



ASSEMBLY FINANCE COMMITTEE AGENDA

May 10, 2023 at 5:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/93917915176> or 1-253-215-8782 Webinar ID: 939 1791 5176

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. May 3, 2023

D. AGENDA TOPICS

2. Fare Free Transit

3. Parental Leave

4. Bartlett Regional Hospital FY24 Budget Amendment - Wildflower Court

5. FY24 Youth Activity Grant Funding

6. Assembly Grants & Community Requests

a. Sealaska Heritage Institute

b. Downtown Business Association

c. Juneau Arts and Humanities Council

d. The Rock Dump

e. Association for the Education of Young Children (AEYC) Parents as Teachers Program

7. Updated Sales Tax Forecast (Red Folder)

8. Updated Budget Summary & FY24 Pending List

9. Capital Improvement Plan & 1% Sales Tax Allocation Amendments

a. Update on Construction Cost Escalation

b. Passenger Fee CIP Amendments

c. Field House ADA Improvements

d. Juneau Trails Plan

e. New City Hall

f. Assembly Amendments (none received)

10. Passenger Fee Proposal

11. Info Only: AFC Budget Calendar

E. SUPPLEMENTAL MATERIALS

12. Parental Leave - Updated Memo

13. The Rock Dump Presentation

14. Enclosures to New City Hall Memo

F. NEXT MEETING DATE

15. **May 17, 2023**

G. 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 FINANCE COMMITTEE MINUTES - DRAFT

May 3, 2023, at 5:30 PM

Assembly Chambers/Zoom Webinar



<https://juneau.zoom.us/j/93917915176> or 1-253-215-8782 Webinar ID: 939 1791 5176

A. CALL TO ORDER

The meeting was called to order at 5:32 pm by Chair Triem.

B. ROLL CALL

Committee Members Present: Chair Carole Triem; Maria Gladyszewski; Michelle Hale; Greg Smith; Wáahlaal Gíidaak; Alicia Hughes-Skandijs; Wade Bryson

Committee Members Present Virtually: Mayor Beth Weldon, Christine Woll

Staff Members Present: Rorie Watt, City Manager; Robert Barr, Deputy City Manager; Jeff Rogers, Finance Director; Adrien Speegle, Budget Manager; Cassee Olin, Juneau School District Administrative Services Director

Others Present: Joan O'Keefe, Southeast Alaska Independent Living Executive Director; Brian Holst, Juneau Economic Development Council Executive Director; Mariya Lovishchuk, Juneau Housing First Collaborative (JHFC) Executive Director; Paul Walker, JHFC Project Architect; Bruce Denton, JHFC Co-Chair; Joyce Niven, JHFC Co-Chair, Amy Skilbred, Juneau Community Foundation Executive Director; Wayne Jensen, The Alaska Committee Chair; Andy Romanoff, Alaska Heat Smart (AHS) Executive Director; Steve Behnke, AHS President; Lori Sowa, AHS Treasurer; Tristan Knutson-Lombardo, Juneau Nordic Ski Club Business Manager

C. APPROVAL OF MINUTES

1. April 26, 2023

The April 26, 2023 minutes were approved as presented.

D. AGENDA TOPICS

2. Update on FY24 Revenue Forecast

Jeff Rogers, Finance Director, discussed the memo on page 12 of the packet which details the lower than projected remote sales tax filings for the months of January and February. Mr. Rogers cautioned the Committee about the nature of these findings in the FY24 revenue forecast, stating that it could indicate the effects of inflation on discretionary spending.

Mr. Rogers answered Committee questions stating that the next several months will be very telling about the effects of inflation on spending. Mr. Rogers noted that he will provide the Committee an update on FY23 Quarter 3 sales tax returns at the May 10, 2023 meeting.

3. School District Budget - For Action

Mr. Rogers reviewed for the Committee the Juneau School District (JSD) budget ordinance as well as the request for additional outside the cap funding found on pages 13-15 of the packet. Mr. Rogers stated

that the Committee must take action on these items tonight, as the School District budget ordinance is up for public hearing and adoption during the May 8, 2023 Assembly meeting.

Motion: by Assemblymember Bryson to move Ordinance 2023-15 appropriating funds from the Treasury for FY24 school district operations to the full assembly and asked for unanimous consent.

Objection: by Assemblymember Hale for the purpose of clarifying the amount of outside the cap funding that is stated in the ordinance.

Mr. Rogers clarified for the Committee that the Special Revenue amount under the Transfers In section of the ordinance of \$2,275,000 is the amount included for outside the cap in the Manager's proposed budget. He further clarified that JSD has requested that that amount be amended to include additional funding, bringing the total outside the cap funding request to \$2,575,000. Mr. Rogers clarified that the current motion does not include the additional \$300,000 in outside the cap funding requested.

Objection: by Mayor Weldon for the purpose of asking what the status is of moving RALLY and Community Schools to Parks and Recreation.

Robert Barr, Deputy City Manager, stated that there are meetings to discuss this potential change, however they are not able create a plan yet to bring to the Committee for this upcoming budget cycle.

Amendment #1: by Assemblymember Woll to change the amount in the special revenue line of the ordinance from \$2,275,00 to \$2,575,000.

Objection to Amendment #1: by Assemblymember Bryson, stating that JSD has continually made additional funding requests and that he does not want to see the additional outside the cap amount continue to grow.

Committee discussed the increased funding request by JSD.

Cassee Olin, JSD Administrative Services Director, answered Committee questions on how the additional funding could be allocated. She answered Committee questions regarding the increase in the state funding that is expected to be approved for FY24, stating that the JSD built its FY24 budget on an anticipated \$430 increase to the base student allocation.

Roll Call Vote on Amendment #1:

Ayes: Hale, Wáahlaal Gíidaak, Hughes-Skandijs, Woll

Nayes: Smith, Weldon, Triem, Gladziszewski, Bryson

Amendment #1 failed. Four (4) Ayes, Five (5) Nayes.

Amendment #2: by Assemblymember Woll to change the amount of the special revenue line of the ordinance from \$2,275,000 to \$2,475,000 for the purpose of funding RALLY and transportation.

Objection: by Assemblymember Bryson, Mayor Weldon, and Assemblymember Smith.

Roll Call Vote on Amendment #2:

Ayes: Hale, Wáahlaal Gíidaak, Hughes-Skandijs, Woll

Nayes: Smith, Weldon, Triem, Gladziszewski, Bryson

Amendment failed. Four (4) Ayes, Five (5) Nayes.

The original motion passed by unanimous consent after previous two amendments failed.

4. Assembly Grants & Community Requests

Chair Triem stated that before the community requests are presented, there are motions that are to be made.

Motion: by Mayor Weldon to suspend the rules to address the items that did not make it to the pending list at the previous meeting and allow the next two decisions to go forward as a simple majority vote.

Objection: by Assemblymember Gladziszewski for the purpose of stating that she does not like repeating decisions already made. She removed her objection.

Motion passed by unanimous consent.

Motion: by Mayor Weldon to add the Downtown Business Association and Juneau Arts and Humanities Council community requests to the pending list that didn't make it to the pending list at the April 26, 2023 Assembly Finance Committee meeting and asked for unanimous consent.

Motion passed by unanimous consent.

Motion: by Mayor Weldon to move the Sealaska Heritage Institute (SHI) request to the pending list and asked for unanimous consent.

Wáahlaal Gíidaak declared a potential conflict of interest related to her serving on the SHI Board of Trustees. The Chair allowed her to abstain from voting.

Motion passed by unanimous consent.

Motion: by Assemblymember Woll to move the 4th of July Fireworks request to the pending list and asked for unanimous consent.

Motion passed by unanimous consent.

Motion: by Assemblymember Woll to move the Rock Dump request to the pending list.

Objection: by Assemblymember Gladziszewski for the purpose of stating that the Rock Dump has not shown due diligence in seeking out alternative funding for the project.

Roll Call Vote:

Ayes: Triem, Hale, Wáahlaal Gíidaak, Woll, Hughes-Skandijs

Nayes: Weldon, Gladziszewski, Smith, Bryson

Motion passed. Five (5) Ayes, Four (4) Nayes.

Community Request #1 - Dimond Park Field House Elevator (Southeast Alaska Independent Living)

Joan O’Keefe, Executive Director of Southeast Alaska Independent Living (SAIL), introduced the request from SAIL for the purpose of installing an elevator in the Dimond Park Field House. The total for this funding request is \$1,020,000 and the elevator would allow full access to the field house facility. Ms. O’Keefe stated that currently the fieldhouse is not ADA compliant and there are many community members that cannot use the field house track and second floor.

Assemblymember Bryson asked regarding the type of elevator that is being proposed and raised the question of seeking a different type of elevator or lift to serve the needs that would be less expensive. Ms. O’Keefe stated that the proposed lift is a full elevator and that it is the best option to meet the needs of the community.

Assemblymember Bryson further questioned what the result would be if this funding request was not able to be made in the FY24 budget and suggested funding this project through the Capital Improvement Plan (CIP) process.

Ms. O’Keefe stated that the elevator request has been on the CIP list for several years and not completed and that is why the request is being brought forward in this way. SAIL is coming to the Committee from a point of advocacy and hopes the Committee will strongly consider the request.

Rorie Watt, City Manager, responded to Committee questions regarding the status of the elevator being put on the CIP list. Mr. Watt stated that the elevator is on the CIP list, however it is not scheduled to be funded in FY24. He further stated that the Committee has several options available to them for funding this project but affirmed that determining costs are hard before the process of securing bids to complete the project.

Ms. O’Keefe clarified for the Committee that the need is for both providing access to the second floor as well as access to the track, which has six (6) steps leading up to it. Mayor Weldon raised the question of providing a ramp to go from the second floor of the field house to the track itself.

Mr. Watt stated to the Committee that under ADA requirements the ramp would have to be quite long, however it could decrease the cost of the elevator due to requiring only one stop instead of two.

The Committee asked for information to be brought to the next meeting for the proposed different options discussed in this meeting. The Committee further thanked Ms. O’Keefe for her efforts to bring this issue to the Committee’s attention.

The Committee recessed at 6:42 pm.

The Committee reconvened at 6:47 pm.

Community Request #2 – Juneau Commission on Aging

Assemblymember Hale stated that the Juneau Commission on Aging removed their funding request and will instead work with CBJ staff throughout the year on any needed support.

Community Request # 3 - Juneau Housing First Collaborative

Assemblymember Bryson declared a potential conflict of interest related to serving the board of the Juneau Housing First Collaborative. He stated he does not believe this will impact or bias his decision regarding this funding request. Assemblymember Gladziszewski stated that she believes serving as a board member of an organization requesting funds from the Assembly may present a conflict of interest. Chair Triem deferred the decision whether Assemblymember Bryson has a conflict of interest and therefore must recuse himself to a future meeting, as there is no vote to be taken on this request tonight.

Mariya Lovishchuk, Executive Director of the Juneau Housing First Collaborative (JHFC), introduced the Forget-Me-Not-Manor Phase III plan and request to the Committee found on pages 30-31 of the packet. She stated the need that the Juneau community has for housing, particularly for those with lower incomes.

Paul Walker, JHFC Project Architect, presented the project site plan found on pages 32-37 of the packet and stated there are 28 additional units to be built in Phase III. He further stated that because this project is an extension of the current facility, the site is already ready for construction, therefore the turnaround for the project is short.

Bruce Denton, JHFC Board Co-Chair, stated the impact of the Forget-Me-Not-Manor is significant for the community and that there is still a need for further expansion of the services that are provided.

Joyce Niven, JHFC Board Co-Chair, stated to the Committee that there is a timing need for this request. She explained that there are several grants that are pending and the requested CBJ contribution will help the potential for those grants to be awarded.

Amy Skilbred, Executive Director of Juneau Community Foundation, expressed full support for the project from the community. She stated that Juneau is different from many communities in that there is widespread support for these types of community projects.

Ms. Lovishchuk answered Committee questions stating that the impact of the Forget-Me-Not-Manor cannot be understated. She further stated that the grants that are needed are very competitive, and this request being brought to the Committee is essential in securing the grants that are needed.

Ms. Lovishchuk answered Committee questions and clarified that the grants that they are seeking for the project have application processes and requirements to receive funding. The request of \$1.4 million is needed in FY24 to meet qualifications to receive additional funding from various grants and foundation contributions.

Assemblymember Hale asked regarding the possibility of allocating funds that have already been set aside for the affordable housing initiative to fund this request. Chair Triem stated that it is possible to use the funds set aside for that initiative.

Community Request #4 - The Alaska Committee

Wayne Jensen, Chair of the Alaska Committee, presented a request for funding of \$336,000 to Gavel Alaska for the purpose of replacing outdated server equipment. He stated that the purpose of Gavel Alaska is to increase access to the state legislative meetings for the public and brings the activities of the State Capitol to almost every part of Alaska.

Mr. Jensen answered Committee questions regarding other potential funding sources.

Community Request #5 - Juneau Economic Development Council

Garrett Schoenberger, Juneau Economic Development Council (JEDC) Chair, introduced Brian Holst, Executive Director of JEDC. Mr. Holst introduced the request for a \$70,000 increase in funding for FY24 separated into two parts. \$40,000 to address inflation and \$30,000 in funding for the Regional Visitor Industry (RVI) work that JEDC does. He stated that \$30,000 is the required match for a United States Forest Service grant relating to RVI work.

Mr. Holst addressed Committee questions regarding the RVI funding, stating that the goal of the work is to strengthen the visitor industry in Southeast Alaska and create further opportunities to strengthen visitor interest in outdoor activities.

Mr. Holst answered Committee questions.

Community Request #6 - Alaska Heat Smart

Steve Behnke, President of the Alaska Heat Smart (AHS) Board, introduced the funding request of \$235,094 for FY24, an increase of \$92,894 from the FY23 request. Mr. Behnke stated this increased request is due to strong increases in demand leading to higher personnel costs as well as inflation. He stated that AHS provides a great service for the community and leads to increases property value and energy efficiency for homes that install heat pumps.

Mr. Behnke stated to the Committee that there are struggles that AHS faces in securing funding to support operations every year, leading to the current FY24 request being substantially increased. He stated that they have investigated the alternative options of charging fees for services as well as securing support from various foundations but neither option have yielded results.

Andy Romanoff, Executive Director of AHS, answered Committee questions regarding how services for the community are funded. He stated the importance of the Inflation Reduction Act, which gives potential rebates to those who install heat pumps into their homes.

Mr. Romanoff answered Committee questions.

Lori Sowa, AHS Treasurer, emphasized the importance of CBJ funding in AHS operations.

Community Request #7 - Juneau Nordic Ski Club

Tristian Knutson-Lombardo, Juneau Nordic Ski Club (JNSC) Business Manager, thanked the Committee for their consideration of the \$25,000 funding request to purchase new snow grooming equipment. Mr. Knutson-Lombardo reviewed the equipment in question on packet page 105 as two new machines and the plowing equipment to go with them. There are a rising number of trails that will need to be plowed this coming winter in FY24, and several additional trails, including Montana Creek and Salmon Creek.

Mr. Knutson-Lombardo stated that there is a steady rise in the popularity of Nordic skiing in Juneau and he believes that the need will only increase in the future, pushing the need for plowing services higher and higher. Mr. Knutson-Lombardo stated that many of the people in Juneau that benefit from plowing

services that JNSC provides on trails are senior and need a safe, flat space to walk, ski and continue to recreate.

Mr. Knutson-Lombardo answered Committee questions.

Assemblymember Bryson declared a conflict of interest since he owns a business that provides ski rentals and recused himself from voting on any Committee decisions with JNSC.

5. Overview of Increments Included in Manager's FY24 Proposed Budget

Mr. Barr introduced the increments in the FY24 revised managers budget for immediate action found on pages 107-110 of the packet. He stated that the increments listed on these pages are supplemental to the amounts from the previous fiscal year and are to address increased complexity of operations that require increased staff as well as updates for existing equipment. He requested immediate action on two separate items in the proposed increment increases.

Mr. Barr discussed with the Committee the increment increase found on page 108 of the packet to add two 0.5 FTEs to Human Resources' budget for consultant and technician positions. He stated that the HR workload has increased over the past several years and this increment increase is to respond to that need. He stated that the reason that he is requesting action tonight is that there is an excellent candidate that is interested in the position that he is seeking to retain for the position.

Mr. Barr discussed with the Committee the increment increase found on page 109 of the packet for two FTE additions for public defenders. He stated that in previous years CBJ has contracted out public defender work with one attorney, however that attorney is no longer interested in continuing the contract. Despite having the solicitation open for several months now, there has been little interest.

In response to Committee questions, Mr. Barr clarified that contracted attorneys are usually expected to work into overtime to fulfill the legal needs they have agreed to perform. Because of this, in-house attorneys performing the work will cost more, as two will be needed to cover the workload instead of one. The pool of attorneys in Alaska is relatively small, and many do not wish to work the expanded hours for contractual services.

Mr. Barr stated that current Public Defenders workload is very high and cannot be expected to be done by a single attorney in the future. For this reason, the increment request contains a 2.0 FTE increase for the public defender that will report directly to the Manager's Office, totaling a \$230,000 increase in FY24.

Mr. Barr clarified for the Committee that this amount is an increase over the \$170,000 that is currently in the budget for the contracted public defender. He further stated the risk of only having one public defender is that if the one attorney has a conflict of interest in the case, there is no back up to take that case, creating a need to contract an additional attorney which is not always possible.

The Committee discussed additional items on the FY24 Revised Managers Budget increment increases.

Mr. Barr responded to questions regarding the warming shelter increment increase, stating that FY24 is expected to see greater demand for services. In addition, the space previously used for the warming shelter may not be available in FY24, therefore it will need to be determined where to operate this coming winter.

Mr. Barr answered additional Committee questions.

Motion: by Assemblymember Hughes-Skandijs that the Finance Committee direct the City Manager to begin recruitment for the 1.4 FTEs in Human Resources and the 2.0 FTEs for public defenders.

Objection: by Assemblymember Gladziszewski for the purpose of asking what the efforts in recruitment for public defenders have been.

Mr. Barr stated that the solicitation has been posted online in numerous places, word of mouth recruitment by the city attorney’s office has taken place and various other efforts have been made to solicit interest. If the Assembly approves the in-house FTEs, he will begin recruitment for those immediately.

Assemblymember Gladziszewski removed her objection.

Motion passed by unanimous consent.

Agenda Topics #6 - #11 were moved to the May 10, 2023 Assembly Finance Committee meeting for discussion.

E. NEXT MEETING DATE

6. May 10, 2023

F. ADJOURNMENT

The meeting was adjourned at 8:51 pm.

New City Hall Selection - Existing Inventory

Location	Zoning	SF	Determination	Reason
400 Willoughby	MU2	30,882	Unavailable	CCTH has acquired the building for the purposes of cultural programs.
410 Willoughby Ave	MU2	56,887	Unavailable	CCTH has acquired the building for the purposes of cultural programs.
801 West 10th - APFC	LC	69,738	Unavailable	Multi tenanted with government and non-government leases. APFC currently holding for long term investment.
Capital Office Park (F&G)	WC	41,961	Displace existing use	Single Government tenant under lease 1/31/2028 with 5 1 year options. 100% occupied. (38,759 SF). Owner is interested in selling.
Goldstein Improvements	MU2	44,750	Unavailable	Multi-tenanted government and non-government leases. Not interested in selling. 100% occupied.
Juneau 1, LLC (Labor)	WC	49,977	Unavailable	Single government tenant lease expires 7/24 with two 2 year options. 100% occupied. Not interested in selling
Juneau 1, LLC (DOT)	GC	51,249	Unavailable	Single tenant government lease expires 5/1/2024. 90% likely renewal. 100% occupied. Not interested in selling
Jordan Creek Center	LC	74,744	Unavailable	Multi tenant non-government and government leases. Not interested in selling.
Marine View	MU	91,169	Unavailable	Multi use retail, commercial, and residential. Does not meet parking requirement. Not interested in selling
Mendenhall Mall w annex		145,000	Unavailable	Multi use retail and commercial. 97% occupied with various lease terms running 5 years with options.
Nugget Mall	GC	139,934	Available	Multi Use Retail with roughly 45,000 sf of interior lease spaces on MTM leases. SF does not include anchor tenants Pricing based on 92.00 psf = \$4,140,000. Modifications is estimated at 7 million. Additional subdividing is questionable



MEMORANDUM

DATE: December 19, 2022
TO: Chair Bryson and Public Works and Facilities Committee
THROUGH: Katie Koester, Engineering and Public Works Director
FROM: Denise Koch, Engineering and Public Works Deputy Director & Rich Ross, Capital Transit Superintendent
SUBJECT: Capital Transit: Fare Free Exploration

Background

Many locations across the country have asked the following question:
If transit is a public good, should it be free?

This brings the associated questions of where the revenue should come from to plug the hole and what it would mean for ridership.

According to the American Public Transportation Association, there are only about 25 fare-free systems of thousands of transit systems nationwide.¹ Most of the fare-free systems are bus only systems. These systems include some large urban areas (i.e. Kansas City²) as well as mid-size cities (i.e. Missoula, MT, Olympia, WA), college towns (i.e. Corvallis, OR, Chapel Hill, N.C.), and resort communities (i.e. Breckenridge Free Transit System, CO, Advance Transit, NH/VT, Commerce, CA). In Alaska, Glacier Valley Transit in Girdwood and Sunshine Transit in Talkeetna are free. These are much smaller systems than what Capital Transit operates.

Some of the more prominent examples are the Kansas City Area Transportation Authority and the Boston system, which made three bus routes fare-free using COVID related funding. It is not yet clear whether those systems will remain fare free after COVID funding expires. Connecticut made all public transit buses fare-free through March 31, 2023.³ Olympia Washington has a zero-fare demonstration project that may last until as late as January 1, 2028. On December 7, the Washington D.C. Council voted to waive the \$2 fares for Metrobus riders within city limits starting on July 1, 2023.⁴

Some of the positives associated with fare-free include greater economic equity, greater speed on boarding buses, and reduced conflict between drivers and passengers over fares; some of the negatives

¹ “Public Transportation Fare Database, 2019” American Public Transportation Association
<https://www.apta.com/research-technical-resources/transit-statistics/fare-database/>

² ZeroFareKC <https://zerofarekc.com/>

³ “Suspension of Bus Fares Statewide continues through March 31, 2023,”
<https://www.cttransit.com/news/suspension-bus-fares-statewide-continues-through-march-31-2023#:~:text=The%20Connecticut%20Department%20of%20Transportation,Connecticut%20through%20March%2031%2C%202023.>

⁴ “Washington D.C. is making public buses free forever,” Fortune, December 12, 2022.
<https://fortune.com/2022/12/12/washington-dc-making-public-buses-free-forever/>

included some rowdy riders and a greater number of unsheltered people riding the buses all day.^{5 6} Additionally, surveys completed by transit researchers have indicated that riders prioritize frequent reliable service over eliminating fares. They caution about moving to fare-free if the reduced revenue sacrifices service.⁷ One other consideration for Juneau would be that cruise tourists often swamp the Downtown Transit Center during the summer looking for a low cost way to get to the Glacier. Free rides would further increase that traffic to the beginning of the routes, displacing locals.

One international study showed that access to fare-free transportation increases the total number of off-peak trips that existing passengers take for leisure or errands, but did not have an impact on the number of trips people take via car.⁸

Capital Transit - Funding

In FY 22, Capital Transit’s operating actual expenditures were \$6,852,100. Of that total, only \$463,883 (~ 7% of the operating budget) is collected in fares. Fare revenue includes one-time fares collected in the fare box (i.e. \$2 per adult, \$1 per youth) as well as from tokens and passes.

We estimate that Capital Transit spends almost \$20,000 per year of the revenue to collect and process the fares. Other CBJ departments such as Finance, Cash Office, and Libraries also spend time associated with fare collection and pass sales.

Capital Transit – FY22 Operating Budget		
Agency	Source	
CBJ	General Funds	\$5,167,596
Federal Transit Administration*	5311	\$1,220,621
Cash/Passenger Sales		\$ 224,913
Pass Sales		\$ 195,590
Token Sales		\$ 43,380
Total		\$6,852,100

*Received via Alaska Department of Transportation & Public Facilities

It is also worth noting that there are currently approximately 3,000 residents with permanent or temporary disabilities who have VIP or ADA cards that enable them to already ride for free. Senior citizens with local sales tax exemption cards and children under 5 also currently ride free. Riders who receive free rides make up a significant portion of the Capital Transit ridership.

⁵ “Buses Shouldn’t Be Free,” The Atlantic, December 9, 2022 <https://www.theatlantic.com/ideas/archive/2022/12/washington-dc-free-bus-transit/672407/>
⁶ “Free buses are a money saver. Riders say they’re still too slow.” The Washington Post. December 10, 2022 <https://www.washingtonpost.com/transportation/2022/12/10/fare-free-bus-service-transit/>
⁷ “Who’s On Board 2019: How to Win Back America’s Transit Riders,” Transit Center. https://transitcenter.org/wp-content/uploads/2019/02/TC_WhosOnBoard_Final_digital-1-1.pdf
⁸ “The impact of fare-free public transport on travel behavior: Evidence from a randomized controlled trial,” Regional Science and Urban Economics, Vol. 86, January 2021 <https://www.sciencedirect.com/science/article/abs/pii/S016604622030301X>

If Capital Transit were to go fare free without replacing the lost revenue, it would result in service reductions. This would most likely result in permanent cuts to the North Douglas Route 11, Route 5 that includes service to the University and Glory Hall, and Route 6 which provides service to Riverside Drive and the airport. (These routes are currently temporarily suspended due to the driver shortage. We planned to reinstate service once we are more fully staffed.)

Recommended discussion

Are there additional questions or areas that the Committee wants staff to research?

TRANSIT

COMPARATIVES

	FY22 Actuals	FY23		FY24	
		Amended Budget	Projected Actuals	Approved Budget	Revised Budget
EXPENDITURES					
Personnel Services	\$ 4,373,800	4,749,700	4,593,500	4,568,700	5,007,300
Commodities and Services	2,478,300	2,828,100	2,854,600	2,893,000	3,124,900
Total Expenditures	6,852,100	7,577,800	7,448,100	7,461,700	8,132,200
FUNDING SOURCES					
Charges for Services	449,700	483,300	513,200	483,300	506,300
Donations and Contributions	3,300	-	-	-	-
State Grants	1,220,600	1,113,600	2,136,000	1,113,600	1,106,700
Support from:					
Roaded Service Area	5,178,500	5,980,900	4,798,900	5,864,800	6,519,200
Total Funding Sources	\$ 6,852,100	7,577,800	7,448,100	7,461,700	8,132,200
STAFFING	39.98	39.68	39.68	39.68	39.68

FUND BALANCE

The Transit Division is a component of the Roaded Service Area. See the Roaded Service Area fund balance in the "Changes in Fund Balances" schedule.

BUDGET HIGHLIGHT

The FY24 Revised Budget shows an increase of \$670,500 (9.0%) from the FY24 Approved Budget.

The significant budgetary changes include:

FY24 Revised Budget

- Personnel services increased \$438,600 (9.6%) primarily due to negotiated wage and merit increases.
- Commodities and services increased \$231,900 (8%) primarily due to the inflationary impact on fuel.



MEMORANDUM

Date: May 1, 2023

To: Assembly Finance Committee

Thru: Duncan Rorie Watt
City Manager

From: Dallas Hargrave 
Human Resources & Risk Management Director

Re: Paid Parental Leave Proposal

Over the last year, the City and Borough of Juneau (CBJ) has experienced unprecedented recruitment and retention issues. We are not alone. Employers across the city, state and nation are facing similar challenges with a “tight” labor market that generally has more open jobs than applicants willing to take the jobs. Recently, the CBJ has implemented a sign-on bonus program, a new online recruitment system, and we are in the process of implementing an employer contribution to a dependent care flexible spending account and an employer matching contribution to the 457 deferred compensation plan. However, with recent implementation of paid parental leave programs in other Alaska municipalities, some Assembly members have requested that we also put forward a proposal for paid parental leave at the CBJ.

Paid Parental Leave

Under the Family Medical Leave Act (FMLA) and the Alaska Family Leave Act (AFLA), employees are entitled to take up to twelve weeks (FMLA) or eighteen weeks (AFLA) of leave for the birth, adoption or foster placement of a child, or to care for themselves or a family member with a serious health condition. During that period, employees’ jobs are protected, they receive health insurance benefits, and they may receive wages if they use existing personal leave accruals. There is no requirement that employers provide paid leave. Around 30 years ago, CBJ ceased providing employees with a separate medical leave benefit, folding that program into personal leave.

As the only industrialized nation without a national paid parental leave program, childbirth and adoption can have a significant financial impact on working parents. Although paid parental leave is highly desired by workers, it is not extremely common. The most recent employee benefits survey from the Society for Human Resource Management (SHRM), for example, found that 33 percent of employers offered their employees some paid parental leave in 2022. That number is down from the 39 percent that offered the time in 2020. Paid leave for adoption or foster care is even less common: 28 percent of employers offered adoption leave in 2022, while just 22 percent offered leave for foster care.¹

¹ <https://www.shrm.org/hr-today/trends-and-forecasting/research-and-surveys/Pages/Leave.aspx>

In March 2023, the Municipality of Anchorage and the City of Soldotna implemented paid parental leave policies, granting a benefit of four and six paid weeks (respectively) of parental leave. It is important to note that no two leave programs are alike, and thus just considering what other employers provide regarding paid parental leave is not necessarily always “comparing apples to apples.” A review of parental leave benefits provided by municipal employers across the United States indicates that there is not a standard approach from which to compare this benefit.²

Benefits of a Paid Parental Leave Benefit

Implementing a Paid Parental Leave program can lead to many potential benefits for employees, employers, and society in general. These benefits include the following:

Recruitment and Retention of Employees: Paid Parental Leave promotes a family-friendly environment that encourages healthy parent-child relationships, because it permits parents to bond with their children during the crucial first stages of a child’s life. Offering paid parental leave will help attract and retain workers, especially workers in newer generations who are moving into prime child-bearing years and are looking for better integration between their work and family lives.

Equity and Social Justice: Paid parental leave can reduce disparities in leave-taking between low and high socioeconomic groups. With paid leave, more people take time off, particularly those that are low income and either wouldn’t have taken leave or would have dropped out of the workforce. Additionally, the absence of paid parental leave presents a disadvantage for working women. Without paid leave, women are more likely to exit the workforce. If and when they re-enter, they may return to lower-paying jobs or no jobs at all. Research indicates that when mothers have access to paid maternity leave, their wages increase as much as 9%.³ Many believe that lower participation of women in the workforce is a result of the lack of paid leave. Economists estimate that women’s labor force participation is lower for 25-54 year-olds due to the lack of universal paid leave. A comparative study of twenty-two countries found that the U.S. fell from the sixth-highest in labor force participation for women in 1990 to seventeenth by 2010.⁴ By providing the opportunity for both parents to take parental leave regardless of gender, it allows both parents the chance to be caregivers, and women are less likely to have their career stalled for doing so.

Furtheres the CBJ as a leading municipal employer in Alaska: Implementing a paid parental leave benefit would set a positive example for other government agencies, as well as companies doing business in Juneau and Alaska, and set CBJ apart from most other municipal employers in Alaska.

Implementation of a Paid Parental Leave Benefit at CBJ

Paid time off for parental leave should create a separate leave bank for FMLA-qualifying birth, adoption, or placement of a child. The leave bank would not have a cash value, but would provide up to six weeks of paid time off to supplement an employee’s regular personal leave they have accrued. We recommend that the CBJ paid parental leave policy contain the following components:

² <https://nationalpartnership.org/resource/paid-family-leave-policies-for-municipal-employees/>

³ *LA Times* <http://www.latimes.com/opinion/editorials/la-ed-navy-maternity-leave-20150729-story.html>

⁴ *The New Republic*, July 23, 2015, <http://www.newrepublic.com/article/122348/how-do-you-make-sure-generous-paid-leave-doesnt-backfire-women>

1. Establish a leave amount of six weeks for a qualifying parental leave event;
2. Allow the value of the leave to be the employee's regular rate of pay;
3. Specify that the ability to qualify for paid parental leave shall coincide with FMLA/AFLA qualification; and
4. Specify that the leave has no cash value and that the benefit runs concurrently with FMLA and AFLA entitlements.

Although it is anticipated that the paid parental leave policy shall be implemented through a change to the CBJ Personnel Rules and a Manager's policy that would apply to all qualifying employees, CBJ management will share drafts and seek input from union bargaining unit representatives.

It is difficult to estimate the total costs of implementing a paid parental leave benefit because there will likely be costs associated with the leave or back-filling for some work while an employee is on leave. However, there will likely also be cost savings associated with reduced turnover of employees who are more likely to stay in a position because of the ability to take this new leave.

Est. # of eligible employees	Ave. cost of 6 weeks of leave (including 30% benefit estimate)	Estimated annual cost of leave	Estimated cost of backfilling position while on leave	Total estimated annual cost to implement paid parental leave program
18	\$13,000	\$234,000	\$175,500	\$409,500

This cost estimate is based on the following assumptions:

- An average annual number of babies born of 12 per year, approximately 25% of which have typically been born to parents who are both a CBJ employee. Adoption and foster care is difficult to estimate, so this estimate includes 3 eligible employees per year.
- The average cost of 6 weeks of leave considered both the average wage for a CBJ employee and the average workweek, considering that different employees work different workweeks, depending on the job.
- The estimated cost of backfilling the position assumed an overtime rate of pay for all the hours of leave taken for 50% of the eligible employees. It was assumed that the other 50% of eligible employees would have their work covered by coworkers or delayed with no additional overtime costs for backfill.

It is anticipated that if the paid parental leave program is implemented, the costs will likely go up over time as the demographics of our workforce shift as more employees who are eligible for this leave are likely to choose to become and remain a CBJ employee because of this benefit. Approximately 75%, or \$307,125, of the total cost estimated would be covered by general funds, with the remainder funded by internal service and enterprise departments.

Recommended Action

If the Assembly wants to pursue implementation of a parental leave benefit, CBJ leadership requests that the Assembly Finance Committee direct staff to develop proposed changes to the CBJ Personnel Rules to implement a paid parental leave benefit as presented. With the changes to the CBJ Personnel Rules, CBJ leadership will either present a plan to implement the paid parental leave benefit in FY24 under the yet to be approved FY24 budget or seek future supplemental spending authority.

Memorandum

DATE: May 4, 2023
TO: Assembly Finance Committee
FROM: Sam Muse, BRH CFO
RE: Wildflower Court Acquisition

SUMMARY:

Bartlett Regional Hospital (BRH) and Wildflower Court (WFC) have entered into an agreement to transition the ownership of Wildflower Court's skilled nursing facility to Bartlett. The BRH acquisition of WFC is strategic and will expand the scope, quality, and continuity of healthcare services for our residents and patients in a sustainable manner. Additionally, the WFC facility includes over 43k sq. ft. of medical and administrative space, much of which could be optimized through organizational and administrative efficiency gains available to BRH post-merger.

BACKGROUND:

Initial Discussions

The WFC Board of Directors determined that future sustainability of the nursing home required transitioning operations to a more robust healthcare provider. Under this premise, WFC submitted a Request for Information to both BRH and Southeast Alaska Health Consortium (SEARHC) on November 10th. BRH prepared the RFI response and transmitted it to the WFC Interim Administrator on December 2nd. BRH was informed on December 6th that the WFC Board voted unanimously to move forward with having BRH assume operations. WFC and BRH issued a joint news release announcing the merger on December 8th.

Financial State

Due to the Pandemic and ensuing labor shortages, WFC has been operating at an average occupancy of 47 residents out of the total 61 beds available. For the recent fiscal year ending 12/31/2022, WFC's revenues dipped to \$9M, or a loss of \$2M from previous pre-COVID averages. This significant drop in revenues, combined with a nearly 15% increase in operating expenditure, has WFC operating in a position where they expect to lose roughly \$1.7M on an annual basis.

Again, staffing shortages have been at the heart of both the revenue declines as well as the increased costs. An inability to find, recruit, and retain staff has led to the closure of a wing of the facility. Currently, WFC utilizes 10 travelers (RNs/CNAs) to provide care to the residents that they have. These travelers come at a great cost to the facility, much greater than employed individuals.

That said, there is a significant demand in the community for these skilled nursing services, and trend of an aging population, this demand is expected to grow. According to the Department of Labor and Workforce Development, Juneau’s population age 75+ is expected to grow by 37% by 2025 and another 36% by 2030. Bartlett is certain that, under our stewardship, Wildflower Court can be filled again. By addressing staffing needs and making other administrative adjustments, Bartlett expects to be able to open and fill at least 8 of the 14 vacant beds, which is the anticipated break-even point for the facility.

To aid in reopening after the transition, WFC will gain access to Bartlett’s ability to both recruit new staff and utilize existing staff to form efficiencies. Moving forward, Wildflower Court will be able to utilize Bartlett’s administrative, dietary, materials management, 24/7 clinical, and security personnel, amongst others. Bartlett is active in “growing our own” staff, including RNs and CNAs, which will be vital to reopening Wildflower Court to more residents. Bartlett’s pay structure and benefits are also more competitive in the market and will aid in outside recruitment.

In conjunction with increasing the number of residents, there is also an opportunity in amount that WFC is reimbursed per resident. Currently, the WFC Medicaid reimbursement rates are some of the lowest in Alaska for freestanding nursing facilities, at 68% of the State average. Through recent conversations with the State of Alaska, Bartlett believes there is a path toward reviewing and increasing those rates. Achieving the State average for nursing home rates alone will significantly boost WFC’s revenues. WFC is scheduled to “rebase,” or adjust rates, beginning 1/1/2024.

Path Forward

On March 31, 2023, BRH entered into a transition agreement with WFC. As part of this agreement, Bartlett gained administrative duties at Wildflower Court, taking over the daily operation and management of the facility. This transition agreement has afforded CBJ and BRH additional time to perform legal and financial due diligence and has allowed BRH to gain a more comprehensive understanding of the WFC organizational, operational, and administrative processes, challenges, and opportunities.

While overseeing operations, BRH and WFC have also worked toward identifying the most appropriate legal processes to finalize the acquisition and transition of the operations. Because of Alaska laws governing mergers, acquisitions, and consolidation, the process of changing ownership will require that WFC dispose of its assets and then dissolve. Upon disposal, the assets used to operate the facility, including the physical plant, equipment, furniture, fixtures, inventory and supplies, medical records, supply and vendor contracts, cash and A/R, resident cash accounts (held in trust), etc., would transfer to BRH.

Meanwhile, the Assembly would appropriate funds that would be used to extinguish any non-transferable liability of WFC, such as bonds, paid time off, and the retirement plan. As of 5/3/2023 the estimated amount of the non-transferrable liabilities is \$1.62M:

- Projected PTO Liability - \$450,000
- Projected 401(k) Liability - \$170,000
- Projected Revenue Bonds Balance -\$1,000,000 (The CBJ CFO is currently working with the bond issuer to determine a final payoff amount as of July 1st, 2023.)

Finally, the Assembly would appropriate expenditure authority to operate the facility for 12 months. Bartlett anticipates that most operating expenditures of the facility will be covered by the revenues generated from operations. However, there is an expectation that a ramp up in staffing and achieving efficiencies will require several months. Bartlett expects to utilize \$900,000 of its own fund balance to help fund operations in that first year.

- 12-Months Operating Expenditures - \$10,500,000
- 12-Months Operating Revenues - \$9,600,000

In total, to fund the initial operating deficit and to extinguish the liabilities, BRH would use **\$2.52M in fund balance** to complete the transfer of ownership.

RECOMMENDATION:

Bartlett recommends that the Assembly move forward with an amendment to Bartlett’s FY2024 budget to enable the Hospital to complete the acquisition of the Wildflower Court’s skilled nursing facility.

BARTLETT REGIONAL HOSPITAL

COMPARATIVES

	FY22 Actuals	FY23		FY24	
		Amended Budget	Projected Actuals	Approved Budget	Revised Budget
EXPENDITURES					
Personnel Services	\$ 85,115,600	94,008,200	84,549,400	94,008,200	93,062,000 \$99,962,000
Commodities and Services	38,036,100	37,923,800	39,889,400	37,965,700	37,317,300 \$40,917,300
Capital Outlay	3,335,100	8,266,400	2,400,000	2,112,300	1,928,200 \$3,548,200
Debt Service	1,537,600	2,865,000	2,616,100	3,018,500	2,841,000
Support to:					
Capital Projects	27,800,000	4,185,900	4,185,900	7,500,000	2,000,000
Total Expenditures	155,824,400	147,249,300	133,640,800	144,604,700	137,148,500
					\$149,268,500
FUNDING SOURCES					
Charges for Services	118,109,500	137,251,600	118,150,000	137,251,600	130,752,300 \$140,352,300
State Revenue	3,684,100	3,619,100	1,000,000	3,619,100	750,000
Federal Revenue	5,355,400	-	-	-	-
Investment and Interest Income/(Loss)	(2,030,100)	531,300	867,700	531,300	1,000,000
Bond Proceeds	21,497,200	-	-	-	-
Support from:					
Capital Projects	4,000,000	7,026,000	7,026,000	-	-
Tobacco Excise Tax General Fund	518,000	518,000	518,000	-	\$2,500,000
Total Funding Sources	151,134,100	148,946,000	127,561,700	141,402,000	132,502,300
					\$144,602,300
FUND BALANCE					
Debt Reserve					
Beginning Reserve Balance	1,806,500	3,139,000	3,139,000	3,139,000	3,139,000
Increase (Decrease) in Reserve	1,332,500	-	-	-	-
End of Period Reserve	3,139,000	3,139,000	3,139,000	3,139,000	3,139,000
Available Fund Balance					
Beginning of Period	56,735,200	50,712,400	50,712,400	44,633,300	44,633,300
Increase (Decrease) in Fund Balance	(6,022,800)	1,696,700	(6,079,100)	(3,202,700)	(4,646,200) (\$4,666,200)
End of Period Available Fund Balance	\$ 50,712,400	52,409,100	44,633,300	41,430,600	39,987,100
					\$39,967,100
STAFFING	527.00	617.00	560.00	617.00	600.00

BUDGET HIGHLIGHT

The Hospital FY24 Revised Budget shows a decrease from the FY24 Approved Budget of \$7,456,200 (5.2%).

The significant budgetary changes include:

FY24 Revised Budget

- Personnel services decreased \$946,200 (7.1%) due primarily to position reductions.
- Commodities and services decreased \$648,400 (1.7%) due to cost saving measures.
- Debt services decreased \$177,500 (5.9%) due to a bond refinancing in FY23.
- Support to capital projects decreased \$5,500,000 (73.3%) based on planned infrastructure maintenance and upgrades.



TO: Carol Triem, Assembly Finance Committee Chair
THROUGH: Jeff Rogers, Finance Director
FROM: Tom Rutecki, Youth Activity Board Chair
DATE: April 25, 2023
RE: FY24 Youth Activity Grant Funding

FY24 Funding

The City Manager has submitted a balanced budget that recommends allocating \$332,500 of the 1% Sales Tax for youth activity grants in Fiscal Year 2024 (FY24). The Youth Activity Board (YAB) is tasked with allocating these funds amongst various community non-profit organizations serving the youth of Juneau.

The YAB is required by Resolution 2820 to place a sum equal to five percent of the amount allocated into a contingency account to fund unanticipated events. \$332,500 minus the five-percent contingency (\$16,625) leaves the general youth activities fund with **\$315,875 to distribute for FY24 overall grant funding.**

CBJ share of Youth Activity funding	\$332,500
Contingency Fund (5%)	<u>(\$16,625)</u>
Total grant funding	\$315,875

FY24 Grant Process

This year the YAB reviewed 26 proposals totaling **\$499,291.00** in requests and is recommending funding for all 26 of the programs. In FY23, the YAB reviewed 27 proposals totaling \$513,272.50 and funded all 27 of those programs.

Grant proposals are divided into three categories: Sports, Arts, and Academic/Other for evaluation and ranking. The nine Youth Activity Board members* are each assigned to one of those categories so that three members review all grants in each category. In addition to the many hours spent individually evaluating and scoring each proposal, Board members spend two evenings publicly reviewing the proposals. The second and final meeting consists of the Board reaching agreement on the groups to be funded and their recommended funding level. The attached list contains the Board's recommendations for FY24.

Recommendation

The Youth Activity Board recommends that the Finance Committee approve the funding recommendations on the attached list.

*** Youth Activity Board Members**

Chair: Tom Rutecki

General Public representatives: Bonita Nelson, Samantha Schwarting, Summer Christiansen, Kristina Moore-jager, Elizabeth Balstad

Youth representative: Jack Lovejoy

Juneau Arts and Humanities representative: vacant seat

Parks and Recreation Advisory Committee representative: Josh Anderson

FY24 YOUTH ACTIVITY GRANT TOTALS

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	Recommendation
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$10,170.00	\$9,153.00
SAIL	ORCA Youth Program	\$13,000.00	\$11,700.00
AWARE, Inc	Girls on the Run/Boys Run	\$7,940.00	\$4,610.00
Girl Scouts of Alaska	Girl Scouts in Juneau	\$18,700.00	\$8,700.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$10,603.00	\$7,422.00
SheJumps	Outdoor Rec. & Mentorship for Girls in Juneau	\$15,000.00	\$7,250.00
Resurrection Lutheran Church	Juneau Live! Studio Show Runner Camps	\$7,000.00	\$3,600.00
	Total Program Amount Requested	\$82,413.00	\$52,435.00
ARTS			
Juneau Dance Theatre	Juneau Fine Arts Camp	\$26,000.00	\$14,108.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$26,500.00	\$15,500.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$17,100.00	\$12,350.00
Friends of Alaska State Museum	Alaska Art at the APK	\$9,992.00	\$9,496.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR	\$15,624.00	\$8,562.00
	Total Program Amount Requested	\$95,216.00	\$60,016.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$44,500.00	\$33,355.00
Juneau Douglas Ice Association	Youth Hockey Program	\$15,000.00	\$8,250.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$35,000.00	\$22,172.00
Glacier Swim Club	Youth Competitive Swimming	\$19,500.00	\$15,063.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$31,500.00	\$22,525.00
Juneau Youth Sailing	Youth on the Water	\$31,770.00	\$10,515.00
Hooptime Basketball	Hooptime Basketball	\$7,792.00	\$3,938.00
Juneau Skating Club	Youth Ice Skating	\$29,670.00	\$19,401.00
Midnight Suns Fastpitch Softball	Girls Fast Pitch Softball	\$15,000.00	\$8,125.00
Juneau Youth Wrestling	Youth Wrestling	\$14,080.00	\$9,645.00
Juneau Trap Team	Juneau Trap Team Season	\$9,000.00	\$5,400.00
Midnight Suns Baseball Club	Youth Baseball	\$36,000.00	\$22,200.00
Hoop Rats Basketball Club	Hoop Rats Basketball	\$17,350.00	\$11,626.00
Juneau Nordic Ski Club	Youth Nordic Ski Program	\$15,500.00	\$11,209.00
	Total Program Amount Requested	\$321,662.00	\$203,424.00
	Total FY24 Amount Requested	\$499,291.00	\$315,875.00



March 15, 2023

Mayor and Assembly
City & Borough of Juneau
155 S. Seward St.
Juneau, AK 99801

Dear Mayor and CBJ Assembly,

Sealaska Heritage Institute (SHI) respectfully requests \$500,000 in FY24 funds for the development and construction of its Science, Technology, Engineering, Arts, and Mathematics (STEAM) Fab Lab/Makerspace in downtown Juneau. The development will only continue to enhance SHI's educational offerings in conjunction with the Juneau School District (JSD) by offering programs for enhanced school visits, after school programs, as well as weekend programs for children and families.

SHI programming is providing over \$2 million to the Juneau School District over the 2022-2023 year. Across six grant programs, SHI served 228 educators and 2,308 students in the Juneau School District in 2022.

The SHI STEAM Fab Lab/Makerspace, located adjacent to SHI's Walter Soboleff Building and the Atnané Hít Arts Campus, will incorporate Indigenous knowledge with western science-based approaches. The facility will serve students and families in Juneau and from throughout Southeast Alaska as well as educators to offer culturally-responsive STEAM learning.

Sealaska Heritage looks forward to providing an overview of this exciting project in the near future. We respectfully request \$500,000 from the City & Borough of Juneau in FY24 and appreciate your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Rosita Worl".

Rosita Kaaháni Worl, Ph.D.
President

Juneau, the Northwest Coast Arts Capital of the World and SHI FabLab

Lee Kadinger, Chief Operating Officer
Rebecca Soza, STEAM Project Manager
May 10, 2023



SEALASKA
HERITAGE

Sealaska Heritage Institute's mission is to perpetuate and enhance Tlingit, Haida, and Tsimshian cultures.

Its goals are to promote cultural diversity and cross-cultural understanding through public services and events.

Vision Statement

Indigenous culture, values, and knowledge will be integrated into public policy, institutions, and programming serving Alaska Natives to sustain the cultural vitality of current and future generations.



AY2022-2023 SHI Support for Juneau School District

SHI currently provides direct financial support of \$2.4m+ for six discrete educational programs; 13 FTE; along with SHI staff support serving 2,125 Juneau students

Program	District Positions (FTE)	Youth Served	Annual Funding
STEAM MS	<ul style="list-style-type: none"> 2.0 Elective Teachers 1.0 Instructional Coach 	270	\$450,000
STEAM HS	<ul style="list-style-type: none"> 2.0 FTE 	355	\$290,000
TCLL	<ul style="list-style-type: none"> 3.0 FTE 	75	\$418,000
Raven Writes	<ul style="list-style-type: none"> 3.0 Writing Coach 1.0 Writing Specialist 	675	\$500,000
Voices*	<ul style="list-style-type: none"> 3 Artists in Residence 1 Literacy Specialist 	650	\$153,000
Box of Treasures	<ul style="list-style-type: none"> 1.8 FTE Language & Arts Instructors 	100	\$330,000
Additional Support	<ul style="list-style-type: none"> SHI Staff support in schools 		\$300,000+
TOTAL	~ 13 FTE	2,125	\$2.4 million+

*Voices residencies are contracted positions with SHI, not JSD employees.

Expansion of SHI Education Programs – FabLab

- SHI will convert the first floor and basement of Municipal Way Building into a FabLab with 3D printers, vinyl cutters, laser cutters, a digital media lab, and traditional foods lab
- FabLab will be accessible to the community and to youth through in-school field trips, afterschool and weekend workshops, summer classes and school-based field trips
- Exterior renovations further downtown revitalization and reflect Juneau as Northwest Coast Arts Capital of the world:
 - Renovations compatible with CBJ's Heritage Square Northwest Coast Arts aesthetic
 - Improved comfortability for tenants through recommended upgrades to heating/cooling systems to aged facility



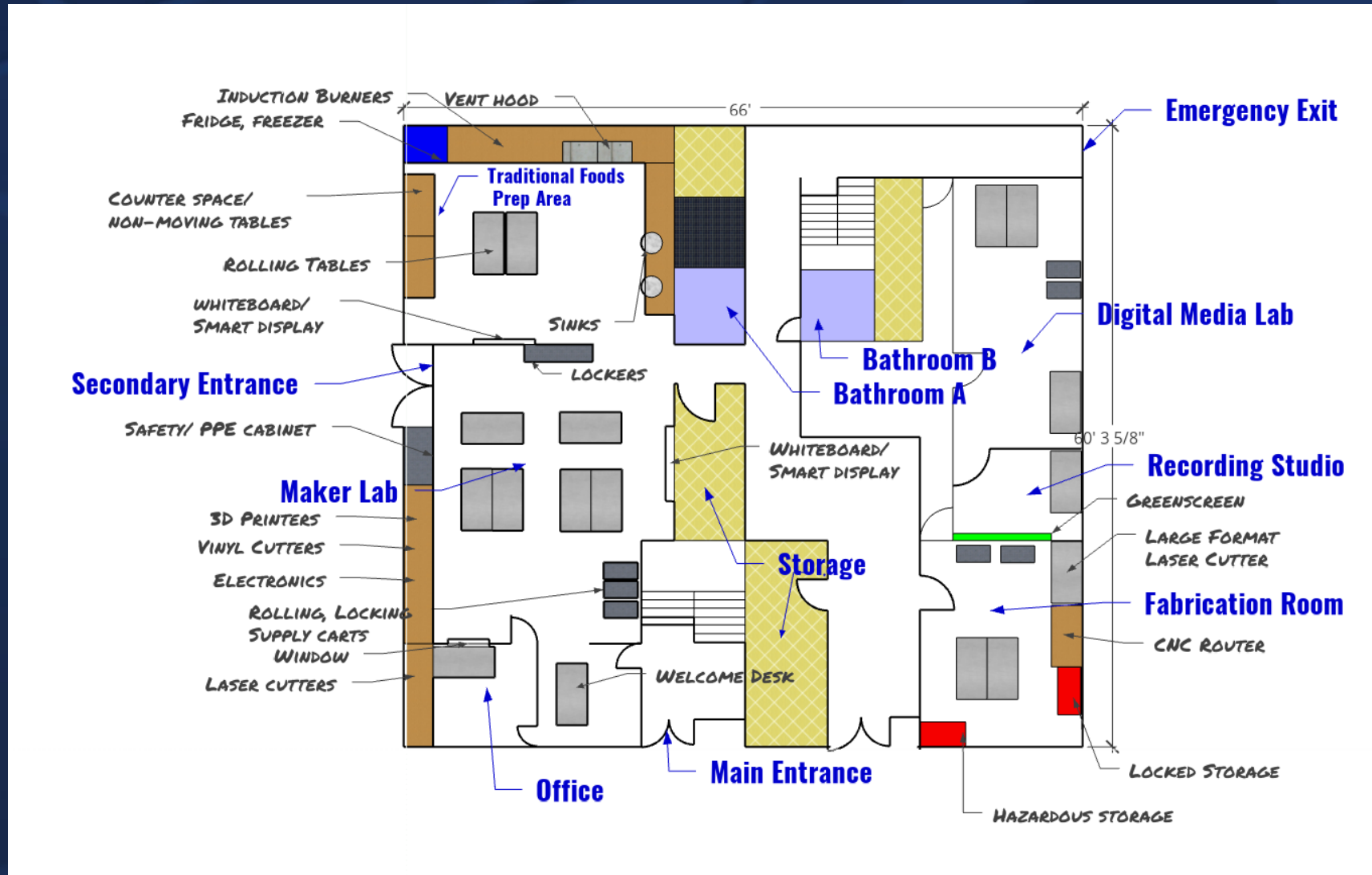
STEM Opportunities

- 24% of US workforce employed in a STEM field in 2021¹
- FabLab will improve Alaska Native math and science proficiency: 0.4% of Science & Engineering baccalaureate recipients are American Indian/Alaska Native¹
- FabLab will expand SHI's STEM internship opportunities:
 - SHI will have placed 20 Alaska Native high school/college students into internships with STEM partners in 2023, including: AEL&P, SEARHC, UAS, Juneau Public Libraries
- Aligned with Alaska Cultural Standards, Next Generation Science Standards, Alaska State Math Standards, Alaska State Art Standards

¹ National Science Foundation; National Center for Science and Engineering Statistics' *Diversity and STEM: Women, Minorities, and Persons with Disabilities 2023*



FabLab Programmatic Plan



Future Programming

- Community programming: Digital Arts, Robotics, Food Preservation and Preparation
- Juneau STEAM Coalition – District-wide Curiosity Unleashed Event and elementary school STEAM fairs
- Bridges into post secondary for students to continue their STEAM college and/or career pathway



Project Costs

- CBJ Investment of \$500,000 will generate more than \$3,900,000 of improvements to downtown and create a State of the Art educational and community facility
- CBJ investments enhance further donation requests to:
 - **State and Federal Requests**
 - **Corporate Giving**
 - **Foundation Support**

CATEGORY	DESCRIPTION	AMOUNT	STATUS
Building/Property Acquisition	Purchase of existing building for conversion to Fab Lab	\$2,600,000	Secured
Renovations	Renovate select areas of building (6,800 sq. ft. x \$500/sq. ft.) Exterior renovations for energy efficiency	\$3,400,000	\$1,300,000 Secured \$2,100,000 Seeking/Pending
Equipment	3D Printers, Shopbot PR Standard, Injection Molding Machine, US Cutter SC Model Kit, CNC Router-3 Axis, CNC Milling Machine, Computer Lab	\$500,000	Seeking/Pending
Total		\$6,500,000	\$3,900,000 Secured \$2,600,000 Need

Let's Build Together!

Gunalchéesh, Háw'aa, T'oyaxsism



www.sealaskaheritage.org



**Downtown Business Association (DBA)
Request for CBJ Funding Support for FY24
March 20, 2023**

The Downtown Business Association (DBA) requests \$75,000 in CBJ support for the fiscal year 2024.

Main Street America

As in FY19 - FY23, this funding supports the DBA's efforts to champion a thriving downtown in Alaska's Capital City. This funding supports the DBA's ongoing work to improve our Capital City as an accredited Main Street America city, funding dedicated staff time to strategically implement the work of our volunteer committees within the Main Street approach of Design, Promotion, Economic Vitality, and Organization.

It's widely documented that vibrant Downtown economic centers play a unique role in the vitality of broader local communities. As the Capital of Alaska, the most visited city in Alaska during the summer, and the heart of our remarkable community, it's critical that we continuously work to improve downtown for residents, Legislators and their staff, and visitors alike. It is our collective duty and responsibility to work with all Juneau organizations to provide the most welcoming Capital in the nation.

Focus Areas

DBA works closely with CBJ and other partners such as the JAHC, Travel Juneau, Juneau Chamber of Commerce, Alaska Committee and JEDC to achieve goals identified in the Blueprint Downtown, Visitor Task Force and supporting the Juneau Economic Plan. Below are just a few of the DBA objectives and activities that support the implementation of these objectives.

1. Foster an Attractive, Safe, and Clean Environment that Attracts People Downtown

Examples of activities/programming:

- Ambassador Program (with limited passenger fee funds)
- Expand on the Visitor oriented program goals
- Monitor and partner with JPD while focusing on hospitality
- Partner with the visitor industry cluster (JEDC/Travel Juneau/CLIA)
- Support implementation of a Downtown Ambient Lighting Plan
- Annual Downtown Clean Up with Juneau Electric Vehicle Association (JEVA), Juneau Commission on Sustainability (JCOS), and Litter Free, Inc.
- Seek input from DBA members on downtown safety, cleanliness, and parking matters

2. Downtown is a Family-Friendly Destination

Examples of DBA-sponsored activities/programming:

- Annual Gallery Walk Festivities
- Monthly First Friday Events
- Annual Halloween Pumpkin Patch



- Annual Brunch Punch Card Promotion
- Pawlentine’s Dog Shopping Days

3. Strengthen and Add Capacity to DBA Membership

- Promote, foster, and encourage downtown business. From February 2023 to March 2023 DBA membership has increased 39%, and DBA membership now includes over 125 downtown businesses and is growing. The DBA is a leading voice for downtown.
- Act as an advocate on issues that face downtown businesses.

4. Improve Access To, From, and Within Downtown

Examples of activities/programming:

- Downtown Map: wayfinding to and promotion of locally owned and operated businesses
- Legislative Reception support for Juneau as a host for Alaska’s Capital City

The Members and Board of the Downtown Business Association greatly appreciate the support provided to the DBA in the past, recognizing that downtown is critical in making Juneau an attractive place to live, work, raise a family, experience our rich diversity, and serve our State as its Capital City. We thank the CBJ for its commitment to a vibrant downtown.

Downtown Business Association
Profit & Loss by Class
 July 2023 through June 202

SUBCLASS					
CLASSES	Total Organization	Total Economic Vitality	Total Promotion	Total Design	TOTAL
Income					
4000 · Grants - CBJ					
4001 · Ambassador Program	0.00	90,000.00	0.00	0.00	90,000.00
4002 · CBJ Support for Downtown	75,000.00	0.00	0.00	0.00	75,000.00
Total 4000 · Grants - CBJ	75,000.00	90,000.00	0.00	0.00	165,000.00
4090 · Member Dues	38,000.00	0.00	0.00	0.00	38,000.00
4100 - Program Revenue			0.00	0.00	0.00
4101 -Event Sponsorships	0.00	0.00	3,500.00	1,400.00	4,900.00
4102 - Event/Program Fee Income	0.00	0.00	11,100.00	0.00	11,100.00
4103 - Advertisement Sales	0.00	12,600.00	0.00	0.00	12,600.00
4120 - Pull Tab Income	0.00	0.00	11,000.00	0.00	11,000.00
Total Gross Income	113,000.00	102,600.00	25,600.00	1,400.00	242,600.00
Expense					
6001 - Accounting & Tax Prep	600.00	0.00	0.00	0.00	600.00
6010 - Advertising & Promotion	0.00	0.00	100.00	0.00	100.00
6011 -Event Promotion	0.00	0.00	4,300.00	200.00	4,500.00
6012 - Graphics & Printing	0.00	18,833.00	500.00	0.00	19,333.00
6013 - Media - DBA General, Branding	2,000.00	0.00	1,102.00	0.00	3,102.00
6014 - Website	200.00	0.00	0.00	0.00	200.00
6020 - Contractual & Consulting	91,968.00	81,511.00	0.00	2,500.00	175,979.00
6025 - Dues & Subscriptions	600.00	0.00	0.00	0.00	600.00
6030 - Event Costs	3,600.00	0.00	8,600.00	3,696.00	15,896.00
6040 - Rental Expense	3,090.00	0.00	900.00	2,200.00	6,190.00
6060 · Bank/Online Service Charges	1,000.00	0.00	0.00	0.00	1,000.00
6180 - Contributions and Sponsorships	0.00	0.00	0.00	0.00	0.00
6380 · Insurance	2,000.00	0.00	275.00	0.00	2,275.00
6500 · Licenses and Permits	100.00	0.00	100.00	150.00	350.00
6530 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
6610 · Postage and Delivery	60.00	0.00	0.00	0.00	60.00
6620 · Printing and Reproduction	450.00	0.00	75.00	0.00	525.00
6640 · Professional Fees	0.00	0.00	0.00	0.00	0.00
6770 · Supplies	0.00	750.00	3,850.00	1,620.00	6,220.00
6800 - Taxes	0.00	0.00	3,800.00	0.00	3,800.00
Total Expense	105,668.00	101,094.00	23,602.00	10,366.00	240,730.00
Net Income	7,332.00	1,506.00	1,998.00	(8,966.00)	1,870.00



**Downtown Business Association (DBA)
FY24 Budget Narrative
March 20, 2023**

Key Assumptions

- \$75,000 grant from CBJ
- 150 Members
- Promotions: Gallery Walk, Murder Mystery Dinner Fundraiser, Pull Tab Vendors
- Design Projects: Downtown Lighting Project (maintenance)
- Organization: Main Street Accreditation, Mainstreet NOW Conference (credit from 2023, paid registration), Annual meeting, Board Retreat, Quarterly Membership Events
- \$90,000 Ambassador Program for FY2024 from Passenger Fees. This is an increase from previous years due to the increase in number of passengers and the slight expanding of the season earlier in the Spring and later in the Fall.

INCOME/SOURCES OF FUNDS

GRANTS

- **Ambassador Program:** Operating grant by the CBJ out of Passenger Fees
- **CBJ Main Street Grant:** Operating grant by the CBJ Assembly.

MEMBERSHIP DUES

- Annual dues are \$275. There are a few associate memberships (\$150) and non-profit memberships (\$175). Members with multiple locations operating under the same entity name pay \$100 for each additional site, since inclusion in the downtown visitor map is a membership benefit.

PROGRAM REVENUE

- **Event Sponsorships:** Sponsorship income that supports specific events, such as the Gallery Walk, downtown lighting installations, and other events that draw people downtown
- **Event Program Fee Income:** Registration fees for participation in DBA events
- **Advertisement Sales:** Fees for multiple advertisement sizes included in the downtown map
- **Pull Tab Income:** This represents 70% of the ideal net of pull tabs – 2 current and active vendor permits



EXPENSES/USES OF FUNDS

ADVERTISING & PROMOTION

- **Event Promotion:** the cost of advertising and promoting DBA events, such as Gallery Walk, First Fridays, and other date-specific events hosted; includes radio and social media promotion
- **Graphics & Printing:** The cost of design and printing for the visitor map; other printed promotion materials.
- **Media-DBA General, Branding:** The cost to promote the organization itself on social media, radio and newspaper.
- **Website:** The cost of website updates and hosting provided by Blue Host.

CONTRACTUAL & CONSULTING

- **Ambassador Program:** A program implemented to provide visitors with safety oversight and navigational assistance. The increase of requested funds reflects the return of full capacity cruise ships, and the estimated 1.6 million visitors expected this season.
- **Map Design:** Design contract for annual updates to the membership listings and ads.
- **Light Up Downtown:** Maintenance, repair and completion of existing phase of the project delayed by weather in 2022.
- **JEDC Contract:** Contract with JEDC to provide program, administrative, gaming, and accounting support.

MISCELLANEOUS AND ADMINSTRATIVE

- **Accounting & Tax Prep:** The cost of preparation of DBA's 990 tax return.
- **Dues & Subscriptions:** Main Street, Wild Apricot.
- **Event Costs:** Catering, entertainment
- **Rental Expense:** Storage Container, Equipment Rental.
- **Bank/Online Service Charges:** Bank fees for online payment services such as PayPal, QuickBooks and Wild Apricot.
- **Contributions & Sponsorships:** Donations to the community.
- **Insurance:** Business Owners Property and Liability coverage, and special event coverage required by CBJ for use of its facilities.
- **Licenses and Permits:** DBA business and gaming permits plus, corporate filing costs, and event permits for road closures
- **Postage and Delivery:** Postage for DBA mailings.
- **Printing and Reproduction:** General printing needs - flyers, banners, signs, table tents, etc.
- **Supplies:** Events, Pull Tabs, Design Projects, Office Supplies
- **Taxes:** Pull Tab, CBJ Sales Tax

Goal: Make Downtown Vibrant and Sustainable Year-Round										
Main Street Framework:	Promotion: positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive	Design: supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.	Organization: involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community	Economic Vitality: supports a mix of businesses, cultural institution and housing downtown as well as a strong entrepreneurial ecosystem.						
Committee -	Marketing/Fundraising	Design	Membership	JEDC/DBA Board Member TBD	Min. Hours	Max. Hours	Other Costs	Date	NOTES	
STRATEGY 1 – Foster an attractive, safe, and clean environment that attracts people downtown										
Objective 1: To increase visibility, safety, and attractiveness of downtown.										
Downtown Ambassador Program			Visible, friendly, trained, local, uniformed staff on the docks min. 10hrs/day every day when cruise ships are in port to welcome tourists, HAND OUT DBA MAPS while giving directions and directing traffic to member businesses (help the flow through DT from the bottleneck leaving the docks), and report safety or sanitary concerns downtown to the proper CBJ authorities.		32	60		April - Oct (prep/hiring in March, training and start in April)	Ambassador Lead (Manager) to be hired at top rate to hire, train, schedule, manage, and report all ambassador activity. Key identified candidate: Amanda Krafft.	
Light Up Downtown		Finish contract w/ Carver Construction: repairs and remaining installation finished (Goldstein Bldg, SHI, other?). Build plan into funding for maintenance, repairs, and expansion to more streets. FIRST FIXES: E side of Franklin (lights up, outlet not working), Repairs on the N side of east Front Street (need new lights/flashing).		Nimmy Philips	32	48	\$10,000	Between ships and bad weather (late summer / early fall)	Estimating \$5000 for repairs, and \$5000 for additional expansion in parts & labor.	
Inform members of their sidewalk responsibilities		Consolidate information on storefront responsibilities; Draft informative email to members, create handouts to be distributed by downtown businesses			4	8	\$500	Yearly Need. Provided a PDF for Winter 2020		
Objective 3: To Improve Access to, from, and within downtown										
Projects										
Continue to improve DBA Downtown Map	Utilize DBA Annual Sponsorship to supplement printing costs - also consider charging for a listing (separating it from an automatic benefit of membership).		Work to improve the map for 2024 including securing new contract and working with members to increase its value to our organization, members, and visitors. Separate brick and mortar businesses and associate members or services that don't need a listing (make space for those it actually serves as a walking map, the rest can be in the online database). ☒	David Summers	40	80	\$10,000		Estimating \$5000 for re-design, \$5000 for printing costs beyond membership. c	
Address parking policies / expand parking options		Work with CBJ to advocate for improved parking in the downtown district (discussion needed to elaborate)			16	40	\$0	No timeline as of yet		

Goal: Make Downtown Vibrant and Sustainable Year-Round										
Main Street Framework:	Promotion: positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive	Design: supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.	Organization: involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community	Economic Vitality: supports a mix of businesses, cultural institution and housing downtown as well as a strong entrepreneurial ecosystem.						
Committee -	Marketing/Fundraising	Design	Membership	JEDC/DBA Board Member TBD	Min. Hours	Max. Hours	Other Costs	Date	NOTES	
STRATEGY 2 – Make Downtown Juneau a Family-Friendly Destination Year Round										
Projects										
Gallery Walk	Biggest, most impactful event, in partnership with JAHC (and half the city is involved). Primary staff commitment of time from Oct 1 - Dec 3.			Need a team of board members to take on the DBA Christmas Tree (maintenance, installation, storage).	130	150	\$4,000	Winter 2023	Goal to find single sponsor for this cost (many in-kind donations necessary as well).	
Litter Free		Partner with Litter Free Juneau to support volunteer clean up of downtown in the spring.			10	15	\$50	April of 2023	\$50 for volunteer thank yous (coffee & donuts)	
Chairlift Bench Project		Refurbished and ready for install. Work with city on details of install.		V Bingham / Nimmy Philips	12	20		Summer 2023		
Promotions										
Brunch Punch Card	Encourage patronage of downtown shops and restaurants by incentivizing purchases with chance to win prize. Participating locations pay \$50, supports prize/printing.				10	15	\$50	late April	\$50 for printing cards to distribute.	
Pumpkin Patch Scavenger Hunt	Encourage patronage of downtown shops and restaurants by families around Halloween. Prizes donated by each participating business (no fees otherwise).				15	20	\$50	late October	\$50 for printing cards to distribute.	
Pawlentine's Day	Shop with your pup downtown! Encourage fun family participation with pup-up photo ops, discounts at participating locations.				10	15	\$20	mid February	\$50 for printing cards to distribute.	

Goal: Make Downtown Vibrant and Sustainable Year-Round										
Main Street Framework:	Promotion: positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive	Design: supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.	Organization: involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community	Economic Vitality: supports a mix of businesses, cultural institution and housing downtown as well as a strong entrepreneurial ecosystem.						
Committee -	Marketing/Fundraising	Design	Membership	JEDC/DBA Board Member TBD	Min. Hours	Max. Hours	Other Costs	Date	NOTES	
STRATEGY 3 – Strengthen the DBA with Partnerships.										
Objective 1: Leverage partner and member events for attracting locals downtown.										
Projects										
First Friday	Monthly gatherings to see and buy local art, patronize businesses, and draw the local community downtown.				12	24	0			
Marketing Matters	Fall seminar series and spring workshops to develop marketing and content creation skills for local business owners and creative professionals.			In partnership with Travel Juneau, the Juneau Arts & Humanities Council, and the Juneau Economic Development Council.	20	40	0			
Rooted In Community Articles	Monthly article in the Juneau Empire featuring a 'now and then' story about a building downtown and the people/businesses who've occupied those spaces. Social Media push leads into the weekend print edition in the Neighbors section. Hoping to lead to summer tour (partner with City Museum) and scavenger hunt seeking interesting architectural details around downtown.			Written by member Laurie Craig	12	24	0	Monthly Feb - July		

Goal: Make Downtown Vibrant and Sustainable Year-Round														
Main Street Framework:	Promotion: positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive				Design: supports a community's transformation by enhancing the physical and visual assets that set the commercial district apart.			Organization: involves creating a strong foundation for a sustainable revitalization effort, including cultivating partnerships, community		Economic Vitality: supports a mix of businesses, cultural institution and housing downtown as well as a strong entrepreneurial ecosystem.				
Committee -	Marketing/Fundraising			Design			Membership		JEDC/DBA Board Member TBD	Min. Hours	Max. Hours	Other Costs	Date	NOTES
STRATEGY 4 – Strengthen and build capacity of DBA														
Objective 1: Add value to membership														
Annual Meeting							Plan event programming; plan & coordinate with members & venue.			16	24	\$2,000	Sept. 6, 2019 (event date)	
Hold quarterly member mixers							Meet and greet other members, styled on the Travel Juneau partner mixers (meet at a bar, one free drink).			24	48	\$2,000	Throughout year	
Develop strong, persuasive messaging for prospective members	Utilize work done at 2023 Board Retreat to craft the "WIFM" (what's in it for me?) message to court new members and sponsors.								Expand and elaborate DBA benefit bullet points. Send out mailer to downtown businesses not in the DBA yet. Court sponsorship for all events.	8	16		Immediately	
Improve web presence									Evaluate, enhance, and update website. FOCUS: update current business listings, fix load time, change focus of audience to locals looking to come downtown, establish event calendar on landing page that is self directed-- like the JAHC First Friday airtable)	40	80			
Maintain updated strategic plan									Develop and maintain workplan and detailed calendars for each committee	12	24			
Develop private sector funding plan	Develop DBA Annual Sponsorship program to support operations/events.									16	48		Throughout the year	
									Total Hours	471	783	\$ 28,670.00		



Downtown Business Association Board of Directors as of March 2023

612 West Willoughby Avenue, Suite A, Juneau AK 99801
Main Phone 907-523-2300 ■ F 907-463-3929
downtownjuneau@gmail.com

David Summers, President
M (907) 957-1152
emailsummers@gmail.com
2 Marine Way, Ste 119
Juneau, AK 99801
*Term expiration date: 2024

Vice President - TBD

**Venietia Bingham,
Treasurer/Secretary**
W (907) 586-6870
M (907) 723-2762
info@vscellardoor.com
222 Seward Street
Juneau, Ak 99801
*Term expiration date: 2023

Jodie Gatti
W (907) 463-7121
jgatti@cchitha-nsn.gov
320 Willoughby Ave.
Juneau, AK 99801
*Term expiration date: 2023

Lisa Parady
W (907) 586-9702
M 907-903-1689
lparady@alaskaacsa.org
234 Gold St.
Juneau, AK 99801
*Term expiration date: 2023

Nimmy Philips
M 907-209-9167
nimmy@spicejuneau.com
112 N Franklin St.
Juneau, AK 99801
*Term expiration date: 2026

Duff Mitchell
M (907) 723-2481
duff@juneauhydro.com
300 Egan Drive
Juneau, AK 99801
*Term Expiration Date: 2024

Scott Bergmann
scottbergmann@alaskanfudge.com
195 S Franklin St
Juneau, AK 99801
*Term Expiration Date: 2026

Elias Hastings
Elias.Hastings@goldbelt.com
3025 Clinton Dr.
Juneau, AK 99801
*Term Expiration Date: 2026

Eric Forst
eric@reddogsaloon.com
278 S. Franklin
Juneau, AK 99801
*Term Expiration Date: 2023

***Terms end at the end of December
of each year. Board members serve
until replaced.**

Term Expiration
12/23 Jodi Gatti
12/23 Lisa Parady
12/23 Eric Forst
12/24 Duff Mitchell
12/24 David Summers
12/26 Elias Hastings
12/26 Nimmy Philips

Staff:

Gina Morris
Downtown Director
P (907) 523-2324
Downtownjuneau@gmail.com

Brian Holst
Fiscal Agent and JEDC Executive Officer
P 907-523-2333
M 907-209-9400
bholst@jedc.org

Chris Purves
JEDC Business Manager
P 907-523-2322
cpurves@jedc.org

Liaisons:

CBJ Assembly
Wade Bryson
wade.bryson@juneau.gov

Travel Juneau
Liz Perry
liz.perry@traveljuneau.com

Chamber of Commerce
Maggie McMillan
mmcmillan@juneauchamber.com

Juneau Arts & Humanities Council
Rachelle Bonnett
rachelle@jahc.org

Downtown Business Association
Balance Sheet
As of January 31, 2023

Section D, Item 6.

	Jan 31, 23	Jan 31, 22
ASSETS		
Current Assets		
Checking/Savings		
1003 · Checking - Operating First Bank	157,199.05	74,476.85
1004 · Checking - Gaming First Bank	9,397.00	6,786.08
Total Checking/Savings	166,596.05	81,262.93
Accounts Receivable		
1200 · Accounts Receivable	30,000.00	90,000.00
Total Accounts Receivable	30,000.00	90,000.00
Other Current Assets		
1099 · Undeposited Funds	100.00	375.00
Total Other Current Assets	100.00	375.00
Total Current Assets	196,696.05	171,637.93
TOTAL ASSETS	196,696.05	171,637.93
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	103.46	8,566.26
Total Accounts Payable	103.46	8,566.26
Other Current Liabilities		
2050 · Unearned Income	94,943.62	34,422.16
2200 · Due to CBJ *Ambassador Prog...	3,628.94	3,628.94
2500 · Sales Tax Payable	0.00	630.00
Total Other Current Liabilities	98,572.56	38,681.10
Total Current Liabilities	98,676.02	47,247.36
Total Liabilities	98,676.02	47,247.36
Equity		
3900 · Retained Earnings	82,557.14	121,248.27
Net Income	15,462.89	3,142.30
Total Equity	98,020.03	124,390.57
TOTAL LIABILITIES & EQUITY	196,696.05	171,637.93

**Downtown Business Association
Profit & Loss Budget Performance**

January 2023

	Jan 23	Budget	Jul '22 - Jan 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · Grants - CBJ					
4001 · Ambassador Program	561.43	0.00	24,686.48	37,500.00	75,000.00
4002 · Main Street	6,250.00	6,250.00	43,750.00	43,750.00	75,000.00
Total 4000 · Grants - CBJ	6,811.43	6,250.00	68,436.48	81,250.00	150,000.00
4090 · Member Dues	7,550.00	10,000.00	22,275.00	30,000.00	33,000.00
4100 · Program Revenue					
4101 · Event Sponsorships	1,825.00	1,000.00	1,825.00	3,000.00	6,500.00
4102 · Event/Program Fee Income	0.00	0.00	0.00	4,500.00	15,250.00
4103 · Advertisement Sales	4,900.00	5,000.00	5,900.00	10,000.00	15,000.00
4120 · Pull Tab Income	0.00	0.00	3,102.40	6,000.00	11,000.00
4100 · Program Revenue - Other	0.00		325.00		
Total 4100 · Program Revenue	6,725.00	6,000.00	11,152.40	23,500.00	47,750.00
Total Income	21,086.43	22,250.00	101,863.88	134,750.00	230,750.00
Gross Profit	21,086.43	22,250.00	101,863.88	134,750.00	230,750.00
Expense					
6001 · Accounting & Tax Prep	0.00	600.00	0.00	600.00	600.00
6010 · Advertising & Promotion					
6011 · Event Promotion	0.00	1,100.00	600.00	2,400.00	3,700.00
6012 · Graphics & Printing	0.00	1,150.00	290.00	8,100.00	14,800.00
6013 · Media - DBA general, branding	0.00	875.00	0.00	4,525.00	7,400.00
6014 · Website	189.90		403.54	400.00	400.00
6010 · Advertising & Promotion - Other	103.46	250.00	2,300.96	1,750.00	3,000.00
Total 6010 · Advertising & Promotion	293.36	3,375.00	3,594.50	17,175.00	29,300.00
6020 · Contractual & Consulting					
6021 · Management Services	7,249.75	7,702.65	40,960.20	53,918.55	92,431.80
6022 · Program support	82.02	0.00	202.02	750.00	1,500.00
6023 · Ambassador Program	488.22	0.00	21,231.94	31,249.99	62,500.00
6024 · Construction and repairs	0.00	4,200.00	10,261.11	9,700.00	18,100.00
6020 · Contractual & Consulting - Other	0.00	0.00	0.00	0.00	0.00
Total 6020 · Contractual & Consulting	7,819.99	11,902.65	72,655.27	99,618.54	174,531.80
6025 · Dues & Subscriptions	0.00	375.00	0.00	675.00	975.00
6030 · Event Costs	2,838.19	1,000.00	3,388.19	3,220.00	8,620.00
6040 · Rental Expense	0.00	350.00	0.00	1,200.00	1,700.00
6060 · Bank/Online Service Charges	350.03	83.33	434.03	583.35	1,000.00
6180 · Contributions & Sponsorships	(450.00)	0.00	375.00	0.00	0.00
6380 · Insurance	46.67	166.67	1,043.11	1,566.65	2,650.00
6500 · Licenses and Permits	179.00	150.00	199.00	720.00	820.00
6530 · Miscellaneous	0.00		91.71		
6610 · Postage and Delivery	0.00	0.00	0.00	30.00	60.00
6620 · Printing and Reproduction	0.00	0.00	265.05	0.00	0.00
6640 · Professional Fees	0.00		500.00		
6699 · Reconciliation Discrepancies	0.00		663.32		
6770 · Supplies					
6771 · Program Supplies	0.00	1,251.67	0.00	1,501.65	4,120.00
6772 · Gaming (Pull Tabs)	1,375.12	25.00	2,229.26	1,525.00	3,050.00
6770 · Supplies - Other	0.00	0.00	0.00	0.00	0.00
Total 6770 · Supplies	1,375.12	1,276.67	2,229.26	3,026.65	7,170.00
6800 · Taxes					
6805 · Alaska Gaming Tax	0.00	0.00	0.00	300.00	600.00
6810 · CBJ Sales Tax	(25.00)	0.00	977.85	1,600.00	3,200.00
6800 · Taxes - Other	0.00	0.00	0.00	0.00	0.00
Total 6800 · Taxes	(25.00)	0.00	977.85	1,900.00	3,800.00
6880 · Telephone	0.00		94.53		
Total Expense	12,427.36	19,279.32	86,510.82	126,315.19	231,226.80
Net Ordinary Income	8,659.07	2,970.68	15,353.06	8,434.81	(476.80)
Other Income/Expense					
Other Income					
7010 · Interest Income	16.42		109.83		
Total Other Income	16.42		109.83		
Net Other Income	16.42	0.00	109.83	0.00	0.00
Net Income	8,675.49	2,970.68	15,462.89	8,434.81	47)

**Downtown Business Association
Profit & Loss Budget Overview
July 2022 through June 2023**

Section D, Item 6.

	Total Design	Total Economic Vitality	Total Organization	Total Promotion	TOTAL
	Jul '22 - Jun 23	Jul '22 - Jun 23	Jul '22 - Jun 23	Jul '22 - Jun 23	Jul '22 - Jun 23
Ordinary Income/Expense					
Income					
4000 · Grants - CBJ					
4001 · Ambassador Program		75,000.00			75,000.00
4002 · Main Street			75,000.00		75,000.00
Total 4000 · Grants - CBJ		75,000.00	75,000.00		150,000.00
4090 · Member Dues			33,000.00		33,000.00
4100 · Program Revenue					
4101 · Event Sponsorships	0.00		2,000.00	4,500.00	6,500.00
4102 · Event/Program Fee Income				15,250.00	15,250.00
4103 · Advertisement Sales			15,000.00		15,000.00
4120 · Pull Tab Income				11,000.00	11,000.00
Total 4100 · Program Revenue	0.00		17,000.00	30,750.00	47,750.00
Total Income	0.00	75,000.00	125,000.00	30,750.00	230,750.00
Gross Profit	0.00	75,000.00	125,000.00	30,750.00	230,750.00
Expense					
6001 · Accounting & Tax Prep			600.00		600.00
6010 · Advertising & Promotion					
6011 · Event Promotion	0.00			3,400.00	3,400.00
6012 · Graphics & Printing	0.00		13,800.00	1,000.00	14,800.00
6013 · Media - DBA general, branding		2,500.00	2,900.00	2,000.00	7,400.00
6014 · Website			400.00		400.00
6010 · Advertising & Promotion - Other	100.00		200.00	3,000.00	3,300.00
Total 6010 · Advertising & Promotion	100.00	2,500.00	17,300.00	9,400.00	29,300.00
6020 · Contractual & Consulting					
6020.1 · Management Services			92,431.80	0.00	92,431.80
6020.2 · Ambassador Program		62,500.00			62,500.00
6020 · Contractual & Consulting - Other	12,600.00			1,500.00	14,100.00
Total 6020 · Contractual & Consulting	12,600.00	62,500.00	92,431.80	1,500.00	169,031.80
6025 · Dues & Subscriptions		375.00	600.00		975.00
6030 · Event Costs	0.00		1,150.00	12,970.00	14,120.00
6040 · Rental Expense	0.00		1,200.00	500.00	1,700.00
6060 · Bank/Online Service Charges			1,000.00	0.00	1,000.00
6180 · Contributions & Sponsorships				0.00	0.00
6380 · Insurance			2,000.00	650.00	2,650.00
6500 · Licenses and Permits	0.00		100.00	720.00	820.00
6610 · Postage and Delivery			60.00		60.00
6620 · Printing and Reproduction			0.00		0.00
6770 · Supplies					
Gaming (Pull Tabs)				2,800.00	2,800.00
Program Supplies				0.00	0.00
6770 · Supplies - Other	3,620.00		250.00	500.00	4,370.00
Total 6770 · Supplies	3,620.00		250.00	3,300.00	7,170.00
6800 · Taxes					
6810 · CBJ Sales Tax				0.00	0.00
6800 · Taxes - Other				3,800.00	3,800.00
Total 6800 · Taxes				3,800.00	3,800.00
Total Expense	16,320.00	65,375.00	116,691.80	32,840.00	231,226.80
Net Ordinary Income	(16,320.00)	9,625.00	8,308.20	(2,090.00)	(476.80)
Net Income	(16,320.00)	9,625.00	8,308.20	(2,090.00)	(476.80)

JUNEAU

DOWNTOWN BUSINESS
ASSOCIATION



DBA Funding Request to CBJ Assembly for FY24 Budget

DBA Board of Directors

VENIETIA SANTANA, V'S CELLAR DOOR
President

NIMMY PHILLIPS, SPICE INDIAN CUISINE
Vice President

LISA PARADY, ALASKA COUNCIL OF SCHOOL ADMINISTRATORS
Secretary/Treasurer

SCOTT BERGMANN, ALASKA FUDGE CO.

ERIC FORST, RED DOG SALOON

JODIE GATTI, TLINGIT & HAIDA CENTRAL COUNCIL

ELIAS HASTINGS, GOLDBELT

DUFF MITCHELL, JUNEAU HYDROPOWER

JILL RAMIEL, SILVERBOW INN

***WADE BRYSON**, CBJ Assembly Liaison

DBA Approach

As an accredited Main Street USA organization, DBA follows the Main Street approach to implement our strategy.

1. *Design*
2. *Promotion*
3. *Economic Vitality*
4. *Organization*

DBA works through Board Committees aligned with the Main Street Approach.



DBA Strategies

1. **Foster an Attractive, Safe & Clean Environment that Attracts Visitors Downtown.**
2. **Improve Access To, From, and Within Downtown.**
3. **Make Downtown a Family Friendly Destination Year-Round.**
4. **Strengthen And Add Capacity to DBA Membership.**

DBA FY23 Accomplishments

Section D, Item 6.

Membership Support

- 125 Paid Members (*continue to recover from pandemic decline*)
- Created Decal for Member storefronts.
- Shared Happy Hour and Networking Resources via Monthly Newsletter
- Encouraged Public Forum Opportunities to Engage the Downtown Business Community on Municipal Issues

Increased Marketing and Exposure for Downtown Businesses

- Hosted Marketing Matters networking events in collaboration with Travel Juneau, JAHC, and JEDC.
- Created “Downtown Stories” Series, Telling the Stories (Past & Present) of Downtown Juneau
- Increased Social Media Activity and Regular Radio Spots

Inviting the Community to Enjoy Their Downtown

- Halloween Pumpkin Patch
- Gallery Walk Festivities
- Pawlentine’s Dog Shopping Days
- Monthly First Friday Events in coordination with JAHC
- Brunch Punch Card Promotion at Local Retailers and Restaurants
- Downtown Clean Up with Juneau Electric Vehicle Association (JEVA) and Litter Free, Inc.



\$75,000 in FY24 helps DBA to:

Section D, Item 6.

Maintain Main Street Accreditation and Approach

Advocate for a Safe & Accessible Downtown

- Support Long-term Plans for an Electric Downtown Circulator
- Support the implementation of a Downtown Ambient Lighting Plan
- Be More Involved in Planning Activities, such as the Aak'w Village District and Blueprint Downtown

Continue Consistent Advertising & Marketing for Downtown Businesses

- Continue to distribute 2023 DBA Member window decals.
- Higher Distribution Numbers for the 2023 Downtown Map
- Downtown Stories: Telling the Stories (Past & Present) of Downtown Juneau
- Collaborate with Travel Juneau to promote Winter Activities and Marketing

Continue Developing Events to Generate Excitement to Visit Downtown

- Gallery Walk Festivities
- Monthly First Friday Events in coordination with JAHC
- Brunch Punch Card Promotion
- Downtown Clean Up

Thank You for supporting Downtown Juneau!

JUNEAU
DOWNTOWN BUSINESS
ASSOCIATION



City & Borough of Juneau Arts funding Request FY24
Amount requested: \$202,000

The Juneau Arts & Humanities Council serves as the official arts organization for the City and Borough of Juneau.

Its mission:

The Juneau Arts & Humanities Council cultivates vibrant arts and cultural opportunities and is a leader in building a strong, prosperous community where creativity and innovation thrive.

It presents this request for funding on behalf of the community's arts and cultural organizations and activities. While we are ahead of the request deadline, we are confident stating we will have another year of record high funding requests from the community. Last year, 16 organizations applied, totaling \$291,500. With the long-standing consequences of the pandemic still being felt, costs of services and operations to organizations are higher than ever. We will surely see an increase in these numbers come April.

The City and Borough of Juneau arts funding is an investment in the economy and well-being of Juneau. In previous years, arts organizations have leveraged the grant received from CBJ to bring in approximately \$20M in revenue from sources outside of Juneau. The payroll of local arts organizations to employees has been approaching \$5M. The value of this funding is beyond just these fiscal indicators as we look to reinvigorate and fortify our community following COVID-19.

As Juneau's arts and culture organizations continue to conceptualize their post-pandemic operations, they carry with them the burden of increased costs across the board. In the wake of the pandemic, all basic services and fees have had inflated baseline costs, and as a result many of our beloved local institutions and artists are struggling to find feasible modes of continued operation. With this increase in funding, the Juneau Arts & Humanities council would secure much-needed financial assistance to organizations who need it most. Included in our request are the following allocations:

- \$12,000 provided for Individual Artist Grants
 - These grants are intended to assist experienced artists of exceptional talent to produce original works of art or pursue career advancement. This funding will ensure that our local artists have the appropriate financial resources and bandwidth to continue their practice.
- \$12,000 provided for JACC rental support
 - The Juneau Arts & Culture center is proud to provide our rental facilities at cost or pro-bono for smaller organizations to support the evolving needs of our community, especially in times of hardship. This involves providing IT and staff support to execute external meetings, events, and programs as needed.
- \$3,000 provided for Catalyst Grants
 - Catalyst Grants are designed to help support new or emerging projects and opportunities that are not included in other grant applications. Catalyst Grants assist individual artists and/or arts organization with projects of artistic and/or cultural merit

whose primary purpose is to encourage creative expression, stimulate understanding and appreciation of the arts and humanities, and to encourage community support of the arts and humanities.

- \$114,000 provided for Juneau Arts & Humanities Council Regranting Program
 - Regranting creates continued support to community organizations who have consistent financial need and provide notable services to the Juneau community. These programs and institutions have regular costs and corresponding challenges, and we ask the majority of our funding request increase to be allocated specifically for this purpose.
- \$60,000 provided to the Juneau Arts & Humanities Council
 - We are excited to continue operations and planning for our many beloved community events such as the Aak’w Rock Indigenous Music Festival, Wearable Arts, Clink!, First Fridays and more. With this very minor increase in funding to our own organization, we will continue to successfully oversee administrative operations as the formal arts agency for the City and Borough of Juneau.

With these funding allocations, we hope to further bolster our core values established by the Council, and shared by the funded arts groups to benefit the community:

- **Community:** Champion a strong arts and humanities environment to entertain, educate, inspire, and enrich the community of Juneau.
- **Equity:** Cultivate an equitable and inclusive environment for visitors, staff, and board members of the organization.
- **Stewardship:** Encourage existing and new arts and humanities activities in the community.

Many arts organizations in Southeast Alaska work to address these values in their work. Our communities persist in their exuberance and energy, much of which will be enabled by the funding allocations outlined above. You’ll note that the greater part of our increased request is specifically to directly support more artists and organizations in their endeavors and planned projects – a crucial financial lifeline that we are eager to provide directly to our community partners.

The Council asks, on behalf of the arts sector, that FY24 funding be reflective of the work it is doing. Recognizing that the city faces budgetary challenges at this time, we hope that you recognize the integral role that local art production plays in our local economy. This ~10% increase in arts funding matches the increase in the number of groups submitting requests. Funding these appeals will have distinct and clear fiscal benefits to our community, and the health of our city in the future.

Total arts funding request: **\$202,000**

Thank you for the opportunity to be of service, and thank you for supporting the arts in Juneau.

Respectfully,



Phil Huebschen
Executive Director

PS: A note about how the arts funds are regranted:

The Council convenes a panel of seven community members, each serving staggered 3 year terms. Each must be somewhat familiar with the arts and culture community, but not serving on any board or employed by any applicant group. Members are nominated by the field or self-nominated in response to public announcements of openings. Each arts group, including the Council, applies for funds to the Grant Panel. The Panel reviews the applications and recommends the level of support for each. The Juneau Arts & Humanities Board of Trustees reviews the recommendations for compliance with any regulations, and approves the allocations. The City sends the funds to the Juneau Arts & Humanities Council, which disburses the funds according to the recommendations of the Panel.

At the completion of the fiscal year, grantees prepare evaluations and we convene a peer review of their work. Panelists who recommended the awards for that year participate in the review to inform the coming year's deliberations.

FY24 Arts Funding Request

The Juneau Arts & Humanities Council cultivates vibrant arts and cultural opportunities and is a leader in building a strong, prosperous community where creativity and innovation thrive.

Through our core values of Community, Equity, and Stewardship, we work to bolster access to the arts and culture in our city. Organizations receiving grants share these aspirations.

Requesting \$202,000

We make this request on behalf of 16 local arts organizations, and the well over 1,000,000 people served by these groups each year. These organizations leveraged last year's funding of \$180,000 into \$19,517,380.53 of revenue from outside Juneau.

Payroll

Of this nearly \$20M in revenue, over \$7M went straight to local payroll, providing wages to our community and enriching the economy of Juneau.

Staffing

These groups represent over 200 full time and part time staff - this is only a small portion of arts and education workers in our city, and does not represent volunteers.

Total Requests

The amount requested this year from organizations totals \$256,375.00. This exceeds our request to the City, but we understand the current budgetary constraints.

Our Community

Support represents a direct infusion of funds to our partners in the arts community, who work to make Juneau a more vibrant place to live.



The JAHC

With new staffing comes new initiatives beginning with our 50th season!

Our organization will be implementing new ways to empower the arts in Juneau, and engaging in conversations directly with the community to explore the future of the arts together, as one voice.



JAHC 50th Anniversary

Celebrating this milestone with the Kathy Kolkhurst Ruddy Awards



Increased Community Programs

Strategically expanding our events and programming to better serve the communities we represent



Renewed Commitment to our Values

Taking action to enact our values within our constituencies



April 25, 2023

Dear Juneau Assembly Members and Mayor Weldon:

We write to request support for Juneau Climbing and Recreation (JCR). Juneau Climbing and Recreation is a 501(c)(3) not-for-profit organization that operates the Rock Dump, an indoor rock climbing gym, recreational, and community facility located off Thane Road in Juneau. Similar to other private and public recreational facilities in Juneau (e.g., Juneau Gymnastics Academy, Juneau Youth Wrestling Club, Juneau Karate Academy, the hockey rink, the Field House, Juneau pools, and Eaglecrest), the Rock Dump facility plays a central role in Juneau’s physical and recreation community, particularly in the fall and winter months when it is dark, icy, and challenging to recreate outside.

The Rock Dump currently provides climbing classes for youth, school groups, and adults seeking to improve their climbing skills, strength, and wellness. We have over 200 members and 15,000 visits per year from both members and non-members. The gym offers a number of programs for the community, including Kids Climbing Club and Women’s Night. Our user-base includes people of all ages, from those who are just learning to walk to residents over 65, with the biggest segment representing residents between 14 and 30. Our employees are typically between 18 and 30. Offering jobs and recreational opportunities for this demographic is so important right now for keeping our young adults in Juneau.

Further, climbing with partners, developing coordinated body movement, and building strength can teach valuable lessons about teamwork and instill self-confidence in youth and adults alike. At the community level, climbing is one of the more rapidly growing sports in the United States, with an estimated 8 million climbers in 2023. In many cities, climbing gyms serve as community hubs in addition to providing recreational opportunities for all ages. We believe that these community benefits would be a natural outcome of developing a new gym in Juneau. Moreover, Juneau has a cultural tradition of outdoor-oriented recreation, which makes a gym a perfect fit for our community.

JCR is evaluating the ways we may better serve our community and play a larger role to support both indoor and outdoor recreation in Juneau. We feel that the current Rock Dump facility does not meet the needs of the community and restricts growth. The principal shortcomings of the current facility are that it is a non-permanent rental property, the building is in need of significant investment for repairs and thermal upgrades, it is located off Thane, which limits accessibility, and it is quite small.

We have had meetings with realtors, architects, and climbing wall manufacturers to assess all options, including renovating our current space, buying a new space, or co-locating with another facility. To better serve our community, ensure a widely accessible facility, and address the physical shortcomings


of the current facility, JCR determined that purchasing or leasing land and constructing a new facility is the best option.

Based on our initial investigation, we have found that to purchase land and construct a 10,000 square-foot facility would cost in the range of \$5-7 million (\$500-750K for land, \$3-5 million to construct the facility, and \$1 million for the wall system). Our first step would be to work with landowners and realtors to identify the land, then develop conceptual options and cost estimates for building construction. With these options in hand, we will host community and member meetings for public input and feedback. Then, we will develop the preferred option, finalize a business plan, and continue to identify donors and grant opportunities.

To get this development project started, JCR seeks the Assembly’s support in the amount of \$500,000 for the planning and design of the project (\$100,000), and then we would use the remaining funding to leverage grant opportunities.

By developing a new gym and offering enhanced programming in a more accessible location, we aim to solidify our ability to provide a year-round recreational facility that serves citizens of CBJ by increasing mental and physical fitness, developing interpersonal skills through trust, and encouraging indoor/outdoor recreational growth in and around our community. The Rock Dump currently serves a sizable portion of the Juneau Community and, with more space and a more central location, could expand its reach, provide more robust programs for all segments of the community, and continue its valuable mission of allowing CBJ residents to promote their mental and physical development in a healthy and supportive environment.

Sincerely,



Demian Schane, *Board President, Juneau Climbing and Recreation*

(submitted with the support of Jessie Palomino, *Rock Dump Manager*; and Eran Hood, Jess Brown, Emily Nauman, Bob Lafavour, Diana Baetscher, Laughlin Barker, Alisha Falberg, and Kelly Karl, *Juneau Climbing and Recreation Board of Directors*)

JRC Future Facility Options

Updated: October 13, 2022

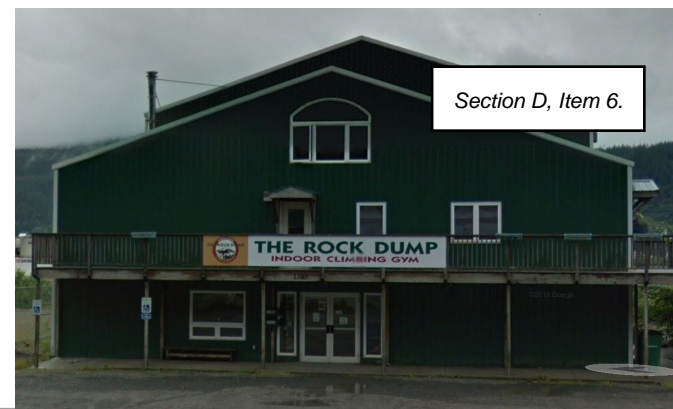
Subcommittee Background

- Formed at June 5 2022 Board Retreat (Bob, Eran, Laughlin)
- Motivation: Current facility is dated, lease is finite, location not serving mission
- Tasks:
 - Identify and detail future facility options for the Rock Dump
 - Present range of options to JRC BoD and Manager

Options

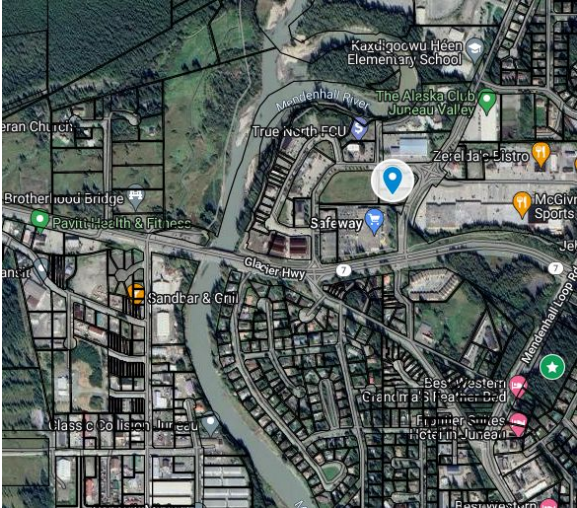
1. Purchase Existing Building
2. Purchase Land and Build
3. Long-term CBJ Land Lease and Build

Option 1: Purchase Existing Building

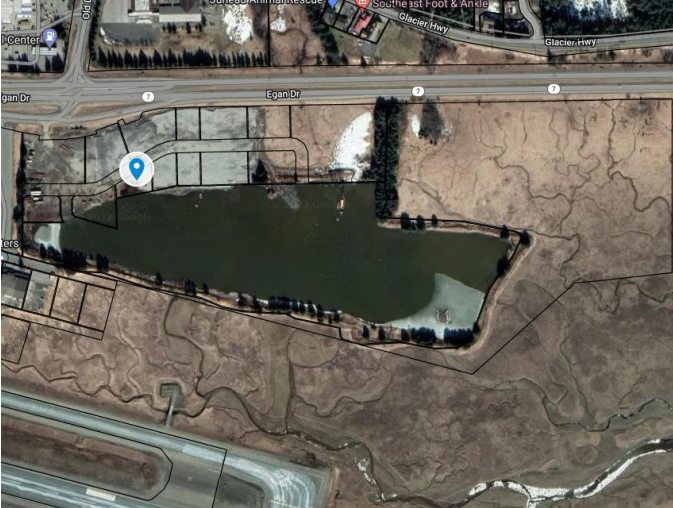


Info	Current lease ends December 31, 2024
Cost	Building: \$1.3M (est. 7/19/22 email b/t Denis and Eran) Walls: \$800K (est 10k sq ft @ \$80/sq ft)
Timeline	“Soon” - Alaska Coach currently undergoing long-term planning
Pros	<ul style="list-style-type: none">● Low capital cost● Some room for expansion
Cons	<ul style="list-style-type: none">● Location doesn't support programming goals● Downtime (assuming renovation)● Unlikely to support JMR partnership (location)

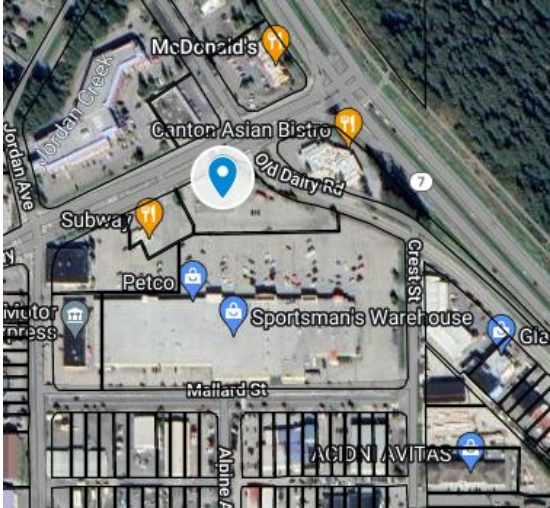
Option 2: Commercially Available Land



VINTAGE III LT B1
32,689 sf
\$599,000
Light Commercial

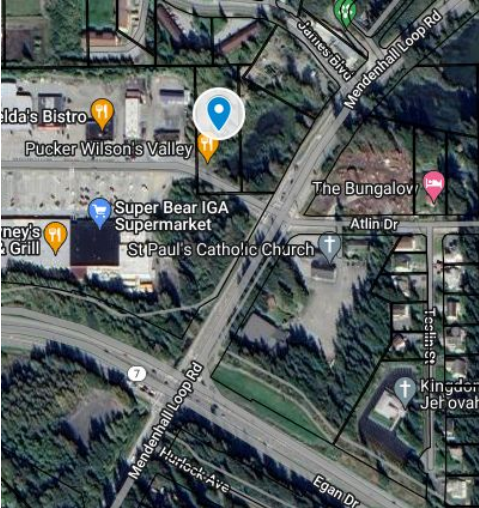


HONSINGER POND LT 12
21,842 sf
\$500,000
Industrial



8757 Glacier Hwy
NUGGET MALL ANNEX LT 5
58,896 sf
General Commercial

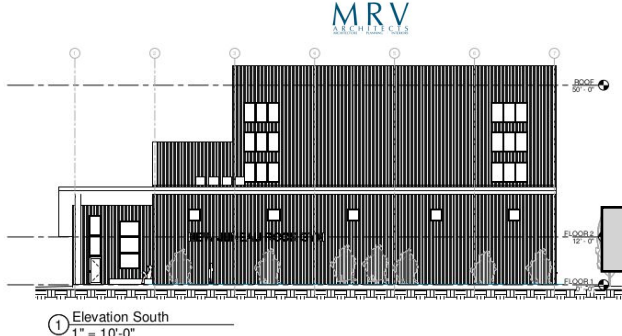
Option 2: Commercially Available Land contd.



USS 381 TR C FR
137,562 sf
Light Commercial
Status unknown, sugg. by Jarvis



CONCEPTUAL DRAWINGS



MRV ARCHITECTS

MRV ARCHITECTS
1400 HURLOCK AVE.
JUNEAU, AK 99801
907-586-3177
FAX 907-463-5344
mrv@mrvarchitects.com

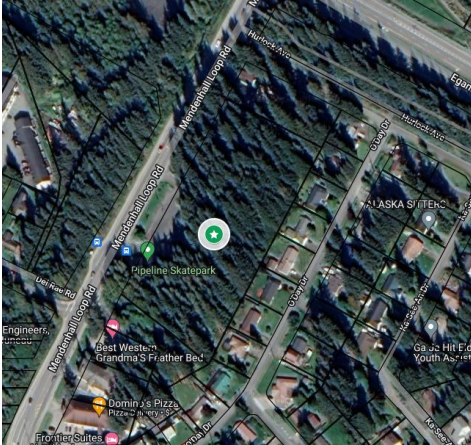
Option 2: Commercially Available Land contd.

Cost	Land: \$500-750K (\$18-25 sq/ft) Building: \$5M (est. 10/12/22 from Architect) Walls: \$1.2M (est 15k sq ft @ \$80/sq ft)
Pros	<ul style="list-style-type: none">● Possible JMR collab (\$400k input)● Better location(s)● Minimal facility downtime
Cons	<ul style="list-style-type: none">● High Cost

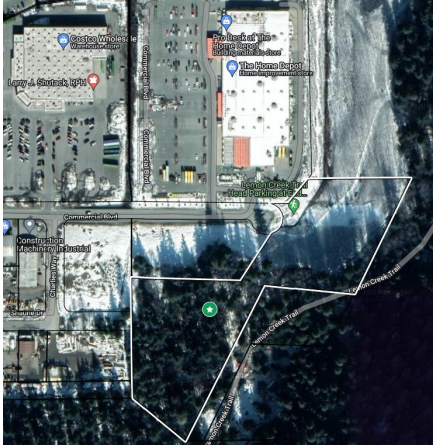
Option 3: CBJ Lands Lease



Fieldhouse
D5
Owned by CBJ Lands.



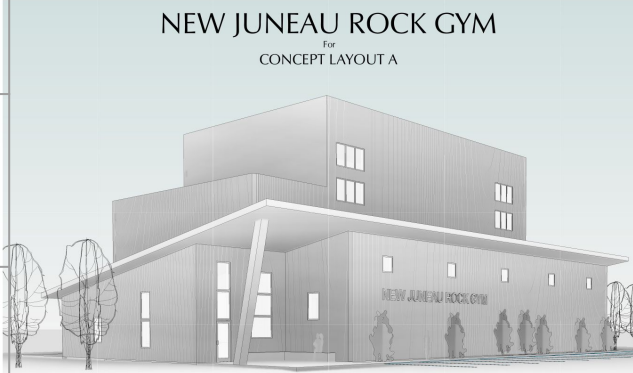
Skate park
USS 381 FR
198,982 sf
D5
Owned by CBJ Lands, under utilized currently.



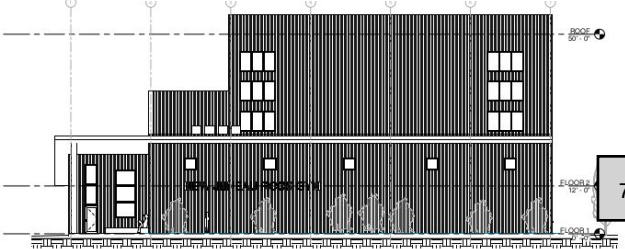
HDK LT 1
333,027 sf
Two zones on parcel
Owned by CBJ Lands

Option 3: CBJ Lands Lease contd.

Cost	Land: \$?? Building: \$5M (est. 10/12/22 from Architect) Walls: \$1.2M (est 15k sq ft @ \$80/sq ft)
Pros	<ul style="list-style-type: none">● Possible JMR collab (\$400k input)● Better location(s)● Minimal facility downtime
Cons	<ul style="list-style-type: none">● 30 yr lease with CBJ



CONCEPTUAL DRAWINGS



M
A
R
K
ARCHITECTURE
MRV ARCHITECT
1400 CALDER AV.
JUNEAU, AK 99801
907-586-3177
FAX 907-463-5344
mrv@mrvarch.com

Overview

	Buy Bldg	Buy commercial	CBJ Lease
Cost (est)	\$2.1M	\$6.9M (\$6.5 if JMR collab)	\$6.2M (\$5.8 if JMR collab)
Pros	- Lowest cost	- Improved location	- Improved location - Low cost land
Cons		- Most expensive	- Land lease only
Rough Loan est.	Req. cash (LTV 70%): \$630K P&I (8%, 20yr): \$12.3K /mo	Req. cash (LTV 70%): \$2.07M P&I (8%, 20yr): \$40.4K /mo	Req. cash (LTV 70%): \$1.86M P&I (8%, 20yr): \$36.3K /mo

Next steps

- Any missing information?
- Additional questions that need to be investigated?
- Deeper dive on financing options
- Board decision on how to move forward

FY22-FY24 Budget Summary and Impact on Fund Balances
5/4/2023

Section D, Item 8.

	Revenues	Expenditures	Surplus (Deficit)	Unrestricted Fund Balance	Combin Balance	Restricted Reserve	Total
FY2022							
Manager Proposed Budget	\$ 158,632,100	\$ (166,440,700)	\$ (7,808,600)	\$ 20,771,800	\$ 14,600,000	\$	\$ 35,371,800
Assembly Adopted Budget	\$ 162,239,300	\$ (167,608,800)	\$ (5,369,500)	\$ 23,210,900	\$ 14,600,000	\$	\$ 37,810,900
Final Year-End	\$ 182,016,259	\$ (200,553,759)	\$ (18,537,500)	\$ 10,042,900	\$ 15,600,000	\$	\$ 25,642,900
FY2023							
Manager Proposed Budget	\$ 166,599,600	\$ (170,042,200)	\$ (3,442,600)	\$ 6,600,300	\$ 15,600,000	\$	\$ 22,200,300
Fire - Expanded MIH Program (partially grant funded)	\$ 43,500	\$ (540,700)					
Increase Sales Tax Support to CIPs (Amendments)		\$ (375,000)					
Increase to JCF Social Service Block Grant		\$ (264,600)					
School District Outside the Cap		\$ (157,700)					
Alaska Heat Smart Operations Grant		\$ (142,000)					
AEYC - Parents as Teachers (conditioned)		\$ (141,000)					
Clerk's Office Increments (1.5 FTE) - Technical Adj.		\$ (116,700)					
Shéiyi Xaat Hít Youth Development Leader FTEs		\$ (102,200)					
AEYC - Operations		\$ (102,000)					
Increased GF Support to Eaglecrest		\$ (55,000)					
Warming Shelter Contract Increase		\$ (30,000)					
Juneau Festival Committee Increase		\$ (6,200)					
Juneau Human Right Commission - Community Engagement		\$ (5,000)					
Total Assembly Adopted Changes	\$ 43,500	\$ (2,038,100)	\$ (1,994,600)				
Revenue Forecast Changes	\$ (575,800)	\$ -	\$ (575,800)				
Reduction of Mill Rate to 10.56 Mills	\$ (575,800)	\$ -	\$ (575,800)				
Assembly Adopted Budget	\$ 166,067,300	\$ (172,080,300)	\$ (6,013,000)	\$ 4,029,900	\$ 15,600,000	\$	\$ 19,629,900
Wage and Health Benefit Costs		\$ (3,093,600)					
JSD Additional FY23 Funding Request		\$ (2,320,737)					
Capital Civic Center		\$ (2,500,000)					
River Road Junk Vehicle Cleanup		\$ (250,000)					
Telephone Hill Redevelopment		\$ (100,000)					
Removing Sales Tax on Food Juneau Voter Survey		\$ (40,000)					
Medical Respite (offset by portion covered by HEC Grant)		\$ (15,319)					
Supplemental Appropriations	\$ -	\$ (8,319,656)					
State Reimbursement of Previously Unreimbursed School Bond Debt	\$ 16,035,000						
ARPA Funds Received in FY23	\$ 3,869,519						
Sales Tax Revenue Above/(Below) Forecast	\$ 6,900,000						
FY20 and FY21 SEMT Payments (amount over budget)	\$ 1,345,127						
Local Assistance and Tribal Consistency Fund (LATCF) FY23 Allocation	\$ 1,321,493						
Transit CRRSAA Grant Award	\$ 1,026,200						
Community Assistance Program Award Above Estimates	\$ 770,821						
Federal PILT Revenue Above Estimates	\$ 150,400						
Property Tax Certified Roll True-Up	\$ (88,178)						
Anticipated Lapse		\$ 1,000,000					
Anticipated Variances	\$ 31,330,382	\$ 1,000,000					
Final Year-End (projected)	\$ 197,397,682	\$ (179,399,956)	\$ 17,997,727	\$ 28,040,627	\$ 16,600,000	\$	\$ 44,640,627

FY22-FY24 Budget Summary and Impact on Fund Balances
5/4/2023

Section D, Item 8.

	Revenues	Expenditures	Surplus (Deficit)	Unrestricted Fund Balance	Combin Balance	
					Restricted Reserve	Total
FY2024						
Prior Year Adopted Budget	\$ 166,067,300	\$ (172,080,300)				
FY23 (post adoption) Wage and Health Benefit Costs		\$ (3,093,600)				
FY24 Wage and Health Benefit Costs		\$ (1,560,346)				
Merit Increases and Other Personnel Actions (and associated benefits)		\$ (1,006,254)				
Increase to 1% Voter-Approved Projects		\$ (900,000)				
Increase to General Sales Tax Projects		\$ (425,000)				
FY23 One-Time Expenditures/Revenue		\$ 390,000				
Sales Tax Growth over FY23 Adopted Budget	\$ 9,700,000					
Property Tax Growth over FY23 Adopted Budget	\$ 5,028,255		@ 10.28 mills			
Investment Income over FY23 Adopted Budget	\$ 1,607,400					
Tobacco Tax - MIH	\$ 663,700					
Departmental Revenue Growth	\$ 532,200					
Liquor Tax Growth over FY23 Adopted Budget	\$ 230,000					
Marijuana Tax Growth over FY23 Adopted Budget	\$ 80,000					
Adjusted Base	\$ 183,908,855	\$ (178,675,500)	\$ 5,233,355			
JSD Additional Up-to-the-Cap Instructional Funding		\$ (2,284,600)				
Professional Services Inflation		\$ (562,000)				
Fleet Replacement		\$ (527,900)				
IT: O365, MFA, Cyber Security, Adobe Licensing		\$ (513,500)				
Dependent Care Assistance		\$ (379,800)				
General Supplies Inflation (Fuel, Chemicals, etc.)		\$ (324,000)				
457 Deferred Compensation Employer Match		\$ (315,900)				
Public Defenders Increase		\$ (230,000)				
Utilities (Electricity, Heating Oil)		\$ (203,100)				
Travel and Training		\$ (188,900)				
Facilities Maintenance		\$ (154,800)				
IT Business Analyst (1.0 FTE)		\$ (133,500)				
Commercial Appraiser (1.0 FTE)		\$ (119,000)				
Insurance		\$ (108,200)				
Warming Shelter Increase		\$ (100,000)				
Other Commodities and Services Inflation		\$ (114,693)				
Lease, Parking Increases		\$ (86,400)				
ZGYC Recreation Coordinator (1.0 FTE) (offset by registration fee revenue)	\$ 8,000	\$ (75,200)				
Assembly Grant: AEYC Operations		\$ (75,000)				
HR Consultant (0.5 FTE)		\$ (69,500)				
HR Technician (0.5 FTE)		\$ (64,000)				
Aquatic Instructor (0.6 FTE)		\$ (24,000)				
Treadwell Recreation Coordinator (0.16 FTE)		\$ (15,000)				
Full Cost/Engineering Indirect Allocation Increase		\$ 418,200				
Adjusted Base + Recurring Revenues/Expenditures Changes	\$ 183,916,855	\$ (184,926,293)	\$ (1,009,438)			
<u>Non-Recurring Revenues/Expenditures</u>						
LATCF FY24 Allocation	\$ 1,321,493					
SEMT (prior-year catchup)	\$ 400,000					
New City Hall		\$ (10,000,000)				
Contribution to Restricted Budget Reserve		\$ (4,000,000)				
JPD Radio System Upgrade		\$ (2,000,000)				
New City Hall Advocacy		\$ (50,000)				
Manager Proposed Budget	\$ 185,638,348	\$ (200,976,293)	\$ (15,337,945)	\$ 12,702,682	\$ 20,600,000	\$ 33,302,682
Reduction in HBT Allocation to Travel Juneau	(320,000)	\$ 320,000				
HR Director (0.4 FTE)		\$ 95,430				
Manager's Proposed Mill Rate						10.28
Mill Rate Equivalent of Added Items						0.01
Mill Rate to Balance Recurring Rev/Exp						10.29
Assembly Proposed Mill Rate						10.28
Recurring Surplus/(Deficit) After Lapse			\$ (95,430)			
						GenFund Balance
						FY23 Projected \$ 28,040,627
						FY24 Manager Proposed \$ 13,702,682
						FY24 AFC Working Budget \$ 13,607,252
Assembly Adopted Recurring Revenues/Expenditures Changes	\$ (320,000)	\$ 415,430	\$ 95,430			
<u>Non-Recurring Revenues/Expenditures</u>						
GF Support to Hospital		\$ (2,500,000)				
Increased GF Support to Eaglecrest		\$ (125,500)				
Total Assembly Adopted Changes	\$ (320,000)	\$ (2,210,070)	\$ (2,530,070)			
Revenue Forecast Changes	\$ -	\$ -	\$ -			
Assembly Adopted Budget	\$ 185,318,348	\$ (203,186,363)	\$ (17,868,015)	\$ 10,172,612	\$ 20,600,000	\$ 30,772,612
Final Year-End (projected)	\$ 185,318,348	\$ (202,186,363)	\$ (16,868,015)	\$ 11,172,612	\$ 20,600,000	\$ 31,772,612

AFC's Pending List - FY24 Proposed Budget Process
 As of May 10, 2023
 Note: Material Page Number References are from Online Meeting Packets

#	Expenditure Description	Proposed in Manager's Budget	Request	GF Request Over FY23	GF Request Over Manager's	Approved Amount	Mill Rate Equivalent (Recurring)	Status	Decision Date	One-Time or Recurring	Materials					Budget Book
											Meeting Date & Packet Page	Meeting Date & Packet Page	Meeting Date & Packet Page	Meeting Date & Packet Page	Meeting Date & Packet Page	
1	Hospital GF Support for Operations (request is for recurring funding)	-	518,000	518,000	518,000		0.08	Pending		Recurring	4/19/2023 AFC Packet Pages 19-29					Page 171
2	Hospital GF Support for Operations	-	1,982,000	1,982,000	1,982,000		n/a	Pending		One-Time	4/19/2023 AFC Packet Pages 19-29					Page 171
3	Southeast Alaska Independent Living - Dimond Park Field House Elevator	-	1,020,000	1,020,000	1,020,000		n/a	Pending		One-Time	4/19/2023 AFC Packet Pages 31-32	5/3/2023 AFC Packet Pages 17-26				n/a
4	The Alaska Committee - Equipment Replacement	100,000	436,000	336,000	336,000		n/a	Pending		One-Time	4/19/2023 AFC Packet Pages 34-35	5/3/2023 AFC Packet Pages 61-62				Page 84
5	Alaska Heat Smart - Operations	-	235,094	92,894	235,094		0.04	Pending		Recurring	4/19/2023 AFC Packet Pages 36-41	5/3/2023 AFC Packet Pages 93-102				Page 84
6	Juneau Economic Development Council - \$40,000 Operations (10% increase)	400,000	440,000	40,000	40,000		0.01	Pending		Recurring	4/19/2023 AFC Packet Page 44	5/3/2023 AFC Packet Pages 63-92				Page 84
7	Juneau Economic Development Council - \$30,000 USFS Matching Grant Support	400,000	430,000	30,000	30,000		0.00	Pending		Recurring	4/19/2023 AFC Packet Page 44	5/3/2023 AFC Packet Pages 63-92				Page 84
8	Juneau Nordic Ski Club - Snow Grooming Equipment	-	25,000	25,000	25,000		n/a	Pending		One-Time	5/3/2023 AFC Packet Pages 104-107					n/a
9	Juneau Housing First Collaborative - Phase III		1,400,000	1,400,000	1,400,000		n/a	Pending		One-Time	5/3/2023 AFC Packet Pages 31-60					n/a
10	Downtown Business Association - Maintain Main Street America Accreditation + Operations	90,000	165,000	15,000	75,000		0.01	Pending		Recurring	4/19/2023 AFC Packet Pages 42-43	5/10/2023 AFC Packet Pages 35-53				Page 84
11	Juneau Arts and Humanities Council	184,300	202,000	17,700	17,700		0.00	Pending		Recurring	4/19/2023 AFC Packet Pages 45-47	5/10/2023 AFC Packet Pages 54-60				Page 84
12	Sealaska Heritage Institute - STEAM Makerspace	30,000	530,000	500,000	500,000		n/a	Pending		One-Time	4/19/2023 AFC Packet Page 33	5/10/2023 AFC Packet Pages 25-34				n/a
13	The Rock Dump - Planning and Design of New Facility	-	500,000	500,000	500,000		n/a	Pending		One-Time	5/10/2023 AFC Packet Pages 61-73					n/a
14	Juneau Festival Committee	37,500	39,500	2,000	2,000		0.00	Pending		Recurring	5/10/2023 AFC Packet Pages 78-79					Page 84
15	Juneau Trails Plan - Manager's Proposed Amendment to CIP	-	80,000	80,000	80,000		n/a	Pending		One-Time	5/03/2023 AFC Packet Page 112					n/a

#	Expenditure Description	Proposed in Manager's Budget	Request	GF Request Over FY23	GF Request Over Manager's	Approved Amount	Mill Rate Equivalent (Recurring)	Status	Decision Date	One-Time or Recurring	Materials					Budget Book
											Meeting Date & Packet Page	Meeting Date & Packet Page	Meeting Date & Packet Page	Meeting Date & Packet Page	Meeting Date & Packet Page	
16	Eaglecrest FY24 Increment Request	930,000	1,088,800	158,800	158,800	125,500	n/a	Approved	4/12/2023	One-Time	4/12/2023 AFC Packet Pages 46-64					Page 98
17	Hospital GF Support for Operations	-	2,500,000	2,500,000	2,500,000	2,500,000	n/a	Approved	4/19/2023	One-Time	4/19/2023 AFC Packet Pages 19-29					Page 171
18	HR Director (0.4 FTE) - Manager Proposed Amendment to Operating Budget	-	95,430		95,430	95,430	0.01	Approved	5/3/2023	Recurring	5/03/2023 AFC Packet Page 112					Page 118
Total Requests				9,515,024	2,720,930	0.16										

Assembly Approved FY2024 Actions

HBT	-	n/a
AHF	-	n/a
GF - One-Time	2,625,500	n/a
GF - Recurring	95,430	0.01
Total	2,720,930	0.01

April 27, 2023,

CBJ Assembly

Re: Fireworks Funding Request

CBJ Assembly Members;

Sorry for the tardiness of our request this year. Thank you for the grant last year in the amount of \$37,500.

In the interest of maintaining the quality of one of, if not the most spectacular fireworks displays in Alaska, we are increasing our request slightly this year to \$39,500. Fireworks, possibly more than some items, have increased in cost due to supply chain restrictions and logistics over the past few years.

The good news is that work by our long-time volunteer crew, the funding support of the citizens of Juneau, and local businesses* has the infrastructure of the Fireworks display in good shape for years to come. We look forward to putting on another amazing display in one of the most amazing places.

If there are any questions regarding our request don't hesitate to contact Sigrid or Jason. 😊 Or, you can contact me. 😊

Regards,



Ron Flint, Treasurer Juneau Fireworks crew, on behalf of
Sigrid Dahlberg and Jason Bluhm, Co-Chairs

*Dipac, Amak Towing, Alaska Marine Lines, Trucano Construction, Agpro

INVOICE: Fire Art Pyrotechnics
P.O.Box 520633
BIG LAKE, ALASKA 99652
Phone 907-232-1163

SHIP TO: City of Juneau
8745 Glacier Hwy
Juneau,Ak 99801

Bill to: Same as above

<i>Salesperson:</i>	Matt Brown	<i>Date of order:</i>	5/24/22
<i>Payment terms:</i>	COD	<i>Date shipped:</i>	6/17/22
<i>Method of shipmen</i>	Lynden/Aml	<i>FOB point:</i>	Juneau, Alaska
<i>Invoice number:</i>	1	<i>Invoice date:</i>	6/22/22
<i>Order number:</i>		<i>Show Date/Time</i>	7/4/2022

ITEM NO.	QTY	DESCRIPTION	PRICE EACH	AMOUNT
1	1	Firework, insurance, mortar tubes E-match,shipping, Total payment Down payment Final Payment		36,250.00 9,998.33 26,251.67
Thank You				

Sub total: **\$36,250.00**

Credit:

You pay this amount: **\$36,250.00**

Presented by: The City Manager
Introduced: April 5, 2023
Drafted by: Engineering & Public Works Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 3016

A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2024 through 2029, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2024.

WHEREAS, the CBJ Capital Improvement Program is a plan for capital improvement projects proposed for the next six fiscal years; and

WHEREAS, the Assembly has reviewed the Capital Improvement Program for Fiscal Year 2024 through Fiscal Year 2029, and has determined the capital improvement project priorities for Fiscal Year 2024.

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

Section 1. Capital Improvement Program.

(a) Attachment A, entitled "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2024-2029," dated **June 1, 2023**, is adopted as the Capital Improvement Program for the City and Borough.

(b) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2024-2029," are pending capital improvement projects to be undertaken in FY24:

FISCAL YEAR 2024 GENERAL SALES TAX IMPROVEMENTS		
DEPARTMENT	PROJECT	FY24 BUDGET
Eaglecrest	Deferred Maintenance /Mountain Operations Improvements	\$ 300,000
Eaglecrest	Eaglecrest Master Plan	50,000
Manager's Office	New City Hall	10,000,000
Manager's Office	JPD/CCFR Radio System Replacement	2,000,000
Manager's Office	Jordan Creek Greenbelt Improvements	150,000
Manager's Office	Fire - Add Staff Restroom at Sleep-off center - St. Vincent de Paul	150,000
Manager's Office	Zero Waste Program	100,000
Manager's Office	Zero Waste Subdivision	50,000
Parks & Recreation	Deferred Building Maintenance	1,000,000
Parks & Recreation	Park & Playground Deferred Maintenance and Repairs	300,000
Parks & Recreation	Sports Field Resurfacing & Repairs	50,000
Parks & Recreation	OHV Park and Trails	200,000
Parks & Recreation	Trail Improvements	150,000
General Sales Tax Improvements Total		\$ 14,500,000

**FISCAL YEAR 2024
AREAWIDE STREET SALES TAX PRIORITIES**

DEPARTMENT	PROJECT	FY24 BUDGET
Street Maintenance	Vintage Boulevard and Clinton Drive Reconstruction Phase 1	\$ 2,100,000
Street Maintenance	Pavement Management	930,000
Street Maintenance	Sidewalk & Stairway Repairs	1,000,000
Street Maintenance	Areawide Drainage Improvements	250,000
Street Maintenance	Dudley - Loop to Tongass	1,300,000
Street Maintenance	Dogwood Lane - Columbia to Mend Blvd	1,800,000
Street Maintenance	4th and E streets Douglas water system replacement, resurface and drainage improvements	1,930,000
Street Maintenance	10th St, F St, W 8th St drainage and rehab planning and design	200,000
Street Maintenance	Gold Creek Flume Rehabilitation	600,000
Capital Transit	FTA Grant Match - Bus Shelter Replacement	220,000
Engineering	Safe Streets For All (SS4A) Grant Match	70,000
Engineering	EV Policy and Planning	50,000
Engineering	Contaminated Sites ADEC Follow up Reporting	50,000
Areawide Street Sales Tax Priorities Total		\$ 10,500,000

**FISCAL YEAR 2024
TEMPORARY 1% SALES TAX PRIORITIES
Voter Approved Sales Tax 10/01/18 - 09/30/23**

DEPARTMENT	PROJECT	FY24 BUDGET
Harbors	Aurora Harbor Rebuild Phase III	\$ 1,500,000
Wastewater Utility	Lift Station SCADA Integration	500,000
Parks & Recreation	Deferred Building Maintenance	200,000
School District	JSD Buildings Major Maintenance / Match	200,000
Temporary 1% Sales Tax Priorities Total		\$ 2,400,000

**FISCAL YEAR 2024
TEMPORARY 1% SALES TAX PRIORITIES
Voter Approved Sales Tax 10/01/23 - 09/30/28**

DEPARTMENT	PROJECT	FY24 BUDGET
Parks and Recreation	Deferred Building Maintenance	\$ 2,000,000
Managers	Childcare Funding	400,000 *
Parks and Recreation	Parks and Playgrounds Major Maintenance and Repairs	750,000
Managers	Fire - Ladder Truck Replacement	1,200,000 *
School District	JSD Buildings Major Maintenance / Match	750,000
Managers	Telephone Hill Redevelopment	500,000
Managers	JPD/CCFR Radio System Replacement	500,000
Managers - Library	Waterfront Museum	500,000
Harbors	Harbor Projects / Grant Match	2,400,000
DRAFT - WILL BE UPDATED UPON APPROVAL BY ASSEMBLY		
Temporary 1% Sales Tax Priorities Total		\$ 9,000,000

* Operating Budget Funding

**FISCAL YEAR 2024
PORT DEVELOPMENT FEE PRIORITIES**

DEPARTMENT	PROJECT	FY24 BUDGET
Parks and Recreation	Marine Park Construction	\$ 2,000,000
Parks and Recreation	Homestead Park Construction	1,000,000
Managers	Circulator Study	20,000
Capital Transit	Downtown Transportation Center Signage	50,000 \$75,000
Wastewater	Outer Drive Sewer Pump Station Improvements	900,000 \$950,000
DRAFT - WILL BE FINALIZED UPON COMPLETION OF PUBLIC PROCESS		
Port Development Fee Priorities Total		\$ 3,970,000 \$4,045,000

**FISCAL YEAR 2024
STATE MARINE PASSENGER FEE PRIORITIES**

DEPARTMENT	PROJECT	FY24 BUDGET
Managers	Capital Civic Center	\$ 1,000,000
Managers	Seawalk	10,000,000 5,000,000
Managers	Shore Power	5,000,000
DRAFT - WILL BE FINALIZED UPON COMPLETION OF PUBLIC PROCESS		
State Marine Passenger Fee Priorities Total		\$ 11,000,000

**FISCAL YEAR 2024
BARTLETT HOSPITAL ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY24 BUDGET
Bartlett Hospital	Deferred Maintenance	\$ 2,000,000
Bartlett Hospital Enterprise Fund Total		\$ 2,000,000

**FISCAL YEAR 2024
FACILITIES MAINTENANCE FUND**

DEPARTMENT	PROJECT	FY24 BUDGET
Parks and Recreation	Deferred Building Maintenance	\$ 100,000
Facilities Maintenance Fund Total		\$ 100,000

**FISCAL YEAR 2024
LANDS & RESOURCES FUND**

DEPARTMENT	PROJECT	FY24 BUDGET
Lands & Resources	Pits and Quarries Management, Infrastructure Maintenance and Expansion	\$ 700,000
Lands & Resources	Zero Waste Subdivision Plan	50,000
Lands & Resources	Auke Bay Property Development and Disposal	450,000
Lands & Resources Fund Total		\$ 1,200,000

**FISCAL YEAR 2024
WASTEWATER ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY24 BUDGET
Wastewater Utility	Facilities Planning, Infiltration and Inflow, ABTP long term study, solids digester)	\$ 220,000
Wastewater Utility	Areawide Collection System Improvements	55,000
Wastewater Utility	JDTP SCADA and Instrumentation Upgrades	150,000
Wastewater Utility	Dudley - Loop Road to Tongass	143,000
Wastewater Utility	Conifer Lane - Back Loop to end	354,000
Wastewater Utility	Dogwood Lane - Columbia to Mendenhall Blvd	250,000
Wastewater Utility	4th and E streets Douglas, water system replacement, resurface and drainage improvements	40,000
Wastewater Utility	Stairway Sewer Improvements	100,000
Wastewater Utility	Pavement Management Program-Utility Adjustments (frames & lids)	20,000
Wastewater Enterprise Fund Total		\$ 1,332,000

**FISCAL YEAR 2024
WATER ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY24 BUDGET
Water Utility	Lena Loop Water System Replacement	\$ 150,000
Water Utility	Egan Drive Crossing Water Main Replacements (Channel Dr.,Norway Pt., Highland Dr. Salmon Ck, Sunny Pt.)	250,000
Water Utility	Salmon Creek Onsite Chlorine Generation Replacement / Upgrade	10,000
Water Utility	Aurora Vault Removal	550,000
Water Utility	Cedar Park (W Juneau) Pump Station Upgrades / Rehab	825,000
Water Utility	PRV Station Improvements & Upgrades (Crow Hill, 5th St. Douglas)	50,000
Water Utility	ADOT Projects Utility Adjustments (provide valve boxes, vault lids etc.)	55,000
Water Utility	Conifer Lane - Back Loop to end	459,000
Water Utility	Dudley - Loop Road to Tongass	286,000
Water Utility	Stairway Water Improvements	100,000
Water Utility	4th and E Street Water System Replacement	405,000
Water Utility	Dogwood Lane - Columbia to Mendenhall Blvd	340,000
Water Utility	Pavement Management Water Utility Adjustments	20,000
	Water Enterprise Fund Total	\$ 3,500,000

ORDINANCE 2023-14 CAPITAL PROJECTS FUNDING TOTAL \$ 57,902,000 ~~\$57,977,000~~

ORDINANCE 2023-14 OPERATING BUDGET FUNDING TOTAL \$ 1,600,000

(c) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2024-2029," are capital improvement projects identified as priorities proposed to be undertaken beginning in FY24, but are dependent on other unsecured funding sources. As the sources are secured, the funds will be appropriated:

**FISCAL YEAR 2024
AIRPORT UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT	FY24 BUDGET
Airport	Construct 121/135 Ramp Rehab, drainage, fencing, lighting & RON aircraft parking	\$ 12,200,000
Airport	Construct/Replace Jetbridge (PBB) Gate 5	2,000,000
Airport	Design East GA, TXL and Apron	275,000
Airport	Design West GA, TXL	300,000
Airport	Design Safety Area Grading/RW Shoulders/NAVAIDS	400,000
Airport	Land Acquisition - Channel Flying/Loken	1,500,000
	Airport Unscheduled Funding Total	\$ 16,675,000

**FISCAL YEAR 2024
UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT	FY24 BUDGET
Bartlett Hospital	Wildflower Court Maintenance and Repairs	500,000
Capital Transit	FTA Grant - Bus Shelter Replacements	\$ 860,000
Harbors	Cost Share w/ ACOE - Statter Breakwater Feasibility Study	500,000
Manager's Office	JPD DEU Building Expansion	1,610,000
Manager's Office	JPD and CCFR - Radio System replacement	14,500,000
Parks and Recreation	Hank Harmon Public Range Hunter Safety Access Grant	850,000
Parks and Recreation	35 Mile ORV Park and Trails Recreation Trails Program Grant	300,000
Parks and Recreation	Montana Creek Bridge Replacement TAP Grant	1,500,000
Public Works	Upper Jordan Creek Sediment Control	5,000,000
	Unscheduled Funding Total	\$ 25,620,000

Section 2. Fiscal Year 2024 Budget. It is the intent of the Assembly that the capital improvement project budget allocations as set forth in the FY24 pending Capital Improvements List in Section 1(b), above, not already appropriated, shall become a part of the City and Borough's Fiscal Year 2024 Budget.

Section 3. State and Federal Funding. To the extent that a proposed CIP project, as set forth in Section 1(c), above, includes state funding, federal funding, or both, the amount of funding for that project is an estimate only, and is subject to appropriation contingent upon final funding being secured. It is the intent of the Assembly that once funding is secured, these items will be brought back to the Assembly for appropriation.

Section 4. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this _____ day of **June**, 2023.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk



DATE: May 3, 2023
TO: Carole Triem, Chair Assembly Finance Committee
THROUGH: Katie Koester, Director Engineering and Public Works
FROM: Jeanne Rynne, Chief Architect
Greg Smith, Contracts Administrator
SUBJECT: Current Bid Climate

Executive Summary

Following some bids that came in significantly over the professional estimate, CBJ Engineering reached out to the contractor community to gain a better understanding of the current construction climate and to ascertain what CBJ may be able to do to improve bid results and to attract bidders to CBJ projects. Challenges in the Juneau market continue to include material escalation and long lead times for equipment and labor scarcity. Additionally, the business of the private sector, with more flexible procurement methods, makes bidding public work less attractive.

Background

On February 23, 2023, CBJ Purchasing opened two bids: the Eagle Valley Center (EVC) Energy Efficiency Upgrades and Outer Drive Pump Station. There were two bidders for the EVC project; the low bidder was 1.7 times the professional estimate and the high bidder 1.8 times the estimate. There were two bidders for Outer Drive, the low bidder was 1.5 times the estimate and the high bidder 1.6 times the estimate. The bidding climate has forced CBJ to make difficult decisions and prioritize critical infrastructure: for example, the Assembly transferred funds to complete the lift station whereas the EVC project is being rebid at a reduced scope.

Other recent bid results include

- BRH Administration Building Exterior Rehab, opened 3/8/23, had one bidder at 1.8 times the estimate.
- ZGYC Boiler, opened 4/11/23, had one bidder at "only" 1.26 times the estimate.
- Treadwell Roof Rebid, opened 7/26/22, had four bidders ranging from 1.4-1.7 times the estimate.

As the high bids have tended to be related to vertical construction, CBJ Engineering contacted the seven general contractors that have historically bid on CBJ vertical projects. Four of the seven contractors responded to our request for feedback on the current bid climate. Feedback from contractors is summarized on the attached document.

Conclusion

CBJ can work to control costs by normalizing the use of alternative procurement and changes to project labor agreements to accommodate the current labor shortage. However, the reality is we are still in a volatile bid climate and will likely continue to see bids coming in above estimates. This will force CBJ to prioritize critical projects, put others on hold, and/or be able to appropriate additional funds to accomplish the projects we have planned.

Enc:

Chart: Percentage of Low Bid Award Above Estimate (2018-2023)
Summary of Contractor Feedback on Cost Escalation

Summary of Contractor Feedback on Cost Escalation

Material Pricing, Projected Escalation

- Prices are dropping on wood products and metals.
- Concrete prices may be going up in Juneau.
- Forecasting 5%-6% escalation this coming year compared to 8-9% this past year.
- Roofing suppliers are reluctant to lock in prices, particularly on petroleum based products.

Estimating

- Professional estimators are coming in low.
- Less consultant outreach to local contractors when estimating than in the past.
- Contractors having difficulty generating good "square foot" estimates in today's market.
- Anchorage estimators are not taking into account freight to Juneau.
- Have observed professional estimates (Anchorage based) coming in low for other parts out of Alaska as well.
- Estimators are behind on material pricing.
- Estimating rule of thumb used to be 50% materials/50% labor; now more common to see 60%-70% materials/40%-30% labor.
- Estimators are missing the compounding of mark-ups with multiple tiers of subcontractors.
- Design clarity: projects with fewer uncertainties will get more attention.

Labor

- Labor is scarce, both in the trades and project management.
- Labor issue is exacerbated on projects requiring PLA.
- Local Carpenter Union Hall in Juneau has closed, contractors having to import workers from Anchorage or out of state.
- Aging workforce, not many new workers going into the trades, young people coming into trades expecting high starting wages with lower ambition.
- High turnover for new hires.
- Having to pay more for less skilled and less available labor
- Latest prevailing wage rate schedule from DOL (April 2023) is significantly higher than the last one (September 2022) ranging between 7%-10% increase depending on the trade.

Subcontractor Interest

- Difficult to get interest/bids from Mechanical Subcontractors.
- Number of local flooring subcontractors is limited.
- Business of market limits General Contractor's ability to be competitive at the subcontractor level.
- Juneau subcontractor market is limited; hard to be competitive if solicit subcontractor bids outside of Juneau.

Market/Competition

- Private sector is very busy.
- Market in general is flooded with work.
- Have experienced subcontractors not wanting to bid the full scope of work associated with their trade.
- Private sector more attractive to bid –
 - more flexibility with schedule in terms of long lead items and weather windows.
 - more flexibility with procurement methods (not limited to competitive bid, design-bid-build procurement).
 - less paperwork.

- more streamlined decision making.
- flexibility to select subcontractors based on qualifications and past working history v. low bid.
- Lump sum has gone away in the Private Sector

Schedule

- Like to see roof bids advertise in the fall for upcoming season.
- Still seeing long lead times for major equipment.

Procurement

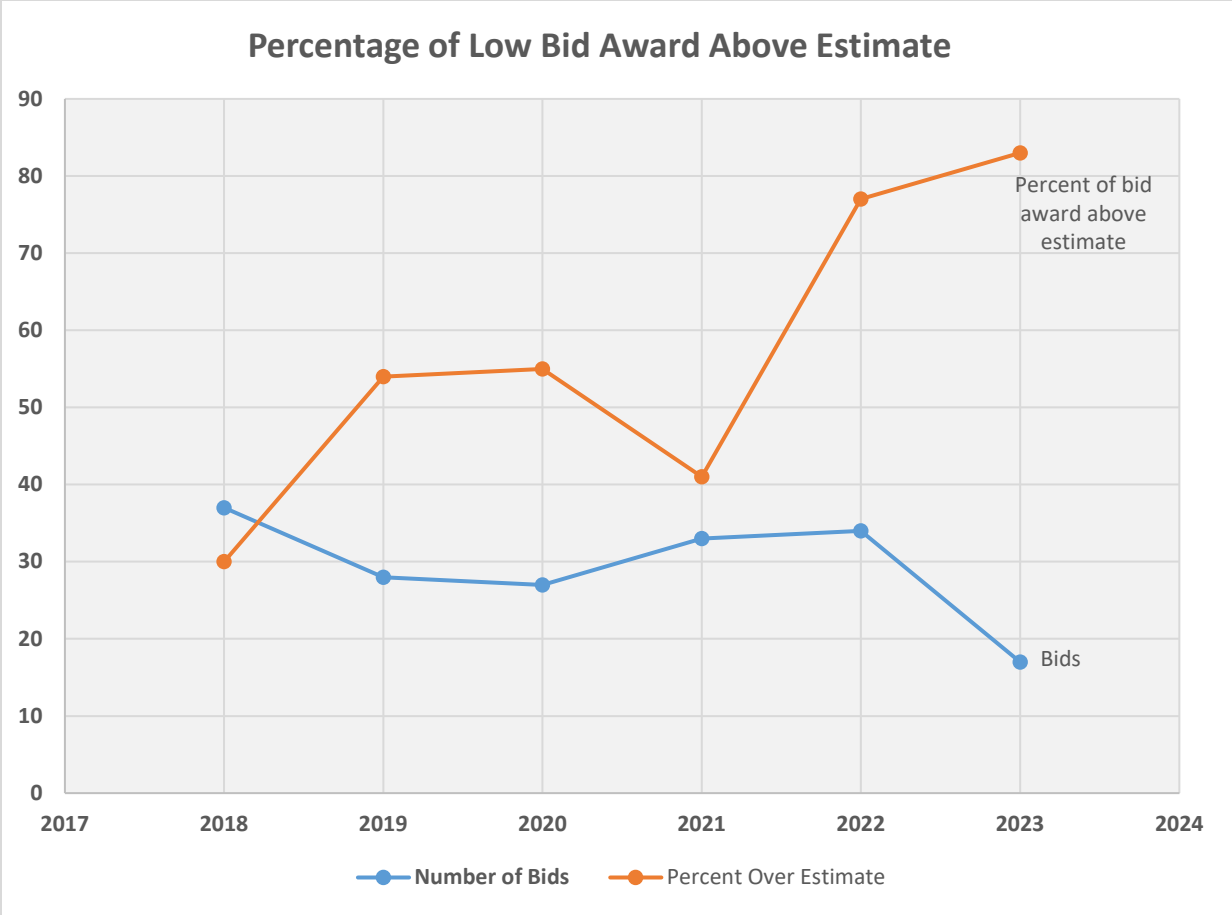
- Like the Term Contract option.
- Lump sum bidding still has a place, keeps pencils sharp.
- Lump sum bidding appropriate for the \$3M-\$5M range.
- Expand options to do Alternative Public Works.
- Alternative Public Works/collaborative delivery promote the ability to find solutions within budget.
- Luke warm about the idea of CBJ purchasing long lead items in advance to mitigate extended schedules; workable if equipment is not on the critical path. Could work if equipment already procured at time of bid.
- Consider a fair way to share risk. Owners who expect the Contractor to bear all risk are seeing higher costs.

Recommendations/Follow-up:

- Issue an RFP for Estimators, requiring a focus on the Juneau market, hired directly by CBJ v. subconsultant to A/E team.
- Expand ability to use alternative public works procurement such as Construction Manager At Risk (CMAR)
- Consider implementing Value Engineering and Constructability Review. Value Engineering is budget driven. Constructability evaluates "buildability" of construction documents, which also drives the cost.
- Consider building flexibility in procurement code to allow advance purchase of long lead items by CBJ prior to bidding balance of work.
- Revisit the efficacy of the PLA. Is it accomplishing what the Assembly intended? We have evidence that it adds costs to projects.

Changes that CBJ has made that have improved things:

- Contractors appreciate "Draft Bid" schedule that notifies them of upcoming projects not yet advertised.
- Appreciate shortening of days required to hold bids from 120 to 60 or 45. Helpful since suppliers don't want to hold pricing for extended periods.
- Appreciate building in extended schedules to allow for long lead times.



Procurement Year	Total projects sealed bid	
2018	Total projects sealed bid	37
2019	Total projects sealed bid	28
2020	Total projects sealed bid	27
2021	Total projects sealed bid	33
2022	Total projects sealed bid	34
2023	Total projects sealed bid	17 as of 4/25/23

MEMORANDUM



DATE: May 10, 2023

TO: Assembly Finance Committee

FROM: Jeff Rogers, Finance Director

SUBJECT: Amendment Related to Shore Power Revenue Bond

155 Municipal Way
Juneau, AK 99801
Phone: (907) 586-5215
Fax: (907) 586-0358

The Assembly has authorized by ordinance the issuance of a \$5 million bond funded by port development fees for the purpose of ordering the two load-tap transformers that would initiate the process to deliver shore power to CBJ's two city-owned docks.

A revenue bond does not pledge any tax revenue, and bondholders have no recourse to general taxes in the event of a default. Hence, when investors consider purchasing a bond, they evaluate the creditworthiness of the revenue stream that is pledged as part of the bond offering. While the future of the CBJ's collection of port development fees appears to be very good, the recent past is obviously very rocky.

Importantly, new revenue bonds issued against the same revenue streams that fund previously issued bonds are subject to specific tests. Those specific tests are designed to make sure that revenue streams are not being *over-pledged* via multiple different bonds issued in different timeframes. One of those specific tests is that any bonds already issued must be in compliance with their "bond covenants"—meaning the agreed-upon revenue sufficiency measures.

The two city-owned docks and the related seawalk improvements were bond-funded, and those bonds are still being repaid. The "covenants" with those bonds require that annual revenue is not less than 1.2x the annual debt service amount. Because of the pandemic and stoppage of Juneau's cruise seasons, CBJ's existing dock bonds violated that coverage requirement for the most recently closed fiscal year: FY2022.

Hence, CBJ has an existing revenue bond funded by port development fees that is in *technical default*. This technical default will resolve itself on July 1, 2023 because port development fee revenue for FY2023 meets the 1.2x revenue coverage requirement.

However, as a result of this technical default in FY22, CBJ is unable to issue another revenue bond against the same revenue stream until after July 1, 2023. **In short: CBJ cannot issue a \$5M revenue bond for Shore Power as planned.**

Staff have considered waiting until July 1, 2023 to issue the bond. But, after consideration, especially in light of the very small bond size, we believe it would be most prudent to spend FY24 passenger fee revenue on the transformers for Shore Power *without using debt*. Using cash at this time will allow for a more significantly sized revenue bond in the near future for both Shore Power and Seawalk development.

To this end, staff recommend that the Assembly permanently abandon the effort to obtain \$5M revenue bond debt for these transformers; and instead, reduce the \$10M allocation of passenger fees for the Seawalk to \$5M, and use \$5M of FY24 passenger fees to advance the Shore Power project without a debt issuance.

Manager’s Proposed Budget Amendments

Human Resources – Human Resources & Risk Management Director - APPROVED
\$95,430 GF (\$95,430 P/S) & 0.40 FTE

The Manager’s Office is seeking approval of an additional 0.4 FTE to the CBJ side of the HRRM Director position, currently shared between CBJ (0.4 FTE), the Risk Fund (0.2 FTE), and Bartlett Regional Hospital (0.4 FTE – the portion we are seeking to transfer). A shared services agreement was adopted by the BRH Board of Directors and the CBJ Assembly in 2013. With changing hospital direction and increasing demands on CBJ HRRM workloads, we are seeking to return to the pre-shared services agreement environment. Each organization would benefit from a fully-dedicated high level executive focused on its needs. If this increment is approved, the current shared services environment would remain through the end of the fiscal year, affording time for the hospital to adapt. The CBJ HRRM director, similar to executive staff in the Manager’s Office and Finance Department, would maintain a collegial relationship with the BRH HR Director, serving within each other’s professional network.

Parks and Recreation – Juneau Trails Plan
\$80,000 GF/ST (\$80,000 CIP)

Juneau’s existing Trails Plan was completed in 1993. A new Juneau Trails Plan, started by CBJ, the USFS, Alaska State Parks, and Trail Mix in 2019, is partially complete. Staff resources were directed elsewhere during the pandemic and CBJ has not had the capacity to staff the project since. If there is a desire to complete this plan in the near term, a consultant would likely need to be hired. Staff estimates the cost of completion at \$60,000-\$80,000.



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

TO: Chair Triem and Assembly Finance Committee
FROM: Rorie Watt, City Manager
RE: General Obligation Bonds / NCH

DATE: May 4, 2023

The purpose of this memo is to help the Assembly discuss next steps for New City Hall and to consider potential general obligation bond projects for the fall municipal ballot. The Manager's budget recommends an additional \$10M for the NCH CIP which would bring project funding up to \$16.3M to advance the project. It is difficult to imagine a scenario where this cash would not be helpful or necessary to advance this project (or for that matter to fund renovations to the existing building and pay for moving costs). Making no decision means CBJ will continue to pay in excess of \$800K per year in office rent and will face a very costly and disruptive renovation of our existing aged facility. Doing nothing is not a real option; we need to either pursue a new facility or resign ourselves to a complex multi-year renovation and a series of disruptive and costly office moves. In many ways, doing nothing is easily the worst choice – we will slowly and then more rapidly experience building failures including a leaking roof, failing plumbing, rotting windows, peeling paint, delaminating carpet and flooring and all sorts of other dilapidation. I encourage you to walk around the building with a critical eye, City Hall is dipping well below dog eared status.

The CBJ also has significant capacity **available this year** to take on additional general obligation debt while maintaining a flat debt mil levy. Given that the CBJ has many capital needs, it would be prudent and timely to put a general obligation bond of at least \$10M on this year's ballot.

In order to meet election deadlines, a bond ordinance must be introduced by the July 10th Assembly meeting.

New City Hall:

There are pro's and con's for putting a New City Hall general obligation bond on the ballot this year, they include:

Concepts in support

Even without advocacy, last year's vote was very close, the Manager's budget recommends \$10M of cash to materially reduce the cost to voters, cost control can be achieved by doing a design build process, current office leases have become more tenuous (we eventually have to move out of the Municipal Way building, recently purchased by SHI) and the plumbing is regularly failing in the Marine View building. A ballot question for approval for about \$27M with a more cost effective procurement method would be a materially different question for the voters. (\$41.3M * 1.05 less \$6M, less \$10M). The Manager's budget also includes funds for educating the public on the status of our current facilities and the long-term benefits of a NCH, of which there are many.

Concepts in opposition

A ballot question this year is too soon after last year's failed vote if it is not materially different. Increased property values may lead to a lack of enthusiasm from voters to take on new debt, and a New City Hall is always going to be tough to explain to the public.

Are there Other Existing Building Options. The Assembly asked for a third-party report on existing buildings that may be for sale. The attached report from Ms. Ricker concludes that there are very few buildings the size CBJ needs and all of those are currently occupied by state employees with leases that don't expire for 5 years or recently purchased. On this list, only two are downtown: Capital Office Park (where Fish and Game is located) and the Burns Building (where the Permanent Fund is located). During the site selection process for the preferred alternative (450

Willoughby) the owners of the Fish and Game building offered it to CBJ at a price tag of \$16M. Given what we have to invest in it including building an addition for chambers, the decision was made to not pursue that option during site selection last year.

Other General Obligation Bond Concepts:

The Assembly could choose to place other general obligation bond questions before the voters. Of the many capital needs CBJ has, a package that includes some or all of the following could allow more timely completion of municipal needs. A bond could be thematically structured as well (Parks, CBJ Facility Maintenance, Schools, Public Safety, Harbors). Possible projects could include JPD radios, harbor and boat ramp improvements, Centennial Hall improvements (meeting rooms, lobby expansion, energy efficiency), ski area major maintenance, IT needs, areawide park, playground, public use cabins, and trail improvements are all good examples of projects that the public typically supports in strong fashion.

Recommendation:

Initiate discussions on whether to pursue a bond package this fall and/or a New City Hall project. I recognize that timing is everything and that arguably this may not be the year for a NCH ballot question. However, I believe that a new facility is firmly in the public interest and that just because it is difficult, we shouldn't shy away from the challenge. Our existing building started out as a fire station some 70 years ago and a new efficient, purpose built facility will serve the community for at least another 100 years.



MEMORANDUM

DATE: May 4, 2023
TO: Assembly Finance Committee
FROM: Alexandra Pierce, Tourism Manager
SUBJECT: Marine Passenger Fee Proposal

This memo discusses my proposal for the expenditure of passenger fees (CBJ \$5 Marine Passenger Fee, \$3 Port Development Fee and \$5 State Commercial Passenger Vessel Fee). This proposal is made in accordance with the settlement that was reached with CLIA in March of 2019 and is designed to provide services and solve community issues related to cruise ship tourism.

The cruise industry holds a consensus view that Southeast Alaska sailings will exceed pre-pandemic levels in the summer of 2023. The scheduled lower berth capacity is estimated to be 1.65 million visitors for the summer 2023 season.

Here is how that forecast for visitation translates to passenger fee revenue in FY23 and FY24:

			PAX	MPF	PDF	State CPV*	Total
CY2022 Jul/Aug/Sept	FY2023		600,000	\$ 3,000,000	\$ 1,800,000	\$ 5,000,000	\$ 9,800,000
CY2023 April/May/June	FY2023		660,000	\$ 3,300,000	\$ 1,980,000		\$ 5,280,000
CY2023 Jul/Aug/Sept	FY2024		990,000	\$ 4,950,000	\$ 2,970,000	\$ 8,250,000	\$ 16,170,000
CY2024 April/May/June	FY2024		660,000	\$ 3,300,000	\$ 1,980,000		\$ 5,280,000

**State CPV receipts remitted to CBJ approximately eight months after they are received*

FY23 Passenger Fee Total \$ 15,080,000
FY24 Passenger Fee Total \$ 21,450,000

The absent 2020 cruise season and slow 2021 season still incurred operating and debt service expenses. As a result, we carried a negative fund balance of \$3.2 million into FY23. This is eliminated for FY24 and we can expect to carry a positive fund balance into FY25. Additionally, new U.S. Coast Guard security requirements translate to increased security expenses of approximately \$150,000 per dock. This was new for FY23 but will continue indefinitely.

FY24 Passenger Fee Proposal			
	Direct Cost	Overhead	Total
Debt Service: Juneau Cruise Terminal Docks	\$ 2,026,500	\$ -	\$ 2,026,500
CBJ Municipal Services			
Police Support	\$ 1,289,600	\$ 47,800	\$ 1,337,400
Ambulance/EMS Support	\$ 591,500	\$ 21,900	\$ 613,400
Seawalk, Open Space and Restroom Maintenance	\$ 426,100	\$ 15,800	\$ 441,900
Street Cleaning/Repair	\$ 192,900	\$ 7,100	\$ 200,000
D&H - Port Management	\$ 275,000	\$ 10,200	\$ 285,200
D&H - Port Customs Office Building Maintenance	\$ 142,000	\$ 5,300	\$ 147,300
D&H - Access Control Security	\$ 300,000	\$ 11,100	\$ 311,100
Tourism Management	\$ 229,000	\$ 8,500	\$ 237,500
CBJ Resident Tourism Survey	\$ 35,000	\$ 1,300	\$ 36,300
Cruise Ship Passenger Survey	\$ 35,000	\$ 1,300	\$ 36,300
General Economic Analysis	\$ 40,000	\$ 1,500	\$ 41,500
Total City Services	\$ 3,556,100	\$ 132,700	\$ 3,688,800
Third-Party Visitor Services by Assembly Grant			
Travel Juneau - Crossing guard program	\$ 294,200	\$ -	\$ 294,200
Travel Juneau - Visitor services program	\$ 165,200	\$ -	\$ 165,200
Tourism Best Management Practices (TBMP)	\$ 26,000	\$ -	\$ 26,000
Downtown Business Association Ambassador Program	\$ 90,000	\$ -	\$ 90,000
AJ Dock - Access Control Security	\$ 130,000	\$ -	\$ 130,000
AJ Dock - Restroom Maintenance	\$ 30,000	\$ -	\$ 30,000
Franklin Dock - Access Control Security	\$ 130,000	\$ -	\$ 130,000
Franklin Dock - Restroom Maintenance	\$ 30,000	\$ -	\$ 30,000
Seasonal Workforce Housing Planning	\$ 50,000	\$ -	\$ 50,000
Total 3rd Party Services	\$ 945,400	\$ -	\$ 945,400
Capital Investments			
Capital Civic Center	\$ 1,000,000	\$ -	\$ 1,000,000
Marine Park Improvements	\$ 2,000,000	\$ -	\$ 2,000,000
Homestead Park Improvements	\$ 1,000,000	\$ -	\$ 1,000,000
Wastewater Improvements	\$ 950,000	\$ -	\$ 950,000
Informational Signage	\$ 75,000	\$ -	\$ 75,000
Circulator Plan	\$ 20,000	\$ -	\$ 20,000
Seawalk Expansion	\$ 10,000,000	\$ -	\$ 10,000,000
Total Capital Investments	\$ 15,045,000	\$ -	\$ 15,045,000
Total Proposed FY24 Passenger Fee Expenditures	\$ 21,573,000	\$ 132,700	\$ 21,705,700

Using Passenger Fees:

Passenger fee funding for all CBJ municipal services and the related overhead is calculated by a third-party cost allocation consultant (Matrix Consulting) in compliance with applicable federal standards and industry best practices. Third-party visitor services are funded based on the settlement agreement and on discussions with CLIA as described therein. Of note, CLIA is supportive of funding for a study on the visitor industry’s impact on Juneau’s housing market.

Capital Investments:

Capital investments were previously limited by the negative fund balance carried forward from fiscal year 2022 and the likelihood of a slower than scheduled cruise season. At the time, CBJ received a number of worthy requests and we have budgeted funds to start some of the proposed projects, anticipating more funding in the coming years. Attachment A shows CBJ’s long-term visitor infrastructure needs.

Notably, this year’s budget dedicates \$10,000,000 to the Seawalk, anticipating agreement on a Franklin to AJ Dock connection. Other recommended infrastructure funding includes funding for reconstruction of Marine and Homestead Parks, \$1 million towards the Capital Civic Center, wastewater improvements that were originally funded for FY21, improved signage, and extra funds to finish the circulator study. Note that dock electrification is being funded separately with a separate passenger fee-backed bond package.

The above proposal represents a conservative approach that meets our debt and negative fund balance obligations, and lays the groundwork for future infrastructure priorities.

Attachments:

Attachment A – Passenger Fee Infrastructure Needs FY24-28

Attachment B – Combined Passenger Fee Requests Table

Attachment C – Consolidated FY24 Passenger Fee Requests

Passenger Fee Infrastructure Needs FY24-28

	Total	FY24	FY25	FY26	FY27	FY28
Shore Power ASP+	\$ 20,000,000		bonding			
Shore Power CT-	\$ 10,000,000	\$ -				bonding
Seawalk South (Franklin to AJ)	\$ 25,000,000	\$ 9,500,000	\$ 15,500,000			
Seawalk Center (Triangle to Subport)	\$ 15,000,000	\$ 500,000			\$ 5,000,000	\$ 10,000,000
Seawalk North (Subport to Gold Crk)	\$ 10,000,000	\$ -		\$ 10,000,000		
NOAA Dock	\$ 10,000,000		\$ 1,000,000			
Small Cruise Ship Berth Facility (match)	\$ 10,000,000	\$ -			\$ 10,000,000	
Archipelago Museum	\$ 10,000,000		\$ 500,000			
Capital Civic Center	\$ 10,000,000	\$ 1,000,000				
Warner's Wharf	\$ 2,000,000	\$ -		\$ 2,000,000		
Fill Dock/Seawalk Holes	\$ 4,000,000	\$ -		\$ 4,000,000		
Marine Park	\$ 2,000,000	\$ 2,000,000				
USS Juneau Memorial Park	\$ 6,000,000	\$ -				\$ 6,000,000
Homestead Park	\$ 1,000,000	\$ 1,000,000				
Triangle Project (CLAW BACK)	\$ 2,000,000		\$ 1,000,000	\$ 1,000,000		
Visitor Circulator	\$ 170,000	\$ 20,000	\$ 150,000			
Waterfront Play Area	\$ 1,000,000			\$ 100,000	\$ 900,000	
Purchase AJ Dock	\$ 30,000,000	\$ -				
Purchase Franklin Dock	\$ 20,000,000	\$ -				
Float Franklin Dock	\$ 30,000,000	\$ -				
TOTAL	\$ 218,170,000	\$ 14,020,000	\$ 18,150,000	\$ 17,100,000	\$ 15,900,000	\$ 16,000,000

Combined Passenger Fee Requests				
	Requested	Funded	Notes	
CBJ Tourism	Annual Survey	\$35,000	\$35,000	
	Tourism Housing Market Analysis	\$50,000	\$50,000	Combined with JEDC's request
	Marine Park Construction	\$2,000,000	\$2,000,000	
	Homestead Park construction	\$1,000,000	\$1,000,000	
	Capital Civic Center	\$1,000,000	\$1,000,000	
	Cruise Ship Passenger Survey	\$35,000	\$35,000	
	Circulator Study	\$20,000	\$20,000	Additional funds to finish study
	General Economic Analysis	\$40,000	\$40,000	
	Seawalk	\$10,000,000	\$10,000,000	
CBJ Public Works	DTC Signage	\$50,000	\$50,000	Included in informational signage item
	Wastewater Improvements	\$900,000	\$900,000	
JCOS	Bid Ready Docs Dock Electrification	\$2,445,988		
	Beneficial Electrification Study	\$250,000		
	Transformers	\$5,000,000		
	Circulator LoNo Match	\$680,000		
	Water Bottle Filling Stations	\$100,000		
AJ Dock	Security	\$282,000	\$130,000	Funded to equal Franklin Dock Passenger service
	Restrooms	\$30,000	\$30,000	
	Asphalt repair	\$22,000		
	Security patrol & response boat	\$19,600		
	Barge Maintenance	\$750,000		
	Safety barrier fence replacement	\$87,000		
	Terminal, security and schrrening facility	\$350,000		
	Uplands modifications	\$379,000		
DBA	Downtown Ambassador Program	\$90,000		
Franklin Dock	Security	\$130,000		
	Restrooms	\$30,000		
	Dock Maintenance	\$72,500		
Princess	Shore Power Switchgear Replacement	\$111,000		
Juneau District Heat	Electrical Infrastructure at Subport	\$2,500,000		
JEDC	Seasonal workforce housing construction	\$12,000,000		
Docks & Harbors	Areawide Port Operations	\$275,000	\$275,000	
	Customs & Visitor Center Maintenance	\$142,000	\$142,000	
	Dock Safety Rail	\$1,000,000		
	Adopted Budget for Docks	\$2,200,000		
	Security	\$300,000	\$300,000	
	Port Harmonization	\$1,000,000		
	Purchase Archipelago property	\$10,000,000		
	Lone sailor statue	\$1,000,000		
	USS Juneau Memorial	\$3,000,000		
	Rebuild emergency vessel float	\$650,000		
Gene Miller	Glacier Visitor Center Restrooms			
Jim Dogaghey	Covered walkway along docks			
	Food vendor/artist stalls on docks			
Burce Denton	Circulator LoNo Match	\$1,000,000		
Joyanne Bloom	Signage for Peratrovich Plaza		\$25,000	Included in informational signage item
Sandro Lane	Purchase Emergency Vehicles, locate on Rock Dump			
Peter Dukowitz	Conversion of 2 (whale watch?) vessels to electric	\$500,000		
Michael Riederer	Additional Auke Bay speed zone buoys	\$60,000		

Travel Juneau

Crossing Guard Program	\$294,206	\$294,206
Visitor Information program	\$165,180	\$165,180
TBMP	\$25,950	\$25,950



MEMORANDUM

DATE: April 21, 2023

TO: Assembly Finance Committee

FROM: Alexandra Pierce, Tourism Manager

SUBJECT: Marine Passenger Fee Proposal – Amendments and Supplemental Information on Commercial Recreational Use Funding

This memo describes the additional Marine Passenger Fee funding request discussed at the April 3, 2023 Committee of the Whole meeting. The Committee recommended approval of two planning efforts: finishing the Trails Plan and a Commercial Recreational Use Strategy. The Trails Plan is an infrastructure plan, and should be a General Fund expense. The \$80,000 to finish the plan should be placed on the pending list.

The original proposal recommended moving \$120,000 from the Seawalk to fund the Commercial Recreational Use project. The Finance Director has since advised that we have sufficient MPF funds available to cover both projects as budgeted.

Staff also recommends two additional amendments to the original proposal. The first amendment increases the cruise ship passenger survey budget from \$35,000 to \$100,000 to reflect higher anticipated project cost and a provision for economic analysis and spending data. The second amendment reallocates \$50,000 for seasonal workforce housing planning from a third-party visitor services Assembly grant to the Tourism Management operating budget to provide more flexibility on project terms and scope.

The following information was already provided to the Committee of the Whole, but it is a good refresher on the context around these additional needs:

The U.S. Forest Service also bases its trail permitting off the Juneau Trails Working Group, and all of its commercially permitted trails are within the Mendenhall Glacier Recreation Area. The glacier currently sees 700,000 visitors per year, and the USFS has conducted an extensive planning process over the past six years to expand this capacity. The final product is likely several years away and funding is uncertain.

CBJ's 2022 Tourism Survey results are evenly split on whether to spread visitors out across the borough or to confine visitor operations to a few known areas. Regardless of the direction the Assembly takes on dispersion versus condensation, Juneau appears to be nearing the point where shore excursion capacity does not meet demand. Without new opportunities, we will continue to see growth in markets that already feel 'full' (i.e. whale watching). If the Eaglecrest gondola is constructed in the next few years, we can expect approximately 70,000 visits in the first year. The gondola certainly represents an opportunity for disbursement, but even at full projected capacity, it will not scale up enough to make a major

difference. Shore excursion growth should be strategic. New activities should happen in locations supported by public process.

We conduct surveys because we typically hear from the people who feel disproportionately affected, either positively or negatively, by the visitor industry. It's valuable to hear from a random sample of residents. However, each time there is a proposal for tourism activity in a new area, we hear from people who are concerned about being displaced. Based on the recommendations of the VITF and the recent Assembly discussion about the Pioneer Road, staff proposes using Marine Passenger Fees to fund a public process around commercial use throughout the borough. The policy component should be fairly straightforward, building on the work of the VITF, but we need a focused public process about the best areas of town for visitor industry activity and that has not yet taken place.

FY24 Passenger Fee Proposal – Amended			
	Direct Cost	Overhead	Total
Debt Service: Juneau Cruise Terminal Docks	\$ 2,026,500	\$ -	\$ 2,026,500
CBJ Municipal Services			
Police Support	\$ 1,289,600	\$ 47,800 \$ 45,100	\$ 1,337,400 \$ 1,334,700
Ambulance/EMS Support	\$ 591,500	\$ 21,900 \$ 20,700	\$ 613,400 \$ 612,200
Seawalk, Open Space and Restroom Maintenance	\$ 426,100	\$ 15,800 \$ 14,900	\$ 441,900 \$ 441,000
Street Cleaning/Repair	\$ 192,900	\$ 7,100 \$ 6,700	\$ 200,000 \$ 199,600
D&H - Port Management	\$ 275,000	\$ 10,200 \$ 9,600	\$ 285,200 \$ 284,600
D&H - Port Customs Office Building Maintenance	\$ 142,000	\$ 5,300 \$ 5,000	\$ 147,300 \$ 147,000
D&H - Access Control Security	\$ 300,000	\$ 11,100 \$ 10,500	\$ 311,100 \$ 310,500
Tourism Management	\$ 229,000	\$ 8,500 \$ 8,000	\$ 237,500 \$ 237,000
CBJ Resident Tourism Survey	\$ 35,000	\$ 1,300	\$ 36,300
Cruise Ship Passenger Survey	\$ 35,000 \$ 100,000	\$ 1,300 \$ 3,600	\$ 36,300 \$ 103,600
General Economic Analysis	\$ 40,000	\$ 1,500 \$ 1,400	\$ 41,500 \$ 41,400
Seasonal Workforce Housing Planning	\$ 50,000	\$ 1,700	\$ 51,700
Commercial Recreational Use Strategy	\$ 120,000	\$ 4,200	\$ 124,200
Total City Services	\$ 3,556,100 \$ 3,791,100	\$ 132,700	\$ 3,688,800 \$ 3,923,800
Third-Party Visitor Services by Assembly Grant			
Travel Juneau - Crossing guard program	\$ 294,200	\$ -	\$ 294,200
Travel Juneau - Visitor services program	\$ 165,200	\$ -	\$ 165,200
Tourism Best Management Practices (TBMP)	\$ 26,000	\$ -	\$ 26,000
Downtown Business Association Ambassador Program	\$ 90,000	\$ -	\$ 90,000
AJ Dock - Access Control Security	\$ 130,000	\$ -	\$ 130,000
AJ Dock - Restroom Maintenance	\$ 30,000	\$ -	\$ 30,000
Franklin Dock - Access Control Security	\$ 130,000	\$ -	\$ 130,000
Franklin Dock - Restroom Maintenance	\$ 30,000	\$ -	\$ 30,000
Seasonal Workforce Housing Planning	\$ 50,000	\$ -	\$ 50,000
Total 3rd Party Services	\$ 945,400 \$ 895,400	\$ -	\$ 945,400 \$ 895,400

	Direct Cost	Overhead	Total
Capital Investments			
Capital Civic Center	\$ 1,000,000	\$ -	\$ 1,000,000
Marine Park Improvements	\$ 2,000,000	\$ -	\$ 2,000,000
Homestead Park Improvements	\$ 1,000,000	\$ -	\$ 1,000,000
Wastewater Improvements	\$ 950,000	\$ -	\$ 950,000
Informational Signage	\$ 75,000	\$ -	\$ 75,000
Circulator Plan	\$ 20,000	\$ -	\$ 20,000
Seawalk Expansion	\$ 10,000,000 \$ 5,000,000	\$ -	\$ 10,000,000 \$ 5,000,000
Shore Power	\$ 5,000,000		\$ 5,000,000
Total Capital Investments	\$ 15,045,000	\$ -	\$ 15,045,000
Total Proposed FY24 Passenger Fee Expenditures	\$ 21,573,000 \$ 21,758,000	\$ 132,700	\$ 21,705,700 \$ 21,890,700

City and Borough of Juneau
Passenger Fees from All Sources
(\$000 Thousands)
April 26, 2023

	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
MPF									
Revenue	\$ 5,067	\$ 5,407	\$ 5,991	\$ 4,000	\$ 9	\$ 2,641	\$ 6,300	\$ 8,250	\$ 8,250
Unspent MPF returned to Fund	\$ 251	\$ 30	\$ 2,410	\$ -	\$ -	\$ 107	\$ -	\$ -	\$ -
Operating Expenditures	\$ (3,953)	\$ (3,337)	\$ (3,189)	\$ (5,424)	\$ (2,408)	\$ (2,963)	\$ (4,638)	\$ (4,839)	\$ (4,839)
Capital Expenditures	\$ (1,303)	\$ (1,869)	\$ (5,385)	\$ (677)	\$ -	\$ -	\$ -	\$ -	\$ -
Surplus/Deficit	\$ 62	\$ 231	\$ (173)	\$ (2,101)	\$ (2,399)	\$ (215)	\$ 1,662	\$ 3,411	\$ 3,411
Fund Balance	\$ 536	\$ 767	\$ 594	\$ (1,507)	\$ (3,906)	\$ (4,122)	\$ (2,459)	\$ 952	\$ 4,363
SMPF									
Revenue	\$ 4,600	\$ 4,600	\$ 5,271	\$ 5,971	\$ 2,446	\$ 572	\$ 5,000	\$ 8,250	\$ 8,250
Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ (351)	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ (2,095)	\$ -	\$ -	\$ -	\$ -
Capital Expenditures	\$ (4,600)	\$ (4,600)	\$ (5,000)	\$ (4,500)	\$ -	\$ -	\$ (4,095)	\$ (11,000)	\$ -
Surplus/Deficit	\$ -	\$ -	\$ 271	\$ 1,471	\$ -	\$ 572	\$ 905	\$ (2,750)	\$ 8,250
Fund Balance	\$ 295	\$ 295	\$ 566	\$ 2,037	\$ 2,037	\$ 2,609	\$ 3,514	\$ 764	\$ 9,014
PDF									
Revenue	\$ 3,015	\$ 3,217	\$ 3,568	\$ 2,367	\$ -	\$ 1,557	\$ 8,780	\$ 4,950	\$ 4,950
Operating Expenditures	\$ (6)	\$ (6)	\$ (6)	\$ (363)	\$ (8)	\$ (8)	\$ (8)	\$ (20)	\$ (20)
Debt Service	\$ (2,093)	\$ (2,095)	\$ (2,097)	\$ (2,095)	\$ -	\$ (1,883)	\$ (2,478)	\$ (2,286)	\$ (2,477)
Capital Expenditures	\$ -	\$ -	\$ (3,700)	\$ -	\$ -	\$ -	\$ (5,000)	\$ (4,045)	\$ -
Surplus/Deficit	\$ 916	\$ 1,116	\$ (2,235)	\$ (91)	\$ (8)	\$ (334)	\$ 1,294	\$ (1,401)	\$ 2,453
Fund Balance	\$ 1,732	\$ 2,848	\$ 613	\$ 522	\$ 514	\$ 180	\$ 1,474	\$ 73	\$ 2,526
TOTAL PASSENGER FEES									
Revenue	\$ 12,682	\$ 13,224	\$ 14,830	\$ 12,338	\$ 2,455	\$ 4,770	\$ 20,080	\$ 21,450	\$ 21,450
Unspent MPF returned to Fund	\$ 251	\$ 30	\$ 2,410	\$ -	\$ -	\$ 107	\$ -	\$ -	\$ -
Operating Expenditures	\$ (3,959)	\$ (3,343)	\$ (3,195)	\$ (5,787)	\$ (2,767)	\$ (2,971)	\$ (4,646)	\$ (4,859)	\$ (4,859)
Debt Service	\$ (2,093)	\$ (2,095)	\$ (2,097)	\$ (2,095)	\$ (2,095)	\$ (1,883)	\$ (2,478)	\$ (2,286)	\$ (2,477)
Capital Expenditures	\$ (5,903)	\$ (6,469)	\$ (14,085)	\$ (5,177)	\$ -	\$ -	\$ (9,095)	\$ (15,045)	\$ -
Surplus/Deficit	\$ 978	\$ 1,347	\$ (2,137)	\$ (721)	\$ (2,407)	\$ 23	\$ 3,861	\$ (740)	\$ 14,114
Fund Balance	\$ 2,563	\$ 3,910	\$ 1,773	\$ 1,052	\$ (1,355)	\$ (1,333)	\$ 2,529	\$ 1,789	\$ 15,902

**City and Borough of Juneau
Assembly Finance Committee (AFC)**

FY24 Revised Budget Calendar and Key Dates – as of May 10, 2023

April 5th – 5:30 pm – Special Assembly (Intro)

- A. CBJ Budget Ordinance 2023-14
- B. School District Budget Ordinance 2023-15
- C. Mill Levy Ordinance 2023-16
- D. CIP Resolution 3016

April 5th – 5:30 pm – AFC Meeting #1

- A. Summary of FY2024 Revised Budget
- B. Overview of Major Revenues
- C. Assessors Valuation Report
- D. Overview of Debt Service
- E. Proposed Mill Rate
- F. Cost Allocation Overview

April 12th – 5:30 pm – AFC Meeting #2

- A. Juneau School District
- B. Eaglecrest
- C. Capital Improvement Plan – For Review
 - a. 1% Sales Tax Allocation – For Review

April 19th – 5:30 pm – AFC Meeting #3

- A. Juneau International Airport
- B. Bartlett Regional Hospital

April 26th – 5:30 pm – Special Assembly (Hearing)

- A. CBJ Budget Ordinance 2023-14
- B. School District Budget Ordinance 2023-15
- C. CIP Resolution 3016
- D. Mill Levy Ordinance 2023-16
- E. Motion to Establish Local Funding for School District Operations

April 26th – 5:30 pm – AFC Meeting #4

- A. Docks & Harbors
- B. Passenger Fee Plan – For Review
- C. Hotel-Bed Tax Funding
 - a. Allocation to Affordable Housing Fund
- D. Travel Juneau

May 3rd – 5:30 pm – AFC Meeting #5

- A. Update on FY24 Revenue Forecast
- B. School District Budget – For Action
- C. Assembly Grants & Community Requests
- D. Manager’s Proposed Increments & Budget Amendments

May 8th – 7:00 pm – Regular Assembly

- A. Adoption of the School District’s Budget Ordinance 2023-15

May 10th – 5:30 pm – AFC Meeting #6

- A. Fare Free Transit
- B. Parental Leave
- C. Bartlett FY24 Budget Amendment
- D. Youth Activity Grant Funding
- E. Assembly Grants & Community Requests
- F. Updated Sales Tax Forecast
- G. Updated Budget Summary and Pending List
- H. Capital Improvement Plan
 - a. 1% Sales Tax Allocation
- I. Passenger Fee Plan

May 17th – 5:30 pm – AFC Meeting #7

- A. Decision List – For Final Action
- B. Set Mill Rates – For Final Action
- C. Final FY24 Revised Budget Decisions
 - a. CIP Resolution 3016
 - b. Mill Levy Ordinance 2023-16
 - c. CBJ Budget Ordinance 2023-14

June 7th – 6:00 pm – Regular Business AFC

- A. TBD

June 12th – 7:00 pm – Regular Assembly (Adoption)

- A. CBJ Budget Ordinance 2023-14
- B. Mill Levy Ordinance 2023-16
- C. CIP Resolution 3016

Public hearings on the budget must be completed by May 1, per Charter Section 9.6

Assembly must determine school district instructional funding and notify district within 30 days of receipt of district budget (Charter Section 13.6(b))

Assembly must appropriate school district funding by May 31 (Chart Section 13.6(b))

Assembly must adopt Operating Budget, Mill Levy, and Capital Improvement Plan by June 15th or the manager’s proposal is deemed adopted (Charter Section 9.7 & 9.8)



MEMORANDUM

Date: May 1, 2023 (Updated May 8, 2023)

To: Assembly Finance Committee

Thru: Duncan Rorie Watt
City Manager

From: Dallas Hargrave 
Human Resources & Risk Management Director

Re: Paid Parental Leave Proposal

Over the last year, the City and Borough of Juneau (CBJ) has experienced unprecedented recruitment and retention issues. We are not alone. Employers across the city, state and nation are facing similar challenges with a “tight” labor market that generally has more open jobs than applicants willing to take the jobs. Recently, the CBJ has implemented a sign-on bonus program, a new online recruitment system, and we are in the process of implementing an employer contribution to a dependent care flexible spending account and an employer matching contribution to the 457 deferred compensation plan. However, with recent implementation of paid parental leave programs in other Alaska municipalities, some Assembly members have requested that we also put forward a proposal for paid parental leave at the CBJ.

Paid Parental Leave

Under the Family Medical Leave Act (FMLA) and the Alaska Family Leave Act (AFLA), employees are entitled to take up to twelve weeks (FMLA) or eighteen weeks (AFLA) of leave for the birth, adoption or foster placement of a child, or to care for themselves or a family member with a serious health condition. During that period, employees’ jobs are protected, they receive health insurance benefits, and they may receive wages if they use existing personal leave accruals. There is no requirement that employers provide paid leave. Around 30 years ago, CBJ ceased providing employees with a separate medical leave benefit, folding that program into personal leave.

As the only industrialized nation without a national paid parental leave program, childbirth and adoption can have a significant financial impact on working parents. Although paid parental leave is highly desired by workers, it is not extremely common. The most recent employee benefits survey from the Society for Human Resource Management (SHRM), for example, found that 33 percent of employers offered their employees some paid parental leave in 2022. That number is down from the 39 percent that offered the time in 2020. Paid leave for adoption or foster care is even less common: 28 percent of employers offered adoption leave in 2022, while just 22 percent offered leave for foster care.¹

¹ <https://www.shrm.org/hr-today/trends-and-forecasting/research-and-surveys/Pages/Leave.aspx>

In March 2023, the Municipality of Anchorage and the City of Soldotna implemented paid parental leave policies, granting a benefit of four and six paid weeks (respectively) of parental leave. It is important to note that no two leave programs are alike, and thus just considering what other employers provide regarding paid parental leave is not necessarily always “comparing apples to apples.” A review of parental leave benefits provided by municipal employers across the United States indicates that there is not a standard approach from which to compare this benefit.²

Benefits of a Paid Parental Leave Benefit

Implementing a Paid Parental Leave program can lead to many potential benefits for employees, employers, and society in general. These benefits include the following:

Recruitment and Retention of Employees: Paid Parental Leave promotes a family-friendly environment that encourages healthy parent-child relationships, because it permits parents to bond with their children during the crucial first stages of a child’s life. Offering paid parental leave will help attract and retain workers, especially workers in newer generations who are moving into prime child-bearing years and are looking for better integration between their work and family lives.

Equity and Social Justice: Paid parental leave can reduce disparities in leave-taking between low and high socioeconomic groups. With paid leave, more people take time off, particularly those that are low income and either wouldn’t have taken leave or would have dropped out of the workforce. Additionally, the absence of paid parental leave presents a disadvantage for working women. Without paid leave, women are more likely to exit the workforce. If and when they re-enter, they may return to lower-paying jobs or no jobs at all. Research indicates that when mothers have access to paid maternity leave, their wages increase as much as 9%.³ Many believe that lower participation of women in the workforce is a result of the lack of paid leave. Economists estimate that women’s labor force participation is lower for 25-54 year-olds due to the lack of universal paid leave. A comparative study of twenty-two countries found that the U.S. fell from the sixth-highest in labor force participation for women in 1990 to seventeenth by 2010.⁴ By providing the opportunity for both parents to take parental leave regardless of gender, it allows both parents the chance to be caregivers, and women are less likely to have their career stalled for doing so.

Furtheres the CBJ as a leading municipal employer in Alaska: Implementing a paid parental leave benefit would set a positive example for other government agencies, as well as companies doing business in Juneau and Alaska, and set CBJ apart from most other municipal employers in Alaska.

Implementation of a Paid Parental Leave Benefit at CBJ

Paid time off for parental leave should create a separate leave bank for FMLA-qualifying birth, adoption, or placement of a child. The leave bank would not have a cash value, but would provide up to six weeks of paid time off to supplement an employee’s regular personal leave they have accrued. We recommend that the CBJ paid parental leave policy contain the following components:

² <https://nationalpartnership.org/resource/paid-family-leave-policies-for-municipal-employees/>

³ *LA Times* <http://www.latimes.com/opinion/editorials/la-ed-navy-maternity-leave-20150729-story.html>

⁴ *The New Republic*, July 23, 2015, <http://www.newrepublic.com/article/122348/how-do-you-make-sure-generous-paid-leave-doesnt-backfire-women>

1. Establish a leave amount of six weeks for a qualifying parental leave event;
2. Allow the value of the leave to be the employee's regular rate of pay;
3. Specify that the ability to qualify for paid parental leave shall coincide with FMLA/AFLA qualification;
4. If two parents are both employed by the CBJ, only the primary caregiver shall be eligible for paid parental leave; and
5. Specify that the leave has no cash value and that the benefit runs concurrently with FMLA and AFLA entitlements.

Although it is anticipated that the paid parental leave policy shall be implemented through a change to the CBJ Personnel Rules and a Manager's policy that would apply to all qualifying employees, CBJ management will share drafts and seek input from union bargaining unit representatives.

It is difficult to estimate the total costs of implementing a paid parental leave benefit because there will likely be costs associated with the leave or back-filling for some work while an employee is on leave. However, there will likely also be cost savings associated with reduced turnover of employees who are more likely to stay in a position because of the ability to take this new leave.

Est. # of eligible employees	Ave. cost of 6 weeks of leave (including 30% benefit estimate)	Estimated annual cost of leave	Estimated cost of backfilling position while on leave	Total estimated annual cost to implement paid parental leave program
15	\$13,000	\$195,000	\$146,250	\$341,250

This cost estimate is based on the following assumptions:

- An average annual number of 12 babies born of CBJ employees. Adoption and foster care is difficult to estimate, so this estimate assumes 3 eligible employees per year.
- The average cost of 6 weeks of leave considered both the average wage for a CBJ employee and the average workweek, considering that different employees work different workweeks, depending on the job.
- The estimated cost of backfilling the position assumed an overtime rate of pay for all the hours of leave taken for 50% of the eligible employees. It was assumed that the other 50% of eligible employees would have their work covered by coworkers or delayed with no additional overtime costs for backfill.

It is anticipated that if the paid parental leave program is implemented, the costs will likely go up over time as the demographics of our workforce shift as more employees who are eligible for this leave are likely to choose to become and remain a CBJ employee because of this benefit. Approximately 75%, or \$255,938, of the total cost estimated would be covered by general funds, with the remainder funded by internal service and enterprise departments.

Recommended Action

If the Assembly wants to pursue implementation of a parental leave benefit, CBJ leadership requests that the Assembly Finance Committee direct staff to develop proposed changes to the CBJ Personnel Rules to implement a paid parental leave benefit as presented. With the changes to the CBJ Personnel Rules, CBJ leadership will either present a plan to implement the paid parental leave benefit in FY24 under the yet to be approved FY24 budget or seek future supplemental spending authority.

Juneau Climbing and Recreation

Request to Assembly for Support for a New Community Facility
Wednesday, May 10, 2023



Who Loves to Climb in Juneau and Why?

15,000 Visits Per Year (members and day passes)
200 Paying Members (annual or monthly)

Kids Climbing Club – ages 6-14

Women's Nights – ages 18-75

Biggest age bracket is 14 to 30 year olds
Employees are mostly 18-30 year olds



- Promotes Strength and Wellness
- Empowers and Instills Confidence
- Builds Community

Keeps our Young People In Juneau Year Round and all of us Healthy and Happy in the Winter Months

US Climbing Trends

- 2000: Climber numbers approx. 150,000; **2023, estimated at 8 million.**
- More than 600 climbing gyms across the US, introduce the activity to every community. A 2021 report estimated **6 million indoor gym climbers.**
- Access trails are established and well worn in - **but not always official or designated.**
- More than **30,000 cliffs** and another **30,000** bouldering sites.
- Climbing in almost every state on federal, state, local, private lands

Economic Benefits of Climbing



- 2019 New River Gorge, WV: Economic Impact of Climbing - **\$9.7 million**
- 2020 Red River Gorge, KY: Economic Impact of Climbing - **\$8.7 million**
- 2020 Bishop, CA: Economic Impact of Climbing - **\$15.6 million**
- 2017 Pisgah-Nantahala, NC: Economic Impact of Climbing - **\$13.9 million**

Explosion of Indoor Climbing



Health Benefits of Climbing



Protect America's Climbing



- Cardiovascular health
- Builds muscle
- Improves flexibility and balance
- Enhances memory and problem solving
- Boosts communication
- Enhances trust
- Builds community

Facility Issues and Needs

Current Facility Issues: Location and Access, Rental Property, Too Small, Thermal and Structural Upgrades Needed

Proposed Facility: 10,000 Square Foot, \$5-7M

Options Explored:

1. Purchase Existing Building and Upgrade
Building may not be for sale, owner has long term ideas for use, cost approx. \$2.1M
2. Purchase Land and Build
Not many options for land, cost approx. \$6.9M
3. Long Term Land Lease with CBJ and Build
Cost approx. \$6.2M plus ongoing land lease cost to CBJ



Process and Next Steps

Planning and Community Support, \$50,000, June 2023 – December 2024

- Hire Engineer/Architect to Develop Schematic Design and Cost Estimate
- Engage Community Partners such as CBJ, JCF, Rasmuson, SAIL, other non-profits
- Assess Land Options Formally with Private Landowners and CBJ Lease Options
- Run a Community Process to Solicit Input through events, surveys and community meetings
- Identify and begin grant applications for construction funding

Design Development and Bid, \$500,000, January – December, 2025

- Land is identified, sale, agreements or lease process completed
- Engineer/Architect works with JCR to develop 100% Construction Drawings
- Grants are applied for

Land Purchase and Construction, \$5-\$5.5M, January – Sept., 2026

- Interior Climbing Walls add'l \$1.2M



Juneau Climbing and Recreation Ask

First Step: \$50,000 for Planning and Community Support

Second Step: \$500,000 for Design Development

- this funding could also help leverage grants and partnerships
- This could be a future request to the Assembly and other granting agencies



Ricker Real Estate Consulting, LLC

Management/Sales/Leasing A Commercial Brokerage

May 3, 2023

To: Katie Koester, Engineering and Public Works Director
 Greg Smith, Engineering Contracts Administrator

Re: New City Hall Site Selection – Review of Existing Facilities for Acquisition

Ricker Real Estate Consulting, LLC has performed an analysis of facilities available in the Juneau commercial real estate market that could be repurposed for the Juneau City Hall. One of the main criteria is to review existing properties in a position to sell to CBJ within the next 12 months. For the purposes of this analysis, I have relied on the available CBJ assessor database, discussions with local property owners/investors, appraisers, and State of Alaska DOTPF for leasing information.

The following were considered to satisfy the criteria:

- Cost
- Zoning (LC, GC, MU, MU2, and NC)
- Space Needs: 46,200 SF for 164 staff
- ADA Compliance
- Parking and area availability
- Net Benefit for the State of Alaska Agencies in the event of displacement

It is understood that not all these criteria can necessarily be met, and modification and other accommodations may be made.

Market Overview

As is commonly known, COVID has affected the office market. The “stay at home” work model and lack of industry expansion left minimal opportunities for vacancy backfill. Additionally, the Governor tasked State Agencies to reduce leasing costs by reconfiguring existing space and encouraging State Agencies to move to state owned buildings. These situations created a softening of the market requiring the private sector to negotiate lease rates mirroring those in the 1980’s.

The advent of the CARES act and other federal grant programs provided market stabilization with funding available for Tribal Organizations to acquire buildings. This was an unforeseen benefit to the market by taking available properties that were for sale at that time and removing 28,000 SF of vacant space.

Today, it is estimated there is a total of 30,000 SF of vacant office space available in the private market with 25,000 in the downtown core. Additionally, the State Office Building has roughly 20,000 SF of space available for Agency use, that is expected to be absorbed within the next 6 months. As a result of the lack of available space in the private market for relocation purposes and lack of funding for relocation, the State Agencies have commenced renewal commitments in their existing facility, typically entering 5-year terms with 5 one-year options. Any purchase would require honoring those with leasehold interests as they transfer with title.

Inventory of Potential Sites

Most properties in the Juneau office inventory are less than 50,000 sf considering the average building size for comparable properties is 30,000 +/- . The current number of buildings considered the closest to satisfying the criteria as stated above is 11. Most are single and multi-tenanted with leasehold interests well into the next 5 years. The vacancy in these buildings is less than 2% except for the Alaska Permanent Fund Building (24,000 SF) leaving a huge issue for displacement of existing tenants, particularly State Agencies.

Per the attached grid, most properties are unavailable for purchase as the property owners are holding for the long term. The exception is:

Nugget Mall.

The property is currently selling at \$92.00 PSF for 139,000 leasable square feet. The property is currently subdivided into 5 lots providing ample parking. All the interior tenants are on month-to-month leases. It is suggested that the anchor tenants could be subdivided from the property, leaving the shopping center with interior access for repurposing and modification. The modification costs would be unreasonable and further subdivision may not be feasible.

Fish and Game Building

The Owners would consider selling the property at this time for the right terms and conditions. The issue remains that CBJ would displace the Department of Fish and Game and the property would not be available for CBJ use until the leasehold interests expire no sooner than 2028.

CONCLUSION

Currently there are no properties in the Borough that would reasonably meet the criteria as outlined for the purchase of an existing facility. Even if there was more interest in selling in the market, there would be a huge displacement of State workers with minimal options for relocation, and CBJ would be forced to honor existing lease commitments leaving a 5 year or more window to take occupancy.

Respectfully Submitted,

Tracey Ricker

Tracey Ricker, CPM
Broker/Owner
Ricker Real Estate Consulting, LLC.

New City Hall Selection - Existing Inventory

Location	Zoning	SF	Determination	Reason
400 Willoughby	MU2	30,882	Unavailable	CCTH has acquired the building for the purposes of cultural programs.
410 Willoughby Ave	MU2	56,887	Unavailable	CCTH has acquired the building for the purposes of cultural programs.
801 West 10th - APFC	LC	69,738	Unavailable	Multi tenanted with government and non-government leases. APFC currently holding for long term investment.
Capital Office Park (F&G)	WC	41,961	Displace existing use	Single Government tenant under lease 1/31/2028 with 5 1 year options. 100% occupied. (38,759 SF). Owner is interested in selling.
Goldstein Improvements	MU2	44,750	Unavailable	Multi-tenanted government and non-government leases. Not interested in selling. 100% occupied.
Juneau 1, LLC (Labor)	WC	49,977	Unavailable	Single government tenant lease expires 7/24 with two 2 year options. 100% occupied. Not interested in selling
Juneau 1, LLC (DOT)	GC	51,249	Unavailable	Single tenant government lease expires 5/1/2024. 90% likely renewal. 100% occupied. Not interested in selling
Jordan Creek Center	LC	74,744	Unavailable	Multi tenant non-government and government leases. Not interested in selling.
Marine View	MU	91,169	Unavailable	Multi use retail, commercial, and residential. Does not meet parking requirement. Not interested in selling
Mendenhall Mall w annex		145,000	Unavailable	Multi use retail and commercial. 97% occupied with various lease terms running 5 years with options.
Nugget Mall	GC	139,934	Available	Multi Use Retail with roughly 45,000 sf of interior lease spaces on MTM leases. SF does not include anchor tenants Pricing based on 92.00 psf = \$4,140,000. Modifications is estimated at 7 million. Additional subdividing is questionable