
MEMORANDUM

To: Mayor Hunter and Assembly Members
Mark Gorman, Municipal Administrator

From: Michael Harmon, P.E., Public Works Director *MH*
Melissa Haley, Controller *MH*
Dan Tadic, P.E., Municipal Engineer *DT*
Michael Colliver, Buildings, Grounds, and Parks Supervisor *MC*

Reviewed: Brian Hanson, Municipal Attorney *BCH*

Date: June 7, 2017

Subject: **Crescent Harbor Playground Renovation
Land and Water Conservation Fund Grant Request**

Background

Staff supports the application to the Land and Water Conservation Fund for grant funds for the Crescent Harbor Playground Renovation Project. As the grant applicant, if awarded, this grant will be administered through the City and Borough of Sitka.

Staff appreciates and commends the efforts of the volunteer group in making this project possible.

Recommendation:

Approve Resolution 2017-08 authorizing the application for a grant to the Land and Water Conservation Fund for the Crescent Harbor Playground Renovation Project.

Date: 6/7/2017

To: Mayor Matthew Hunter and Assembly Members
Mark Gorman, Municipal Administrator

From: Lynne Brandon, Sitka Community Playground Volunteer Grant Writer & Project Manager;
Sitka Community Playground Committee Volunteers

Subject: Land and Water Conservation Grant (LWCF) for Phase II Crescent Harbor Playground Renovation

Background:

- Crescent Harbor Park and Playground were created with a Land and Water Conservation Grant in 1972
- CBS Deferred Maintenance Priority since 2007
 - Last upgrade in 2000, scheduled replacement 2007
- First Tier Goal 2011 Sustainable Outdoor Recreation Plan
- Sitka Parks and Recreation Committee Goal
- Goal Sitka Health Summit 2011 and 2015; third place goal in 2014
- Assembly Legislative Priority for three years
- Community led effort revived in 2014
- Volunteer Steering Committee formed in June 2014
- Site Analysis with SPRC and CBS Division of Parks and Recreation
- Steering Committee activities June 2014 through January 2017
 - Neighbors of Crescent playground contacted with no opposition
 - Signatures and letters of support gathered; Facebook page created
 - Potential project partners contacted; Rotary, SAIL, Community Hospital Foundation, Southeast Alaska Regional Health Corporation, US Coast Guard, local businesses
 - 2 Public Meetings held with unanimous support for Crescent site
 - Approval from Planning Commission, Historical Commission and Parks and Recreation Committee for Crescent
 - Assembly Resolution of Support for the use of one tennis court to expand playground to allow for required ADA accessibility and spacing.
 - Project was awarded \$2,000 by the Health Summit, \$10,000 by MAPP, the South East Regional Health Consortium (SEARHC) and \$20,000 by the Crossett Fund for the playground design and construction documents.
 - Southeast Alaska Independent Living offers to be the non-profit umbrella for the playground renovation.
 - Anderson Land Planning hired by RFP process to complete a kid-led design process and develop construction documents in coordination with CBS.
 - In July 2016 the design concept and preliminary construction estimate were completed and currently the fund raising for the project began.
- CBS was awarded a \$124,999 Land & Water Phase I Grant, February 2017.
- At their April 2017 meeting, the Sitka Parks and Recreation Committee members passed a motion supporting the City's Phase II Land and Water grant application.

Analysis:

The National Park Service's Land and Water Conservation Fund (LWCF) is a primary source of funding for developed recreation projects. Moller Park, Turnaround Skate Park, Kimsham Recreation Complex and Crescent Harbor Park were developed with the use of LWCF funds. This second call for applications is a result of not all LWCF funds being appropriated during the first award in early 2017 when the playground received the maximum award: \$124,999. The Grant Administrator encouraged the Phase II application since the last application was part of a three-way tie for top score. The upgrade and replacement of Crescent Playground (an existing LWCF site) is a LWCF-identified high-priority project.

The grant administrator encouraged applying for the full allowable grant amount, \$125,000 for Phase II since unspent funds can be "returned" to the State. This will allow us to have "wiggle" room if Rasmuson doesn't award the full \$275,000 grant requested.

Southeast Alaska Independent Living (SAIL) is the nonprofit umbrella for the project. SAIL will administer several grants, however CBS will administer the LWCF grant(s) as well as others that may provide matching funds to LWCF as the grant applicant to ensure compliance with grant requirements.

Fiscal Note:

The LWCF 50:50 match will be comprised of a combination of cash donations, materials, CBS funds (\$40,000)/in-kind support (\$50,000), volunteer hours, or in-kind materials that the Playground Committee raises or coordinates. No additional CBS funds will be required beyond what is currently budgeted to include support in FY18 budget. Hours spent by playground committee volunteers count toward match at a rate of almost \$27.80/hr. Contractor volunteer time is at a higher rate and will be tracked via invoice. Contractors have already offered to volunteer to complete site-prep, concrete and asphalt and survey work. There won't be any trouble raising in-kind match. Cash from local fundraising and the Rasmuson grant (pending) can be used as match. City in-kind work will also be used for match. CBS and SAIL are currently working on a detailed project budget that will clearly identify what funding sources cover what expenses and their associated matching funding.

The consultant, Anderson Land Planning, developed a cost estimate to renovate Crescent Playground. The total project cost estimate including the design and fees is \$746,582. The project will have in-kind contractor and City site preparation and a community build, led by the equipment manufacturer, to install the equipment. Local fundraising and in-kind support totaling \$135,786 has been secured by the Sitka Community Playground Committee as of 5-15-17. So far, 7 fund-raising events have been held; 14 organizations, 20 businesses, 110 individuals have donated to the project. This amount doesn't even reflect the volunteer hours of numerous Committee members that they have dedicated to the fund-raising effort. Grant and CBS funding totals \$202,926.

Volunteer Group Project Manager, Lynne Brandon, will complete the grant proposal. The grant will be administered through the City and Borough of Sitka.

Sitka Community Playground Fundraising 5-15-17				
DONATION	Date	Amount	Pending	
GRANTS		\$162,926.00	Grants Pending Total:	\$383,426
MAPP	12/8/2016	\$10,000.00		
Crossett	2/9/2016	\$20,000.00		
Health Summit	6/17/2016	\$2,000.00		
Douglas-Dornan	9/13/2016	\$2,500.00		
Land & Water	1/15/2017	\$108,426.00	Land and Water Phase II	\$108,426
Rasmuson				\$275,000
Crossett	2/15/2017	\$20,000.00		
ORGANIZATIONS		\$41,034.00	Org's Pending Total:	\$12,471
Women's Club	5/16/2016	\$300.00		
Rotary	6/28/2016	\$2,000.00		
ASEA- Alaska State Employees Association, Local 52- City Of Sitka	2/23/2017	\$1,000.00		
White Elephant	2/22/2017	\$3,000.00		
SEARHC	1/23/2017	\$4,527.00		
Mt. Verstovia Masonic Lodge	2/4/2017	\$5,000.00		
Sitka Tribe of Alaska Social Services		\$2,500.00		
Sitka Emblem Club	1/15/2017	\$2,102.00		
Katharyn Elizabeth Fell Dema	4/19/2017	\$10,000.00		
Coast Guard Spouses		\$700.00		
Greater Sitka Legacy Fund	3/22/2017	\$5,000.00		
Sitka Charitable Trust	5/12/2017	\$4,205.00		
Coast Guard Spouses	5/1/2017	\$700.00		
CHARR				\$5,000
SCHospital Foundation				\$2,471
Assembly of God				\$5,000
EVENTS		\$14,245.50	Events Pending Total:	\$20,000
Raffle (AK Air tickets - committed/HAL cruise - pending)	Ak Air - 3/17/17			\$20,000
Children's Concert	4/1/2017	\$1,604.00		
Pie Fundraiser	11/23/2016	\$1,955.00		
Shirt Sales Bazaar	12/10/2016	\$660.00		
Cash Donations	12/16/2016	\$113.00		
Lois Verbaan (SCHF)	1/12/2017	\$1,100.00		
Elks Dinner	1/29/2017	\$5,048.00		
Garage Sale	2/24/2017	\$765.50		
Turkey Trot (SCHF)	11/24/2016	\$3,000		
LOCAL FUNDRAISING		\$98,389.49	Pending Local Fundraising Business applications:	\$14,200
Local Events		\$14,245.50		
Business (20)		\$16,770.70		\$14,200.00
Organizations (14)		\$41,034.00		
Individual (110)		\$26,339.29		
TOTAL CASH		\$261,315.49		
OTHER COMMITTED FUNDS		\$77,397.00	Shipping/Other Pending:	\$20,000
City of Sitka (CBS)		\$40,000.00		
In-kind Site Prep & Tile Installation, O'Neill Survey, contractors, SEACON asphalt donation		\$37,397.00	In-kind pending: Coastal, CBC, Sitka Ready Mix, Spenard's, Birch,	\$50,000.00
CBS FY 18 in-kind Shipping In-Kind			AML	\$20,000.00
TOTAL INCOME:		\$338,712.49	TOTAL PENDING:	\$450,097
\$788,809.49				

**CITY AND BOROUGH OF SITKA
RESOLUTION NO. 2017-08**

**A RESOLUTION OF THE CITY AND BOROUGH OF SITKA
AUTHORIZING THE APPLICATION FOR A GRANT TO THE LAND AND
WATER CONSERVATION FUND FOR CRESCENT HARBOR PLAYGROUND
RENOVATION**

WHEREAS, the Land and Water Conservation Fund (LWCF), administered by Alaska Department of Natural Resources, was created to assist local governments by financing up to 50% of the cost (\$25,000 - \$125,000) for the development of outdoor recreation facilities; and

WHEREAS, the guiding document for LWCF projects, the Statewide Comprehensive Outdoor Recreation Plan, lists upgrade of existing high-demand recreational facilities, in particular playgrounds, as the highest priority; and

WHEREAS, the City and Borough of Sitka Assembly approved “Comprehensive Plan” and “Sitka Sustainable Outdoor Recreation Plan” goals support projects that provide healthy activities that benefit citizens of all ages; and

WHEREAS, the Crescent Harbor Playground renovation was a goal of the Sitka Health Summit in 2011 and in 2015; and

WHEREAS, the City and Borough of Sitka Assembly listed the project as a State Legislative priority for three years; and

WHEREAS, the City and Borough of Sitka Public Works Department and Sitka Parks and Recreation Committee have listed the upgrade of playgrounds as a deferred maintenance priority since 2007; and

WHEREAS, all children need access to safe playgrounds regardless of their abilities and currently Sitka is lacking a playground that is classified as fully ADA accessible and inclusive to children of all abilities; and

WHEREAS, the Crescent Harbor Playground renovation project when completed will stimulate active and imaginative play, attract more youth to participate in healthy activity; and

WHEREAS, the new playground will be built from sustainable and safe materials that will require minimal maintenance in the years to come; and

WHEREAS, Crescent Harbor Playground renovation project is a collaborative, partnership project between the City Public Works Department, the citizen Community Playground group, and Southeast Alaska Independent Living (SAIL) and over 145 businesses, organizations and

45 individuals who recognize the importance of playground that engages Sitka's 1418 children
46 under 13 years old in active and imaginative play; and
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48 **WHEREAS**, the City and Borough of Sitka in partnership with the Playground Committee will
49 commit to a 50:50 match to grant funds with in-kind labor, in-kind services and donations to
50 complete the Crescent Playground renovation.
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52 **NOW, THEREFORE, BE IT RESOLVED** that the Municipal Administrator of the City and
53 Borough of Sitka, Alaska is hereby authorized to negotiate, execute and administer any and all
54 documents and contracts required for the application and acceptance of a Land and Water
55 Conservation Fund grant to the City and Borough of Sitka and to manage those funds on behalf
56 of the entity.
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58 **PASSED, APPROVED, AND ADOPTED** by the City and Borough of Sitka, Alaska, on this
59 13th day of June, 2017.
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64 Matthew Hunter, Mayor
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66 ATTEST:

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69 Melissa Henshaw, CMC
70 Acting Municipal Clerk
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72 1st and final reading 6/13/17
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