOAA.
- b. The D&H planning effort would require negotiation and agreement with NOAA and possibly the USCG.

- c. Neither negotiation is likely to be successful unless the CBJ Assembly firmly supports proposed developments.

Draft Approach:

The Assembly should choose a process that affords it the decision-making capacity that is most important to the body and that also allows the public to participate at various stages in the process. I believe that the fundamental decision is whether or not a cruise ship dock at this location is in the best interests of the citizens of Juneau. In order to adequately answer that question, a significant level of detail is necessary and that detail must be developed through a public process. I recommend the Assembly approach the proposed development in the following order:

- A. Consider amending the LRW Plan to explicitly state that a large cruise ship dock at the Subport could be in conformance with adopted plans and codes. This accomplishes two objectives.

First, it shifts the conversation from "is a dock allowed in the LRWP" to "should a dock be permitted at this location."

Second, it removes likely debate that could lead to an appeal. Ultimately, this debate would be distracting from better questions.

The LRWP original process was heavily informed by the public, amending the plan can be the first step for citizens to participate in Assembly process in a meaningful way.

- B. Decide that in the event of an appeal of a Conditional Use Permit for this proposed development, that such an appeal should be heard by an independent Hearing Officer (and not the Assembly as is common practice). This decision would allow the Assembly greater latitude to direct the Manager to pursue negotiations with NCL, and federal agencies, receive updates, ask questions and give direction on the planning of closely related developments for seawalks and small cruise ships. By planning for a Hearing Officer (as needed), the Assembly may most fully participate in development discussions.
- C. Upon receipt of application for a land lease of the municipal tidelands, direct the Manager to commence negotiations for a lease with the "original proposer", and wait for the completion of Conditional Use Permit process prior to considering an Ordinance that would authorize a land lease.

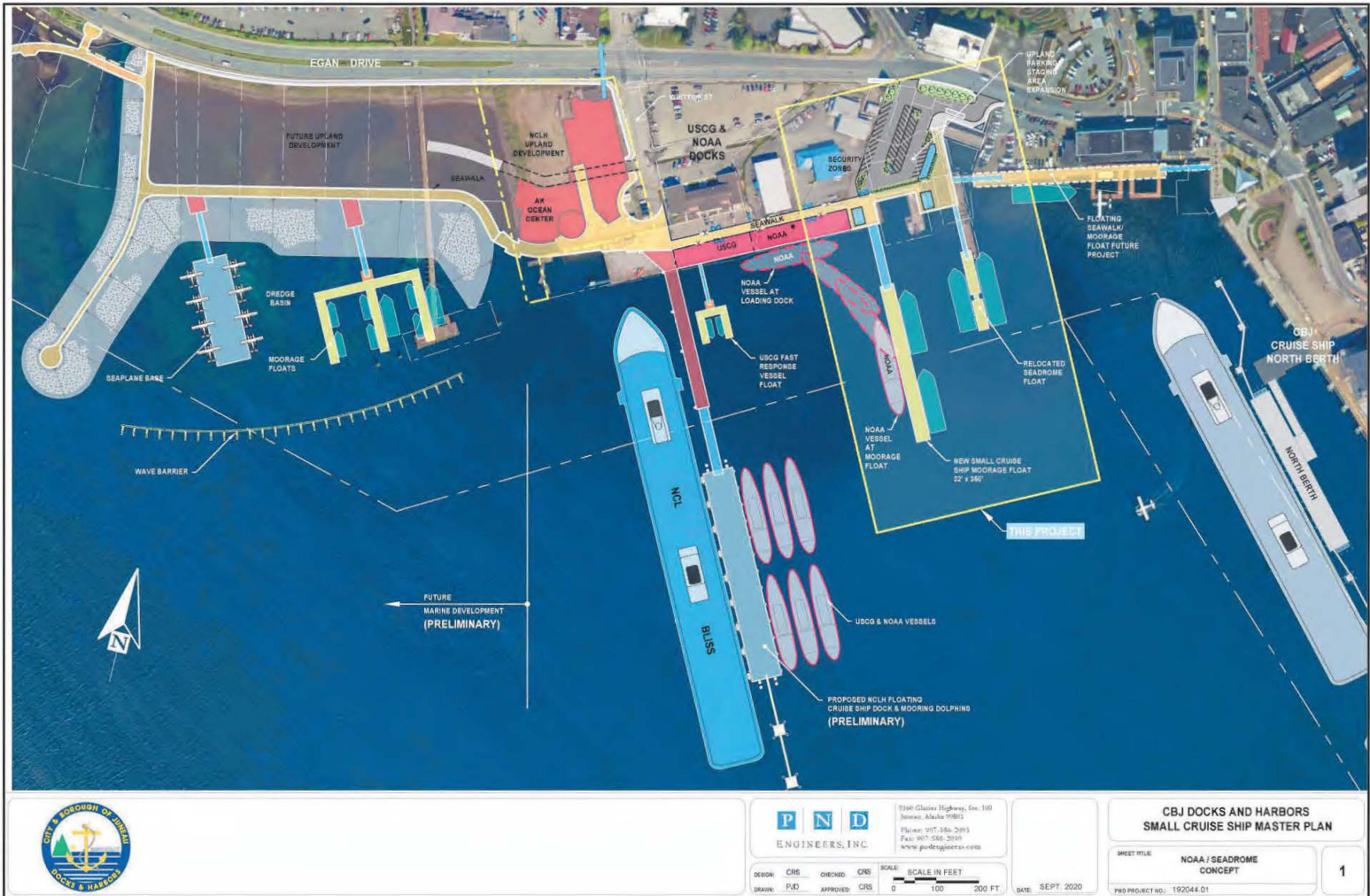
This process (likely are other good ones) would allow the Assembly, Planning Commission, and the public to sequentially address three questions:

1. Should a dock at the Subport be considered?
2. Should a dock at the Subport be permitted, and if so, under what conditions?
3. Once the full details of the proposal are known, should the Assembly lease land for the development of a cruise ship dock at the Subport?

I recommend that the Assembly consider and accept or modify this approach; clarity of process will benefit both the applicant and the public. As it would represent a major policy decision, I further recommend that you provide the public an opportunity to comment before a final decision is made.

Attachments:

- 1. NOAA Seadrome Site Concepts**
- 2. 2004 Long Range Waterfront Plan excerpts**
 - A. Figure 23: Area B (Support) Alternative Concepts
 - B. Figure 28: Juneau's Downtown Waterfront Plan 2025 Concept PlanThe entire LRWP can be found [HERE](#)
 - i. Support design guidelines can be found on Pages 47-50
 - ii. Public survey results can be found in Appendix A, pages 73-76



Area B: Subport

Alternatives prepared for the Subport redevelopment area contemplate similar upland organization as illustrated in the Draft 2003 Subport Vicinity Revitalization Plan coupled with waterside development schemes ranging from a marina to a twin cruise ship pier. Each alternative presents a large public park and recreation area east of Gold Creek and preservation of operations found at the U.S. Coast Guard and NOAA facilities.

Figure 23: Area B (Subport) Alternative Concepts

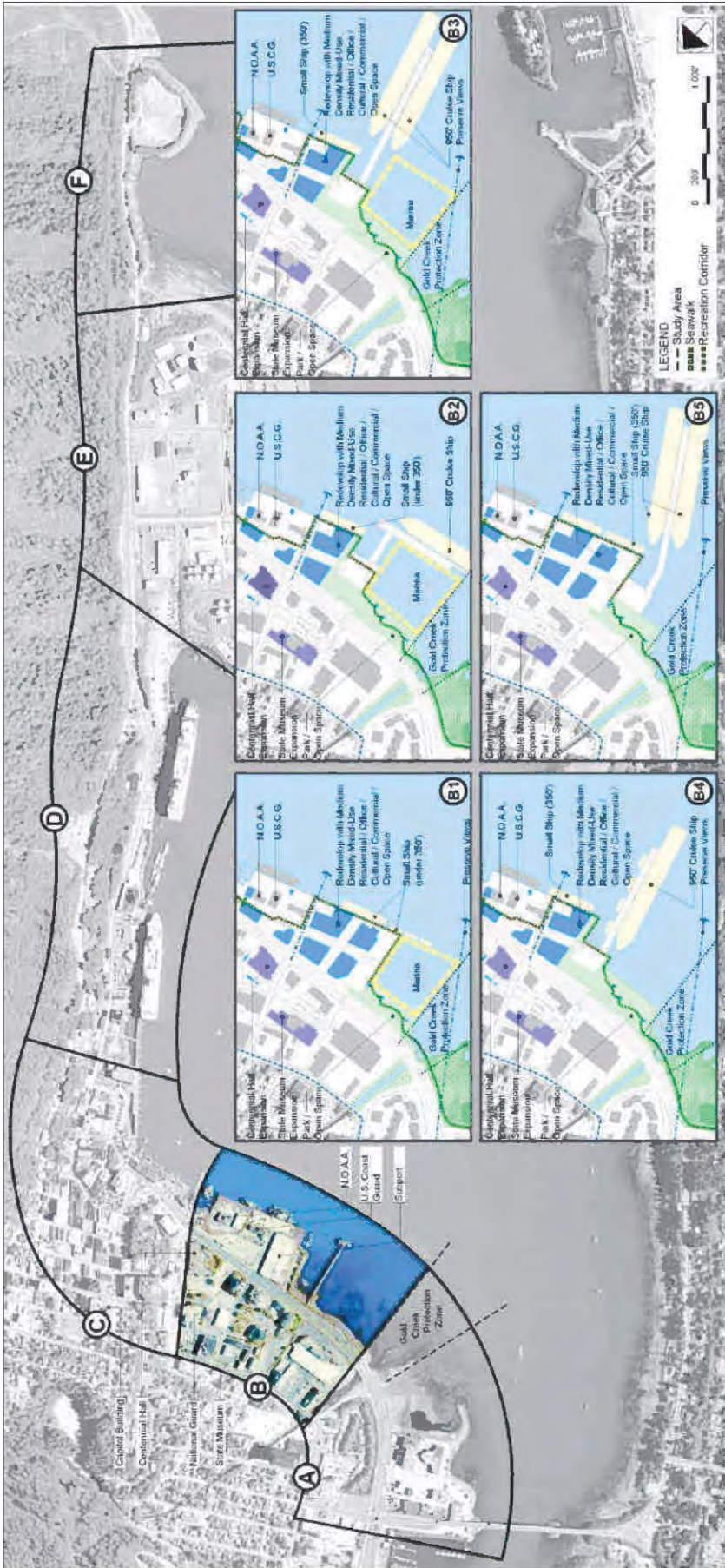


Figure 28: Juneau's Downtown Waterfront 2025 Concept Plan



The 2003 Long Range Waterfront Master Plan for the City and Borough of Juneau (FINAL, November 22, 2004)

MEMORANDUM

CITY/BOROUGH OF JUNEAU

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

TO: Maria Gladziszewski, Chair of the Assembly Lands Housing and Economic Development Committee

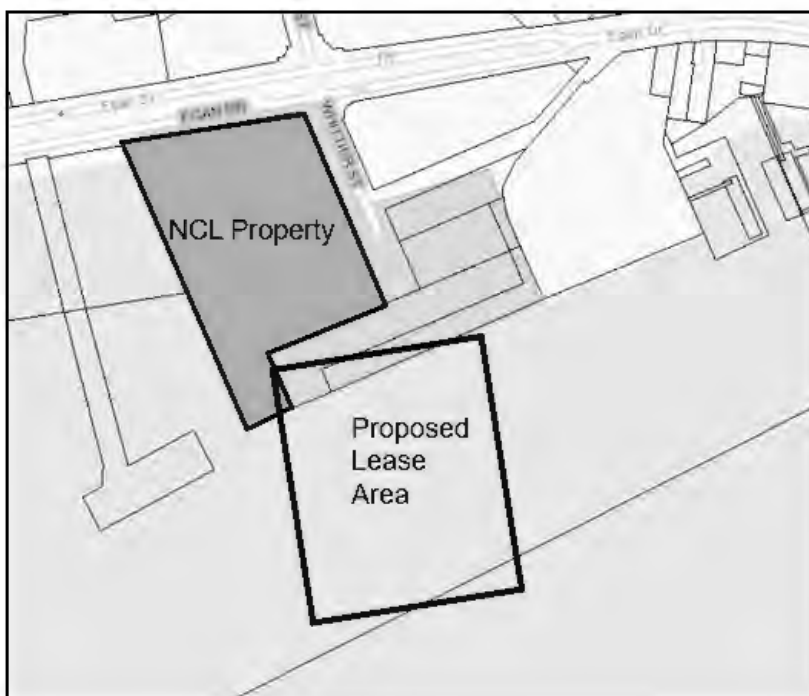
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*

SUBJECT: Norwegian Cruise Lines Request to Lease CBJ Tidelands

DATE: July 14, 2021

In June 2021, the Division of Lands and Resources received an application from Norwegian Cruise Lines (NCL) to lease tidelands. NCL acquired the upland parcel that is adjacent to the requested tideland lease in 2019 from the Alaska Mental Health Trust Land Office. In January 2021, the City Manager provided the Assembly Committee of the Whole with the attached [Support Development Memo](#) on the topic of Assembly consideration process, discussion and draft approach.

At this point in time, the application has been received and the initial step in processing the application is for the Assembly to determine "whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the Assembly by motion, the Manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land" (53.09.260)



If the Assembly provides a motion of support to work with the original proposer, staff will work with NCL to apply for the correct City permits, outline the public process, and will eventually negotiate terms and conditions of a lease. Staff will provide regular progress reports to this Committee. If the assembly fails to provide a motion to work with the original proposer and determines a lease should not be considered, then the application process will be concluded. If the Assembly provides a motion to seek further proposals then a request for proposals will be advertised and the results will be brought forward to this Committee

for review. Since NCL is the adjacent property owner and there is no other uplands access to the City tidelands, seeking other proposals is not recommended.

Staff request that the Lands, Housing and Economic Development Committee pass a motion of support to the Assembly for working with the original proposer Norwegian Cruise Line in accordance with City Code 53.09.260.

Attachments:

1. January 25, 2021 Memo from Rorie Watt RE: Subport Development - Assembly Consideration Process, Discussion & Draft Approach with attachments
2. NCL Application

MEMORANDUM

CITY/BOROUGH OF JUNEAU

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

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Taku Terrace Association Request to Purchase City Property Cont.
DATE: November 2, 2022

At the September LHED Committee meeting, the Committee reviewed the Taku Terrace letter to the Assembly requesting to purchase City property for \$150,000. This lease request originated in 2020 and has taken many hours of staff time over the past three or four years with multiple LHED meetings and Planning staff and Commission review. The Assembly already provided a motion to work with the original proposer to dispose of this property at Fair market Value as determined by the City manager in accordance with City Code 53.09.200

Strictly from a financial standpoint, the CBJ should retain this property as a constant revenue source for the Land Fund and use the proceeds to facilitate development of CBJ property to meet community needs. Once the existing lease expires, the new lease would be adjusted to fair market value under terms the Assembly could determine at that time. There is zero cost to the City for managing the land. This would be a similar policy to that of the Mental Health Trust Land Office and the University Land Office. Despite the obvious financial reasons for retaining this property, when this lease began, it was with a single apartment building owner and now the condos are individually owned. Because of this reason, the Assembly has been considering the sale of this land at fair market value.

At this time, Taku Terrace has requested that the Assembly sell them this property for \$150,000. If the Assembly takes no action, the lease will continue for the remainder of its term (38 years) with the expected CBJ revenue to be \$394,426.14 plus the value of the land once the lease expires. The Manager recommend declining this offer to purchase the property for \$150,000. Once this application is denied the applicant could still come forward with a new fair market value offer and application at a later date.

Staff request a motion to deny the Taku Terrace Associations request to purchase this property for \$150,000 as the Manager has determined it does not reflect fair market value.

Attachments:

1. September 26, 2022 LHED packet material



May 7, 2022

Re: Taku Terrace Association, Purchase Offer

Dear Mr. Bleidorn,

The Taku Terrace Association would like to submit the following offer to purchase the land located at 1220 Glacier Avenue, currently under lease from the city. The Association would like to make an offer of \$150,000.00 as a cash purchase. The Board of Directors believe that the information in the original appraisal provided is still applicable in determining a market value. Based on the information provided on page 22 of the appraisal and discount table, the Association believes that an offer closer to the 5% discount rate would be appropriate based on the appraisal itself and the following items that were not fully accounted for in the appraisal:

- Ground development and improvement: The land became available due to the soil conditions that made the parcel unusable for the needs and requirements of the cemetery. The water levels and bog nature of the parcel had to be corrected. The builder undertook extensive corrective action to bring the parcel up to a standard that would allow the construction of the condominiums. This action represents a substantial investment in the parcel.
- Land locked: The parcel is entirely land locked. At the time of lease, the city made no provision for any kind of physical access to the property. This created a situation where the Association had to enter into an easement agreement that creates a permanent and ongoing cost to the Association. The current easement agreement is at a cost greater than the lease itself. The Association will have a perpetual annual cost to maintain access or will be required to spend additional funding to secure/purchase additional property for access.

- **Affordable Housing:** The City and Borough of Juneau have repeatedly supported maintaining and creating affordable housing in the city. This sale, at a reasonable price, would be in line with that objective. Based on current market rates and condo sales, Taku Terrace remains an affordable option for this area. An inflated purchase price for the land would undermine this status.
- **Salability:** It is important for a city to have a thriving housing market and competition. The current land lease presents difficulty in obtaining financing options for buyers. Multiple lending sources require a lease term that extends 15 years beyond the term of the financing. At this time, a typical 30-year mortgage is troublesome to acquire on this property. In order to maintain value and salability, a direct purchase at a reasonable price is the best option to maintain the value status of the property and support affordable financing and housing options to the community.

In sum, the Association believes that this offer is reasonable and would be representative of the market value of the land and the objectives and goals of The City and Borough of Juneau. We respectfully request that you and your team evaluate the proposal and information available. We look forward to your reply.

Regards,

Christopher Burton, Property Manager

Taku Terrace Association



1220 Glacier Avenue Juneau Alaska 99801

March 10, 2022

Dear Mr. Palmer,

I'm writing on behalf of the Taku Terrace Condo Association at 1220 Glacier Avenue. The Association currently leases their property from CBJ, account number #00000456. Some time recently, the Association reached out to the Lands Division inquiring about a potential purchase of the land from CBJ.

In advance to reaching out to Lands, the Association acquired an appraisal to determine the land value with appropriate considerations regarding the current value of the land and Leasehold. The appraisal from Horan and Company provided two numbers: one market value with no considerations, and one with appropriate considerations regarding the Leasehold interest. Understanding the Lands Department's requirements to meet ordinances and legal requirements when selling city owned property, the HOA remains concerned that Lands has not given thorough consideration to the details contained in pages 21-22 of the appraisal report.

The City and Borough, for many years, has been in support of affordable housing. Taku Terrace Association represents an affordable housing option for this part of the city. The price per square foot of Taku Terrace units remains reasonable, especially for first time home buyers. The project currently has AHFC project approval, but private financing options are dwindling due to the length of the remaining land lease term. This is due to the requirements of lenders to extend a significant number of years past the mortgage term. This situation is creating a level of hardship to the Association that could be avoided by an outright purchase of the land at a reasonable price for current and future homeowners.

After considerable efforts to research this issue, it is the HOA's best understanding that many municipalities take many factors into consideration to determine a purchase price for property that would represent "market value", meeting the legal requirements of their obligations.

The interest of the CBJ is a reversionary interest in the fee. This is generally referred to as a leased fee interest. In order to determine what a willing buyer would pay for that interest it is necessary to determine the value to a buyer of the stream of rental payments for the remaining term and the value of the reversionary interest. Any purchaser would consider

the value of the stream of payments over the remaining lease term in determining how much to pay for the property.

Any buyer would also factor into the offer the impact of taking back the property with the improvements still in place. The buildings will be approximately 90 years old. As the lease approaches the end, the tenant will not have the ability to justify further repairs and replacement of components of the building. Unfortunately for both parties during the last years of the lease the upkeep of the property will suffer. The cost of removing the improvements or rehabilitating them would be substantial. These factors lower the price that a reasonable buyer would be willing to pay. Both landlord and tenant are best served by a buyout of the fee and ill served by letting the lease run its course.

This property was deemed unusable by the Cemetery Board/Committee, due to soils and drainage and reverted to the City, prior to the negotiation of a 90-year lease agreement. The developer acquired the lease for the construction of the housing project with considerable site improvements to acquire a “buildable” site for the project to be constructed.

Incidentally, the parcel is also land locked, creating an additional and perpetual obligation to the HOA that was not noted in the original lease agreement, nor the initial appraisal. The easement agreements were not provided by CBJ for access to the land. The easement was negotiated by the developer for the exclusive use of the HOA.

The Association is asking for a path forward. Dan Bleidorn with Lands indicated that this topic is closed for discussion and that “making an offer” would not be considered as is suggested on pages 21-22 of the Horan Appraisal. He maintained that the market value rather than the Leasehold value, was the only acceptable consideration to the city. The HOA and ownership believe that this runs counter to legal precedent regarding Leasehold interest. We believe that the city has an interest in maintaining existing affordable housing options, as well as a strong vested resident ownership interest in Juneau.

Is this a topic that should or would be best presented to the assembly directly for consideration or what would be the path forward? Again, the obligation of Lands is understood; but to summarily adopt part of an appraisal with disregard to the remaining pertinent information that should be considered seems out of the ordinary. Most land purchases within municipalities involve negotiation. Any input would be greatly appreciated.

Taku Terrace Association Board of Directors

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 Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Taku Terrace Association Request to Purchase City Property
DATE: September 15, 2022

Taku Terrace Condo Association currently has a lease agreement with the City that was signed in June of 1970 and has a term of ninety (90) years. When the lease was signed, the building was a multifamily apartment building and had one owner. However, at some point after the lease was signed, the building was converted to condominiums with individual owners. This resulted in the unusual situation of the City owning the land under 35 market value condominiums.

The lease (which was authorized by Ordinance) states that the rent is to be evaluated every ten years and "the rental for any ten (10) year period shall not exceed by more than 20% of the amount paid during the immediately prior ten (10) year period." Currently Taku Terrace's lease rate is \$311.20 per month. Because of the 20% cap on the lease rate, this lease is not currently at fair market value. In 2000, it was determined that fair market value for the lease would have been \$1,852.50 per month.

In 2020, Taku Terrace Condo Association applied to purchase this property from the City and Borough. The Lands Committee provided a motion of support to work with the original proposer, the Planning Commission reviewed this request and provided a favorable recommendation and the Assembly provided a motion of support to work with the original proposers. The next step in the process will be to introduce an Ordinance with terms and conditions of the sale. The last step needed is to determine the fair market value of the property.

Prior to the Association's 2020 application, the Association had an appraisal completed to determine the value of the land. Fee Simple Interest as of the 2019 appraisal was determined to be \$411,600. The complication in determination of value stems from the fact that the current lease rate is so far below fair market value that the 2019 appraiser concluded that the Association should continue to lease at below market value rather than pay the fee simple value of the land.

The 2019 appraisal states that it would "not be advisable to buy out the land from the City at full fee simple value (\$411,600). The appraiser would recommend an

offer to buy somewhere between \$150,000 and \$200,000 accounting for the Leasehold Interest." The appraisal continues by saying that "It is felt that, with the amount of time remaining for the lease until 2060; there would be mortgage potential beyond those lenders that may require 15 years over and above a 30 year loan period. It may be prudent to research other lending sources and/or consider shorter term loans." The application further states that this request is being made because financing has become difficult to obtain. The appraisal states that since the lease rate is so far below fair market value and financing is still available, that the Condo Association should pay a value based on the below fair market value lease.

In 2020, the City Manager determined fair market value to be the fee simple value according to the appraisal, which was \$411,600; even though the appraisal was outdated. The Association has been able to take advantage of the lease rate being below fair market value and can continue to do so until 2060; something that is not supported under current city code. Because of the existing agreement, it may be concluded that it is in both parties best interest to continue to lease at less than fair market and discuss the disposal when traditional financing no longer is an option. At that point, a new fair market value lease or disposal could be negotiated. In order to continue with this disposal, a new appraisal of the property must be completed. The Manager does not support sale of property at less than fair market value as has been requested by the Condominium Association.

Staff request a motion of support for this disposal at fair market value once a new appraisal has been completed by the Applicant that reflects the fee simple value of the property under city code 53.09.260

MEMORANDUM

CITY/BOROUGH OF JUNEAU

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

TO: Rob Edwardson, Chair of the Assembly Lands Committee
Daniel Bleidorn
FROM: Dan Bleidorn, Lands and Resources Manager
SUBJECT: Taku Terrace Association Request to Purchase City Property
DATE: June 18 2020

In June of 1970, the City of Juneau adopted Resolution 404 authorizing the lease of City property located adjacent to Evergreen Cemetery to John Rader. The resolution states that the "Counsel finds that the portion of Evergreen Cemetery... not suitable for cemetery purposes, was never used for such purposes, and will not be used because it is low swampy land, separated from the main part of the Cemetery by a high bank." Based on this finding, the property was leased in order to provide "some useful purpose."

The lease agreement was signed in June of 1970 and has a term of ninety (90) years. The lease states that the rent is to be evaluated every ten years and "the rental for any ten (10) year period shall not exceed by more than 20% of the amount paid during the immediately prior ten (10) year period." Currently Taku Terrace's lease rate is \$296.38 per month. Because of the 20% cap on the lease rate, this lease is not currently at fair market value. The last assessment of this property from 2000, determined the fair market value for the lease would have been \$1,852.50 per month.



On May 21, 2020, the Lands Office received a request from Taku Terrace Association declaring that there is interested in acquiring the property from the City. Private financing on the condos has become problematic because Taku Terrace Association does not own the land that the condos are built on. This property was listed in the 2016 Land Management Plan as "retain" which will need to be updated prior to a disposal of this property. If the Lands

Committee provides a positive motion to work with the original proposer, the next step in the process will be to have this request reviewed by the Planning Commission. The Planning Commission will evaluate for conformity with existing plans, including the Land Management Plan and provide a recommendation to the Assembly.

53.09.260 - Negotiated sales, leases, and exchanges states:

“The proposal shall be reviewed by the assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals.”

Lands staff requests that the Lands Committee pass a motion of support to the Assembly to work with the original proposer (Taku Terrace Association) for the disposal of a fraction of U.S. Survey.





Application to Purchase City and Borough of Juneau Lands

The CBJ Lands and Resources Division has received your application. We will contact you shortly. Have questions? You can reach our mainline at (907) 586-5252 or email us at Lands_Office@juneau.org. Thank you.

Information you submitted (Print for your own records):

Business / Individual

Taku Terrace Association

Address

c/o JPR Management Services Inc, PO Box 211450
Auke Bay, AK 99821
Map It

Phone

(801) 791-5363

Email

c.christopher.burton@gmail.com

Site Address

1220 Glacier Ave

Legal Description

USS 655 FR [TAKU TERRACE CONDO LAND]

Provide Brief Description of Your Proposal

The HOA would like to discuss the possibility of purchasing the land currently leased from CBJ, negotiate a price and terms.

Provide a Map of CBJ Land you wish to Purchase

- [Taku-Map-View.pdf](#)

Have you mailed the \$500.00 filing fee?

Yes

Legal Representative of Business / Individual

MEMORANDUM

CITY/BOROUGH OF JUNEAU

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

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Parise Request to Purchase City Property
DATE: November 3, 2022

In 2021, the City received a request from PEAK Construction for an easement across city property. Since the original application was received, the City has spent many staff hours including that of CDD, Law, Lands Office, Managers' Office, Parks & Recreation, and Public Works. The adopted Land Management Plan lists this property as retain.

Parks staff recommended denial of the easement to the Parks and Recreation Advisory Committee (PRAC) stating that this is not in the best interest for the public and is not consistent with the Parks & Recreation Master Plan. The PRAC requested that staff work with the applicant and "bring forward a more definitive proposal" rather than accept staff's recommendation of denial.

Parks, CDD, and Lands staff met with the City Attorney's Office and determined that an easement was problematic for following the Land Use Code; and that a disposal and lot consolidation would be more conforming with Code. As a condition of the sale, the City can plat a public access and utility easement from Glacier Highway to the shoreline in order to retain public access, thus complying with the Land Use Code. The new application was reviewed by the PRAC on April 5, 2022, and they passed a motion, 3 to 2, recommending against the disposal of this property with this method.

At the April 11, 2022 Lands, Housing, and Economic Development Committee meeting, Assembly Member Smith moved that the Lands, Housing, and Economic Development Committee forward this to CDD to review the disposal/easement application prior to the LHED providing a direction if to proceed with the sale. The motion failed 2:2. Assembly Member Wáahlaal Gíidaak moved retain the property and to not seek disposal. The motion failed 2:2

At the August 1, 2022 Assembly meeting, the Assembly discussed this application as new business. City code states, "The proposal shall be reviewed by the assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further

proposals.” The Assembly passed a motion to enter into negotiations with the original proposer.

Because both motions failed at the LHED Committee, it was discussed as New Business at the Assembly. The Assembly provided a motion of support to work with the original proposer. After that motion, the Planning Commission review was scheduled, which includes specific public notice to the area, at which point the City received another application to purchase this property.

As part of the Planning Commission process, a large red sign was posted on the City property advertising the application review. The adjacent neighbor saw this and completed an application to purchase the property as well. This applicant stated verbally that they already have an access easement across the City property (unknownst to CBJ) and the current city actions would impede on their platted access.

The Planning Commission reviewed this application at their October 20, 2022 meeting and recommended denial. Part of the conversation regarding the outcome included the fact that the Land Management Plan has this property designated and “retain” and if it is to be disposed of, that designation should first be changed.

The Assembly would need to adopt an ordinance in order to change the designation of this property via an update to the Land Management Plan. It is likely that reviewing this specific property designation would mean reviewing some or all of CBJ’s out the road waterfront access properties that have the same designation as this one.

At this time, the Assembly has two applications to purchase this City land in front of them. The property is designated “retain” in the Land Management Plan, the PRAC was originally in favor of some sort of agreement that increased the park-value of the property but was against disposal, and the Planning Commission recommended denial. This property was also preserved in Ordinance 87-76am - An Ordinance Preserving Certain Municipal Land for the Juneau Open Space and Park System. If the Assembly determines this property is no longer to be retained, than Ordinance 87-76am will also need to be updated.

According to City Land Disposal Code 53.09.200, there are numerous options for moving a disposal including: lottery, auction, over-the-counter sale, negotiated sale, sealed bid, land exchange, or other methods as the assembly may approve by ordinance. Since there are two interested parties, negotiated sale is not in the best interests of the City. If the Assembly wants to move forward with a disposal, then the Assembly should consider a competitive sale (after updating the LMP).

Staff recommend this application to purchase City property be denied.

If at a future date the Land Management Plan is updated to favor disposal of this property then a competitive process for disposal should be considered to maximize CBJ and public benefits.



MEMORANDUM

DATE: October 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:** CBJ is working on a five ship per day MOA with CLIAA and its member lines. Additionally, we are working on a similar MOA with private dock owners to hedge against new lines entering the market and making deals with private docks.
- **Circulator Study:** LSC Transportation has been retained to complete the study and is conducting a local visit this week and meeting with stakeholders.
- **Support:** Huna Totem will present revised development plans to the COW on November 7. Planning Commission review is scheduled for January.
- **Regional engagement:** The Port Communities of Alaska recently sent a letter to the CLIA Alaska Board and Cruise Line Agencies of Alaska asking for improved communication around scheduling and regional dynamics. This is part of a larger effort to work collectively and advocate for our needs as a region.
- **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:** The “first movers” met in Seattle on November 4 to discuss project parameters. The current plan is for a feasibility study to be completed by the end of 2023.
- **TBMP:** Travel Juneau, Kirby Day, and CBJ are working together to transition the administrative component of TBMP to Travel Juneau.
- **Survey:** McKinley Research has been retained for the 2022 visitor industry survey. Results are expected at the end of November.

Plan Reporting

Action Item		Status	Plan Document	Topic Keyword	Action Type	Year	Notes	Column5	Column6
1	Created Visitor Industry Task Torce	Complete	VITF Final Report	Tourism	Personnel		2019 Mayor established task force		
2	Require all commercial use permittees to be TBMP members in good standing (+ WhaleSense if applicable)	Complete	VITF Final Report	Tourism	Policy		2020 Policy implemented		
3	Stagger ship arrival times by 30 minutes	Complete	VITF Final Report	Tourism	Partner Agreement		2020 Achieved through scheduling		
4	Establish a central tourism management function	Complete	VITF Final Report	Tourism	Personnel		2021 Tourism position created		
5	Engage a third party contractor to complete a public survey on visitor impacts	Complete	VITF Final Report	Tourism	Contracted Service		2021 2021 Survey complete		
6	Limit Parks & Rec commercial use permits to determine facility capacity and impacts	Complete	VITF Final Report	Tourism	Policy		2021 Facility capacity evaluated in permitting decisions		
7	No 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		
8	Focus pedestrian flows to crosswalks and desired destinations	Complete	VITF Final Report	Tourism	Capital Projects		2021 Stanchions installed, wayfinding signage project complete		
9	Do not do a full update of the LRWP	Complete	VITF Final Report	Tourism	Policy		2021 LRWP Amendment complete		
10	Minimize and consolidate vehicle turning movements	Complete	VITF Final Report	Tourism	Partner agreement		2022 Addressed through TBMP and infrastructure		
11	Minimize required stops for vehicles	Complete	VITF Final Report	Tourism	Partner agreement		2022 Addressed through TBMP, crossing guards, stanctions		
12	Expand pedestrian stanchions	Complete	VITF Final Report	Tourism	Capital Projects		2022 Installed summer 2022		
13	Focus pedestrian flow to crosswalks and desired destinations	Complete	VITF Final Report	Tourism	Capital projects		2022 Wayfinding project installed		
14	Establish a central tourism management function	Complete	VITF Final Report	Tourism	Personnel		2021 Position created and filled 2022		
15	Require 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		
16	Stagger ship arrival times by 30 minutes	Complete	VITF Final Report	Tourism	Partner agreement		2021 Scheduled for 2022		
17	No 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		
18	Limit Parks & Rec commercial use permits to determine facility capacity and impacts	Complete	VITF Final Report	Tourism	Regulation		2021 P&R Evaluates with permit applications		
19	Minimize and consolidate vehicle turning movements	Complete	VITF Final Report	Tourism	Partner agreement		2021 TBMP ongoing issue - marked complete		
20	Minimize required stops for vehicles	Complete	VITF Final Report	Tourism	Partner agreement		2021 TBMP ongoing issue - marked complete		
21	Expand pedestrian stanchions	Complete	VITF Final Report	Tourism	Capital projects		2021 Completed 2022		
22	Engage a third party contractor to complete a public survey on visitor impacts	Complete	VITF Final Report	Tourism	Personnel		2022 2022 survey to be delivered by end of November		
23	Turn off large LED screens while in port	Complete	VITF Final Report	Tourism	Partner agreement		2022 MOA completed		
24	Minimize, eliminate ship waste in landfill	Complete	VITF Final Report	Tourism	Partner agreement		2022 MOA completed		
25	Limit water usage by ships in times of draught	Complete	VITF Final Report	Tourism	Policy		2023 MOA completed		
26	Turn off large LED screens while in port	In progress	VITF Final Report	Tourism	Partner agreement		2023 Included in MOA draft		
66	Do not introduce a hard numerical cap on ship scheduling, use other management measures	In progress	VITF Final Report	Tourism	Policy		2020 Working with CLIAA on a 5 ship MOA		
67	More transparency for schedules and passenger counts, release 2 years in advance or upon creation	In progress	VITF Final Report	Tourism	Partner Agreement		2021 Have 2023 schedule and 2024 requested bookings		
68	CBJ 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		
69	Incentivize environmental best management practices through local award programs	In progress	VITF Final Report	Tourism	Partner agreement		2022 Working with Travel Juneau		
70	Recognize partners participating in AITA "Adventure Green Alaska" program	In progress	VITF Final Report	Tourism	Partner agreement		2022 Working with Travel Juneau		
71	Complete Blueprint Downtown and address land use, zoning & incentivizing business development downtown	In progress	VITF Final Report	Tourism	Personnel		2022 Going to Assembly for adoption soon		
72	Require CLAA to assign shore power configured ships to electrified docks	In progress	VITF Final Report	Tourism	Partner agreement		2022 Maximizing use of Franklin Dock shore power		
73	Limit expansion of downtown dock infrastructure to allow for no more than one larger ship	In progress	VITF Final Report	Tourism	Ordinance/Partner Agmt		2022 HTC dock plans only include one ship - part of tideland negotiations		
74	Prohibit anchoring if an additional dock is constructed	In progress	VITF Final Report	Tourism	Ordinance/Partner Agmt		2022 Five ship MOA with CLIAA for review		
75	Improve pedestrian access between seawalk and South Franklin	In progress	VITF Final Report	Tourism	Capital Projects		2022 Several projects underway, Marine Park planned		
76	Consider 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		
77	Evaluate schedule change requests for weather, etc. review with CBJ for community impact	In progress	VITF Final Report	Tourism	Partner agreement		2022 Staff currently notified, planned dialogue with CLAA in off season		
78	Work 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, working on improved practices with industry		
79	Encourage and incentivize electrification of tourism vehicles	In progress	VITF Final Report	Tourism	Capital projects		2023 Electric circulator RFP in progress		
80	Plan and alalyze tourism activities in areas outside of downtown development	In progress	VITF Final Report	Tourism	Plans		2023 Eaglecrest gondola project under evaluation		
81	If subport dock is operations, prohibit hot berthing as a scheduled practice	In progress	VITF Final Report	Tourism	Partner agreement		2023 Working with CLIAA on a 5 ship MOA		
82	Negotiate a formal agreement by 2023 to limit port capacity fo 5 large ships per day	In progress	VITF Final Report	Tourism	Partner agreement		2023 Working with CLIAA on a 5 ship MOA		
83	Maximize 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		
84	Research 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		
85	Support public and private development to alleviate pressure on existing infrastructure	In progress	VITF Final Report	Tourism	Capital projects		2023 Eaglecrest gondola underway		
86	Augment and support TBMP	In progress	VITF Final Report	Tourism	Policy		2023 CBJ/TJ to meet at end of 2022 season to discuss future		
87	Complete development of the seawalk	In progress	VITF Final Report	Tourism	Capital projects		2023 Ongoing - in negotiations for Franklin to AJ extension		
88	Take a more active role in ship scheduling	In progress	VITF Final Report	Tourism	Partner agreement		2023 Working with lines to strategically change scheduling process		
89	Promote efficient ship scheduling to manage congestion	In progress	VITF Final Report	Tourism	Partner agreement		2023 Working with lines to strategically change scheduling process		
90	Support 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		
91	Continue 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		
92	Ensure 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		
93	Prioritize 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		
94	Monitor water, wastewater, air quality	In progress	VITF Final Report	Tourism	Partner agreement		2023 DEC monitoring		
95	Integrate 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		
98	CLIA/CLAA scheduling to minimize congestion, strategically assign ship berths based on ship size	In progress	VITF Final Report	Tourism	Partner agreement		2022 Starting dialogue with CLAA/CLIA		
99	Determine community goals re: emissions, shore power, congestion mitigation, etc. Develop and implement action plan	In progress	VITF Final Report	Tourism	Plans		2022 Working on emissions and shore power, Green Corridor		
100	Research and implement permitting system for whale watching operators	In progress	VITF Final Report	Tourism	Policy		2022 Conducting stakeholder engagement around Whale Watching		
101	Incentivize Juneau as a turn port for smaller ships	In progress	VITF Final Report	Tourism	Partner agreemnet		2023 Several small lines currently turning in Juneau - hotels a barrier		
102	Continue to charge commercial use fees and review and revise as appropriate	In progress	VITF Final Report	Tourism	Policy		2022 P&R, CDD, D&H, Mgrs Office working to harmonize tourism permits		
103	Assess tour permitting for streets and sidewalks and develop regulations if feasible	Not started	VITF Final Report	Tourism	Policy		2022		
104	Integrate Juneau's marketing identity across community (Travel Juneau, Chamber, JEDC, CBJ)	Not started	VITF Final Report	Tourism	Partner agreement		2023		
105	Negotiate with cruise lines to "get the peak out of the week"	Not started	VITF Final Report	Tourism	Partner agrement		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
December 4, 2021 retreat

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 CBJ 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



November 6, 2022

Mr. Bleidorn, Committee and Assembly Members,

The Homeowners Association would like to thank you all again for your consideration regarding the purchase of CBJ land leased to our community. The Board of Directors respectfully asks that you approve the sale of the Taku Terrace land to the Association. Considering the Leasehold Interest based on the information provided, we feel that your approval would reflect the City's continued commitment to retaining and creating affordable housing options in Juneau.

Please allow us to make the following important points:

- At the inception of the lease, CBJ had determined that the property was “unusable” for CBJ purposes or projects.
- All improvements were made and have been maintained by the developer and then the HOA.
- Access to the property was not provided in the original lease by CBJ. A private easement has been required for access to the property, which creates a permanent annual cost to the owners, with annual increases tied to the increases in property tax.
- A purchase price of \$150K would create a reasonable burden to owners (\$16K annually), so they may have true ownership and eliminate the complications of sales, based on the existing lease. A purchase at \$411K would triple the burden of cost to owners (\$46K annually), based on current lending rates applicable to an HOA. Numbers are based on a 15 year loan term.
- Financial institutions are already beginning to decline financing on condos in Taku Terrace. This will now continue to expand until the land ownership can be resolved. Simply continuing on with the lease term as it stands will create a greater burden on owners and budgets.

Both the Fee Simple and Leasehold Interest dollar amounts have validity. However, in this specific situation, we believe that with all of the mitigating factors the offer we are making is valid and reasonable. We feel this offer would not be in conflict with other City property sales, exchanges or gifting. As the Board of Directors, our commitment and obligation to our owners is to maintain the quality, structure, safety, and marketability of this community. Securing this land purchase would serve not just this homeowners community, and also the overall Juneau Community.

Board of Directors
Taku Terrace Association

DATE: October 5, 2022

TO: CBJ Grants Budget Analyst
Adrien Speegle

FROM: Liz Perry - Travel Juneau

RE: FY23 Travel Juneau grant report – 1st quarter

Dear Ms. Speegle,

Please accept this memo and accompanying documents as Travel Juneau's 1st quarter Hotel Bed Tax and Marine Passenger Fee grants report. The attached report shows the performance metrics as set in the FY23 MOA. This memo is also our request for the Q2 grant payment from both sources.

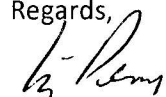
During Q1, Travel Juneau signed contracts committing to several trade shows for the fiscal, including the ATTA World Summit, Go West Summit, IPW, and Alaska Media Road Show. Travel Juneau also hosted the production company for Adventure Cities, which will culminate in a TV show broadcast on Discovery and streaming channels in a few months, as well as TV host/chef Sara Moulton of *Sara's Weeknight Meals*, to be broadcast on PBS. Email blasts went to prospective meeting planners, and meeting rebates went to Centennial Hall. Work began on the 2023 Official Visitor Guide, which will arrive around January 1, 2023. Staff also met with Eaglecrest staff to plan our annual campaign and participation at a ski show.

The major push for Q1 was the successful launch of IRONMAN Alaska. Approximately 1000 athletes and their traveling parties arrived for the event, and almost all extended their stays by several days either before or after the race. Juneau received high praise for the outpouring of support from locals and volunteers. The race organizers and Travel Juneau have begun debriefing the event to ensure an even better race for 2023.

The MPF grant supported Visitor Information Services' seasonal staff, a volunteer recognition event, and supplies for the downtown visitors centers. The Crossing Guard program is almost wrapped up for the season; Goldbelt Security, like all local businesses, had difficulty recruiting and scheduling adequate staff this season; this will be discussed and addressed over the winter ahead of the 2023 season.

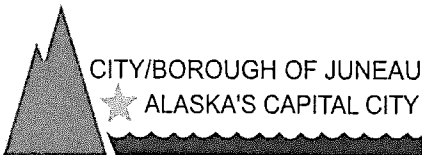
Please let me know if you need additional information.

Regards,



Liz Perry
President & CEO
Travel Juneau

MEMORANDUM OF AGREEMENT



This is a Memorandum of Agreement (MOA) between the City & Borough of Juneau (“CBJ”) and the Juneau Convention & Visitors Bureau (doing business as and hereafter referred to as “Travel Juneau”), a nonprofit corporation organized under the laws of the State of Alaska (with its principal place of business in Juneau, Alaska), and licensed to do business in the State of Alaska. CBJ will provide Travel Juneau with grant funding from Hotel Bed Tax and Marine Passenger Fees as partial funding for ongoing destination marketing, visitor services, and crossing guards during the period from July 1, 2022 through June 30, 2023.

Grantor/Grantee Communications & Contacts

The following addresses will be used for all written communications:

<u>City & Borough of Juneau</u> Adrien Speegle, Budget Analyst, CBJ Grants 155 South Seward Street Juneau, Alaska 99801 (907) 586-5215, ext. 4058 grants@juneau.org	<u>Juneau Convention & Visitors Bureau</u> Liz Perry, President & CEO 800 Glacier Highway, Suite 201 Juneau, Alaska 99801 (907) 586-1761 liz.perry@traveljuneau.com
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Scope of Program

CBJ funding for this program was authorized by CBJ Ordinance No. 2022-06(b), enacted on June 13, 2022. Travel Juneau is a private nonprofit corporation with a mission 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 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 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, 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 application, phone, face-to-face, and online inquiry;

- 5) Provide additional marketing and promotional opportunities to local visitor industry businesses;
- 6) Engage with the Alaska Travel Industry Association to ensure Juneau is represented in their ongoing national and international marketing programs;
- 7) Work with a variety of local organizations to encourage entrepreneurship and small business development in the visitor industry;
- 8) Maintain working relationships with visitor industry transportation providers to maintain and improve access to Juneau and Southeast;
- 9) Collaborate with state and regional tourism-related groups, committees, and commissions;
- 10) Staff visitor information centers during the regular tour season; and
- 11) Provide crossing guard services during the regular tour season.

Section 2. PERFORMANCE METRICS

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

- A) Number of YTD of the following persons visiting Juneau:
 - i. Meeting planners participating in Travel Juneau-sponsored FAMs;
 - ii. 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;
 - iii. Tour and cruise operators participating in Travel Juneau-sponsored FAMs;
 - iv. Number of travel writers meeting with Travel Juneau staff while on visits to Juneau or participating in Travel Juneau-sponsored FAMs; and
 - v. Monthly hotel/overnight accommodation occupancy.
- B) Number YTD of trade shows attended by Travel Juneau's staff and number of resulting leads as follows:
 - i. International trade shows and number of resulting DM leads;
 - ii. Travel agent and tour operator appointments held; and
 - iii. Domestic trade shows and number of resulting leads for DM and CS.
- C) Travel Juneau's website statistics:
 - i. YTD unique users to traveljuneau.com;
 - ii. YTD average length of time on site; and
 - iii. YTD number of requests for Juneau visitor information.
- D) YTD social media engagement across all platforms (e.g., Facebook, Instagram, 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; and
- G) All pending and confirmed Travel Juneau-secured business in the pipeline and the total pending and confirmed EEI.

Section 3. FUNDING

A. CBJ will provide up to one million, four hundred fifty thousand, seven hundred dollars (\$1,450,700) in grant funding to Travel Juneau. The grant funding is to be used for actual program costs towards the scope of this agreement, allocated as follows:

- i. Destination Marketing – Hotel Bed Tax
nine hundred twenty-eight thousand, nine hundred dollars (\$928,900)
 - ii. Visitor Services – Marine Passenger Fees
one hundred forty-eight thousand dollars (\$148,000)
 - iii. Crossing Guards – Marine Passenger Fees
three hundred seventy-three thousand, eight hundred dollars (\$373,800)
- B. Payment Schedule: Travel Juneau will be paid in four (4) equal quarterly payments for each quarter of the fiscal year. Travel Juneau shall submit a request for payment with its quarterly activity report as provided under this MOA.
- 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 three CBJ grants. Travel Juneau financials shall reflect all revenue sources.

CBJ will provide direct reimbursement to Travel Juneau for the grant activities enumerated below.

Grant Fund Management & Controls

CBJ is contributing these funds to increase the visibility and desirability of Juneau as a visitor destination, to make Juneau more likely to be chosen as a venue for conventions and other meetings, and to improve the quality of visitors’ experiences in coming to Juneau. It is important to CBJ that adequate controls exist to safeguard these funds. In providing these controls, Travel Juneau agrees to maintain accounting and management systems that provide reasonable safeguards and reporting reliability.

Compliance with Laws & Regulations

Travel Juneau shall, at Travel Juneau’s sole cost and expense, comply with all applicable requirements of federal, state, and local laws, ordinances, and regulations now in force, including safety, environmental, immigration, and security enactments, or which may be subsequently enacted. Travel Juneau warrants that it has obtained and is in full compliance with all required licenses, permits, and registrations regulating the conduct of business within the State of Alaska and CBJ, and shall maintain such compliance during the effective term of this MOA.

Conflict of Interest

Travel Juneau warrants that no employee or officer of CBJ has violated the conflict of interest provisions of CBJ code regarding this MOA. Travel Juneau also warrants that it has not solicited or received any prohibited action, favor, or benefit from any employee or officer of CBJ, and that it will not do so as a condition of this MOA. If Travel Juneau learns of any such conflict of interest, Travel Juneau shall, without delay, inform the CBJ Municipal Attorney and CBJ's representative for this MOA.

Equal Employment Opportunity

As a condition of receiving funds under this MOA, Travel Juneau will not discriminate against any employee or applicant for employment because of race, religion, color, national origin, age, disability, sex, sexual orientation, gender identity, gender expression, and marital status, changes in marital status, pregnancy or parenthood. Travel Juneau shall include these provisions in any agreement relating to the work performed under this MOA with contractors or subcontractors.

Indemnification

Travel Juneau agrees to defend, indemnify, and hold harmless CBJ, its employees, volunteers, consultants, and insurers, with respect to any action, claim, or lawsuit arising out of or related to Travel Juneau's performance or activities pursuant to this MOA, without limitation as to the amount of fees, and without limitation as to any damages, cost or expense resulting from settlement, judgment, or verdict, and includes the award of any attorneys' fees even if in excess of Alaska Civil Rule 82. This indemnification agreement applies to the fullest extent permitted by law and is in full force and effect whenever and wherever any action, claim, or lawsuit is initiated, filed, or otherwise brought against CBJ relating to this MOA. The obligations of Travel Juneau arise immediately upon actual or constructive notice of any action, claim, or lawsuit. CBJ shall notify Travel Juneau in a timely manner of the need for indemnification, but such notice is not a condition precedent to Travel Juneau's obligations and is waived where Travel Juneau has actual notice.

Public Records


Travel Juneau's acknowledges and understands that CBJ is subject CBJ Code 01.70.010 (Public Records) and to the Alaska Public Records Act (AS 40.25.120) and that all documents received, owned, or controlled by CBJ in relation to this MOA must be made available for the public to inspect upon request, unless an exception applies. It is Travel Juneau's sole responsibility to clearly identify any documents Travel Juneau believes are exempt from disclosure under the Public Records Act by clearly marking such documents "Confidential." Should CBJ receive a request for records under CBJ Code or the Alaska Public Records Act applicable to any document marked "Confidential" by Travel Juneau, CBJ will notify Travel Juneau as soon as practicable prior to making any disclosure. Travel Juneau acknowledges it has five (5) calendar days after receipt of notice to notify CBJ of its objection to any disclosure, and to file any action in the Superior Court for the State of Alaska at Juneau as Travel Juneau deems necessary in order to protect its interests. Should Travel Juneau fail to notify CBJ of its objection or to file suit, Travel Juneau shall hold the CBJ harmless for any damages incurred by Travel Juneau as a result of the CBJ disclosing any of Travel Juneau's documents in CBJ's possession. Additionally, Travel Juneau may not promise confidentiality to any third party on behalf of CBJ, without first obtaining express written approval by CBJ.

Safety

Travel Juneau will comply with applicable federal, state and local laws and regulations and will retain responsibility for its own compliance and that of its contractors or other designated third party agents, with all applicable federal, state, and local laws and regulations, including without limitation applicable occupational health and safety laws. Travel Juneau shall be solely liable for, and shall independently undertake to defend any and all unfair labor practice charges, grievances, judicial action or other employee or union claims, as well as general liability and personal liability, related in any way to Travel Juneau’s performance pursuant to this grant. Travel Juneau agrees to comply with all federal, state, and local procedures and restrictions related to COVID mitigation. Travel Juneau acknowledges that these procedures and restrictions may change after the effective date of this MOA, and agrees to comply with the procedures following any such changes.


Term of Grants

The effective date of this agreement shall be the date it is signed by CBJ. This grant is limited to the funding amounts and terms stated herein, and does not constitute a promise or guarantee of any future grant funding by CBJ.



Liz Perry, President & CEO
Juneau Convention & Visitors Bureau (“Travel Juneau”),

8-1-22
Date



Duncan Rorie Watt, City Manager
City & Borough of Juneau, Alaska

08/02/2022
Date



Travel Juneau MOA Quarterly Performance Metrics Q1 FY23

A. Number of YTD of the following persons visiting Juneau:

	Goal	YTD Actuals
Meeting planners participating in Travel Juneau-sponsored FAMs	2	0
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	2	0
Tour and cruise operators participating in Travel Juneau-sponsored FAMs	3	0
Number of travel writers meeting with Travel Juneau staff while on visits to Juneau or participating in Travel Juneau-sponsored FAMs	4	3
Monthly hotel/overnight accommodation occupancy	Ave 65% for the fiscal	86.55%*

*Includes July & August only; September average not available at report time

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

	Goal	YTD Actuals
International trade shows and number of resulting DM leads	1	0
Travel agent and tour operator appointments held	12	0
Domestic trade shows and number of resulting leads for DM and CS	4 shows, 3 qualified leads each	0

C. Travel Juneau's website statistics

	Goal	YTD Actuals
Unique users to traveljuneau.com	170,000	72,450
Average length of time on site	2:43	2:03
Number of requests for Juneau visitor information (through VIS)	30,000	9,921

D. YTD social media engagement across all platforms

	Goal	YTD Actuals
Facebook	56,000	49,868
Instagram	9,500	10,100
YouTube	600	462
Twitter	3,800	3,725
TikTok	500	363

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

	Goal	YTD Actuals
Media Reach	1.5B	462,771,844
Advertising equivalency	\$15M	\$9.59 Million

- 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 – **See attached PDF of Definites & Assists.**
- G. All pending and confirmed Travel Juneau-secured business in the pipeline and the total pending and confirmed EEI – **See attached PDF Pipeline report**