



# REGULAR ASSEMBLY MEETING 2025-09 AGENDA

June 09, 2025 at 7:00 PM

Assembly Chambers/Zoom Webinar

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<https://juneau.zoom.us/j/91515424903> or 1-253-215-8782 Webinar ID: 915 1542 4903

Submitted By:

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Katie Koester, City Manager

**A. FLAG SALUTE**

**B. LAND ACKNOWLEDGEMENT**

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

**C. ROLL CALL**

**D. SPECIAL ORDER OF BUSINESS**

**E. APPROVAL OF MINUTES**

1. **2024 Assembly Retreat December 7, 2024 - Worksession Draft Minutes**

2. **January 23, 2025, Special Assembly Meeting 2025-05 Minutes-DRAFT**

**3. April 7, 2025, Regular Assembly Meeting 2025-07 - Minutes DRAFT**

[These minutes will be added to the packet under Supplemental Materials prior to the Monday, June 9 Meeting date.]

**4. May 19, 2025, Regular Assembly Meeting 2025-09 Minutes-DRAFT**

[These minutes will be added to the packet under Supplemental Materials prior to the Monday, June 9 Meeting date.]

**F. MANAGER'S REQUEST FOR AGENDA CHANGES**

**G. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** *(Limited to no more than 20 minutes, with each speaker limited to a length of time set by the Mayor not to exceed three minutes.)*

**H. CONSENT AGENDA**

**Public Request for Consent Agenda Changes, Other than Ordinances for Introduction**

**Assembly Request for Consent Agenda Changes**

**Assembly Action**

**I. Ordinances for Introduction**

5. **Ordinance 2025-19 An Ordinance Amending the Purchasing Code to Remove the Juneau Bidder Preference.**

Local proposer requirements and preferences have been litigated extensively. Repeatedly, at numerous levels, they have been found to be unconstitutional. This ordinance removes the Juneau Bidder Preference language contained in the purchasing code.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**6. Ordinance 2025-30 An Ordinance Amending the City and Borough Chapter 36.70 Code Relating to Chronic Nuisance Properties.**

In 2019, the Assembly enacted this code provision in Ordinance 2019-30. The Assembly designated that the code would sunset after three years. The Juneau Police Department requested the reinstatement of this code provision to assist with their response to chronic nuisance properties, as they experienced positive changes by property owners in response to the code. This ordinance removes the sunset provision and makes small housekeeping updates.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**7. Ordinance 2025-31 An Ordinance Amending the Definitions of Chapter 69.08, Excise Tax On Tobacco Products.**

The purpose of this ordinance is to update the definition of tobacco and other tobacco products to include a variety of items in the market that are not specifically included in the original definitions of code.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**8. Ordinance 2025-32 An Ordinance Amending the Sales Tax Code of the City and Borough of Juneau.**

The Assembly directed staff to draft an ordinance for the October 2025 ballot which would modify CBJ sales tax rates and exempt food and utilities from sales tax. This ordinance implements a new permanent sales tax at a rate of 2.5% October 1 through March 31 and 6.5% April 1 through September 30, repeals the temporary 3% sales tax and permanent 1% sales tax, and exempts essential food and utilities from sales tax.

This ordinance is based on the discussion points and recommendations presented at the AFC on May 21, 2025.

**The City Manager recommends the Assembly introduce this ordinance and refer it to the next AFC meeting.**

**9. Ordinance 2025-33 An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed \$8,000,000 to Finance Water and Wastewater Utilities Capital Improvements within the City and Borough, and Submitting a Proposition to the Voters at the Election to Be Held Therein on October 7, 2025.**

This ordinance would send a bond package to the voters to consider in the municipal election on October 7, 2025. This ordinance would send one general obligation bond proposition of up to \$8 million for water and wastewater utility infrastructure improvements, including, but not limited to, work at the Mendenhall Wastewater Treatment Plant. As part of the utility rate-setting process, the Assembly determined a rate structure that would require cash infusion from outside the utility in order to maintain the water and wastewater infrastructure. This bond proposal addresses the capital project needs in the short-term. Project costs exceeding the bond amount will be funded from Wastewater fund balance.

The Assembly requested staff introduce an ordinance to submit a proposition to the voters on the October 7, 2025 election ballot during the Assembly Finance Committee meeting on May 21, 2025.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**10. Ordinance 2025-34 An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed \$10,735,000 to Finance Capital Improvements at Various Schools within the City and Borough, and Submitting a Proposition to the Voters at the Election to Be Held Therein on October 7, 2025.**

This ordinance would send a bond package to the voters to consider in the municipal election on October 7, 2025. This ordinance would send one general obligation bond proposition of up to \$10.735 million for school capital improvements in the borough. School improvement projects identified include reroofing projects at several schools, security and safety upgrades districtwide, boiler room renovation and upgrades at several schools, and playground site preparation at Dzantik'i Heeni school.

The Assembly requested staff introduce an ordinance to submit a proposition to the voters on the October 7, 2025 election ballot during the April 30, 2025 Assembly Finance Committee meeting.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**11. Ordinance 2025-01(b)(B) An Ordinance Appropriating up to \$50,000 to the Manager for October 2025 Ballot Initiative Advocacy; Funding Provided by General Funds.**

This ordinance would appropriate up to \$50,000 for October 2025 ballot initiative advocacy. Several ballot initiatives are being considered by the citizens of Juneau for the October 2025 election which may have a direct impact on the finances of the CBJ. The Assembly has determined that due to the specialized nature of the CBJ budget and financial considerations, it is important for the Assembly and City staff to robustly communicate with voters and provide up-to-date financial projections. These funds would be used to hire a marketing firm to provide communications to the public regarding ballot initiatives before the voters in 2025.

The Committee of the Whole directed staff to draft this appropriating ordinance at the June 2, 2025 meeting.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**12. Ordinance 2025-13(b) An Ordinance Amending the Election Procedures Code to Include General Procedures for Ballot Count, Related to Ranked Choice Voting.**

Assemblymember Adkison has proposed this Ordinance to implement rank choice voting for CBJ elections. If passed, ranked choice voting would be implemented for the October 2026 local elections. Ranked choice voting was discussed at the February 3 and March 3 HRC meetings. The Assembly reviewed the ordinance at its June 2 Committee of the Whole, directed staff to develop educational materials, and moved this ordinance to the full Assembly for Introduction.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**J. Resolutions**

**13. Resolution 3087 A Resolution Authorizing the Execution of an Agreement with the Alaska Department of Transportation & Public Facilities for Transportation Alternatives Program (TAP) Funding for a Replacement Bridge Over Montana Creek.**

This resolution authorizes the City Manager to enter into an agreement with the Alaska Department of Transportation and Public Facilities (DOT) for a grant through the Transportation Alternatives Program (TAP) funding for the design and construction of a 130 foot bridge. The bridge will replace a failed bridge that connects Montana Creek Road to the Montana Creek Recreation Area. This area is used by hikers, bikers, skiers, anglers, hunters, foragers and dog walkers. The bridge connects the Mendenhall Valley to the Windfall Lake and Eagle Beach Recreational area via the Montana Creek Trail. The grant award requires the CBJ to provide a \$25,000 match and DOT has committed to providing the remainder of the 9.03% match. The CBJ match will be provided from existing funds within the Parks and Recreation Trails CIP. Upon construction completion, CBJ will take over management, maintenance and ownership of the bridge and a short section of trail that is within CBJ parkland.

**The City Manager recommends the Assembly adopt this Resolution.**

**14. Resolution 4012 A Resolution Reserving up to \$3,045,800 of the Restricted Budget Reserve for the Eaglecrest FY26 Budget Deficit.**

This resolution formally reserves the amount of budgeted deficit for Eaglecrest operations in the FY2026 budget as required by charter.

The Assembly approved the deficit budget and source of reserve during the Assembly Finance Committee meeting on May 21, 2025.

**The City Manager recommends the Assembly adopt this Resolution.**

**15. Resolution 4014 A Resolution Providing for Interest Rates For The General Obligation Bonds Being Issued Through Negotiated Sale by Piper Sandler & Co.**

On or about July 10, 2025, CBJ is scheduled to sell approximately \$22.75 million in general obligation bonds approved by voters in the October 1, 2024 municipal election.

The issuance of bonds was authorized by the Assembly in Ordinance 2025-24 adopted May 19, 2025. The final Assembly action, per CBJ Charter, related to these bonds is to "prescribe" (set/accept) by resolution the interest rates and annual principal maturity payment dollar amounts.

CBJ legal counsel, K&L Gates, has prepared Resolution 4014 to adopt the interest rates, via delegation to the City Manager, and set other final bond sale terms. Schedule A of the resolution lists the years and amounts when the bonds will mature and sets the maximum interest rates authorized. The aggregate interest cost for all the bonds is estimated to be near 4.50%.

**The City Manager recommends the Assembly adopt this Resolution.**

**16. Resolution 4015 A Resolution Ratifying the Labor Agreement between the City and Borough and the Marine Engineers Beneficial Association for Fiscal Years 2026, 2027, and 2028.**

This resolution would provide Assembly ratification, as required by CBJ 44.10.020, of the terms of the tentative agreement negotiated between the City and Borough of Juneau and the Marine Engineers' Beneficial Association (MEBA) for a collective bargaining agreement that will go in effect on July 1, 2025, and expire on June 30, 2028.

The tentative agreement includes economic modifications of annual wage increases of 3%, 3%, and 5% during the three years of the contract, provides lump sum payments of \$2,750 and \$2,000 in the first two years of the contract, and increases to the employer contribution to health insurance of up to approximately 5% for the second and third year of the contract. There are also increases to swing, grave, and weekend shift differential, standby pay, and tool allowance, effective in the first year of the contract.



The tentative agreement also includes adding Juneteenth as an observed holiday for MEBA members, starting on June 19, 2025. Finally, there are minor housekeeping language changes to the collective bargaining agreement.

This tentative agreement has been put out for ratification vote by the MEBA membership, but the voting period is scheduled to be completed on June 8, 2025. Assembly ratification of this tentative agreement is conditioned on MEBA ratification of the tentative agreement.

The economic terms are in keeping with Assembly direction.

**The City Manager recommends the Assembly adopt this Resolution.**

**17. Resolution 4018 A Resolution Amending the Personnel Rules and Approving Economic Terms between the City and Borough of Juneau and Non-represented Employees for Fiscal Years 2026, 2027, and 2028.**

This resolution would provide Assembly approval for certain economic terms of employment in FY23 to FY25 for non-represented employees and approve the corresponding changes to the Personnel Rules. Specifically, this resolution approves annual wage increases of 3%, 3%, and 5% for FY26, FY27, and FY28, lump sum payments of \$2750 and \$2000 in FY26 and FY27, and increases to the employer contribution to health insurance by up to approximately 5% each year in FY27 and FY28. Starting in FY26, there are also increases to shift differentials, standby pay, and tool allowance that are provided in the Personnel Rules and other language changes in Personnel Rules 7, 11, and 18.

The resolution is accordance with previous Assembly direction.

**The City Manager recommends the Assembly adopt this Resolution.**

**K. Liquor/Marijuana Licenses**

**18. Liquor & Marijuana License Actions**

These liquor and marijuana license actions are before the Assembly to either protest or waive its right to protest the license actions.

**Liquor License - Renewal**

**Licensee: Shayz LLC d/b/a Squirez**

License Type: Beverage Dispensary License: #76 Location: 11806 Glacier Hwy.

**Liquor License - Transfer (New Owner)**

**Transfer From: MSE, LLC d/b/a The Lucky Lady Pub (previous owner - Erickson)**

**Transfer To: MSE, LLC d/b/a The Lucky Lady Pub (new owner - Haas & Rider)**

License Type: Beverage Dispensary License: #674 Location: 192 S. Franklin St.

**Marijuana License - Transfer of Controlling Interest (w/in the licensed entity)**

**Licensee: Top Hat, Inc. d/b/a Top Hat**

License Type: Standard Marijuana Cultivation Facility License: #10270 Location: 2315 Industrial Blvd Suite A

**Licensee: Top Hat Concentrates, Inc. d/b/a Top Hat Concentrates**

License Type: Marijuana Product Manufacturing Facility License: #10271 Location: 2315 Industrial Blvd Suite B

**Marijuana License - Transfer of Ownership**

**Transfer From: ForgetMeNot Enterprises, Inc. d/b/a Glacier Valley Shop**

**Transfer To: Prestige WorldWide MGMT LLC d/b/a Glacier Valley Shop**

License Type: Retail Marijuana Store License: #13217 Location: 8505 Old Dairy Rd. Suite 1

**Transfer From: ForgetMeNot Enterprises, Inc. d/b/a Glacier Valley Enterprises**

**Transfer To: Prestige WorldWide MGMT LLC d/b/a Glacier Valley Enterprises**

License Type: Standard Marijuana Cultivation Facility License: #13221 Location: 8505 Old Dairy Rd. Suite 2

**Transfer From: ForgetMeNot Enterprises, Inc. d/b/a Southeast Essentials**

**Transfer To: Prestige WorldWide MGMT LLC d/b/a Southeast Essentials**

License Type: Marijuana Product Manufacturing Facility License: #13222 Location: 8505 Old Dairy Rd. Suite 3

Staff from the Police, Finance, Fire, Public Works (Utilities) and Community Development Departments reviewed the above licenses and recommended the Assembly waive its right to protest these applications. Copies of the documents associated with these licenses are available in hard copy upon request to the Clerk's Office.

**The City Manager recommends the Assembly waive its right to protest the above-listed liquor and marijuana license actions.**

#### **L. Bid Awards**

##### **19. Bid Award - DH25-021 Taku Harbor Improvements**

Bids opened for the subject project on May 28, 2025. The bid protest period expired at 4:30 p.m. on May 29, 2025. Results of the bid opening are:

<b>BIDDERS</b>	<b>TOTAL BID</b>
Trucano Construction Company	\$930,330.00
Duwamish Services, LLC	\$2,711,320.00
Engineer's Estimate	\$1,295,400.00

This Project consists of demolition of existing timber boarding floats, steel pipe piles and installation of new steel pipe piles, aluminum gangway and catwalks and other miscellaneous improvements for the approach floats at Taku Harbor.

The Docks and Harbors Board of Directors reviewed and recommended bid award at the May 29, 2025 regular Board meeting.

**The City Manager recommends the Assembly approve DH25-021 (Taku Harbor Improvements) award to Trucano Construction Company for \$930,330. Funding is provided by 2022 1% Sales Tax Initiative and Dingell-Johnson Sport Fish Grant.**

#### **M. Transfers**

##### **20. Transfer Request 2518 A Transfer of \$114,199 from P41-101 Savikko Park Improvements to P41-110 Sports Field Resurfacing and Repairs.**

This request would transfer \$114,199 from the Savikko Park CIP to the Sports Field Resurfacing and Repairs CIP. The Savikko Park CIP is ready to be closed and does not require the remaining funds. These funds would contribute toward ongoing work in the Sports Field Resurfacing and Repairs CIP.

The Public Works and Facilities Committee approved this request at the September 9, 2024 meeting.

**The City Manager recommends approval of this transfer.**

**21. Transfer Request 2519 A Transfer of \$395,948 from CIP B55-088 Emergency Department Emergency Records Update to B55-083 Emergency Department Addition.**

This request would transfer \$395,948 from the Emergency Department Emergency Records Update CIP to the Emergency Department Addition CIP. These funds would contribute toward costs associated with the hospital's emergency department expansion and improvements. The Emergency Department Emergency Records Update CIP is complete and ready to close.

**The City Manager recommends approval of this transfer.**

**22. Transfer Request 2520 A Transfer of \$45,000 from CIP A50-102 Terminal Construction to CIP A50-104 Ramp Improvements.**

This request would transfer \$45,000 of Airport Funds from the Terminal Construction CIP to the Ramp Improvements & RON CIP. These funds would provide for the modification of previously installed light poles on the 121 apron to meet Federal Aviation Agency (FAA) height requirements. The modification work is not FAA reimbursable. The Terminal Construction CIP will retain sufficient funds for project work.

The Airport Board approved this request at the June 3, 2025 special board meeting.

**The City Manager recommends approval of this transfer.**

**N. Other**

**23. Request to Purchase CBJ Property Located at 2nd and Franklin**

In April 2025, the Lands Office received a request to purchase the CBJ property located at the corner of 2nd Street and Franklin Street from James Bibb at NorthWind Architects, representing The Great North Inn & Residences. The application proposes purchasing the property from the CBJ at fair market value to build a project of about 7 floors with street access for commercial tenants along Franklin Street. This property has been included in the 2025 Adopted Assembly Goals under "Continue planning and implementation of (re)development of Telephone Hill, Pederson Hill, 2nd/Franklin, and CBJ land recently re-zoned to encourage density." CBJ Code 53.09.260 (a) states that "the proposal shall be reviewed by the assembly for a determination of whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the assembly by motion, the manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land." The LHED Committee reviewed this application at the May 5, 2025 meeting and passed a motion to forward this application to the Full Assembly with a motion for direct negotiations with the original proposer.

**The City Manager recommends the Assembly adopt a motion to further consider this disposal by direct negotiations with the original proposer.**

**O. PUBLIC HEARING**

**24. Resolution 3090(b) A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2026 through 2031, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2026.**

This resolution would adopt the Capital Improvement Program (CIP) for Fiscal Years 2026 through 2031, as required by Charter Section 9.4, and lists the capital projects that will be initially appropriated by ordinance in FY26.

The Public Works and Facilities Committee reviewed the preliminary CIP at its March 17, 2025 meeting and forwarded the plan to the Assembly.

The CIP resolution was introduced at the April 5, 2025 Special Assembly meeting and referred to the Assembly Finance Committee (AFC) for deliberation. An opportunity for public comment was provided at the Special Assembly meeting on April 30, 2025. The AFC referred the amended resolution to the full Assembly for adoption at the May 21, 2025 meeting. The Charter requires adoption of the FY26 CIP by June 15.

**The City Manager recommends the Assembly take public testimony and adopt this resolution, as amended by the Assembly Finance Committee.**

**25. Ordinance 2025-03(b) An Ordinance Establishing the Rate of Levy for Property Taxes for Calendar Year 2025 Based Upon the Proposed Budget for Fiscal Year 2026.**

This ordinance establishes the mill rates for property taxes for 2025, which funds a significant portion of the City and Borough of Juneau's FY26 operating budget. The Charter requires the Assembly to adopt, by ordinance, the tax levies necessary to fund the budget before June 15.

The mill levies presented in this ordinance support the Manager's FY26 Proposed Budget as amended by the Assembly Finance Committee (AFC). As part of the budget review process, the AFC reviews, amends and recommends to the Assembly the final mill levies.

For FY26, the AFC recommends an increase of 0.20 mills from the FY25 Adopted Budget, resulting in a total mill levy of 10.24 mills, the components of which are:

**Operating Mill Rate by Service Area**

Areawide: 6.40 (an increase of 0.20 from FY25 Adopted)

Roaded Service Area: 2.45 (flat from FY25 Adopted)

Fire Service Area: 0.31 (flat from FY25 Adopted)

**Operating Total: 9.16 (an increase of 0.20 from FY25 Adopted)**

**Debt Service: 1.08 (flat from FY25 Adopted)**

**Total Millage: 10.24 (an increase of 0.20 from FY25 Adopted)**

An opportunity for public comment was provided at a Special Assembly meeting on April 30, 2025.

The AFC reviewed the mill rate ordinance at its meetings on April 5, May 14 and May 21, 2025, referring the amended ordinance to the full Assembly for adoption.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance, as amended by the Assembly Finance Committee.**

**26. Ordinance 2025-01(b) An Ordinance Appropriating Funds from the Treasury for FY26 City and Borough Operations.**

This ordinance appropriates \$535,301,600 in expenditure authority for the City and Borough of Juneau's FY26 operating budget, excluding the School District. This ordinance appropriates all transfers between funds that support operations, debt service and capital projects as well as the associated expenditures within the funds themselves.

This ordinance also recognizes \$517,361,800 of forecast revenue and transfers-in and decreases fund balances, across all funds, by \$17,939,800. The forecast revenue and draw from fund balance are sufficient to fund the budgeted expenditures.

The original ordinance was introduced at the April 5, 2025 Special Assembly meeting and referred to the Assembly Finance Committee (AFC) for deliberation. An opportunity for public comment was provided at the Special Assembly meeting on April 30, 2025. The AFC referred the amended budget ordinance to

the full Assembly for adoption at the May 21, 2025 meeting. The Charter requires adoption of the FY26 operating budget by June 15.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance, as amended by the Assembly Finance Committee.**

**27. Ordinance 2024-01(b)(AY) An Ordinance Appropriating \$1,800,000 to the Manager for the Telephone Hill Redevelopment Capital Improvement Project and Transferring \$1,922,615 from the Pederson Hill Phase IB II Capital Improvement Project to the Telephone Hill Redevelopment Capital Improvement Project; Funding Provided by Lands Funds, General Funds, and Sales Tax Funds.**

During the May 5, 2025 Committee of the Whole meeting, the Assembly provided direction to fund Phase 1 of Telephone Hill redevelopment, which consists of demolition, site development, replating into four developable lots, and road construction. The total project cost of redeveloping Telephone Hill is estimated at \$9 million, with Phase 1 costing \$5.5 million. With passage of this ordinance, \$5.4 million will be secured for the project through this appropriation and transfer, with the remaining balance previously secured in the Telephone Hill CIP.

The Committee of the Whole also provided direction for staff to deliver Notices to Vacate to Telephone Hill residents the week of May 19, 2025, mandating all residential units be vacated no later than October 1, 2025. Phase 1 construction will start no earlier than October 1, 2025.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**28. Ordinance 2025-16 An Ordinance Amending the City and Borough Code Relating to the Historic Resources Advisory Committee.**

Recognizing the importance of preserving the historical and cultural resources of the community; and recognizing that the current structure of Historic Resources Advisory Committee's (HRAC) roles and responsibilities may benefit from refinement to streamline the historic review process, making it more responsive and effective for the needs of the community, the Assembly Human Resources Committee reviewed the HRAC's charge. The Assembly Human Resources Committee requested staff draft a new ordinance and discussed this ordinance at its February 3, and March 3, 2025, meetings, and unanimously moved the draft ordinance to the full Assembly for action.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**29. EXECUTIVE SESSION - Discussion on Collective Bargaining**

The City Manager recommends the Assembly recess into executive session to discuss an update to collective bargaining negotiations, the immediate knowledge of which would adversely affect the finances of the municipality.

***Suggested Motion:*** *I move that the Assembly enter into Executive Session to discuss collective bargaining negotiations, the immediate knowledge of which would adversely affect the finances of the municipality and ask for unanimous consent.*

**The City Manager requested that the Assembly pause Public Hearing at this point in the agenda and enter into Executive Session to discuss Collective Bargaining.**

**30. Ordinance 2025-04 An Ordinance Amending Chapter 20.40 Commercial Passenger Vehicles.**

In order to ensure proper penalty enforcement for Commercial Passenger Vehicles, these regulations are being converted to code in their entirety. Small housekeeping updates have been included at the request of JPD and the Manager's office to reflect current practice.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**31. Ordinance 2025-06 An Ordinance Amending the City and Borough Code Relating to Criminal Offenses and Penalties.**

In January 2025, the State Legislature passed new criminal legislation, adding a criminal charge titled "Assault in the Presence of a Child." The Municipality of Anchorage also has similar criminal code. The CBJ is proposing to add this new crime and penalty to match the State. This new language allows JPD to charge when children are exposed to domestic violence (through sight and sound) and it provides prosecutors with additional tools to protect children who witness domestic violence. This new charge will allow prosecutors to ask for conditions of release and sentencing provisions that address childhood trauma linked to domestic violence. JPD requested and supports this ordinance.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**32. Ordinance 2025-10 An Ordinance Amending the Alcoholic Beverages Code Relating to the Purchase, Sale, Possession, or Consumption of Alcoholic Beverages.**

In 2022, Senate Bill 9 reclassified many misdemeanor alcohol offenses as violations instead of misdemeanors, meaning they became fine-only offenses. The State of Alaska Department of Law prosecutes all offenses for those under the age of 18. Ordinance 2025-10 is a housekeeping ordinance to update the penalties for code provisions that CBJ pursues and delete provisions that are handled by the state. JPD has reviewed this ordinance.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**33. Ordinance 2025-25 An Ordinance Authorizing the Manager to Execute a Lease of the Floyd Dryden Building to the Central Council of the Tlingit & Haida Indian Tribes of Alaska.**

In August 2024, the Assembly Committee of the Whole reviewed proposals to lease Floyd Dryden and passed a motion directing staff to proceed with a lease to Tlingit & Haida, Early Education Department. After this motion was made, it was determined that UAS would not be able to lease the remaining space and at the March 17, 2025, LHEDC meeting, the Committee provided direction to proceed with a lease to Tlingit & Haida for the total leasable space. T&H Early Education will use the leased premises solely for providing education to the children of the City and Borough. The lease rate is less than fair market value but covers the costs of building maintenance of the leases space.

CBJC 53.09.270(b) authorizes the lease of City and Borough property at less than fair market value provided the lease is approved by the Assembly and the property to be leased is used for the purpose of providing a service to the public that could or should reasonably be provided by the state or the City and Borough.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**34. Ordinance 2025-27 An Ordinance Increasing the Rates for Water and Wastewater Utility Services.**

The last CBJ Utility (drinking water and wastewater) rate increase went into effect on July 1, 2024. We have had several years with 2% utility rate increases that have not kept pace with a high inflationary period. The CBJ Utility contracted with a third party with expertise in utility rate accounting to conduct a comprehensive rate study. The resulting rate study initially proposed rate increases for all utility rate payers relying solely on rate revenue. At public meetings, the Assembly weighed options considering



supporting the enterprise fund solely with rate payers as well as alternatives with alternative funding sources. Based upon that direction, staff propose a 5% annual rate increase for all customers for both water and wastewater through July 1, 2029. This route requires \$10,000,000 in non-rate payer revenue for the years FY28 -30.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**35. Ordinance 2024-01(b)(AO) An Ordinance Appropriating \$295,000 to the Manager for a Reimbursement to TEMSCO Helicopters, Inc. for Airport Capital Improvements; Funding Provided by Airport Funds.**

This ordinance would appropriate \$295,000 of airport funds to reimburse TEMSCO Helicopters for capital improvements at the airport. To address a failing septic system, TEMSCO paid for the installation of utility infrastructure that ties TEMSCO's system into city wastewater. The project work was completed in an undeveloped area that the airport was not ready to develop, but that is on airport property and therefore would have otherwise been a cost to the airport. The Airport Board approved TEMSCO upfronting these costs to coordinate directly with the utility provider.

The Airport Board reviewed and approved this request at the July 13, 2023 meeting.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**36. Ordinance 2024-01(b)(AP) An Ordinance Appropriating \$14,010,860 to the Manager to Reimburse the Bond Principal Associated with the Refundings of Port and Harbor Revenue Bonds; Funding Provided by Revenue Bond Proceeds.**

When bonds are refunded, CBJ issues new bonds at today's lower interest rates, and uses the bond proceeds received from the new issuance to pay off the old, more expensive bonds. This housekeeping ordinance appropriates the expenditure authority to pay off the original port and harbors revenue bonds that were approved for refunding under Ordinance 2024-42.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**37. Ordinance 2024-01(b)(AQ) An Ordinance Transferring \$85,471 from CIP D71-091 Power Upgrades for Electric Buses to the Fleet and Equipment Reserve Fund's Fiscal Year 2025 Operating Budget.**

This housekeeping ordinance would transfer \$85,471 from the Power Upgrades for Electric Buses CIP to the Fleet and Equipment Reserve Fund's FY25 operating budget. Grant eligible expenses were incurred in the Fleet and Equipment Reserve Fund for electric bus charging infrastructure, but the associated grant budget authority is currently appropriated to the Power Upgrades for Electric Buses CIP. This transfer would align the grant budget with where the charging equipment costs were appropriately expensed.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**38. Ordinance 2024-01(b)(AR) An Ordinance Appropriating \$400,000 to the Manager for the Statter Harbor Roof Repairs Capital Improvement Project; Funding Provided by Harbor Funds.**

This ordinance would appropriate \$400,000 to the Statter Harbor Roof Repairs CIP. The Statter Harbor office building's roof is 20 years old and water leaks into the office space. This funding would provide for roof replacement and repairs, fall protection devices, and snowguards.



The Docks and Harbors Board of Directors reviewed and recommended approval of this ordinance at the April 24, 2025 regular Board meeting.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

*The bid award for this project is located in the Unfinished Business section of this meeting agenda.*

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**39. Ordinance 2024-01(b)(AS) An Ordinance Appropriating \$160,000 to the Manager for the Airport Runway Safety Area Shoulder Grading Capital Improvement Project; Funding Provided by Passenger Facility Charge Fees.**

This ordinance would appropriate \$160,000 to the Runway Safety Area (RSA) Shoulder Grading CIP. This CIP will regrade existing runway areas to Federal Aviation Administration (FAA) specifications. Funding for this ordinance is provided by Passenger Facility Charge (PFC) Fees which will be used as Federal grant local matching funds.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**40. Ordinance 2024-01(b)(AT) An Ordinance Transferring \$218,050 from CIP D77-001 RecycleWorks Consolidated Facility to D12-103 Zero Waste Program.**

This ordinance would transfer \$218,050 from the RecycleWorks Consolidated Facility CIP to the Zero Waste Program CIP. The RecycleWorks Consolidated Facility CIP is complete and ready to be closed and does not require the remaining funds. These funds will contribute toward the ongoing solid waste planning and zero waste projections in the Zero Waste Program CIP, promoting the Assembly's 2025 goal to implement a zero waste or waste reduction plan.

The Public Works and Facilities Committee reviewed this request at the April 21, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**41. Ordinance 2024-01(b)(AU) An Ordinance Transferring \$75,000 from CIP P44-091 Deferred Building Maintenance to CIP F21-041 Downtown and Glacier Fire Stations Mechanical and Electrical Upgrades.**

This ordinance would transfer \$75,000 from the Deferred Building Maintenance CIP to the Downtown and Glacier Fire Stations Mechanical and Electrical Upgrades CIP. These funds would contribute toward the replacement of the existing vehicle exhaust system at the Aircraft Rescue and Fire Fighting (ARFF) apparatus bay at the Glacier Fire Station. Due to failing equipment, the existing vehicle exhaust system serving the ARFF apparatus bay is not properly capturing and removing the harmful vehicle engine fumes in the building, causing health risks for staff. The total cost of the project is estimated to be \$215,000 which would be funded by this transfer and previously appropriated funds in the project.

The Public Works and Facilities Committee reviewed this request at the April 21, 2025 meeting. The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**42. Ordinance 2024-01(b)(AV) An Ordinance Appropriating \$7,830,000 to the Manager for the Outburst Flooding Improvements Capital Improvement Project; Funding Provided by the Alaska Department of Environmental Conservation, Clean Water Nonpoint Source Loan State Revolving Fund.**

The CBJ has received a \$7,830,000 loan from the Alaska Department of Environmental Conservation, Clean Water Nonpoint Source Loan State Revolving Fund for the Outburst Flooding Improvements CIP.

To prevent glacial outburst flood inundation of residential areas and public infrastructure, these funds will be utilized for work associated with the installation of the HESCO barriers along the Mendenhall

River which includes site preparation, barrier installation, bank armoring, drainage systems, and access systems.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**43. Transfer Request 2517 A Transfer of \$1,400,000 from CIP D14-101 Outburst Flooding Improvements to CIP D14-105 HESCO Barriers Additional Phases.**

This request would transfer \$1,400,000 from the Outburst Flooding Improvements CIP to the HESCO Barriers Additional Phases CIP. After reviewing the outburst flood inundation maps provided by Michael Baker International (MBI), it is evident that more flood mitigation is necessary to protect high-value CBJ assets and private infrastructure from the potential of a 17 foot or 18-foot flood level.

These funds would contribute toward the installation of approximately 3,200 feet of HESCO barriers from the end of HESCO barriers Phase 1 at Rivercourt Way and continue downstream along the maintenance road and trail that runs along the west side of Dimond Park to the CBJ Dimond Park property line beyond the Kaxdigoowu Heen Elementary School. Phase 1A is estimated to be \$500,000. The remaining funds would be used for potential future extensions of the HESCO barriers upon approval by the Assembly.

The Committee of the Whole approved this request at the May 12, 2025 special meeting.

**The City Manager recommends approval of this transfer.**

**44. Ordinance 2024-01(b)(AW) An Ordinance Transferring \$88,812 from CIPs D12-050 Centennial Hall Convention Expansion Study and D12-098 Police Department Crow Hill Radio Site Improvements to CIPs P44-091 Deferred Building Maintenance and F22-028 Public Safety Communication Infrastructure.**

This housekeeping ordinance would transfer a total of \$88,812 from the Centennial Hall Convention Expansion Study CIP and the Police Department Crow Hill Radio Site Improvements CIP to the Deferred Building Maintenance CIP and the Public Safety Infrastructure CIP. The CIPs are complete and ready to be closed and do not require the remaining funds. The Deferred Building Maintenance CIP will use funds for ongoing Centennial Hall work and the Public Safety Communications Infrastructure CIP will use the funds for ongoing communication infrastructure improvements.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**45. Ordinance 2024-01(b)(AX) An Ordinance Appropriating \$882,000 to the Manager for the Outburst Flooding Improvements Capital Improvement Project; Grant Funding Provided by Tlingit Haida Regional Housing Authority.**

Tlingit Haida Regional Housing Authority (THRHA) was awarded a \$900,000 US Department of Housing and Urban Development Indian Community Development Imminent Threat grant. CBJ has entered into an agreement with THRHA to act as the subrecipient of this grant with a subaward in the amount of \$882,000. During the August 2024 glacial outburst flood, 173 tribally owned residential structures affecting 470 families were affected by the flooding. This grant would contribute toward the cost of phase 1 of the installation of HESCO barriers to mitigate and retain the riverbank to protect homes from additional loss and damage.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**46. Ordinance 2024-01(b)(AZ) An Ordinance Appropriating \$300,000 to the Manager for the Airport Riverbank Stabilization Capital Improvement Project; Funding Provided by Airport Funds.**

This ordinance would appropriate \$300,000 to the Airport Riverbank Stabilization CIP. On August 5, 2023, a glacial outburst flood heavily eroded the riverbank bordering the Airport. This funding would provide for the replacement of approximately 620 cubic yards of armor rock and underlying fabric that was washed away during the flooding event. The 2024 flood did not increase erosion along this riverbank but there are concerns that future flooding could exacerbate the existing damage if not repaired immediately.

The Airport has applied for a State of Alaska Department of Military and Veterans Affairs (ADMVA) grant which would reimburse costs incurred by this project. If the grant is awarded, these funds will be returned to the Airport Fund.

The Airport Board of Directors approved this request at the March 13 and May 8, 2025 board meetings.

The Systemic Racism Review Committee reviewed this ordinance at its May 20, 2025 meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**47. Resolution 4017 A Resolution Authorizing the Manager to Grant an Access and Utility Easement Across City and Borough Property U.S. Survey 3846 Lot 1.**

In April, Zach and Nicole Liscio, the owners of U.S.S. 1287 TR B1, a property without road frontage north of the Juneau Douglas Bridge on Douglas Island, applied to acquire an easement on CBJ property in order to provide access and utilities to their property. The applicants first approached the CBJ for a grading permit. When they learned the existing easements did not allow for vehicular access to their property line, they applied for an access and utility easement. Fair market value has been determined to be approximately \$4,300.

The Lands, Housing and Economic Development Committee reviewed this request at the May 5, 2025, meeting and passed a motion of support for granting this easement.

**The City Manager recommends the Assembly take public testimony and adopt this Resolution.**

**48. Resolution 4016 A Resolution Authorizing the Manager to Acquire the Property with the Legal Description of Juneau Island by Donation to the City and Borough of Juneau from the U.S. Department of Interior Bureau of Land Management.**

The Secretary of the U.S. Department of the Interior is authorized to convey the property and facilities located on Mayflower Island to the City and Borough of Juneau without reimbursement, title, and all interest of the United States. Earlier this year, the Bureau of Land Management informed the CBJ that if the CBJ does not accept this property as a donation, then BLM will sell the property through a BLM competitive disposal process. Douglas Indian Association has requested that, if the CBJ acquired this property, the CBJ would then transfer ownership to DIA. The 2025 Assembly Goals for Community, Wellness, and Public Safety include Goal E: "Support Douglas Indian Association's efforts to acquire Mayflower Island". This resolution is a step forward in achieving that Assembly goal.

The Lands, Housing and Economic Development Committee reviewed this topic at the May 5, 2025 meeting and passed a motion of support to draft a resolution to forward to the full Assembly for public hearing, accepting this property from BLM with the intention of disposing of it to DIA for less than fair market value.

**The City Manager recommends the Assembly take public testimony and adopt this Resolution.**

**P. UNFINISHED BUSINESS**

**49. Bid Award - DH25-049 Statter Harbor Office Re-roof**

Bids opened for the subject project on June 4, 2025. The bid protest period expired at 4:30 p.m. on June 5, 2025. Results of the bid opening are:

<b>BIDDER</b>	<b>TOTAL BID</b>
Dawson Construction	\$ 199,300.00
Carver Construction	\$ 204,955.59
Wolverine Supply	\$ 347,000.00
Day Night Construction	\$ 409,999.69
Engineer's Estimate	\$ 318,000.00

The project is a replacement of metal roofing, roof curb and flashing on the Statter Harbor Office building. The work includes removal of existing roofing, temp removal and support of electrical and mechanical equipment as required to install new underlayment, metal roofing and metal flashing.

The Docks and Harbors Board of Directors reviewed and recommended bid award at the June 5, 2025 Special Board meeting.

**The City Manager recommends the Assembly approve DH25-049 (Statter Harbor Office Re-roof) award to Dawson Construction for \$199,300. Funding is provided by Harbors Enterprise.**

**Q. NEW BUSINESS****50. Hardship and Senior Citizen/Disabled Veteran Late-Filed Real Property Tax Exemption Applications**

There are 13 property owners that have requested the Assembly authorize the Assessor to consider a late-filed exemption for their property assessment. The Assembly should consider each request separately and determine whether the property owner was unable to comply with the April 30 filing requirement. A.S. 29.45.030(f); CBJC 69.10.021(d). The burden of proof is upon the property owner to show the inability to file a timely exemption request. If the Assembly decides to accept one or more late-filed exemption requests, those applications will be referred to the Assessor for review and action.

Clerk's Note: Due to the personal nature of the back-up documents, those will be provided to the Assemblymembers as paper hardcopies only.

**The City Manager recommends the Assembly act on each of these applications individually.**

**R. STAFF REPORTS****51. Proposed Changes to Meeting Times****S. ASSEMBLY REPORTS****Mayor's Report****Committee and Liaison Reports****T. ASSEMBLY COMMENTS & QUESTIONS****U. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS****V. SUPPLEMENTAL MATERIALS****W. ADJOURNMENT****X. INSTRUCTION FOR PUBLIC PARTICIPATION**

The public may participate in person or via Zoom webinar. Testimony time will be limited by the Mayor based on the number of participants. ***Members of the public that want to provide oral testimony via remote participation must notify the Municipal Clerk prior to 4pm the day of the meeting by calling 907-586-5278 and indicating the topic(s) upon which they wish to testify.*** For in-person participation at the meeting, a sign-up sheet will be made available at the back of the Chambers and advance sign-up is not required. Members of the public are encouraged to send their comments in advance of the meeting to [BoroughAssembly@juneau.gov](mailto:BoroughAssembly@juneau.gov).

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, e-mail: [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov).

# ASSEMBLY WORKSESSION-ANNUAL RETREAT 2024 **DRAFT** MINUTES



December 07, 2024 at 8:30 AM

## Airport Alaska Room

*This annual Assembly Worksession was an in-person meeting only being held from 8:30a.m. - 4:30p.m. at the Juneau International Airport Alaska Room. There was no Zoom webinar offered, and no public testimony taken during this event.*

### A. CALL TO ORDER

Mayor Weldon called the Assembly Annual Retreat/Worksession to order at 8:30a.m.

### B. LAND ACKNOWLEDGEMENT

Mr. Smith shared the following land acknowledgement: We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

### C. ROLL CALL

**Assemblymembers present:** Mayor Beth Weldon, Deputy Mayor Greg Smith, Assemblymembers Wade Bryson, Alicia Hughes-Skandijs, Christine Woll, Paul Kelly, Ella Adkison, Neil Steininger, and Maureen Hall.

**Staff present:** City Manager Katie Koester, Deputy Manager Robert Barr, City Attorney Emily Wright, Municipal Clerk Beth McEwen, Human Resources/Risk Management Director Dallas Hargrave, Finance Director Angie Flick, Parks & Recreation Director George Schaaf, Airport Manager Patty Wahto, Community Development Director Jill Maclean, Engineering/Public Works Director Denise Koch, Port Director Carl Uchytel, IT Director Chris Murray, Lands Manager Dan Bleidorn, Visitor Industry Director Alexandra Pierce, Assistant Attorney Sherri Layne, Assistant Attorney Nicole Lynch

### D. MANAGER'S REQUEST FOR AGENDA CHANGES/APPROVAL OF AGENDA

### E. AGENDA TOPICS

#### 1. DISC Training

Assemblymembers had taken a DiSC assessment test prior to the retreat, and they spent the first portion of the meeting exploring their personal and interpersonal communication and decision-making styles to help inform the process for setting the next year's goals and decision-making processes.

#### 2. 2024 In Review: Summary of Progress on Goals

Manager Koester provided an overview of the goals that had been worked on during the past year, highlighting the progress that had been made and identifying those that can be marked as having been accomplished. She recommended that if implementing actions for a particular goal has now become part of the regular CBJ course of business, that they remove those implementing actions from the goals list. She also indicated in the goals/implementing action list those that were substantially completed and suggested they be removed from the list. Another recommendation was for the Assembly to examine each of the goals/implementing actions and determine if they could be narrowed down for accomplishment in a one-year period and/or if they were too broad to possibly split them into multiple parts.

**3. Budget Discussion** [Link to 12/2 COW Presentation.](#)

Finance Director Angie Flick gave a presentation on the budget following up on her previous presentation at the December 2, 2024 Assembly COW meeting.

Using the below assumptions with regard to the FY26 budget, she asked the Assembly to examine the following questions and to please provide staff with directions:

**FY26 Budget Assumptions for Discussion**

- Inflation – anticipate ‘normal’ inflation overall for Alaska, perhaps some deflation in some sectors.
  - Impacts: commodities, supplies, services, sales tax revenue
  - National GDP expected to grow 2.1% in calendar year 2025
- Tourism – anticipate cruise ship activity and other tourism to be flat compared to summer 2024
- Salaries –unknown as we engage in labor negotiations
  - Salary savings being analyzed by department and fund
- Benefits – projecting an 0% increase to employer-paid benefit costs to departments
- Property Assessments – too early in the assessment cycle to know, assume 0.0% value increase
  - Last year’s growth was 0.6%
- General Receipts – programmatic revenue (permits, participation fees, etc.) assume 2.0% growth
- Structurally Balanced Budget – recurring revenue is sufficient to pay for recurring expenditures
  - Backing into the area-wide property tax mill rate as the last piece of revenue to balance the budget.
  - No one-time funding for operating expenses
  - FY26 Debt Service Mill Rate flat from FY25 at 1.08

FY26 Questions for discussion to provide directions to staff:

1. What is the comfort level with the assumptions presented above?
2. Do you want to explore revenue changes?
3. Do you wish to adjust levels of service?
4. Do you want to consider bond initiatives for October 2025?

Assemblymembers then discussed these questions in their table groups and using a similar format used during the goals discussion, reported out their group discussion points. They also went around the room and provided individual comments/feedback on what they wished to see as staff developed the FY26 budget.

**G. ADJOURNMENT**

*There being no further business to come before the body, the meeting was adjourned at 3:30p.m.*

Signed: \_\_\_\_\_

Elizabeth J. McEwen,  
Municipal Clerk

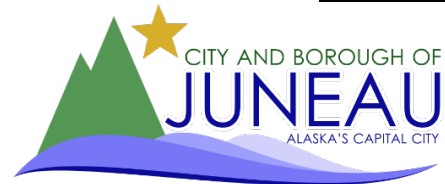
Signed: \_\_\_\_\_

Beth Weldon  
Mayor



## SPECIAL ASSEMBLY MEETING 2025-02 WITH JUNEAU LEGISLATIVE DELEGATION **DRAFT** MINUTES

January 23, 2025, at 7:00 AM



### Assembly Chambers/Zoom Webinar

Meeting No. 2025-02: the Special Meeting of the City and Borough of Juneau Assembly was held in the Assembly Chambers and called to order by Mayor Beth Weldon at 7:05 a.m.

#### A. CALL TO ORDER

#### B. LAND ACKNOWLEDGEMENT

Ms. Hughes-Skandijs led the meeting with the following land acknowledgment. We would like to acknowledge that the City & Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

#### C. ROLL CALL

Each of the Assemblymembers introduced themselves and the length of time they have served on the Assembly.

**Assemblymembers present:** Greg Smith (via Zoom), Christine Woll, Paul Kelly (via Zoom), Ella Adkison, Alicia Hughes-Skandijs, Neil Steininger, Maureen Hall, and Mayor Beth Weldon

**Assemblymembers absent:** Wade Bryson.

**CBJ Staff present:** City Manager Katie Koester, City Attorney Emily Wright, Deputy City Manager Robert Barr, Municipal Clerk Beth McEwen, Lands Manager Dan Bleidorn, Finance Director Angie Flick, Engineering/Public Works Director Denise Koch, Port Director Carl Uchtyl, Community Development Director Jill Lawhorne, Visitor Industry Director Alexandra Pierce, Police Chief Derek Bos, Library Director Catherine Melville, Grant Manager Ashley Heimburger, Meeting Tech/Minutes Clerk Kevin Allen

#### 1. Introduction of Special Guests

Special Guests Senator Jesse Kiehl, Representative Sara Hannan, and Representative Andi Story introduced themselves and their staff.

Washington DC Lobbyist Katie Kachel and Alaska Lobbyist Kevin Jardell were also present and introduced themselves.

Also present were staff from the Congressional Delegation offices: Senator Dan Sullivan staff member Maria Uchtyl, and Senator Lisa Murkowski staff member Kara Hollatz.

#### D. AGENDA TOPICS

##### 2. Updates from Senator Jesse Kiehl and Representatives Andi Story and Sara Hannan (*see below*)

##### 3. Update from CBJ State Lobbyist Kevin Jardell (*see below*)

##### 4. Update from CBJ DC Lobbyist Katie Kachel (*see below*)

**Senator Jesse Kiehl** serves on the following State Senate committees: Senate Judiciary Committee (Vice-Chair), Senate Finance Committee, Senate Education Committee, Senate Ombudsman Selection Committee, and Senate Transportation Committee.

Senator Kiehl spoke primarily about the financial picture of the upcoming legislative session, they have a broad bi-partisan coalition in the Senate, just over two thirds of the body. The Senate is likely to operate by design in a very non-partisan way that will let them put ideas and solutions first. He said the sustaining draw from the earnings of the permanent fund will be the largest revenue source and the most stable source. Oil is the secondary revenue source and that is not quite as stable.

**Representative Sara Hannan** serves on the following House of Representatives committees: Legislative Council, House Select Committee on Legislative Ethics, House Finance Committee (and multiple subcommittees).

Representative Hannan spoke to the financial picture from the House of Representatives side. She also provided information regarding the committees that she serves on. She spoke to the success of the Assembly building being turned into housing and how many legislative staff are now living in the Assembly building. She also passed along the praises from fellow legislators about the welcome reception and gift bags – it was the best one ever.

**Representative Story** serves on the following House of Representatives committees: House Education (Co-Chair), House State Affairs (Vice-Chair), House Tribal Affairs, and a number of Finance subcommittees.

She shared her appreciation for the annual community welcome reception. She also explained that the House Education Committee would be looking at the education funding bill next week. Representative Story said the State Affairs Committee would be meeting later that day to take up election bills. Rep. Story said they had a bi-partisan coalition in the House, and they were working beyond parties to help Alaska as a whole. She also spoke to the focus of the coalition on energy as well as the PFD and budget reserve. She stressed that it is important that they hear from all their communities and they will be protecting the budget moving forward. Their doors are open, and they would like to hear more from the public and communities.

Mayor Weldon welcomed Kara Hollatz and Maria Uchytel and asked if they wanted to speak to any of the federal issues their offices are currently working on. Ms. Uchytel said that they did not have any details but that they were there to help for anyone who may need assistance in navigating the new administration.

Mayor Weldon noted that the Assembly sent letters to each of the federal delegation to see if there was anything that could be done to help speed up the process for the GLOF mitigation.

The legislative delegation and Assembly proceeded to discuss a variety of topics including the following:

- Housing, especially with respect to energy efficient retrofit programs, as well as teacher and public health housing projects through AHFC.
- Fishing industry concerns.
- The School Bond reimbursement program and the likelihood (or not) of getting state funding when the moratorium ends in July.

CBJ Lobbyist Kevin Jardell then provided his take on the hot topics and issues that he was tracking across both legislative bodies. He agreed with the previous speakers in noting that Juneau has had a long history of our delegation working together, regardless of what side of the aisle they occupy, which puts us in a strong position.

In addition to those topics noted above, he said he was also closely tracking the following topics:

- Education funding, including the funding formula, as well as how the Department of Education & Early Development (DEED) views local governments funding for things “outside the cap.”
- Alaska Marine Highway system
- The Capital Budget

Mr. Jardell noted there is a piece of legislation he is tracking related to flood insurance at the state level that was introduced by Senator Stedman.

In answer to Mr. Smith asking if there was anything they were hearing that could be done to be a better Capital City for the legislators and others coming to Juneau during the legislative session, Mr. Jardell responded that the building of the legislative housing in the Assembly Building was a huge benefit. The legislative housing that is now available is providing approximately two-thirds of the housing needs for the legislators. He said that the Juneau Community Foundation (JCF) has been looking at buildings around the Capitol Complex. He noted the complaints that have come in have been about concerns related to the small number and lack of variety of restaurants available and open downtown. The other issues the AK Committee has been trying to address are the

transportation challenges related to moving people from the airport to the hotels. He said some people have had to wait 2 hours to get to their hotels. He then spoke to the JEDC survey and the recent issues it identified.

Rep. Hannan said one of the things they have done in recent year are 'field trips' to local places such as DIPAC, Marine Exchange, Mining Museum, etc... Mayor Weldon said she and Mr. Jardell will start their annual visit to the Capitol Building to welcome all the legislators and office staff.

Sen. Kiehl noted something Juneau can do to help make downtown more welcoming is that wherever there are open concrete sidewalks downtown, to be sure to put an awning over it when the opportunities present themselves. He suggested adding that provision to the Comprehensive Plan so that over the decades, Juneau could really benefit from having covered walking areas.

Washington D.C. Lobbyist Katie Kachel then provided an update about what has been happening in Washington DC. She reported that Juneau City management, as well as Mr. Jardell and the Governor's office have been instrumental in getting things acted upon quickly with response to the flood emergency and getting help from the U.S. Army Corps of Engineers (USACE). She said getting congressional directive priority language for the USACE to start the study was accomplished due in large part due to the Alaskan congressional delegation getting that language into the federal disaster supplemental bill. She said it wasn't easy, and she congratulated the delegation for accomplishing that.

Ms. Kachel said in her meetings with the Department of Housing and Urban Development (HUD) as well as the US Forest Service and that their headquarters have really nudged them and put this on their radar. This will help keep it top of mind when that funding comes down. She said the language in the bill was not allowed to mention Juneau, AK specifically, but it was able to say Glacial Lake Outburst Flooding (GLOF). She said her team will be working to make sure the USACE knows the congressional intent was to make sure the language will be included in the work plan, which was due to be enacted within 90 days of enactment of the bill, on approximately February 18. She said they will be meeting with the USACE Assistant Secretary of the Army Civil Works who will need to sign off on all the projects that will be included in the December supplemental funding bill. She said they will need to follow up with the Office of Management and Budget (OMB) which does the ultimate sign off of the USACE projects. Additionally, she will be following other items that were also in that funding budget which included Community Development Block Grant Disaster Relief. She said HUD knows that some of that funding was intended to be for Juneau since the congressional delegation worked specifically to include it in the bill. That involves an action plan to make sure the money makes it to Juneau. She then addressed the \$3M match with the USFS, that was promised for this project. Her team will continue to follow up on that with USFS.

Ms. Kachel said they will be following up and looking at the federally directed spending (earmarks) and how the CBJ list lines up with that. She said they will be looking at what the federal, state, and local funding buckets for those funds are and how they line up, as well as how competitive they are. She said there is currently a firehose happening at the D.C. level with all of the Executive Orders that are being issued, and they are trying to sort them all out. She said they are raising a lot of questions. They are also providing additional insights on where Alaska stands as a state in the energy development spectrum. She noted that the devil is in the details and we are hoping to put our best projects forward. She then spoke to the impact of Executive Orders on grants that have already been awarded, as well as the impact on the Inflation Reduction Act aka Green New Deal. She said with respect to transportation infrastructure and energy, those bills were agreed to on a bi-partisan basis and may be hard to undo if the current administration wants to make changes to them.

Ms. Kachel said they are also expecting Congress to change course on the FY2025 Congressional Directed Spending (CDS) bill and they may see some changes on what will be getting funding. There are a lot of things they will be tracking and there are two more years of funding left with the bi-partisan funding effort. She said while it was a bi-partisan bill from a bi-partisan committee, she did see some potential shift in the bill's priorities.

She then answered questions from Assemblymembers regarding the CDS bill.

Assemblymembers had an opportunity to ask questions of the legislators and lobbyists. They discussed the parking garage at 2<sup>nd</sup> and Franklin Street and what the potential might be to transfer that property back to CBJ from the State. Mr. Jardell provided information that DOT is planning on rehabilitating that parking lot and if CBJ wanted to transfer that for housing purposes, CBJ would need to be willing to swap it out for alternative parking solutions within that same vicinity.

Mayor Weldon thanked all the attendees for coming to the meeting and for all their work on behalf of the citizens of CBJ.

## 5. Review of Legislative Capital Priorities

*The complete Legislative Priorities binder with project descriptions are included at the end of this packet under Supplemental Materials.*

Ms. Hughes-Skandijs shared she won't be at the next meeting when they discuss the Legislative Capital Priorities list that was in the packet. She shared her thoughts on the proposed movement of the items on the list as initially suggested. She said her focus would always be on the housing aspects of the list and making sure they are prioritized at the top.

## 6. Introduction of Ordinance 2025-12 An Ordinance Amending Ordinance Serial No. 2024-42 Regarding the Proposed Refinancings by the Alaska Municipal Bond Bank of Various Revenue Bonds of the City and Borough Authorized Thereunder.

This ordinance is an amendment to Ordinance 2024-42 which authorized the refinancing of three bonds through the Alaska Municipal Bond Bank (AMBB). The amendment is necessary as the AMBB is consolidating principal due dates to the month of December which changes the payment schedule from March to December and alters the years of maturity in CBJ's issuances. This ordinance adjusts the maturity years for AMBB's due date changes.

Ordinance 2024-42 authorized the issuance of up to \$13.5 million in bonds to refund (refinance) the 2014A Port, 2015 Harbor, and 2021 Port bonds. The original bonds were sold through the Alaska Municipal Bond Bank and financed harbor improvements, seawalk construction, and cruise ship berth enhancements. Ordinance 2024-42 was approved on December 16, 2024.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

### Assembly Action

**MOTION** by Ms. Hughes-Skandijs to introduce Ordinance 2025-12 and set for public hearing at the next regular Assembly meeting and asked for unanimous consent. *Hearing no objection, the motion passed by unanimous consent.*

## D. PUBLIC PARTICIPATION

*None.*

## F. SUPPLEMENTAL MATERIALS

### 7. *FY2026 Legislative Capital Priorities (January 2025 DRAFT, Un-adopted)*

## G. ADJOURNMENT

*There being no further business to come before the Assembly, the meeting was adjourned at 8:48 a.m.*

Signed: \_\_\_\_\_

Elizabeth J. McEwen,  
Municipal Clerk

Signed: \_\_\_\_\_

Beth Weldon  
Mayor

Presented by: The Manager  
Presented: 6/9/2025  
Drafted by: Law Department

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-19

### An Ordinance Amending the Purchasing Code to Remove the Juneau Bidder Preference.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Chapter.** Chapter 53.50, Purchasing of supplies and services, is amended to read:

#### Chapter 53.50 PURCHASING OF SUPPLIES AND SERVICES

\*\*\*

##### 53.50.010 Definitions.

\*\*\*

~~Juneau bidder and Juneau proposer mean a person who:~~

- ~~(1) Submits a bid or proposal under the name of the business appearing on the bidder's or proposer's City and Borough business registration required under CBJ 69.05.170;~~
- ~~(2) Has maintained, for a period of six months immediately preceding the date of the bid or proposal deadline, a place of business within the City and Borough staffed by the bidder or proposer or an employee of the bidder or proposer;~~
- ~~(3) Provides in the normal course of business, goods or services of the general nature being solicited and adds value to those goods or services by manufacturing, assembling, creating, performing, controlling, managing, or supervising the goods or services provided;~~

~~(4) As of the date and time of the bid or proposal deadline, is in compliance with the registration and filing requirements for sales tax and business personal property tax on account of that business; and~~

~~(5) As of the date and time of the bid or proposal deadline, is not delinquent in the payment of any taxes or associated penalties, interest, or fees, or any special assessments, owing to the City and Borough on account of that business.~~

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**53.50.050 Contract amounts.**

Unless otherwise prohibited by this Code:

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(c) All professional services shall be purchased as follows:

- (1) Contracts in an amount estimated to be greater than \$5,000.00 but not more than \$25,000.00 shall be made when practicable in the open market by written proposal, without observing the procedure prescribed for the award of formal competitive sealed bid purchases. Such open market contracts, whenever practicable, shall be based on at least three proposals and shall be awarded to the responsive and responsible offeror whose proposal is determined to be the most advantageous to the City and Borough. The method for determining the most advantageous proposal shall be set forth in the request for proposals, shall be based upon a numerical point score, and shall, unless contrary to applicable state or federal statute, regulation, or grant requirements, ~~provide that five percent of the total points possible for each proposal be awarded if and only if the proposal is submitted by a Juneau proposer.~~

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- (2) Contracts in an amount estimated to be more than \$25,000.00 but not more than \$50,000.00 shall be by written proposal and follow the informal public solicitation process. After public notice, contracts shall be awarded to the responsive and responsible offeror whose proposal is determined to be the most advantageous to the City and Borough. The method for determining the most advantageous proposal shall be set forth in the request for proposals, shall be based upon a numerical point score, and shall, unless contrary to applicable state or federal statute, regulation, or grant requirements, ~~provide that five percent of the total points possible for each proposal be awarded if and only if the proposal is submitted by a Juneau proposer.~~
- (3) Contracts in an amount estimated to be more than \$50,000.00 shall be by formal competitive sealed proposal after public notice and shall be awarded to the responsive and responsible offeror whose proposal is determined to be the most advantageous to the City and Borough. The process shall be as described in 53.50.060. The method for determining the most advantageous proposal shall be set forth in the request for proposals, shall be based upon a numerical point score, and shall, unless contrary to applicable state or federal statute, regulation, or grant requirements, ~~provide that five percent of the total points possible for each proposal be awarded if and only if the proposal is submitted by a Juneau proposer.~~



(CBJ Code 1970, § 53.50.050; Serial No. 71-45, § 4, 1971; Serial No. 80-23, § 2, 1980; Serial No. 93-11am, § 8, 1993; Serial No. 93-44, § 3, 1993; Serial No. 2004-25, § 2, 7-29-2004; Serial No. 2005-08c, § 3, 4-25-2005; Serial No. 2020-23(b), § 4, 6-8-2020, eff. 7-9-2020; Serial No. 2022-60(b), § 3, 12-11-2023, eff. 1-11-2024)

**53.50.060 Competitive sealed bid procedure.**

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(e) *Award.* A contract or purchase for which competitive bids are required shall be awarded by the manager to the lowest qualified bidder taking into consideration conformity with the specifications, terms of delivery, and other conditions imposed in the call for bids, except that:

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(2) A bid shall be awarded to a Juneau bidder if its bid is not more than five percent higher than the lowest responsive nonresident bidder's, but shall be awarded to a bidder with disabilities if its bid is not more than ten percent higher than the lowest responsive nondisabled bidder's, unless the bid is for a capital construction improvement or such an award is contrary to state or federal law or regulations. A bid shall be rejected if it contains a material alteration or an erasure. The manager may reject the bid of a bidder who failed to perform on a previous contract with the City and Borough. The manager may reject any and all bids and waive any informalities or minor irregularities in the bids. Where all bids are rejected, and new bids are called for on substantially the same purchase or contract, each of the bidders whose bids were rejected shall be timely notified

of the new call for bids and of changes, if any, in the specifications and requirements.

\*\*\*

**Section 3. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager  
Presented: 6/9/2025  
Drafted by: Law Department

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-30

### **An Ordinance Amending the City and Borough Chapter 36.70 Code Relating to Chronic Nuisance Properties.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Chapter.** Chapter 36.70, Chronic nuisance property, is amended as follows:

#### **Chapter 36.70 CHRONIC NUISANCE PROPERTY.**

##### **36.70.020 Definitions.**

*Enforcement agent* means a person authorized by section 3.45.010 or by law to enforce City and Borough of Juneau laws.

*Chronic nuisance property* means:

(1) ~~1-~~ Residential property that has had eight or more law enforcement responses to a dwelling unit in a 12-month period.

(2) ~~2-~~ Non-residential property, including common areas of multiple dwelling unit developments, that has had sixteen or more law enforcement responses to a commercial unit, or if none per parcel, in a 12-month period.

*Residential property* means an individual parcel, tract, or lot shown on the most recent plat of record containing one or more dwelling units or a mobile home.

*Commercial unit* means an area within a property that is readily identifiable by visual inspection as an area used by a single business or commercial enterprise.

*Property* means any property, including continuous parcel or area of land undivided in ownership.

*Law enforcement response* means a police officer or enforcement agent responded to and charged or issued a warning based on probable cause of a nuisance activity.

*Nuisance activity* means any of the following activities, behaviors or conduct:

- (1) A violation of CBJ 36.20, Nuisances;
- (2) A violation of CBJ 36.30, Litter;
- (3) A violation of CBJ 36.40, Solid fuel-fire burning devices;
- (4) A violation of CBJ 36.50, Tobacco;
- (5) A violation of CBJ Title 42, Penal Code;
- (6) A violation of AS Title 11, Criminal Law;
- (7) A violation of CBJ Title 8, Animal Control and Protection

A nuisance activity ~~nuisance activity~~ does not include a response to any of the following:

- (1) A report of false information as defined by AS 11.56.800 or CBJ 42.30.040, unless the false information was provided by an occupant or owner of the property;
- (2) A false alarm as defined by CBJ 42.30.030, unless the false alarm was caused, permitted, or allowed by an occupant or owner of the property;
- (3) A report involving potential child neglect, potential domestic violence as defined in AS 18.66.990, or potential stalking under AS 11.41.260 or 11.41.270;
- (4) A report of sexual assault as defined by AS 11.41.410—11.41.427;
- (5) A report of a medical emergency;

(6) A report from a tenant or owner of commercial property used as a retail store for law enforcement assistance with:

(A) ~~a.~~ Theft or potential theft from the retailer,

(B) ~~b.~~ Report of the presence or identification of a person subject to a state of federal warrant; or

(C) ~~c.~~ Trespass;

(7) A report from the tenant or owner of commercial property used as a licensed premises regulated by AS Title 4 (alcohol) or AS 17.38 (marijuana) for police assistance with law enforcement matters including:

(A) ~~a.~~ A minor seeking unlawful admittance or service,

(B) ~~b.~~ A person under the influence seeking admittance or service,

(C) ~~c.~~ A report of the presence or identification of a person under state or federal warrant, or

(D) ~~d.~~ A person under the influence preparing to operate a motor vehicle upon leaving the premises; or

(8) ~~g.~~ A tenant requesting assistance as a victim of crime.

*Owner* means the person in whose name the property is listed as owner in the state recorder's office is conclusively presumed to be the legal record owner.

*Dwelling unit* means a structure or portion thereof providing independent and complete cooking, living, sleeping, and toilet facilities for a person or group of persons living as a single housekeeping unit.

(Serial No. 2019-30(am), § 2, 2-3-2020, eff. 3-5-2020)

**36.70.030 Violation.**

- 1
- 2 (a) Subject to subsection (b), the owner shall be liable to the City and Borough of
- 3 Juneau or the owner and the tenant of a unit thereon shall jointly and severally be
- 4 liable to the City and Borough of Juneau for a fee of \$400.00 per additional law
- 5 enforcement response to a chronic nuisance property.
- 6
- 7 (1) For property with more than one owner, all owners shall be jointly and
- 8 severally liable with the tenant for any fee imposed under this chapter.
- 9 Actual notice to one owner creates a rebuttable presumption of actual notice
- 10 to all other owners.
- 11 (2) For property owned by a condominium, a fee based on law enforcement
- 12 response to a chronic nuisance to a single dwelling unit shall be assessed
- 13 against the owner of the dwelling unit, jointly and severally with the tenant
- 14 if there is one, and not against the condominium.
- 15 (3) A tenant shall not be liable for the fee if the tenant's conduct did not require
- 16 the chronic nuisance law enforcement response and the tenant's right to
- 17 possession commenced on a date subsequent to the date of the first law
- 18 enforcement response that is counted for purposes of the fee imposed under
- 19 this chapter.
- 20
- 21 (4) If the chronic nuisance property is a mobile home located in a mobile home
- 22 park, the fee may not be imposed on the owner or operator of the mobile
- 23 home park, unless the owner's or operator's conduct caused the
- 24 chronic nuisance. The fee may be imposed jointly and severally on the owner
- 25 and tenant of the mobile home.
- (b) A person is exempt from liability for the fee established by this chapter if:

- (1) The person is a federal, state, or local government agency;
  - (2) The property or unit responded to is used exclusively for nonprofit religious, charitable, cemetery, hospital, or educational purposes;
  - (3) The municipality has not provided notice to the person in writing as provided in section 36.70.040(b);
  - (4) Any person has taken appropriate corrective action and given written notice to police of the action as required by section 36.70.050;
  - (5) The owner or tenant of the commercial property or unit responded to has entered a current written agreement with the Juneau Police Department to actively abate nuisance activity on the property; or
  - (6) If a commander ~~lieutenant~~ or higher ranking official of the police department determines appropriate corrective action was taken with respect to a specific chronic nuisance property, the count of law enforcement responses to the unit shall reset to zero, effective the date of the determination.
- (c) The fee imposed by this chapter may be collected in any lawful manner, including bringing an action in court for a personal judgment against any one or more of the persons liable.
- (d) An owner or tenant liable for a fee under this chapter may bring an action in court against a person whose conduct required the law enforcement responses to the chronic nuisance property to recover the amount of the fee and related costs. An owner or tenant shall not be granted any extension of time or continuance to pay the fee based on a pending action against a third party.



(Serial No. 2019-30(am), § 2, 2-3-2020, eff. 3-5-2020)

**36.70.040 Notices.**

- (a) *Warning notice.* The municipality ~~may shall~~ provide a warning notice to the owner or the owner and tenant of a property when the number of law enforcement responses ~~equals approaches~~ a chronic nuisance property. Notice may be by mail and need not be certified. Failure to provide a warning notice under this subsection shall prevent the assessment of fees under this chapter.

\*\*\*

**36.70.050 Appropriate corrective action**

- (a) An owner or tenant of a property shall have 30 days from the date notice is accomplished, as required under section 36.70.040(b), to promptly take appropriate corrective action. Appropriate corrective action is action reasonably expected to correct the cause of the law enforcement responses to the property. Police officers holding the rank of ~~commander lieutenant~~ or higher are authorized to determine whether corrective action is appropriate under the specific circumstances. The officer's determination shall be in writing and issued within five days of receipt of the person's written notice of the action taken. Should the officer determine the action taken is not appropriate corrective action, the officer shall explain the reasons and the person shall have ten days from the date of the determination to take appropriate corrective action. Examples of appropriate corrective action may include:
- (1) Written notice to quit under AS 09.45.100—09.45.110;

- 1
- 2 (2) Eviction notice served on the tenant or lessee requiring vacation of the
- 3 premises within 30 days or a reasonable time;
- 4 (3) Obtaining a restraining order, or issuance of a no trespass order;
- 5 (4) Installation or implementation of new or additional security measures;
- 6 (5) Constructing, reconstructing, or removing a structure from the property; or
- 7 (6) Action recommended by the Juneau Police Department in writing and
- 8 implemented to the satisfaction of a police officer the rank of commander
- 9 ~~lieutenant~~ or higher.
- 10
- 11 (b) Appropriate corrective action does not include:
- 12 (1) Relocating a tenant or lessee of a unit to a different unit on the same
- 13 property, unless a police officer the rank of commander ~~lieutenant~~ or higher
- 14 determines the relocation is reasonable under the circumstances. If a person
- 15 is relocated, the municipality may transfer the number of law enforcement
- 16 responses from the former unit to the new unit.
- 17 (2) Communicating only orally with the person causing the law enforcement
- 18 responses.
- 19
- 20 (c) No fee may be imposed for additional law enforcement responses to the unit that is
- 21 the subject of the notice during the 30-day period allowed under subsection A. if any
- 22 person takes appropriate corrective action and gives written notice to the Juneau
- 23 Police Department of the action taken during the 30-day period. There is a
- 24 conclusive presumption that appropriate corrective action was taken if there are no
- 25 additional law enforcement responses to the property from the end of the 30-day
- period and for the next 60 days.

(Serial No. 2019-30(am), § 2, 2-3-2020, eff. 3-5-2020)

\*\*\*

**~~36.70.080 Sunset provision.~~**

~~No property shall be deemed a chronic nuisance three years after Ordinance 2019-30 becomes effective.~~

~~(Serial No. 2019-30(am), § 2, 2-3-2020, eff. 3-5-2020)~~

**Section \_\_. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager  
Presented: 06/09/2025  
Drafted by: Law Department

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-31

### An Ordinance Amending the Definitions of Chapter 69.08, Excise Tax On Tobacco Products.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Section.** CBJC 69.08.010, Definitions, is amended to read:

#### **69.08.010 Definitions.**

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*Other tobacco product* means:

- (1) Nicotine;
- (2) A cigar;
- (3) A cheroot;
- (4) A stogie;
- (5) A perique;
- (6) Snuff and snuff flour;
- (7) Smoking tobacco, including granulated, plug-cut, crimp-cut, ready-rubbed, and any form of tobacco suitable for smoking in a pipe or cigarette;
- (8) Chewing tobacco, including cavendish, twist, plug, scrap, and tobacco suitable for chewing;
- (9) An article or product made wholly or in part of tobacco or a tobacco substitute or otherwise containing nicotine that is expected or intended for human

consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means, but not including smoking cessation products; a tobacco substitute prescribed by a licensed physician or a product that has been approved by the United States Food and Drug Administration for sale as a tobacco use cessation or harm reduction product or for other medical purposes and which is being marketed and sold solely for that approved purpose; or

- (10) An electronic smoking device which can be used to deliver aerosolized or vaporized nicotine to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, or vape pen. An electronic smoking device includes any component, part, or accessory of such a device, whether or not sold separately, and includes any substance intended to be aerosolized or vaporized during the use of the device, whether or not it contains nicotine. An electronic smoking device does not include any battery or battery charger when sold separately or smoking cessation products. Any noncombustible device that provides a vapor of liquid nicotine to the user or relies on vaporization of any liquid or solid nicotine, including devices manufactured as e-cigarettes, e-cigars, e-pipes or under any other product name.

\*\*\*

Smoking cessation products means any FDA-approved tobacco cessation drug, device, or a combination product that is intended to help quit tobacco use, as those terms are defined in the Federal Food, Drug and Cosmetic Act (21 USC § 321).

**Section 3. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk

Presented by: Manager  
Introduced: 6/9/2025  
Drafted by: Law Department

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-32

### An Ordinance Amending the Sales Tax Code of the City and Borough of Juneau.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** Sections 2 and 3 of this ordinance, if approved by a majority of qualified voters voting on the question in accordance with Sections 4 and 5, shall be of a general and permanent nature and shall become a part of the City and Borough code. Sections 4 and 5 are noncode sections.

**Section 2. Amendment of Section.** CBJC 69.05.020, Imposition of rate, is amended to read:

#### **69.05.020 Imposition of rate.**

- (a) There shall be levied and collected a tax equal to the percentage of the selling price on retail sales and rentals made and services performed within the City and Borough as follows:
- (1) ~~Within the entire City and Borough: One percent.~~
  - (2) ~~Within the entire City and Borough; an additional three percent.~~ 2.5% October 1 through March 31 and 6.5% April 1 through September 30.
  - (3) Effective October 1, 2023, within the entire City and Borough; an additional one percent.
  - (4) Subsection (a)(3) of this section shall be automatically repealed on September 30, 2028.

\*\*\*

~~(e) Subsection (a)(2) and this subsection (e) are automatically repealed on July 1, 2027.~~

\*\*\*

**Section 3. Amendment of Section.** CBJC 69.05.040, Exemptions, is amended to read:

#### **69.05.040 Exemptions.**

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- (43) ~~Reserved.~~ Effective January 1, 2026, essential food and utilities.

- (a) As used in this section, "essential food and utilities" means:
- (i) Sales of "food" as defined by the Food and Nutrition Act of 2008, 7 USC § 2012(c);
  - (ii) Sales of electricity by a utility;
  - (iii) Sales of heating fuel, including wood, wood pellets, and fuel oil;
  - (iv) Sales of water and wastewater service by the City and Borough of Juneau; and
  - (v) Sale of curbside refuse and curbside recycling collection.

\*\*\*

**Section 4. Submission of Question to Voters.** In accordance with Article IX, Section 9.17, of the Home Rule Charter of the City and Borough of Juneau, the question of whether to amend the rate of sales tax, as laid out in Section 2, shall be submitted to the qualified voters of the City and Borough at the next regular municipal election. Although not required by Charter or Code, the question of whether to add an additional exemption, as laid out in Section 3, shall be submitted to the qualified voters of the City and Borough at the next regular election. The Municipal Clerk shall prepare the ballot proposition as provided by this ordinance and shall perform all necessary steps in accordance with law to place this proposition before the voters.

**Section 5. Proposition.** The proposition to be submitted to the voters as required by Section 3 shall read substantially as follows:

#### Explanation

This ballot proposition, if approved, will do two things. First, it will change the current sales tax rates. Second, it will exempt essential food and utilities from sales tax.

This ballot proposition would implement a new permanent sales tax at a rate of 2.5% October 1 through March 31 and 6.5% April 1 through September 30, and repeal the temporary 3% sales tax and permanent 1% sales tax.

<i><b>Current CBJ Sales Tax</b></i>	<i><b>Proposed CBJ Sales Tax</b></i>
-	NEW: October 1- March 31 – 2.5%
-	NEW: April 1- September 30 – 6.5%
Temporary 1%	No change
Permanent 1%	Repealed
Temporary 3%	Repealed

**PROPOSITION NO. \_\_\_\_**

**Authorization to Amend the Sales Tax Code of the City and Borough of Juneau.** Shall the City and Borough of Juneau implement a 2.5% sales tax October 1 through March 31 and a 6.5% sales tax April 1 through September 30, exempt essential food and utilities from sales tax, and repeal the permanent sales tax of 1% and temporary sales tax of 3%?

YES [    ]

NO    [    ]

**Section 6. Effective Dates.** The amendments set forth in Sections 2 and 3 of this ordinance shall become effective on January 1, 2026, if the proposition required by Sections 4 and 5 of this ordinance is approved by a majority of the qualified voters of the City and Borough voting on the proposition at the next regular municipal election.

Adopted this \_\_\_\_\_ day of July 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk



Presented by: The Manager  
Introduced: 06/09/2025  
Drafted by: Bond Counsel

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

**Serial No. 2025-33**

**An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed \$8,000,000 to Finance Water and Wastewater Utilities Capital Improvements within the City and Borough, and Submitting a Proposition to the Voters at the Election to Be Held Therein on October 7, 2025.**

WHEREAS, certain water and wastewater utilities capital improvements within the City and Borough of Juneau, Alaska (the “City and Borough”) are needed in order to meet the current and future needs of the City and Borough; and

WHEREAS, the water and wastewater utilities projects described in Section 3 below (the “Projects”) have been identified and approved by the Committee of the Whole as necessary to meet the needs of the City and Borough; and

WHEREAS, in order to provide funds for paying the cost of constructing and equipping the Projects, it is deemed necessary and advisable that the City and Borough issue and sell its unlimited tax levy general obligation bonds in the principal amount of not to exceed \$8,000,000 (the “Bonds”);

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

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Findings.** The Assembly of the City and Borough hereby finds and declares that the acquisition, construction and equipping of the Projects identified in Section 3 hereof are necessary and are in the best interest of the inhabitants of the City and Borough.

**Section 3. Purposes.** To improve water and wastewater utilities service by improving water and wastewater utilities infrastructure, including, but not limited to, the following, the Assembly has determined that the City and Borough is in need of certain water and wastewater utilities capital improvements including work at the Mendenhall Wastewater Treatment Plant: FOG/grit removal, outfall maintenance/rehabilitation, site improvements (lighting, security, HVAC and access); sequential batch reactor influent valve replacement and other water and wastewater utility infrastructure projects.

The foregoing are herein referred to as the “Projects.” The cost of all necessary architectural, engineering, design, and other consulting services, inspection and testing, administrative and relocation expenses, costs of issuance of the Bonds and other costs incurred in connection with the Projects that are approved by the electors shall be deemed capital improvement costs of the approved Projects. The approved Projects may be completed with all necessary furniture, equipment and appurtenances.

If the City and Borough shall determine that it has become impractical to accomplish any portion of the approved Projects by reason of changed conditions or needs, incompatible development or costs substantially in excess of those estimated, the City and Borough shall not be required to accomplish such portions and shall apply Bond proceeds as set forth in this section.

Interest earnings on Bond proceeds may be used and applied by the City and Borough, at the direction of the City Manager or his or her designee, for the Projects or for other water or wastewater utilities infrastructure capital improvements or for the retirement of the Bonds or other general obligation bonds of the City and Borough.

If the approved Projects have been completed in whole or in part, or their completion duly provided for, or their completion found to be impractical, the City and Borough may apply Bond proceeds or any portion thereof as provided in Section 10.10 of the Home Rule Charter.

In the event that the proceeds of sale of the Bonds, plus any other monies of the City and Borough legally available, are insufficient to accomplish the approved Projects, the City and Borough shall use the available funds for paying the cost of those portions of the approved Projects for which the Bonds were approved deemed by the Assembly most necessary and in the best interest of the City and Borough. No Bond proceeds shall be used for any purpose other than a capital improvement.

**Section 4. Details of Bonds.** The Assembly hereby authorizes the issuance of general obligation bonds in order to fund the costs of the Projects described in Section 3 (the “Bonds”). The Bonds shall be sold in such amounts and at such time or times as deemed necessary and advisable by the Assembly and as permitted by law and shall mature over a period of up to 10 years of date of issue. The Bonds shall be issued in an aggregate principal amount of not to exceed \$8,000,000. The Bonds shall bear interest to be fixed at the time of sale or sales thereof. Both principal of and interest on the Bonds shall be payable from annual tax levies to be made upon all of the taxable property within the City and Borough, without limitation as to rate or amount and in amounts sufficient with other available funds, to pay such principal and interest as the same shall become due.

The full faith, credit, and resources of the City and Borough are hereby irrevocably pledged to the payment of both the principal and interest on such Bonds. The exact form, terms, conditions, contents, security, options of redemption, and such other matters relating to the issuance and sale of said Bonds as are deemed necessary and advisable by the Assembly shall be as hereinafter fixed by ordinance and resolution of the City and Borough.

**Section 5. Submission of Question to Voters.** The Assembly hereby submits to the qualified electors of the City and Borough the proposition of whether or not the City and Borough should issue the Bonds for the purpose of financing the costs of the approved Projects at the regular municipal election to be held on October 7, 2025.

The City and Borough clerk shall prepare the ballot proposition to be submitted to the voters as provided by this ordinance and shall perform all necessary steps in accordance with law to place the proposition before the voters at the regular election.

**Section 6. Ballot Proposition.** The proposition to be submitted to the qualified voters of the City and Borough as required by Section 5 above shall read substantially as follows:

### Explanation

The proposition will authorize the issuance of \$8,000,000 in general obligation bond debt for paying the cost of undertaking certain water and wastewater utilities capital improvements including work at the Mendenhall Wastewater Treatment Plant: FOG/grit removal, outfall maintenance/rehabilitation, site improvements (lighting, security, HVAC and access); sequential batch reactor influent valve replacement and other water and wastewater utility infrastructure projects. The total annual debt service costs, assuming an interest rate of 3.8%, will be approximately \$1,001,000. Currently, this amount of debt service would require an annual property tax levy of approximately \$15.34 per \$100,000 of assessed value. This example of a property tax levy is provided for illustrative purposes only.

PROPOSITION NO. \_\_

GENERAL OBLIGATION BONDS

\$8,000,000

To improve water and wastewater utilities services by improving water and wastewater utilities infrastructure, including, but not limited to, work at the Mendenhall Wastewater Treatment Plant: FOG/grit removal, outfall maintenance/rehabilitation, site improvements (lighting, security, HVAC and access); sequential batch reactor influent valve replacement and other water and wastewater utility infrastructure projects within the City and Borough, shall the City and Borough of Juneau, Alaska, issue and sell its general obligation bonds, maturing within 10 years of their date of issue, in the aggregate principal amount of not to exceed \$8,000,000?

BONDS, YES ☐

BONDS, NO ☐

After voter approval of the proposition and in anticipation of the issuance of the Bonds, the City and Borough may issue short term obligations, under such date and in such amount, form, terms, maturity, and bearing such rate or rates of interest, all as may hereafter be fixed by ordinance of the City and Borough, consistent with limitations imposed by State law and by the Home Rule Charter and Code of the City and Borough.

**Section 7. Notice of Election.** The Assembly shall cause a notice of election to be published once a week for three consecutive weeks in a newspaper for general circulation in the City and Borough. The first notice shall be published not later than September 17, 2025, which is 20 days prior to the regular municipal election. The notice shall contain the information required by Section 10.5 of the Home Rule Charter of the City and Borough.

**Section 8. Effective Dates.**

(a) The authority to issue general obligation bonds proposed in Section 6 of this ordinance shall become effective on the day following the date the election results are certified for the regular municipal election held on October 7, 2025, if a majority of the qualified voters voting on the proposition set forth in Section 6 votes for the proposition.

(b) Section 6 of this ordinance authorizing the submission of the ballot proposition to the qualified voters of the City and Borough shall become effective thirty days after adoption of this ordinance.

Adopted this 28th day of July, 2025.

---

Beth Weldon, Mayor

Attest:

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Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager  
Introduced: 06/09/2025  
Drafted by: Bond Counsel

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-34

**An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed \$10,735,000 to Finance Capital Improvements at Various Schools within the City and Borough, and Submitting a Proposition to the Voters at the Election to Be Held Therein on October 7, 2025.**

WHEREAS, various school capital improvements within the City and Borough of Juneau, Alaska (the “City and Borough”) are needed in order to meet the current and future needs of the City and Borough; and

WHEREAS, renovations and improvements to several school buildings described in Section 3 below (the “Projects”) have been identified and approved by the Committee of the Whole and the Juneau School Board as necessary to meet the needs of the City and Borough; and

WHEREAS, in order to provide funds for paying the cost of acquiring, renovating, replacing and upgrading the Projects, it is deemed necessary and advisable that the City and Borough issue and sell its unlimited tax levy general obligation bonds in the principal amount of not to exceed \$10,735,000 (the “Bonds”);

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

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Findings.** The Assembly of the City and Borough hereby finds and declares that the acquisition, renovations, replacements and upgrades of the Projects identified in Section 3 hereof are necessary and are in the best interest of the inhabitants of the City and Borough.

**Section 3. Purposes.** To improve school facilities and safety by making capital improvements to various school buildings, including, but not limited to, the following, the School Board and the Assembly has determined that the City and Borough is in need of the following school improvements:

- Partial reroof of Juneau-Douglas High School;
- Reroof of Glacier Valley Elementary School;
- Partial Reroof of Sayeik: Gastineau Community School;

- Security and safety upgrades Districtwide;
- Boiler room renovation and dualsource upgrade at Juneau-Douglas High School;
- Boiler and valve replacement and room renovation at Kaxdigoowu Heen Elementary School;
- Boiler room renovations at Sit Eeti Shaanax – Glacier Valley Elementary School and Dzantik’i Heeni; and
- Dzantik’i Heeni Playground Project Site Preparation.

The foregoing are herein referred to as the “Projects.” The cost of all necessary architectural, engineering, design, and other consulting services, inspection and testing, administrative and relocation expenses, costs of issuance of the Bonds and other costs incurred in connection with the Projects that is approved by the electors shall be deemed capital improvement costs of the approved Projects. The approved Projects may be completed with all necessary furniture, equipment and appurtenances.

If the City and Borough shall determine that it has become impractical to accomplish any portion of the approved Projects by reason of changed conditions or needs, incompatible development or costs substantially in excess of those estimated, the City and Borough shall not be required to accomplish such portions and shall apply Bond proceeds as set forth in this section.

Interest earnings on Bond proceeds may be used and applied by the City and Borough, at the direction of the City Manager or his or her designee, for the Projects or for other School District capital improvements or for the retirement of the Bonds or other School District general obligation bonds of the City and Borough.

If the approved Projects have been completed in whole or in part, or its completion duly provided for, or its completion found to be impractical, the City and Borough may apply Bond proceeds or any portion thereof as provided in Section 10.10 of the Home Rule Charter.

In the event that the proceeds of sale of the Bonds, plus any other monies of the City and Borough legally available, are insufficient to accomplish the approved Projects, the City and Borough shall use the available funds for paying the cost of those portions of the approved Projects for which the Bonds were approved deemed by the Assembly most necessary and in the best interest of the City and Borough. No Bond proceeds shall be used for any purpose other than a capital improvement.

**Section 4. Details of Bonds.** The Assembly hereby authorizes the issuance of general obligation bonds in order to fund the costs of the Projects described in Section 3 (the “Bonds”). The Bonds shall be sold in such amounts and at such time or times as deemed necessary and advisable by the Assembly and as permitted by law and shall mature over a period of up to 15 years of date of issue. The Bonds shall be issued in an aggregate principal amount of not to exceed \$10,735,000. The Bonds shall bear interest to be fixed at the time of sale or sales thereof. Both principal of and interest on the Bonds shall be payable from annual tax levies to be made upon all of the taxable property within the City and Borough, without limitation as to rate or amount and

in amounts sufficient with other available funds, to pay such principal and interest as the same shall become due.

The full faith, credit, and resources of the City and Borough are hereby irrevocably pledged to the payment of both the principal and interest on such Bonds. The exact form, terms, conditions, contents, security, options of redemption, and such other matters relating to the issuance and sale of said Bonds as are deemed necessary and advisable by the Assembly shall be as hereinafter fixed by ordinance and resolution of the City and Borough.

**Section 5. Submission of Question to Voters.** The Assembly hereby submits to the qualified electors of the City and Borough the proposition of whether or not the City and Borough should issue the Bonds for the purpose of financing the costs of the approved Project at the regular municipal election to be held on October 7, 2025.

The City and Borough clerk shall prepare the ballot proposition to be submitted to the voters as provided by this ordinance and shall perform all necessary steps in accordance with law to place the proposition before the voters at the regular election.

**Section 6. Ballot Proposition.** The proposition to be submitted to the qualified voters of the City and Borough as required by Section 5 above shall read substantially as follows:

### **Explanation**

The proposition will authorize the issuance of \$10,735,000 in general obligation bond debt for paying the cost of undertaking certain school district capital improvements including reroofing or partial reroofing at Juneau-Douglas High School, Glacier Valley Elementary School and Sayeik: Gastineau Community School, security and safety upgrades Districtwide, and boiler room and boiler renovations and upgrades at Juneau-Douglas High School, Kaxdigoowu Heen Elementary School, Sit Eeti Shaanax – Glacier Valley Elementary School and Dzantik'i Heeni; and playground project site preparation at Dzantik'i Heeni. The total annual debt service costs, assuming an interest rate of 4.2%, will be approximately \$997,000. Currently, this amount of debt service would require an annual property tax levy of approximately \$15.28 per \$100,000 of assessed value. Some of the projects may qualify for State reimbursement under the State's School Construction Bond Debt Reimbursement Program. The funding for the State's reimbursement program is subject to annual appropriation. If the State fully funds the reimbursement program and determines all the projects are eligible, the total annual debt service costs after State reimbursement, assuming an interest rate of 4.2%, will be approximately \$498,500. Currently, this amount of debt service would require an annual property tax levy of approximately \$7.64 per \$100,000 of assessed value. The examples of a property tax levy are provided for illustrative purposes only.

PROPOSITION NO. \_\_

GENERAL OBLIGATION BONDS

\$10,735,000

To improve school facilities and safety by acquiring, renovating, replacing and upgrading school buildings, including, but not limited to, reroofing or partial reroofing at Juneau-Douglas High School, Glacier Valley Elementary School and Sayeik: Gastineau Community School, security and safety upgrades Districtwide, and boiler room and boiler renovations and upgrades at Juneau-Douglas High School, Kaxdigoowu Heen Elementary School, Sit Eeti Shaanax – Glacier Valley Elementary School and Dzantik’i Heeni, and playground project site preparation at Dzantik’i Heeni within the City and Borough, shall the City and Borough of Juneau, Alaska, issue and sell its general obligation bonds, maturing within 15 years of their date of issue, in the aggregate principal amount of not to exceed \$10,735,000?

BONDS, YES ☐

BONDS, NO ☐

After voter approval of the proposition and in anticipation of the issuance of the Bonds, the City and Borough may issue short term obligations, under such date and in such amount, form, terms, maturity, and bearing such rate or rates of interest, all as may hereafter be fixed by ordinance of the City and Borough, consistent with limitations imposed by State law and by the Home Rule Charter and Code of the City and Borough.

**Section 7. Notice of Election.** The Assembly shall cause a notice of election to be published once a week for three consecutive weeks in a newspaper for general circulation in the City and Borough. The first notice shall be published not later than September 17, 2025, which is 20 days prior to the regular municipal election. The notice shall contain the information required by Section 10.5 of the Home Rule Charter of the City and Borough.

**Section 8. Effective Dates.**

(a) The authority to issue general obligation bonds proposed in Section 6 of this ordinance shall become effective on the day following the date the election results are certified for the regular municipal election held on October 7, 2025, if a majority of the qualified voters voting on the proposition set forth in Section 6 votes for the proposition.

(b) Section 6 of this ordinance authorizing the submission of the ballot proposition to the qualified voters of the City and Borough shall become effective thirty days after adoption of this ordinance.



Adopted this 28th day of July, 2025.

\_\_\_\_\_  
Beth Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager  
Introduced: June 9, 2025  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2025-01(b)(B)**

**An Ordinance Appropriating up to \$50,000 to the Manager for October 2025 Ballot Initiative Advocacy; Funding Provided by General Funds.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$50,000 for October 2025 ballot initiative advocacy.

**Section 3. Source of Funds**

General Funds	\$ 50,000
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**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager  
Presented: 02/03/2025  
Drafted by: Law Department

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2025-13(b)**

**An Ordinance Amending the Election Procedures Code to Include  
General Procedures for Ballot Count, Relating to Ranked Choice Voting.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Chapter.** Chapter 29.07, Election Procedures, is amended by adding a new section to read:

**Chapter 29.07 ELECTION PROCEDURES**

\*\*\*

**29.07.155 General procedures for ballot count, ranked choice voting.**

(a) All regular or special elections shall be conducted by ranked-choice voting.

(b) When counting ballots, for single member races, the Election Official or designees shall initially tabulate each validly cast ballot as one vote for the highest-ranked continuing candidate on that ballot or as an inactive ballot. If a candidate is highest-ranked on more than one-half of the active ballots, that candidate is elected and the tabulation is complete.

Otherwise, tabulation proceeds in sequential rounds as follows:

(1) If two or fewer continuing candidates remain, the candidate with the greatest number of votes is elected and the tabulation is complete; otherwise, the tabulation continues under (2) of this subsection;

1  
2       (2)     Votes cast for the defeated candidate shall cease counting for the defeated  
3             candidate and shall be added to the totals of each ballot's next-highest-ranked  
4             continuing candidate or considered an inactive ballot under (g)(2) of this section,  
5             and a new round begins under (1) of this subsection.

6  
7     (c)     For multi-member races, when counting ballots, the Election Official or designees shall  
8             initially tabulate each validly cast ballot as one vote for the highest-ranked continuing  
9             candidate on that ballot or as an inactive ballot, tabulating until a candidate receives more  
10            than one-half of the active ballots. That candidate is elected to the first seat. The highest-  
11            ranked candidate is then removed from the results and tabulation is repeated to find the  
12            highest-ranked candidate, who is placed in the next seat. This process continues until all seats  
13            are full. Seniority under CBJ 11.15.015, for multi-member races, will be designated in the same  
14            order that the seats were awarded.

15     (d)     When counting ballots,

16            (1)     A ballot containing an overvote shall be considered an inactive ballot once the  
17                    overvote is encountered at the highest ranking for a continuing candidate;

18            (2)     If a ballot skips a ranking, then the next ranking shall be counted. If the next  
19                    ranking is another skipped ranking, the ballot shall be considered an inactive  
20                    ballot once the second skipped ranking is encountered; and

21            (3)     In the event of a tie between the final two continuing candidates, the procedures  
22                    prescribed in Charter Section 6.6 shall apply to determine the winner of the  
23                    election; in the event of a tie between two candidates with the fewest votes, the  
24                    tie shall be resolved by lot to determine which candidate is defeated.

25     (e)     The Election Official or designees may not count an inactive ballot for any candidate.

(f) In this section,

(1) “Continuing candidate” means a candidate who has not been defeated;

(2) “Inactive ballot” means a ballot that is no longer tabulated, either in whole or in part, because it does not rank any continuing candidate, contains an overvote at the highest continuing ranking, or contains two or more sequential skipped rankings before its highest continuing ranking;

(3) “Overvote” means an instance where a voter has assigned the same ranking to more than one candidate;

(4) “Ranking” or “ranked” means the number assigned by a voter to a candidate to express the voter's choice for that candidate; a ranking of “1” is the highest ranking, followed by “2,” and then “3,” and so on;

(5) “Round” means an instance of the sequence of voting tabulation in an election;

(6) “Skipped ranking” means a blank ranking on a ballot on which a voter has ranked another candidate at a subsequent ranking.

\*\*\*

**Section 3. Effective Date.** This ordinance shall be effective January 1, 2026.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager  
Presented: 06/09/2025  
Drafted by: Law Department

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

**Serial No. 3087**

**A Resolution Authorizing the Execution of an Agreement with the Alaska Department of Transportation & Public Facilities for Transportation Alternatives Program (TAP) Funding for a Replacement Bridge Over Montana Creek.**

WHEREAS, the Alaska Department of Transportation & Public Facilities (DOT&PF) sponsors the Transportation Alternatives Program (TAP) which provides funding for a variety of generally smaller-scale transportation projects such as pedestrian and bicycle facilities, construction of turnouts, overlooks, and viewing areas, community improvements, environmental mitigation related to stormwater and habitat connectivity, recreational trails, safe routes to school projects, and vulnerable road user safety assessments; and

WHEREAS, DOT&PF administers the TAP through a competitive grant process and the City and Borough of Juneau has been successful in receiving TAP Funding for the Montana Creek Bridge Replacement project; and

WHEREAS, in August 2022, DOT&PF determined the Montana Creek Bridge is no longer safe for vehicular traffic, including all-terrain vehicles, and it was replaced with a temporary bridge; and

WHEREAS, the Montana Creek Pedestrian Bridge No. 6009 is at the end of Montana Creek Road, and is a 130-foot long single-span bridge that is ten feet wide, with an estimated replacement cost of \$2,442,500, calculated in accordance with the Alaska Bridges & Structures Manual; and

WHEREAS, the City and Borough has agreed to contribute \$25,000 towards the project cost and DOT&PF has agreed to pay the remaining required match for the TAP grant for the Montana Creek Bridge in exchange for the City and Borough accepting ownership and maintenance of the bridge after project completion.

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

**Section 1.** The Manager is authorized to enter into an agreement with DOT&PF for the reconstruction of the Montana Creek Bridge, No. 6009.

**Section 2.** The City and Borough acknowledges the requirement for a local match for TAP grant funding and commits to providing matching funds in the amount of \$25,000 as a local match for the reconstruction of the Montana Creek Pedestrian Bridge, No. 6009, TAP Grant Funding.

**Section 3.** The City and Borough commits to operating and maintaining the new Montana Creek Bridge and other responsibilities outlined in the project Memorandum of Agreement upon successful completion of all five phases of the project and acceptance of the bridge by the Manager.

**Section 4. Effective Date.** This resolution shall be effective immediately after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Municipal Clerk

Presented by: The Manager  
Presented: 6/9/2025  
Drafted by: Law Department

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

**Serial No. 4012**

**A Resolution Reserving up to \$3,045,800 of the Restricted Budget Reserve for the Eaglecrest FY26 Budget Deficit.**

WHEREAS, Eaglecrest Ski Area operates year-round as a Special Revenue fund; and

WHEREAS, Eaglecrest Ski Area is implementing improvements and upgrades intended to move Eaglecrest into a fully funded operational budget scenario; and

WHEREAS, the CBJ Assembly recognizes that moving to a profitable budget scenario may take Eaglecrest several years to accomplish; and

WHEREAS, the CBJ Assembly supports the work that Eaglecrest is undertaking; and

WHEREAS, CBJ Charter Article 9 Section 9.3(c) requires that “proposed expenditures shall not exceed total estimated revenues and reserves” and

WHEREAS, the CBJ Assembly has approved a FY26 Eaglecrest budget with a listed negative fund balance; and

WHEREAS, to ensure that funds are available and allocated to cover this deficit as required by Charter,

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

**Section 1.** \$3,045,800 of the Restricted Budget Reserve’s balance is reserved in the amount of Eaglecrest’s FY26 budget deficit in compliance with CBJ Charter 9.3c.

**Section 2.** The amount in Section 1 will remain reserved in the Restricted Budget Reserve until either the deficit is resolved through positive operations (repayment of the deficit) or until the Assembly determines the deficit will never be resolved and the reserve pays off the deficit.

**Section 3.** The amount in Section 1 will not be available for any CBJ expenditures until the funds held are released.



**Section 4. Effective Date.** This resolution shall be effective immediately after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: 06/09/25  
Drafted by: Bond Counsel

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

### **Resolution No. 4014**

#### **A Resolution Providing For Interest Rates For The General Obligation Bonds Being Issued Through Negotiated Sale by Piper Sandler & Co.**

WHEREAS, on May 19, 2025, the Assembly of the City and Borough of Juneau, Alaska (the “City and Borough”), passed Ordinance Serial No. 2025-24 authorizing the issuance and sale of its General Obligation Bonds in the aggregate principal amount of not to exceed \$22,750,000 (the “Authorized Bonds”); and

WHEREAS, pursuant to Section 13 of said Ordinance Serial No. 2025-24, the City Manager of the City and Borough or his/her designee shall be authorized to negotiate the sale of the Authorized Bonds (hereinafter defined as the Bonds) to Piper Sandler & Co. (the “Underwriter”); and

WHEREAS, Section 10.2(b) of the Charter of the City and Borough provides that the Assembly shall by resolution prescribe the rate or rates of interest on the Bonds;

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

**Section 1. Bond Sale.** The sale of the Authorized Bonds is hereby authorized and approved under the terms prescribed in this resolution (the “Bonds”). The Bonds shall be designated as the General Obligation Bonds, 2025. Capitalized terms in this resolution which are not otherwise defined shall have the meanings given such terms in Ordinance Serial No. 2025-24 of the Assembly (the “Bond Ordinance”).

**Section 2. Bond Date, Maturity; Payments; Designation.** The Bonds shall be dated the date of delivery, expected to be July 10, 2025, shall mature in the principal amounts prescribed on Schedule A attached hereto and by this reference made a part hereof and shall bear interest payable on December 1, 2025 and semiannually thereafter on the first days of each June and December at the rates prescribed on Schedule A. At the time of sale of the Bonds, the City Manager or his/her designee may increase or decrease the estimated principal amounts on Schedule A within the parameters specified in the Bond Ordinance, and may decrease the interest rates shown on Schedule A depending upon orders received for particular maturities, so long as (i) the net proceeds of the Bonds (principal amount, plus net premium, less costs of issuance) does not exceed \$22,750,000; and (ii) the true interest cost for the Bonds (in the aggregate) does not exceed 4.50%. The authority granted to the City Manager and his/her designee pursuant to this Section shall be effective from the date of adoption of this resolution until August 9, 2025. If the Underwriter has not made a final offer of terms approved by the City Manager or his/her designee consistent with the prescriptions of this resolution by August 9, 2025, the authority granted by this resolution shall be rescinded. Both principal of and interest on the Bonds shall be paid as provided in the Bond Ordinance and in the Bond Purchase Agreement between the Underwriter and the City and Borough.

**Section 3. Delivery of the Bonds.** The proper officials of the City and Borough are authorized and directed to execute all documents and to do everything necessary for the preparation and delivery of the Bonds in definitive form to the Underwriter.

**Section 4. Ratification.** All actions taken by the City Manager or his/her designee relative to the sale of the Bonds are hereby in all respects ratified and confirmed. The City Manager of the City and Borough or his/her designee is hereby authorized to do all things necessary for the

prompt execution, issuance and delivery of the Bonds and for the proper application and use of the Bond proceeds; is hereby authorized to review and approve on behalf of the City and Borough portions of the final Official Statement relative to the Bonds and the City and Borough with such additions and changes as may be deemed necessary or advisable; and his/her approval of the Preliminary Official Statement is ratified and confirmed.

**Section 5. Severability.** The covenants contained in this resolution shall constitute a contract between the City and Borough and the owner of the Bonds. If any one or more of the covenants or agreements provided in this resolution to be performed on the part of the City and Borough shall be declared by any court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreement or agreements, shall be null and void and shall be deemed separable from the remaining covenants and agreements of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the Bonds.

**Section 6. Effective Date.** This resolution shall be effective immediately upon adoption.

ADOPTED this 9th day of June, 2025.

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Beth A. Weldon  
Mayor

ATTEST:

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Elizabeth J. McEwen  
Municipal Clerk

## **CERTIFICATE**

I, the undersigned, Clerk of the City and Borough of Juneau (herein called the “City and Borough”) DO HEREBY CERTIFY:

1. That the attached Resolution No. 4014 (herein called the “Resolution”) is a true and correct copy of a resolution of the City and Borough as adopted at a meeting of the Assembly of the City and Borough (the “Assembly”) held on June 9, 2025 and duly recorded in my office.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Assembly voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of June, 2025.

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Elizabeth J. McEwen, Municipal Clerk  
City and Borough of Juneau

**Schedule A****City and Borough of Juneau, Alaska  
General Obligation Bonds, 2025****Prescribed Maturity Schedule**

<b>Maturity Years (June 1)</b>	<b>Principal Amounts</b>	<b>Coupon Interest Rates</b>	<b>Maximum Effective Interest Rates</b>
2026	\$ 1,860,000	5.00%	3.92%
2027	1,795,000	5.00	3.93
2028	2,010,000	5.00	3.94
2029	905,000	5.00	3.96
2030	1,685,000	5.00	4.04
2031	2,035,000	5.00	4.13
2032	2,105,000	5.00	4.21
2033	2,990,000	5.00	4.30
2034	3,200,000	5.00	4.44
2035	<u>2,845,000</u>	5.00	4.57
<b>Total:</b>	<b>\$21,430,000</b>		



## Department of Human Resources / Risk Management

155 Heritage Way, Juneau, AK 99801  
 907-586-5250 <phone> 907-586-5392 <fax>  
 Email: Dallas.Hargrave@juneau.gov

# MEMORANDUM

Date: June 5, 2025

To: City and Borough Assembly

Thru: Katie Koester  
 City Manager

From: Dallas Hargrave   
 Human Resources & Risk Management Director

Re: Request for Ratification of MEBA Tentative Agreement and to Apply Terms to Unrepresented Employees.

The City and Borough of Juneau and the Marine Engineers Beneficial Association (MEBA) reached tentative agreement on a three-year collective bargaining agreement on May 16, 2025. The contract will take effect on July 1, 2025 and conclude on June 30, 2028.

MEBA is currently in the process of collecting votes for member ratification of this tentative agreement. This request for the Assembly to ratify the tentative agreement is conditioned on MEBA membership ratification. If MEBA ratifies the tentative agreement, then passage of Resolution 4015 will serve as Assembly ratification of the agreement. If MEBA fails to ratify the tentative agreement, then the Assembly ratification of the tentative agreement is no longer valid, and the parties will meet to resume contract negotiations.

With this request to ratify the MEBA tentative agreement, we are also requesting that the Assembly approve the same terms for unrepresented CBJ employees.

### **Economic Changes:**

#### Wages and Pay:

MEBA FY26: The parties agreed to a 3% general increase to the pay schedule and increases for shift differentials, tool allowance and standby pay. Additionally, the parties agreed to a lump sum payment of \$2750 per member employed on July 1, 2025 (pro-rated for those who work less than full time). The total estimated cost in FY26 for the wage increase, lump sum payment and differential increase is \$1,622,300.

Unrepresented FY26: With the MEBA tentative agreement, we are proposing to apply the same terms for wages, lump sum payment, and differential increases to unrepresented employees for a total cost of approximately \$1,484,500.

MEBA FY27: The parties agreed to a 3% general increase to the pay schedule and a lump sum payment of \$2000 per member employed on July 1, 2025 (pro-rated for those who work less

City and Borough Assembly

Page 2

Request for Ratification of MEBA Tentative Agreement and to Apply Terms to Unrepresented Employees.

than full time) in FY27. The total estimated annual cost for the FY27 wage increase and lump sum payment is \$1,292,000.

Unrepresented FY27: A 3% general increase to the pay schedule and a lump sum payment of \$2000 per member employed on July 1, 2025 (pro-rated for those who work less than full time) will apply in FY27. The total estimated annual cost for the FY27 wage increase and lump sum payment is \$1,292,000.

MEBA FY28: The parties agreed to a 5% general increase to the pay schedule in FY28. The total estimated annual cost for the 5% wage increase is \$1,359,000.

Unrepresented FY28: A 5% general increase to the pay schedule will apply in FY28. The total estimated annual cost for the 5% wage increase is \$1,359,000.

#### Health Insurance

FY26: The parties agreed to no increase to the employer contribution for health insurance in FY26.

FY27: The parties agreed to increase the employer contribution up to approximately 5%, or up to \$1808 per full time eligible employee, per month. The estimated annual cost of this increase to the employer's contribution to health insurance is \$502,000 for both MEBA members and unrepresented employees.

FY28: The parties agreed to increase the employer contribution up to approximately 5%, or up to \$1898 per full time eligible employee, per month. The estimated annual cost of this increase to the employer's contribution to health insurance if necessary is \$528,000 for both MEBA members and unrepresented employees.



Estimated cost of wage increases by department for both MEBA and unrepresented employees (including benefits, but excluding lump sum payments and differential increases):

MEBA/Non-Rep Wage and Benefit Impact (Incremental Annual Growth)				
	FY26	FY27	FY28	3-YR TOTAL
Wage Increase	3.0%	3.0%	5.0%	11.0%
Employer Health Benefit Increase	0.0%	5.0%	5.0%	10.0%
General Fund Impact	1,050,759	1,774,550	2,584,793	5,410,102
Non-General Fund Impact				
Airport	119,000	204,003	295,784	618,786
Docks	46,832	76,705	112,831	236,368
Harbors	51,065	92,191	131,954	275,210
Water	49,394	81,052	118,994	249,440
Wastewater	117,520	189,824	279,890	587,235
Fleet	24,278	38,793	57,451	120,522
Risk	20,395	34,014	49,737	104,146
Facilities Maintenance	42,020	72,026	104,498	218,544
Downtown Parking	2,269	4,324	6,102	12,695
Lands	13,306	21,670	31,897	66,873
Total Non-General Fund Impact	486,078	814,602	1,189,139	2,489,819
Total Impact	1,536,837	2,589,152	3,773,932	7,899,921

Operational Changes:

Operational changes to the CBA are outlined in the attached summary. Of particular note is the agreement to add a Juneteenth holiday on June 19 each year starting on June 19, 2025 for MEBA and unrepresented employees.

Conclusion:

Overall contract negotiations were productive, with active discussion and consideration of ideas from both sides of the table. Carl Uchtyl, Patty Wahto, Angie Flick, Denise Koch, and Aaron Gelston participated on the bargaining team.

Request for Action:

The overall financial package is in line with previous briefings to the Assembly. We recommend that the Assembly approve Resolution 4015, ratifying the terms of the tentative agreement with MEBA, and Resolution 4018, including similar terms for unrepresented employees.

Presented by: The Manager  
Presented: 06/09/2025  
Drafted by: Law Department

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

**Serial No. 4015**

**A Resolution Ratifying the Labor Agreement between the City and Borough and the Marine Engineers' Beneficial Association for Fiscal Years 2026, 2027, and 2028.**

WHEREAS, the negotiating team representing the City and Borough of Juneau has reached a tentative agreement with the negotiating team representing the employees in the Marine Engineers' Beneficial Association (AFL-CIO), in the Southeast Alaska General Government Unit Number 1; and

WHEREAS, the representative of the employees in the Marine Engineers' Beneficial Association (MEBA) intends on notifying the CBJ Human Resources and Risk Management Director, Dallas Hargrave, whether the members ratify the agreement by the start of the June 9, 2025 Assembly meeting; and

WHEREAS, CBJC 44.10.120 requires that the agreement be presented to the Assembly for ratification by resolution; and

WHEREAS, the negotiating teams have tentatively agreed to the following economic terms in addition to other agreement updates: 3% wage increases and a lump sum payment of \$2,750 (pro-rated for less than full time employees) in FY26, 3% wage increases and a lump sum payment of \$2,000 (pro-rated for less than full time employees) in FY27, 5% wage increases in FY28; increased to the employer contribution to health insurance of up to 5% in FY27 and FY28; and increases shift differentials, tool allowance, and standby pay beginning in FY26; and

WHEREAS, in accordance with the tentative agreement, the Juneteenth holiday shall become an observed holiday for MEBA members starting on June 19, 2025, and continuing annually for each year for the collective bargaining agreement; and

WHEREAS, these terms and conditions of employment are in keeping with previous Assembly direction.

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

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**Section 1. Assembly Ratification.** The Labor Agreement, valid for a three-year period beginning July 1, 2025, through June 30, 2028, between the City and Borough and the Marine Engineers Beneficial Association (AFL-CIO), in the Southeast Alaska General Government Unit Number 1, is amended in accordance with the tentative agreement and is hereby ratified by the Assembly.

**Section 2. Effective Date.** This resolution shall be effective on upon passage, so long as the representative of the employees in the Marine Engineers’ Beneficial Association sends written notice of union member ratification to the CBJ Human Resources and Risk Management Director on or June 9, 2025. If the representative of the employees in the Marine Engineers’ Beneficial Association does not send written notice of union member ratification to the CBJ Human Resources and Risk Management Director on or before June 9, 2025, then this resolution is rescinded on June 10, 2025.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Attest:

Beth A. Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager  
Presented: 06/09/2025  
Drafted by: Law Department

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

**Serial No. 4018**

**A Resolution Amending the Personnel Rules and Approving Economic Terms between the City and Borough of Juneau and Non-represented Employees for Fiscal Years 2026, 2027, and 2028.**

WHEREAS, the City and Borough proposes implementation of certain economic terms for non-represented employees of the City and Borough of Juneau; and

WHEREAS, Marine Engineers' Beneficial Association (MEBA) labor negotiations have yielded a Tentative Agreement currently in the process of member ratification, which include a 3% wage increase for FY26, 3% wage increase for FY27, and 5% increase for FY28; and

WHEREAS, the MEBA Tentative Agreement also includes a \$2,750 lump sum payment (prorated for less than full time) and increases to shift differential, standby pay, and tool allowance in FY26, and a \$2,000 lump sum payment (prorated for less than full time) in FY27; and

WHEREAS, the CBJ and MEBA have agreed to add Juneteenth as an observed annual holiday, starting on June 19, 2025; and

WHEREAS, to maintain equity in the workforce and to minimize future recruitment and retention concerns, the same wage increases and terms and conditions of employment should be provided for the non-represented employees of the City & Borough of Juneau; and

WHEREAS, Rule 18 of the Personnel Rules reflects the employer health insurance contribution rates and terms, shift differential rates, standby rates, and tool allowance; Rule 7 of the Personnel Rules reflects observed holidays; Rule 11 of the Personnel Rules reflects leave accrual and leave cash in provisions; and Appendix I of the Personnel Rules reflects the pay schedules for non-represented employees.

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

**Section 1.** The Assembly of the City and Borough of Juneau approves the following economic terms for non-represented employees, and hereby modifies the Personnel Rules to reflect the following:

- a. A 3% wage increase for FY26.

- b. A 3% wage increase for FY27.
- c. A 5% wage increase for FY28.
- d. A \$2,750 lump sum payment (prorated for less than full time) for employees employed on June 1, 2025 for FY26.
- e. A \$2,000 lump sum payment (prorated for less than full time) for employees employed on June 1, 2026 for FY27.
- f. An increase to the per employee monthly employer contribution for health insurance up to the amount of \$1,808 in FY27.
- g. An increase to the per employee monthly employer contribution for health insurance up to the amount of \$1,898 in FY28.
- h. Articles 7, 11, and 18 of the Personnel Rules are further amended reflect the language changes in the attached.

**Section 2. Effective Date.** This resolution shall be effective on July 1, 2025; however, the addition of the Juneteenth holiday shall be effective upon adoption so that the holiday can be observed on June 19, 2025.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

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

**RULE 7**  
**HOURS OF WORK AND HOLIDAYS****Section****005. Scheduling Hours of Work****010. Minimum Work Week****015. Normal Work Week****020. Normal Work Day****021. Employee Furlough****025. City and Borough Holidays****026. Eaglecrest Holidays****030. Alternate Leave***(Res. No. 2476, 2009)***7 PR 005. Scheduling Hours of Work.**

Each department director shall establish the scheduled hours of work for employees within the director's department. Hours of work for full-time employees may not be less than the minimum established in 7 PR 010. *(Res. No. 2370, 2006)*

**7 PR 010. Minimum Work Week.**

Thirty-seven and one-half hours of actual attendance on duty is the normal minimum work week for full-time employees with allowances for holidays and leaves of absence.

**7 PR 015. Normal Work Week.**

Five consecutive work days during the period starting with 12:00 a.m. on Monday and ending at 11:59 p.m. the following Sunday is the normal work week for full-time employees. The department director may establish a different work week. *(Res. No. 2582, 2011)*

**7 PR 020. Normal Work Day.**

The normal work day for full time employees is seven and one-half hours of actual attendance on duty. A lunch break of not less than 30 minutes or more than one hour will normally be scheduled to occur approximately midway through the shift.

**7 PR 021. Employee Furlough.**

Notwithstanding the provisions of 7 PR 010 and 7 PR 020, the City Manager may, at his or her discretion, reduce the minimum work week or normal work day for full time employees in response to budget constraints. *(Res. No. 2476, 2009)*

**7 PR 025. City and Borough Holidays.**

(a) The following days are observed as holidays:

- (1) the first of January, known as New Year's Day
- (2) the third Monday in January, known as Martin Luther King Jr.'s Birthday
- (3) the third Monday in February, known as President's Day
- (4) the last Monday in March, known as Seward's Day
- (5) the last Monday in May, known as Memorial Day
- (6) the 19<sup>th</sup> of June, known as Juneteenth
- ~~(6)~~(7) the fourth of July, known as Independence Day
- ~~(7)~~(8) the first Monday in September, known as Labor Day
- ~~(8)~~(9) the 18th of October, known as Alaska Day
- ~~(9)~~(10) the 11th of November, known as Veteran's Day
- ~~(10)~~(11) the fourth Thursday in November, known as Thanksgiving
- ~~(11)~~(12) the day after Thanksgiving.
- ~~(12)~~(13) the 25th day of December, known as Christmas
- ~~(13)~~(14) every day designated as a holiday by proclamation or resolution by the Assembly of the City and Borough of Juneau.

(b) If a holiday falls on Sunday, the following Monday is a holiday.

(c) If a holiday falls on Saturday, the preceding Friday is a holiday.

(d) If a permanent/probationary or long term temporary employee volunteers to work on a holiday, an alternate day within the week preceding or following the holiday and agreed to by the employee and the department director is that employee's holiday.

(e) If a holiday falls on a permanent/probationary or long term temporary employee's day off, an alternate day within the week preceding or following the holiday as designated by the department director is the employee's holiday. If circumstances in the department exist such that an alternate day is not available, the employee may either bank the holiday pay or have it paid out.

(f) Employees occupying part-time limited or part-time seasonal positions who work on a day listed in 7 PR 025(a)(1)-(13) will receive pay at a rate of time and one-half their normal rate of pay for all hours worked that day; the provisions of 7 PR 025(b) through (e), however, do not apply with respect to those positions.

(g) Employees of Eaglecrest are not subject to the provisions of 7 PR 025. (*Res. No. 2282, 2004; 2370, 2006; 2422(c), 2007; 2649, 2013; 4018, 2025; 4018, 2025*)

**7 PR 026. Eaglecrest Holidays.**

(a) Employees of the Eaglecrest shall observe the following holidays:

(1) the last Monday in May, known as Memorial Day

~~(2)~~ the 19<sup>th</sup> of June, known as Juneteenth

~~(2)~~(3) the fourth of July, known as Independence Day

~~(3)~~(4) the first Monday in September, known as Labor Day

~~(4)~~(5) the 18th of October, known as Alaska Day

~~(5)~~(6) the 11th of November, known as Veteran's Day

~~(6)~~(7) the fourth Thursday in November, known as Thanksgiving

(b) Eaglecrest limited positions are not eligible for holiday pay or for premium pay associated with working on a holiday.

(c) If a holiday falls on Sunday, the following Monday is a holiday.

(d) If a holiday falls on Saturday, the preceding Friday is a holiday.

(e) If a permanent / probationary or long term temporary employee volunteers to work on a holiday, an alternate day within the week preceding or following the holiday and agreed to by the employee and the department director is that employee's holiday.

(f) If a holiday falls on a permanent / probationary or long term temporary employee's day off, an alternate day within the week preceding or following the holiday as designated by the department director is the employee's holiday. If circumstances in the department exist such that an alternate day is not available, the employee may either bank the holiday pay or have it paid out. (*Res. No. 2370, 2006; 2422(c), 2007; 2740, 2016; 4018, 2025*)

**7 PR 030. Alternate Leave.**

(a) Employees who by the nature of their duties are regularly scheduled and required to work on holidays will accrue additional personal leave in lieu of holidays. The monthly rate will be equal to the number of holidays set out within this Rule divided by twelve.

(b) Departments with work units which by the nature of their duties, require recurring but not necessarily regularly scheduled holiday work may, with the approval of the Human Resources and Risk Management Director, establish regulations governing employees working on holidays. (*Res. No. 2370, 2006*)



**RULE 11  
LEAVE****Section****005. Scope****010. Accrual Rates****012. Personal Leave Cash-in****016. Reserved****017. Reserved****020. Accrual During Unauthorized Leave****025. Leave Anniversary****030. Minimum Leave Use****035. Maximum Leave Carry-over****040. Use of Personal Leave****045. Direction to Take Leave****050. Bereavement Leave****055. Banked Medical Leave****060. Use of Leave to Supplement Workers' Compensation****065. Leave Without Pay****067. Family/Medical Leave****070. Cancellation of Leave****075. Effect of Leave Without Pay****080. Adjustment of Anniversary Dates****081. Employee Furlough****085. Court Leave****090. Military Leave Without Pay****095. Military Leave with Pay****100. Emergency Service Leave****105. Maximum Paid Military and Emergency  
Service Leave****110. Donation of Leave****115. Seasonal Leave****120. Medical Leave on Separation****125. Personal Leave on Separation****130. Parent-Teacher Conference Leave****135. Paid Parental Leave**

*(Res. No. 2069, 2001; 2370, 2006; 2422(c), 2007; 2476, 2009; 2618, 2012; 3029(am), 2023)*

**11 PR 005. Scope.**

This Rule covers absences from regularly scheduled work for employees with probationary, permanent, partially exempt, long term temporary or acting in a higher range status. Part time limited and short term temporary employees shall not be subject to personal leave accrual or use.  
*(Res. No. 2370, 2006; 2618, 2012)*

**11 PR 010. Accrual Rates.**

(a) Employees who are assigned to a 37.5 hour work week and who are paid an hourly rate accrue personal leave at the rate of:

(1) 6.1 hours for each full biweekly pay period of work for employees with less than one year of service;

(2) 7 hours for each full biweekly pay period of work for employees with one but less than two years of service;

(3) 7.8 hours for each full biweekly pay period of work for employees with two but less than five years of service;

(4) 8.7 hours for each full biweekly pay period of work for employees with five but less than ten years of service;

(5) 10.4 hours for each full biweekly pay period of work for employees with ten years or more of service.

(b) Employees who are assigned to a 40 hour work week and who are paid an hourly rate accrue personal leave at the rate of:

(1) 6.5 hours for each full biweekly pay period of work for employees with less than one year of service;

(2) 7.4 hours for each full biweekly pay period of work for employees with one but less than two years of service;

(3) 8.3 hours for each full biweekly pay period of work for employees with two but less than five years of service;

(4) 9.3 hours for each full biweekly pay period of work for employees with five but less than ten years of service;

(5) 11.1 hours for each full biweekly pay period of work for employees with ten years or more of service.

(c) Full time employees who are paid a salary accrue personal leave at the rate of:

(1) .81 of a day for each full biweekly pay period of work for employees with less than one year of service;

(2) .93 of a day for each full biweekly pay period of work for employees with one but less than two years of service;

(3) 1.04 of a day for each full biweekly pay period of work for employees with two but less than five years of service;

(4) 1.16 of a day for each full biweekly pay period of work for employees with five but less than ten years of service

(5) 1.39 of a day for each full biweekly pay period of work for employees with ten years or more of service.

(d) Leave accrual for part-time employees and other employees not assigned to a 37.5 hour work week is prorated according to a schedule established by the Human Resources and Risk Management Director.

(e) Years of service for the purpose of computing personal leave includes all full-time probationary, permanent, acting in a higher range, long term temporary, and partially exempt service with the CBJ that is subject to these rules. Less than full-time probationary, permanent, acting in a higher range, and partially exempt service is prorated according to a schedule established by the Human Resources and Risk Management Director.

(f) Reserved.

(g) If a former employee who left in good standing returns to CBJ service within 10 years of separation, the employee shall be placed at the level of leave accrual formerly held. A former employee of the Juneau School District or Bartlett Regional Hospital who left in good standing and begins employment at CBJ within ten (10) years of separation shall have verifiable service time with the Juneau School District or Bartlett Regional Hospital be considered as if CBJ service time for the purposes of establishing their leave accrual rate at the CBJ upon commencement of employment.

(h) The City Manager may, at his or her discretion, authorize an advanced leave accrual rate.

(i) Reserved. (*Res. No. 1875, 1997; 2370, 2006; 2422(c), 2007; 2618, 2012; 4018, 2025*)

#### **11 PR 012. Personal Leave Cash-in.**

(a) An employee may cash in personal leave if the following requirements are met:

1) the employee's leave balance after the cash-in is not less than 21 days;

~~2) the leave cash-in does not exceed the equivalent of 15 work days per calendar year; and~~

~~23)~~ the leave cash-in request is for a minimum of 5 days.

(b) 21 days is equal to:

- 1) 157.5 hours for an employee assigned to a 37.5 hour work week
- 2) 168 hours for an employee assigned to a 40 hour work week
- 3) 236 hours for an employee assigned to a 24/48 hour duty cycle

~~(c) 15 days is equal to:~~

- ~~1) 112.5 hours for an employee assigned to a 37.5 hour work week~~
- ~~2) 120 hours for an employee assigned to a 40 hour work week~~
- ~~3) 168 hours for an employee assigned to a 24/48 hour duty cycle~~

(d) Administration.

(1) Application for personal leave cash-in shall be made in writing to the Payroll Supervisor.

(2) Leave cash-in will be included in the employee's regular payroll check.

(3) A request for leave cash-in must be received no later than the last Friday of the pay period if the leave cash in is to be included in the paycheck for that pay period.

(4) The equivalencies established in subsection (a) shall be proportionately reduced for an employee assigned to work less than a full time schedule.

(5) The personal leave cash-in does not count toward minimum leave use requirements.

(e) An employee may cash in personal leave as necessary and without regard to the limitations in subsection (a) in order to purchase health insurance through the employer while on leave without pay.

(f) Notwithstanding the provisions of 11 PR012 (a), an employee may cash in an unlimited amount of accrued personal leave, ~~provided that the employee's leave balance is not less than 21 days and the employee has taken a minimum of 21 days of leave in the leave year in which the cash in request is made.~~ (Res. No. 2016, 2000; 2223, 2003; 2370, 2006; 2476, 2009; 4018, 2025)

**11 PR 016. Reserved.** (2370, 2006; 2500, 2009; 2618; 2012)

**11 PR 017. Reserved.** (Res. No. 2370, 2006; 2500, 2009; 2618; 2012)

**11 PR 020. Accrual During Unauthorized Leave.**

Leave is not accrued for any pay period during which an employee is absent without approved leave or due to disciplinary leave. (*Res. No. 2370, 2006; 2740, 2016*)

**11 PR 025. Leave Anniversary.**

(a) An employee's leave anniversary is the first day of the pay period immediately following the pay period in which the employee is appointed.

(b) A change to an employee's rate of accrual is effective on the employee's leave anniversary.

**11 PR 030. Minimum Leave Use.**

(a) An employee must use not less than one-third of personal leave accrued by December 31<sup>st</sup>. Leave cashed in or donated shall not count as use for purposes of this rule.

(b) An employee is exempt from the minimum use requirement to the extent the employee's personal leave balance would be reduced to less than 30 days.

(c) Minimum leave not used will be deducted from the employee's leave balance on January 1st. An employee may not receive any credit or compensation for deducted leave. (*Res. No. 2069, 2001; 2370, 2006; 2618, 2012; 2831, 2018*)

**11 PR 035. Maximum Leave Carry-over.**

(a) Accrued personal leave may not exceed 150 days on January 1, except with the written authorization of the City Manager. Leave in excess of 150 days on January 1 will be paid out to the employee.

(b) At the request of the department director, the City Manager may permit the carry-over of leave in excess of 150 days when the City Manager determines that the employee made every reasonable effort to schedule leave and the department director denied the leave requests because of extraordinary circumstances.

(1) The department director must submit to the City Manager a plan providing for the timely use of the excess leave.

(2) Granting carry-over of leave may not cause any hardship to the CBJ beyond the benefit to be gained by granting such leave carry-over. (*Res. No. 1875, 1997; 2069, 2001; 2342, 2005; 2370, 2006; 2422(c), 2007; 2618, 2012; 2831, 2018*)

**11 PR 040. Use of Personal Leave.**

(a) Personal leave may be granted at any time the work load permits with the prior approval of the employee's supervisor.

(b) Personal leave for medical reasons must be granted if the supervisor is satisfied that:

- (1) The employee is sick or disabled to the extent that the employee cannot perform regular duties;
  - (2) The employee's presence on the job would jeopardize the health or safety of fellow employees;  
or
  - (3) To care for the employee's child, spouse, domestic partner, or parent who is ill or injured if such illness or injury requires the employee's presence.
- (c) Personal leave may also be used for Family Medical Leave purposes consistent with the provisions of 11 PR 067.
- (d) A department director may require an employee to provide a statement from a health care provider or other acceptable proof that the conditions of this section have been satisfied before authorizing use of personal leave.
- (e) An employee is required to promptly advise the supervisor or department director of his or her absence and the reason for his or her absence when requesting the use of unscheduled leave.
- (f) An employee may be authorized to take no more than two weeks of personal leave for the period immediately preceding his or her resignation. The Department Director, with approval from the Human Resources and Risk Management Director, may grant an additional two weeks of personal leave for extenuating circumstances. The employee must return to work status prior to separating from service. (*Res. No. 1619, 1993; 2370, 2006*)

#### **11 PR 045. Direction to Take Leave**

A supervisor or department director may direct an employee to use accrued leave when necessary to assure the employee uses the minimum required leave or when the employee's accumulated leave may exceed the maximum carry-over.

#### **11 PR 050. Bereavement Leave.**

An employee may use personal or banked medical leave when the employee notifies his or her supervisor or department director that a member of the employee's immediate family has died. Bereavement leave entitlement is limited to 2 weeks. (*Res. No. 1619, 1993, 2223; 2370, 2006; 2618, 2012*)

#### **11 PR 055. Banked Medical Leave.**

- (a) An employee who has banked medical leave may take such leave only when one of the following conditions exists:
- (1) The employee is sick or disabled to the extent that the employee cannot attend to the employee's regular duties.

(2) The illness or disability of a member of the employee's immediate family requires the attendance of the employee.

(3) The employee has an FMLA qualifying condition and must take time off work for that condition.

(4) The employee's absence is due to an on-the-job injury with the Employer which qualifies as a workers' compensation claim to the extent that the employee's absence is not covered by workers' compensation.

(5) The employee has no accrued personal leave and the absence is due to the death of the employee's immediate family member, in which case the use of medical leave is limited to 2 weeks. A department director may require a physician's statement or other acceptable proof that an employee's condition meets the requirements of this section before authorizing the use of banked medical leave.

(b) Banked medical leave cannot be cashed in when an employee separates from CBJ service. Employees who are reemployed with the CBJ to a position that accrues leave within three calendar years of separation, and who had banked medical leave upon separation, shall have their medical leave bank restored. (*Res. No. 1875, 1997; 2223, 2003; 2370, 2006; 2618, 2012; 3000, 2022*)

#### **11 PR 060. Use of Leave to Supplement Workers' Compensation.**

(a) An employee may supplement workers' compensation payments with the use of personal or banked medical leave provided the employee's net compensation does not exceed what the employee would have received had the employee worked a regular schedule.

(b) Employees receiving workers' compensation are on leave without pay for that time covered by the payments. (*Res. No. 1875, 1997; 2370, 2006; 2618, 2012*)

#### **11 PR 065. Leave Without Pay.**

(a) An employee may be granted leave without pay provided the leave does not cause hardships to the CBJ. Except as provided in 11 PR 067, 11 PR 115, and 13 PR 020, and employee may not take leave without pay if the employee has accrued compensatory or personal leave available for use.

(b) An employee who is paid a salary may not be charged leave without pay for less than a full day increment.

(c) An employee who is paid a salary and who has no accrued personal leave will be advanced personal leave in increments of less than one day to prevent being charged leave without pay for less than one day.

(d) The maximum personal leave indebtedness for an employee who is paid a salary is two days.

(e) Leave without pay in excess of 20 days in a calendar year must be approved by the City Manager unless authorized as family/medical leave under the provisions of 11 PR 067.

(f) An employee who has no accrued personal or banked medical leave will be granted leave without pay for family/medical leave purposes consistent with 11 PR 067.

(g) An employee may be granted up to ten days of leave without pay, regardless of hardship caused to the CBJ, if the absence is due to the death of a member of the employee's immediate family. (*Res. No. 1875, 1997; 2015, 2000; 2223, 2003; 2370, 2006; 2582, 2011; 2618, 2012*)

#### **11 PR 067. Family/Medical Leave.**

Administrative Policy 08-03R, Family Medical Leave Policy, or the successor policy(ies) is hereby incorporated by reference at Appendix A. (*Res. No. 1875, 1997; 2370, 2006; 2618, 2012*)

#### **11 PR 070. Cancellation of Leave.**

The CBJ retains the right to cancel pre-approved leave when circumstances require such cancellation. (*Res. No. 2370, 2006*)

#### **11 PR 075. Effect of Leave Without Pay.**

During each pay period an employee uses leave without pay, the employee accrues leave and other benefits on the same prorated basis as a part-time employee. Employer provided contributions to the employee's health insurance coverage may also be impacted as provided in 17 PR 015. (*Res. No. 2740, 2016*)

#### **11 PR 080. Adjustment of Anniversary Dates.**

The leave anniversary and the merit anniversary of a full time employee are set forward 1 pay period for each 10 days of leave without pay. (*Res. No. 1875, 1997; 2370, 2006*)

#### **11 PR 081. Employee Furloughs.**

The City Manager may, at his or her discretion, authorize a period of employee furlough on a voluntary or mandatory basis to reduce the operating costs of the organization. An employee may be placed on furlough even if the employee has a personal leave balance. The provisions of 11 PR 075 and 11 PR 080 shall not apply to furlough periods. (*Res. No. 2476, 2009; 2622, 2012*)

#### **11 PR 085. Court Leave.**

(a) An employee called to serve as a juror or subpoenaed as a witness to testify concerning matters within the scope of employment or incidents observed while on duty may receive court leave.



(b) An employee required on his or her regularly scheduled workday to serve as a juror or witness shall be paid his or her regular wage for the time spent in court or the length of the shift, whichever is less. The employee shall remit to CBJ all juror or witness fees for such service.

(c) Court leave must be supported by written documents such as a subpoena or court clerk's statement of attendance. (*Res. No. 2069, 2001*)

#### **11 PR 090. Military Leave Without Pay.**

An employee is entitled to leave without pay to serve on active duty in the United States uniformed services and is entitled to the reemployment benefits granted under the Uniformed Services Employment Reemployment Rights Act (USERRA). (*Res. No. 2370, 2006*)

#### **11 PR 095. Military Leave with Pay.**

(a) An employee who is a member of a reserve component of the United States uniformed services is entitled to a leave of absence without loss of pay for that time during which the employee is ordered to training duty, as distinguished from active duty, or for field exercises, for instruction with troops or when under direct military control for search and rescue missions.

(b) An employee who is called to active duty by the governor is entitled to 5 paid work days of military leave per year (January 1 through December 31).

#### **11 PR 100. Emergency Service Leave.**

An employee who is a member of an auxiliary or rescue component of the United States armed forces or a federal, state, or local emergency services organization may be granted emergency service leave with pay for the performance of fire suppression, search, rescue or similar emergency missions under direct military, federal, state or CBJ control.

#### **11 PR 105. Maximum Paid Military and Emergency Service Leave.**

The combined total of paid military leave and paid emergency service leave for an employee may not exceed 16.5 days in a calendar year.

#### **11 PR 110. Donation of Leave.**

(a) The City Manager may allow an employee to donate a maximum of 30 days or 50 percent of accrued personal leave, whichever is less, provided that the donation does not reduce the employee's total leave balance to less than 12 days.

(b) The transfer of leave may only be made:

(1) To an employee who is on leave without pay and whose absence from work is due to:

(A) Authorized Family Medical Leave or Family Medical Leave qualifying event,

(B) The death of a member of the employee's immediate family, or

(C) The employee is on approved military or emergency service leave per 11 PR 100.

(2) To a member of the immediate family of a deceased employee.

(c) Unused donated leave will be returned to the donor.

(d) Leave donated to another employee may not be credited toward the donor's minimum leave use requirement.

(e) Leave donated by an employee who is paid an hourly rate is given a cash value by multiplying the number of hours donated by the regular hourly rate of the donor. Leave donated by an employee who is paid a salary must be in full day increments which will be given a value as provided for in these rules.

(1) The cash value is given to the family of the deceased employee, or

(2) The cash value is divided by the regular hourly rate or the daily pay rate of the recipient and the recipient's medical leave bank is credited with that number of hours or days resulting from the calculation.

(f) Notwithstanding the provisions of (a) above, an employee who holds more than one leave accruing position may donate leave to themselves for periods of approved leave when leave accrued in one leave accruing assignment is needed to prevent the employee from going into a period of leave without pay in another leave accruing assignment. In such cases, leave donated from one position to the other will be credited on the same basis as if the employee was donating leave to another employee as provided in (e) above. (*Res. No. 2004, 1999; 2370, 2006; 2618, 2012; 2740, 2016*)

#### **11 PR 115. Seasonal Leave.**

(a) A seasonal employee will receive the cash value of his or her personal leave at the end of the season and be placed in leave without pay status until the work season resumes except that,

(b) A seasonal employee may retain a personal leave balance not to exceed 160 hours if the employee so requests prior to the end of the work season. (*Res. No. 2618, 2012*)

#### **11 PR 120. Medical Leave on Separation.**

All banked medical leave is canceled on separation from service. An employee may not receive any credit or compensation for canceled leave. (*Res. No. 2370, 2006; 2618, 2012*)

#### **11 PR 125. Personal Leave on Separation.**

(a) An employee separating from employment will receive, within 30 days of separation, terminal leave in the form of a lump sum payment for the personal leave balance at time of separation.

(b) An employee reemployed during terminal leave must refund an amount equal to the compensation covering the period between the date of reemployment and expiration of the terminal leave. The leave represented by the refund will be credited to the personal leave account of the employee. (*Res. No. 2069, 2001; 2370, 2006; 2618, 2012*)

**11 PR 130. Parent-Teacher Conference Leave.**

A parent or guardian of a student enrolled in a school or a licensed day care facility within the city and borough may apply for a maximum of 1.5 hours leave to attend a conference with that child's teacher. Such leave will be without loss of pay, and may be granted no more than twice in a single school year to the same employee for conferences regarding the same child. A supervisor may grant parent-teacher conference leave only in advance upon presentation by the employee of written verification of the date and time of the conference and a written finding by the supervisor that the leave can be accommodated without imposing added cost or inefficiencies in the work place. Supervisors shall make every reasonable effort to accommodate parent-teacher conference leave. (*Res. No. 1835, 1996*)

**11 PR 135. Paid Parental Leave.**

(a) The CBJ shall provide up to six (6) weeks of paid parental leave to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption, foster care, or legal guardianship. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child.

(b) Eligibility for paid parental leave shall be the same as the eligibility criteria articulated in CBJ Family/Medical Leave Administrative Policy 19-01, or the successor policy(ies). Paid parental leave will run concurrently with FMLA/AFLA leave use.

(c) Six (6) weeks of paid parental leave is provided in addition to accrued personal leave. Personal leave will continue to accrue during the period of paid parental leave, and an employee may not use personal leave concurrently with paid parental leave.

(d) Employees must work in a benefitted position to be eligible for paid parental leave. The paid parental leave benefit will be reduced on a pro-rated basis for an employee in a part time benefitted position.

(e) Eligible employees will receive a maximum of six (6) weeks of paid parental leave per birth, adoption, or placement of a child/children. The fact that a multiple birth, adoption, or placement occurs (e.g., the birth of twins or adoption of siblings) does not increase the six-week total amount of paid parental leave granted for that event. Additionally, in no case will an employee receive more than six (6) weeks of paid parental leave in a rolling, 12-month period, regardless of whether more than one birth, adoption, or foster care placement event occurs within that 12-month timeframe. If both parents and/or legal guardians are CBJ employees who meet the eligibility criteria, one employee shall be identified as the designated employee to take parental leave by the

employees and only that designated employee shall be eligible for paid parental leave under this rule. If the impacted employees are unable to agree on the designated employee, then the paid parental leave shall be split evenly between the two eligible employees.

(f) Each week of paid parental leave is compensated at the employee's regular, straight-time weekly pay or equivalent weekly salary and will be paid on the biweekly pay schedule.

(g) Employees must take paid parental leave in one continuous period of leave for the employee's entire work schedule. Intermittent paid parental leave is not permitted. Approved paid parental leave may be taken at any time during the six-month period immediately following the qualifying event and may not be used or extended beyond this six-month timeframe. Paid parental leave has no cash value and unused paid parental leave will be forfeited at the end of the six-month timeframe. Upon termination of employment with the CBJ, the employee will not be paid for any unused paid parental leave for which the employee was eligible.

An employee shall request paid parental leave on a CBJ-provided form. (*Res. No. 3029(am), 2023*)

**RULE 18**  
**COMPENSATION AND REIMBURSEMENTS****Section****005. Pay Schedules****007. Attorney Pay Premium****010. Daily Pay Rate for Salaried Employees****015. Shift Differentials****020. Standby Rate****025. Increased Responsibilities Differential****026. Temporary Supervision Pay****027. Health Benefits and Employee Wellness****030. Uniforms****035. Tool Allowance****037. Repayment to Employer****040. Travel Reimbursement****045. Mileage and Vehicle Allowance****050. Awards****055. Reimbursement of Interview Travel Expenses****060. Relocation Expense****065. Police Certification Pay****070. Sign-on Bonus****075. Deferred Compensation Employee Benefit***(Res. No. 2370, 2006; 3000, 2022; 3020, 2023; 3028, 2023)***18 PR 005. Pay Schedules.**

The pay schedules attached as Appendix I shall be effective on the date shown thereon.

Employees in positions classified as permanent fulltime, excluding seasonal, and whose regular work schedule is 37.5 hours per week or more, and who are employed on July 1, 2025 shall receive a lump sum of two thousand seven hundred and fifty dollars (\$2,750) on the payday of the first full pay period following July 1, 2025. Employees in positions classified as permanent seasonal or part time, who are employed on July 1, 2025 shall receive a lump sum payment in the amount of two thousand seven hundred and fifty dollars (\$2,750) pro-rated based upon hours worked in FY2025. The minimum amount of the pro-rated lump sum payment shall be one thousand three hundred and seventy-five dollars (\$1,375). The pro-rated lump sum payment shall be paid on the payday of the first full pay period following July 1, 2025.

Employees in positions classified as permanent fulltime, excluding seasonal, and whose regular work schedule is 37.5 hours per week or more, and who are employed on July 1, 2026 shall receive a lump sum of two thousand dollars (\$2,000) on the payday of the first full pay period following July 1, 2026. Employees in positions classified as permanent seasonal or part time, who are employed on July 1, 2026 shall receive a lump sum payment in the amount of two thousand dollars (\$2,000) pro-rated based upon hours worked in FY2026. The minimum amount of the pro-rated

lump sum payment shall be one thousand dollars (\$1,000). The pro-rated lump sum payment shall be paid on the payday of the first full pay period following July 1, 2026.

*(Res. No. 1875, 1997; 2069, 2001; 2112, 2001; 2223, 2003; 2336, 2005; 2459, 2009; 2622, 2012; 2649, 2013, 2860, 2019; 2991, 2022; 2994, 2022; 3052, 2024; 4018, 2025)*

#### **18 PR 007. Attorney Pay Premium.**

The amounts set out in the City and Borough of Juneau MEBA/unrepresented pay schedule provided by 18 PR 005 of this Rule are increased as follows for partially exempt positions within the Department of Law that require admission to the practice of law in the state of Alaska as a condition of employment:

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
13%	13%	13%	13%	13%	13%	13%	11%	9%	8%	7%	6%	4%

*(Res. No. 3000, 2022)*

#### **18 PR 010. Daily Pay Rate for Salaried Employees.**

The rate per day for salaried employees is one tenth of a standard biweekly pay period payment. *(Res. No. 1875, 1997; 2370, 2006)*

#### **18 PR 015. Shift Differentials.**

Shift differential, as defined in 10 PR 100, shall be compensated at the following rates: shift differential “A” is \$3.00 ~~\$2.00~~ per hour; shift differential “B” is \$3.50 ~~\$2.50~~ per hour. *(Res. No. 1875, 1997; 2069, 2001; 2370, 2006; 2994, 2022, 4018, 2025)*

#### **18 PR 020. Standby Rate.**

The standby rate, as defined in 10 PR 105, is \$5.00 per hour. *(Res. No. 1875, 1997; 2069, 2001; 2342, 2005; 2370, 2006; 2622, 2012; 4018, 2025)*

#### **18 PR 025. Increased Responsibilities Differential.**

The increased responsibilities differential, as defined in 10 PR 095, is \$1.00 per hour. *(Res. No. 1875, 1997; 2069, 2001; 2342, 2005; 2370, 2006)*

#### **18 PR 026. Temporary Supervision Pay.**

Temporary supervision pay, as defined in 10 PR 097, is \$1.20 per hour. *(Res. No. 2342, 2005; 2370, 2006)*

#### **18 PR 027. Health Benefits and Employee Wellness.**

The CBJ maintains a health benefit and employee wellness program for its employees on a defined contribution basis.

(a) The CBJ provides a tiered health insurance employee benefit to eligible employees. Eligible employees pay, by payroll deduction, any difference between the CBJ's contribution and the amount required to provide the coverage elected by the employee under the tiered benefits program.

(1) Effective July 1, ~~2025~~ 2022, the employer's contribution rate shall be \$1,722.00 ~~\$1,533.00~~ per month per full-time, eligible employee.

Effective July 1, ~~2026~~ 2023, the employer's contribution rate shall be up to \$1,808.00 ~~\$1,610.00~~ per month, per full time, eligible employee.

Effective July 1, ~~2027~~ 2024, the employer's contribution rate shall be up to \$1,898.00 ~~\$1,690.00~~ per month, per full time, eligible employee.

(2) Effective with the first full payroll in July 2013, employees who participate in the Healthy Rewards program will receive a \$50.00 per pay period reduction in their health insurance premium contribution rate. Participation will be tracked on a yearly basis and the premium reduction will be effective the next plan year. For example, participation in plan year 2012 would result in a premium reduction for plan year 2013.

(3) The criteria established for the Healthy Rewards program is subject to modification by the Human Resources and Risk Management Office, in consultation with the Health Benefits Committee.

(4) The eligibility of the employees and their dependents for coverage and the precise benefits to be provided shall be as set forth in the three-tiered insurance benefit plan written and maintained by the City and Borough for that purpose.

(b) Part-time and seasonal part-time, eligible employees working 780 hours per year or more shall be provided the option of participating in the group insurance plan by paying a prorated portion of the benefit cost. A part-time employee shall have the option of using accrued personal leave to cover the pro-rated portion of benefits, subject to the minimum leave balance provisions of 11 PR 012, by completing a form provided by the employer. Eaglecrest limited positions are not eligible to participate in the health insurance plan.

(c) When an employee leaves employment due to termination, resignation or lay off, health insurance coverage ends at midnight on the last day of the pay period that the employee was in pay status. ~~12:01 a.m. on the day following the last day of pay status.~~

(d) When an employee is on Leave Without Pay while on Family/Medical Leave, the provisions of the Family/Medical Leave policy which maintain health benefit coverage remain in effect and the employee contribution remains unchanged.

(e) The CBJ maintains a Health Benefits Committee, which is made up of designated union members and unrepresented employee members. The Committee will meet at least quarterly to review progress of cost containment efforts, review the administrative company's performance and offer suggestions regarding other options concerning employee health insurance. The Committee will develop checks and balances on plan adjustments with the goal of maintaining the relative cost and value of the tiers. This committee may also develop, implement and evaluate Wellness Program activities and services and review the effectiveness of the Employee Assistance Program. The Health Committee will review the health benefit costs at its quarterly meetings and make recommendations to the parties that address increased costs.

(f) The CBJ shall pay not less than \$12.80 per full time employee per month to fund a Wellness Program in order to promote education about healthy lifestyles.

(g) Employees who are placed in furlough status on a reduced workweek or workday basis shall not be required to pay a prorated portion of the Employer's health insurance contribution rate provided the employee continues to work a minimum of 60 hours per pay period. (*Res. No. 1875, 1997; 2069, 2001; 2223, 2003; 2336, 2005; 2370, 2006, 2459, 2009; 2476, 2009; 2622, 2012; 2649, 2013; 2860, 2019; 2994, 2022; 3000, 2022; 4018, 2025*)

#### **18 PR 030. Uniforms.**

CBJ shall provide, clean, maintain, and re-place any uniform it requires an employee to wear. Uniform items provided by CBJ or for which the employee is paid may only be worn in the performance of assigned job duties and when traveling directly from place of residence to work and traveling directly from work to place of residence.

Uniforms or tools that are provided by the employer, and are lost or damaged by the employee due to negligence, shall be replaced by the employee at no expense to the employer. (*Res. No. 2069, 2001; 2370, 2006; 2459, 2009*)

#### **18 PR 035. Tool Allowance.**

(a) Current employees, subject to a written CBJ requirement to provide their own hand tools shall receive a tool allowance as provided in this rule. The specified annual amounts shall be paid in advance by separate check to each employee during the month of July, except that employees who are in leave without pay or seasonal leave status for two weeks or longer beginning on July 1<sup>st</sup> of any given fiscal year, shall receive their tool allowance with the first full paycheck after their return to paid status. The tool allowance will be prorated according to the employees anticipated work schedule, e.g, a seasonal employee who is budgeted to work for 7 months will receive 7/12 of the total relevant allowance.

(b) New employees subject to a written CBJ requirement to provide their own hand tools shall receive the relevant, pro-rated amount based upon what month they were hired within the fiscal



year (example: an employee hired in October shall receive 9/12 of the total relevant allowance). This amount shall be included in the paycheck issued after the first full pay period of employment.

(c) The annual tool allowance is as follows:

(1) Automotive mechanics: \$2,000.00 ~~\$1100.00~~

(2) Building maintenance mechanics: \$1100.00 ~~\$550.00~~

(3) Eaglecrest Vehicle Maintenance Supervisor: \$700.00.

(4) Emergency Program Manager, if required to use a personal snow machine for the CBJ avalanche program: \$1500.00. (*Res. No. 2069, 2001; 2370, 2006; 2459, 2009; 2649, 2013; 3000, 2022; 4018, 2025*)

### **18 PR 037. Repayment to Employer.**

(a) Employees paid an advance uniform or tool allowance and who leave employment less than 1 year thereafter shall repay CBJ according to the schedule set forth in this section. Any amount not repaid may be deducted from the employee's final paycheck or otherwise lawfully collected. The repayment schedule is as follows:

(1) 100% if service is less than 13 weeks;

(2) 75% if service is 13 weeks or greater but less than 26 weeks;

(3) 50% if service is 26 weeks or greater but less than 39 weeks;

(4) 25% if service is 39 weeks or greater but less than 52 weeks. (*Res. No. 2069, 2001*)

(b) Monies owed to the CBJ by an employee who separates from service shall be deducted from the employee's final leave cash in and pay check, except that the employee's final check may not be less than the actual number of hours worked x the minimum wage guaranteed by state or federal law. An employee may owe the CBJ money for a variety of reasons including, but not limited to: training, travel or relocation reimbursement; sign-on bonus reimbursement; health insurance reimbursement; intentional or grossly negligent damage to CBJ property, personal use of CBJ credit cards; or failure to return CBJ property. Should the amount of the employee's final pay and leave cash in be insufficient to cover the total monies owed the CBJ, the CBJ may take other actions to recover the funds. (*Res. No. 2069, 2001; 2370, 2006; 3020, 2023*)

### **18 PR 040. Travel Reimbursement.**

(a) All official travel must be authorized in advance by the employee's department director and the City Manager.

(b) Meal Allowance: A meal allowance may be paid while the employee is in travel status. The CBJ meal allowance shall equal the rates set by the State of Alaska for state employee travel.

Employees will not receive a meal allowance for any portion of the travel day where a meal is provided in conjunction with the event attended. This does not apply to meals served on an airplane.

(c) Other travel expenses may be reimbursed provided the employee has a valid receipt for actual costs.

(d) The City Manager may establish other reasonable rules and procedures associated with travel. (*Res. No. 1875, 1997; 2093, 2001; 2370, 2006; 2383, 2006*)

#### **18 PR 045. Mileage and Vehicle Allowance.**

(a) An employee who uses his or her own vehicle for CBJ business will be reimbursed per the standard IRS mileage reimbursement rate plus 25% rounded up to the next whole cent. The employee must be able to show proof of insurance if requested.

(b) An employee may be reimbursed for actual out-of-pocket costs for travel outside of Juneau when the employee is authorized in advance to use his or her personal automobile, airplane or other vehicle. Authorization to use a private vehicle may be provided by the department director and City Manager when use of such vehicle is less than the cost of the most economical route by common carrier. Receipts must be submitted if claiming out of pocket costs. (*Res. No. 1875, 1997; 2339, 2005; 2370, 2006*)

#### **18 PR 050. Awards.**

The City Manager may authorize cash awards or gifts not to exceed \$10,000.00 in value for employee suggestions, in recognition of outstanding employee performance or service, or in conjunction with an established recruitment or retention program where there are significant demonstrated recruitment challenges. (*Res. No. 2370, 2006; 2839, 2018*)

#### **18 PR 055. Reimbursement of Interview Travel Expenses.**

Upon written advance authorization by the City Manager, a job applicant may be reimbursed for transportation and per diem expenses reasonably necessary to attend an employment interview. (*Res. No. 1900, 1997; 2370, 2006*)

#### **18 PR 060. Relocation Expense.**

(a) The City Manager may authorize reimbursement of moving and relocation expenses for a new employee provided:

(1) The City Manager and the employee sign a written agreement specifying the maximum amount of reimbursement and requiring pro-rated repayment according to the schedule set forth in this

section if the employee voluntarily ends service in less than 4 years. Any amount not repaid may be deducted from the employee's final paycheck or otherwise lawfully collected. The repayment schedule is as follows:

- (i) 100% if service is less than 12 months;
  - (ii) 75% if service is 12 months or greater but less than 24 months;
  - (iii) 50% if service is 24 months or greater but less than 36 months;
  - (iv) 25% if service is 36 months or greater but less than 48 months.
- (2) The maximum amount established in the reimbursement agreement may not exceed 20 percent of the employee's base pay.
- (b) The following expenses are eligible for reimbursement to the extent that they are evidenced by written receipts:
- (1) Reasonable commercial moving expenses;
  - (2) The cost of renting and operating trailers or trucks to transport a reasonable quantity of household goods and effects;
  - (3) Mileage at the rate currently in the IRS guidelines for relocation expenses, or actual receipted fuel expenses;
  - (4) Transportation costs by common carrier for the employee, spouse or domestic partner, and each of the employee's dependents who reside within the same household;
  - (5) Tolls for bridges, highways and ferries;
  - (6) Upon submission of actual receipted expenses, a reasonable per diem will be provided for lodging and meals while en route to Juneau. Upon arrival in Juneau, the employee may continue to claim per diem for lodging while seeking permanent housing. Per diem for lodging will end when permanent housing is secured or at the end of 15 days from the date of arrival at Juneau whichever comes first;
  - (7) Other expenses directly related to relocation and specifically authorized by the City Manager.
- (c) Expenses incurred prior to a finalized relocation agreement will not be reimbursed. (*Res. No. 1670, 1993; 2339, 2005; 2370, 2006; 2622, 2012; 2740, 2016*)

### **18 PR 065. Police Certification Pay.**

- (a) Juneau Police Department employees who submit evidence of receiving an Alaska Police Standards Council intermediate or advanced police certificate shall receive a pay enhancement

upon application to the employer and effective on the first day of the pay period immediately following approval by the employer.

(1) Intermediate police certification: Juneau police department employees who are approved for an intermediate police certification pay enhance shall receive a two percent (2%) pay enhancement above the rate of pay in the pay schedule in 18 PR 005.

(2) Advanced police certification: Juneau police department employees who are approved for an advanced police certification pay enhance shall receive a three percent (3%) pay enhancement above the rate of pay in the pay schedule in 18 PR 005. An employee who is eligible for the Advanced police certification pay enhancement shall not be eligible for the Intermediate police certification pay enhancement. (*Res. No. 3000, 2022*)

### **18 PR 070. Sign-on Bonus.**

(a) The City Manager may authorize a sign-on bonus for a new employee starting in a difficult to fill position under the following conditions:

- (1) The City Manager and the employee sign a written agreement specifying the sign-on bonus amount and payment schedule and requiring pro-rated repayment according to the schedule set forth in this section if the employee voluntarily ends service in less than 2, 3, or 4 years. Any amount not repaid may be deducted from the employee's final paycheck or otherwise lawfully collected.
- (2) If the sign-on period is 4 years, the repayment schedule is:
  - (i) 100% if service is less than 12 months;
  - (ii) 75% if service is 12 months or greater but less than 24 months;
  - (iii) 50% if service is 24 months or greater but less than 36 months;
  - (iv) 25% if service is 36 months or greater but less than 48 months.
- (3) If the sign-on period is 3 years, the repayment schedule is:
  - (i) 100% if service is less than 12 months;
  - (ii) 66% if service is 12 months or greater but less than 24 months;
  - (iii) 33% if service is 24 months or greater but less than 36 months;
- (4) If the sign-on period is 2 years, the repayment schedule is:
  - (i) 100% if service is less than 6 months;
  - (ii) 75% if service is 6 months or greater but less than 12 months;
  - (iii) 50% if service is 12 months or greater but less than 18 months;
  - (iv) 25% if service is 18 months or greater but less than 24 months.

- (5) The maximum amount established in the sign-on bonus agreement may not exceed \$40,000. The sign-on bonus amount may be paid in multiple payments on a schedule determined by the City Manager.
- (6) The City Manager shall determine whether a position is difficult to fill, the dollar amount of the sign-on bonus, the payment schedule, and the repayment period. The City Manager shall consider factors such as the current labor market, history of recruitment difficulties, rate of pay for the position, and the number of applicants in making this determination.
- (7) A new employee shall only be eligible for a sign-on bonus if they have not worked for the City and Borough of Juneau for a period of at least one year prior to the start of employment. (*Res. 3020, 2023*)

### **18 PR 075. Deferred Compensation Employee Benefit.**

The CBJ offers a Deferred Compensation plan under IRC Section 457(b), under which payment of compensation may be deferred, to all eligible employees. Additionally, the CBJ offers a deferred compensation employer matching contribution for employees enrolled in the State of Alaska Public Employees Retirement System (PERS) Tier 4 Defined Contribution Retirement plan. The intent of the benefit is to match \$1.00 in an employer funded 401(a) plan account for every \$2.00 of employee contribution into a 457(b) plan account in a manner that grows with the employee's total length of service with the CBJ. This benefit is subject to yearly Assembly appropriation.

(a) The CBJ provides an escalating employer match into a separate 401(a) retirement account to an employee contribution into the CBJ deferred compensation plan based on years of service, as follows:

<b>Years of Service</b>	<b>Voluntary 457(b) Employee Contribution Eligible for Employer Match</b>	<b>Employer 50% Matching Contribution to 401(a)</b>
0 – 1.99 years	up to 2% of wages	up to 1% match
2 – 4.99 years	up to 4% of wages	up to 2% match
5 – 9.99 years	up to 6% of wages	up to 3% match
10 years and longer	up to 8% of wages	up to 4% match

(b) Vesting for the employer match is as follows based on years of service after the start of the match plan:

1. 20% after 1 year
2. 40% after 2 years
3. 60% after 3 years
4. 80% after 4 years
5. 100% after 5 years

6. Those who reach the age of fifty-nine and a half (59 and ½) will automatically be vested at 100% regardless of years of service.
7. If a rehired CBJ employee previously cashed out their 401(a) matching account, their vesting time will be restarted with reemployment.

(c) Everyone has a unique tax situation and employees should consult their tax professional for advice about the tax implications of this benefit.

(d) The employee contribution to the deferred compensation plan and the employer match are subject to annual contribution limits as outlined by the Internal Revenue Service (IRS). At the end of each calendar year, the CBJ may audit matching employer payments to ensure that the employee achieves the appropriate matching contribution for the calendar year.

(e) CBJ employees who are in the State of Alaska PERS Defined Benefit Retirement plans (Tiers 1, 2, and 3) are eligible to participate in the CBJ deferred compensation plan without the employer matching contributions outlined in this section. (*Res. 3067, 3028, 2023*)



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE  
550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

April 29, 2025

From: [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) ; [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)

Licensee: Shayz, LLC

DBA: Squirez

VIA email: [kelliprathery@yahoo.com](mailto:kelliprathery@yahoo.com)

CC: None

Local Government 1: City and Borough of Juneau

Local Government 2:

Via Email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov); [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov)

Re: Beverage Dispensary License #1081 Combined 2025-2026 Renewal Notice

License Number:	#1081
License Type:	Beverage Dispensary License
Licensee:	Shayz, LLC
Doing Business As:	Squirez
Physical Address:	11806 Glacier Hwy Juneau, AK 99801
Designated Licensee:	Shayz, LLC
Phone Number:	(907) 723-2476; (907) 979-8619
Email Address:	<a href="mailto:kelliprathery@yahoo.com">kelliprathery@yahoo.com</a>

☒ License Renewal Application

☐ Endorsement Renewal Application

**Dear Licensee:**

Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(ies), your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(ies) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **June 24<sup>th</sup>, 2025** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) email address if you have any questions.

**Dear Local Government:**

We have received completed renewal applications for the above listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsement, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had reasonable opportunity to defend the application before the meeting of the local governing body.

If you have any questions, please email [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov).

**Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)**

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body.

If you have any questions, please email [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov)

Sincerely,  
Kyle Helie, Licensing Examiner II  
For  
Kevin Richard, Director





Alaska Alcoholic Beverage Control Board

## Form AB-01: Transfer License Application

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review **Title 04 of Alaska Statutes** and **Chapter 305 of the Alaska Administrative Code**. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, 3 AAC 305.045 and 3 AAC 305.060.

This form must be completed and submitted to AMCO's Anchorage office, along with all other required forms and documents before any license application will be considered complete.

### Section 1 – Transferor Information

Enter information for the **current** licensee and licensed establishment.

Licensee:	MSE, LLC	License #:	674		
License Type:	BDL	Statutory Reference:	AS 04.11.280		
Doing Business As:	The Lucky Lady Pub				
Premises Address:	192 S Franklin St.				
City:	Juneau	State:	AK	ZIP:	99801
Local Governing Body/Bodies:	City and Bureau of Juneau				

Transfer Type:

- ☒ Regular transfer
- ☐ Transfer with security interest
- ☐ Involuntary retransfer
- ☐ Controlling interest transfer
- ☐ Location transfer

OFFICE USE ONLY			
Complete Date:		Transaction #:	
Board Meeting Date:		License Years:	
Issue Date:		Examiner:	



## Alaska Alcoholic Beverage Control Board

## Form AB-01: Transfer License Application

## Section 2 – Transferee Information

Enter information for the **new** applicant and/or location seeking to be licensed.

Licensee:	192 Franklin LLC				
Doing Business As:	The Lucky Lady Pub				
Premises Address:	192 S Franklin St.				
City:	Juneau	State:	AK	ZIP:	99801
Community Council, (If applicable):					

Mailing Address:	3351 Douglas Hwy				
City:	Juneau	State:	AK	ZIP:	99801
Email:	jake.a.haas@gmail.com	Phone:	503-545-6475		

Designated Licensee:	Jake Haas			
Contact Phone:	503-545-6475	Business Phone:		
Contact Email:	jake.a.haas@gmail.com			

Seasonal License? ☐ Yes ☒ No ☐ If "Yes", write your six-month operating period: \_\_\_\_\_

## Section 3 – Premises Information

Premises to be licensed is:

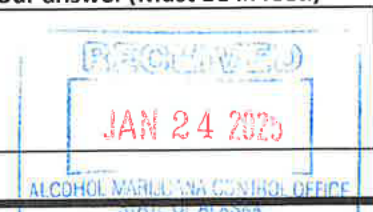
☒ an existing facility ☐ a new building ☐ a proposed buildingThe next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer (Must be in feet).

4,290 feet

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer (Must be in feet.)

1,297 feet





## Alaska Alcoholic Beverage Control Board

## Form AB-01: Transfer License Application

## Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:		Phone:			

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	
Email:		Phone:			

## Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.

If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the application shall be executed by an authorized officer of the Corporation. Information must be completed below for each **stockholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a limited liability organization, whether manager managed or member managed, the following information must be completed for each **member with an ownership interest of 10% or more** and for each **manager regardless of ownership share**.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.
- For any entity, identify all affiliates for your organization as defined at 3 AAC 305.950.

Entity Official:	Jake Haas				
Title(s):	Manager, Member	Phone:	503-545-6475	% Owned:	50
Address:	3351 Douglas Hwy				
City:	Juneau	State:	AK	ZIP:	99801
Email:	jake.a.haas@gmail.com	Phone:	503-545-6475		



## Alaska Alcoholic Beverage Control Board

**Form AB-01: Transfer License Application**

Entity Official:	Blake Rider				
Title(s):	Manager, Member	Phone:	907-723-3442	% Owned:	50
Address:	4475 N Douglas Hwy				
City:	Juneau	State:	AK	ZIP:	99801
Email:	rider.bs@gmail.com	Phone:	907-723-3442		

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	
Email:		Phone:			

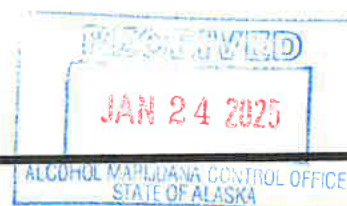
Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	
Email:		Phone:			

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC). The registered agent is either an individual resident of the state or domestic corporation authorized to transact business in the state and whose business office is the same as the registered office.

CBPL Entity #:	10285583	AK Formed Date:	9/22/2024	Home State:	AK
Registered Agent:	Jake Haas	Agent's Phone:	503-545-6475		
Agent's Mailing Address:	3351 Douglas Hwy				
City:	Juneau	State:	AK	ZIP:	99801
Email:	jake.a.haas@gmail.com	Phone:	503-545-6475		

Residency of Agent: Yes ☐ No ☒

Does your registered agent satisfy the requirement of AS 04.11.430?

☒ ☐



Alaska Alcoholic Beverage Control Board

## Form AB-01: Transfer License Application

### Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

☒☐

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Jake Haas and Blake Rider are both owners of AK Grizzly Bar, Juneau AK. BDL, license #772

### Section 7 – Authorization

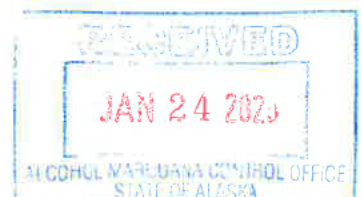
Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐☒

If "Yes", disclose the name of the individual and the reason for this authorization:





**Will the license or permit embrace the entire premises address?** No

## Premises Diagram

- AB-02.pdf

## Other licenses involvement

From 1/2025 paper transfer app: Jake Haas and Blake Rider are both owners of AK Grizzly Bar, Juneau, AK. BDL, license #772.

## Financial Interest

I hereby certify that no person other than a proposed licensee listed on the liquor license application has a direct or indirect financial interest, as defined in AS 04.11.450(f) in the business for which a liquor license is being applied for.

I hereby certify that any ownership change shall be reported to the board as required under AS 04.11.040, AS 04.11.045, AS 04.11.050, and AS 04.11.055.

# Public Notice Posting Attestation and Publishers Affidavit

**Have you posted your application at both required locations for ten consecutive days?** Yes

<p><b>What was the other conspicuous location of your post? (Please include the full address)</b></p>	<p>From 1/2025 paper transfer app: Juneau Foodland IGA</p>
---	--

<b>What was the first day you posted your application?</b>	01/03/2025
--	------------

I attest that I have met the public posting notice requirement set forth under AS 04.11.310 by posting a copy of my application for the 10-day period at the location of the proposed licensed premises and at another conspicuous location in the area of the proposed premises as listed in this application.

I hereby attest that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of **Community,  
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

Section K, Item 18.

May 27, 2025

**City and Borough of Juneau**

Attn: Diane Cathcart

VIA Email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov) ; [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov); [mcb\\_notice@juneau.org](mailto:mcb_notice@juneau.org)

<b>License Number:</b>	10270
<b>License Type:</b>	Standard Marijuana Cultivation Facility
<b>Physical Address:</b>	2315 Industrial BLVD Suite A Juneau, AK 99801

<b>Transferor:</b>	Top Hat, Inc
<b>Doing Business As:</b>	Top Hat (see ownership breakdown below)
<b>Designated Licensee:</b>	Lacy Wilcox
<b>Phone Number:</b>	907-419-0961
<b>Email Address:</b>	<a href="mailto:Lacy@thcalaska.com">Lacy@thcalaska.com</a>

<b>Transferee:</b>	Top Hat, Inc
<b>Doing Business As:</b>	Top Hat (see ownership breakdown below)
<b>Designated Licensee:</b>	Benjamin Wilcox
<b>Phone Number:</b>	907-419-0961
<b>Email Address:</b>	<a href="mailto:kpcrocker@gmail.com">kpcrocker@gmail.com</a>

☐ **Transfer of Ownership Application**

☒ **Transfer of Controlling Interest**

**Current Structure: Benjamin Wilcox 36.25%, James Koeneman 11%, John Nemeth 36.25%, Kevin Doyle 5.50%, Lacy Wilcox 0%, Naomi Hamb 11% .**

**New Structure: Naomi Hamb 14.68%, James Koeneman 14.68%, Kevin Doyle 14.68%, Lacy Wilcox 0%, Benjamin Wilcox 55.96%.**

AMCO has received a complete application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.045(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice and provide AMCO proof of service of the protest upon the applicant. If the protest is a "conditional protest" as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the transfer, but require the applicant to show to the board's satisfaction that the requirements of the local government have been met before the director issues the license.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a marijuana establishment license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our **June 25<sup>th</sup> and 26<sup>th</sup> , 2025, meeting.**

Sincerely,

A handwritten signature in black ink, appearing to read 'KR', with a horizontal line extending to the right.

Kevin Richard, Director

[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)





THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of **Community,  
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

Section K, Item 18.

May 27, 2025

**City and Borough of Juneau**

Attn: Diane Cathcart

VIA Email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov) ; [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov); [mcb\\_notice@juneau.org](mailto:mcb_notice@juneau.org)

<b>License Number:</b>	10271
<b>License Type:</b>	Marijuana Product Manufacturing Facility
<b>Physical Address:</b>	2315 Industrial Blvd Suite B Juneau, AK 99801

<b>Transferor:</b>	Top Hat Concentrates, Inc
<b>Doing Business As:</b>	Top Hat Concentrates (see ownership breakdown below)
<b>Designated Licensee:</b>	Lacy Wilcox
<b>Phone Number:</b>	907-419-0961
<b>Email Address:</b>	<a href="mailto:Lacy@thcalaska.com">Lacy@thcalaska.com</a>

<b>Transferee:</b>	Top Hat Concentrates, Inc
<b>Doing Business As:</b>	Top Hat Concentrates (see ownership breakdown below)
<b>Designated Licensee:</b>	Benjamin Wilcox
<b>Phone Number:</b>	907-419-0961
<b>Email Address:</b>	<a href="mailto:Lacy@thcalaska.com">Lacy@thcalaska.com</a>

☐ **Transfer of Ownership Application**

☒ **Transfer of Controlling Interest**

**Current Structure: Benjamin Wilcox 36.25%, James Koeneman 11%, John Nemeth 36.25%, Kevin Doyle 5.50%, Lacy Wilcox 0%, Naomi Hamb 11% .**

**New Structure: Naomi Hamb 14.68%, James Koeneman 14.68%, Kevin Doyle 14.68%, Lacy Wilcox 0%, Benjamin Wilcox 55.96%.**

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3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a marijuana establishment license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our **June 25<sup>th</sup> and 26<sup>th</sup> , 2025, meeting.**

Sincerely,

A handwritten signature in black ink, appearing to read 'KR', with a horizontal line extending to the right.

Kevin Richard, Director

[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)



THE STATE  
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GOVERNOR MIKE DUNLEAVY

Department of **Community,  
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

Section K, Item 18.

May 22, 2025

**City and Borough of Juneau**

Attn: Diane Cathcart

VIA Email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov); [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov); [mcb\\_notice@juneau.org](mailto:mcb_notice@juneau.org)

<b>License Number:</b>	13217
<b>License Type:</b>	Retail Marijuana Store
<b>Physical Address:</b>	8505 Old Dairy Road Suite 1 Juneau, Alaska 99801

<b>Transferor:</b>	ForgetMeNot Enterprises, Inc
<b>Doing Business As:</b>	Glacier Valley Shop (see ownership breakdown below)
<b>Designated Licensee:</b>	Norvin Perez
<b>Phone Number:</b>	907-796-9532
<b>Email Address:</b>	<a href="mailto:Info@forgetmenotak.com">Info@forgetmenotak.com</a>

<b>Transferee:</b>	Prestige WorldWide MGMT LLC
<b>Doing Business As:</b>	Glacier Valley Shop (see ownership breakdown below)
<b>Designated Licensee:</b>	Joshua Gonzalez
<b>Phone Number:</b>	907-713-5776
<b>Email Address:</b>	<a href="mailto:jcapital@gmail.com">jcapital@gmail.com</a>

☒ **Transfer of Ownership Application**

☐ **Transfer of Controlling Interest**

**Current Structure: VC Enterprises, LLC, Norvin Perez 100%**

**New Structure: Joshua Gonzalez 100%**

AMCO has received a complete application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.045(c)(2). Application documents will be sent to you separately via ZendTo.

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This application will be in front of the Marijuana Control Board at our **June 25<sup>th</sup> – 26<sup>th</sup> , 2025, meeting.**

Sincerely,

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Kevin Richard, Director

[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)



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Department of **Community,  
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ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

Section K, Item 18.

May 23, 2025

**City and Borough of Juneau**

Attn: Diane Cathcart

VIA Email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov); [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov); [mcb\\_notice@juneau.org](mailto:mcb_notice@juneau.org)

<b>License Number:</b>	13221
<b>License Type:</b>	Standard Marijuana Cultivation Facility
<b>Physical Address:</b>	8505 Old Dairy Road Suite 2 Juneau, Alaska 99801

<b>Transferor:</b>	ForgetMeNot Enterprises, Inc
<b>Doing Business As:</b>	Glacier Valley Enterprises (see ownership breakdown below)
<b>Designated Licensee:</b>	Norvin Perez
<b>Phone Number:</b>	907-796-9532
<b>Email Address:</b>	<a href="mailto:Info@forgetmenotak.com">Info@forgetmenotak.com</a>

<b>Transferee:</b>	Prestige WorldWide MGMT LLC
<b>Doing Business As:</b>	Glacier Valley Enterprises (see ownership breakdown below)
<b>Designated Licensee:</b>	Joshua Gonzales
<b>Phone Number:</b>	907-713-5776
<b>Email Address:</b>	<a href="mailto:jcapital@gmail.com">jcapital@gmail.com</a>

☒ **Transfer of Ownership Application**

☐ **Transfer of Controlling Interest**

**Current Structure: VC Enterprises, LLC, Norvin Perez 100%**

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Kevin Richard, Director

[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)



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Section K, Item 18.

May 23, 2025

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VIA Email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov); [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov); [mcb\\_notice@juneau.org](mailto:mcb_notice@juneau.org)

<b>License Number:</b>	13222
<b>License Type:</b>	Marijuana Product Manufacturing Facility
<b>Physical Address:</b>	8505 Old Dairy Road Suite 3 Juneau, Alaska 99801

<b>Transferor:</b>	ForgetMeNot Enterprises, Inc
<b>Doing Business As:</b>	Southeast Essentials (see ownership breakdown below)
<b>Designated Licensee:</b>	Norvin Perez
<b>Phone Number:</b>	907-796-9532
<b>Email Address:</b>	<a href="mailto:Info@forgetmenotak.com">Info@forgetmenotak.com</a>

<b>Transferee:</b>	Prestige WorldWide MGMT LLC
<b>Doing Business As:</b>	SOUTHEAST ESSENTIALS (see ownership breakdown below)
<b>Designated Licensee:</b>	Joshua Gonzales
<b>Phone Number:</b>	907-713-5776
<b>Email Address:</b>	<a href="mailto:jcapital@gmail.com">jcapital@gmail.com</a>

☒ **Transfer of Ownership Application**

☐ **Transfer of Controlling Interest**

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Sincerely,

A handwritten signature in black ink, appearing to read 'KR', with a horizontal line extending from the end.

Kevin Richard, Director

[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)



# MEMORANDUM

CITY/BOROUGH OF JUNEAU

155 HERITAGE WAY, JUNEAU, ALASKA 99801

## FAXED MEMORANDUM

TO: Renee' Loree  
CBJ Purchasing Officer

FROM: *Matthew Creswell* Acting Port Director  
Carl Uchytel  
Port Director

SUBJ: POSTING NOTICE OF BIDS  
*Taku Harbor Improvements*  
Contract No. DH25-021

Date: May 28, 2025

This memo is to post a notice of the results of the bid opening on May 28, 2025, for the subject project. Two (2) bids were received. The responsive bidders and their total bids are as follows:

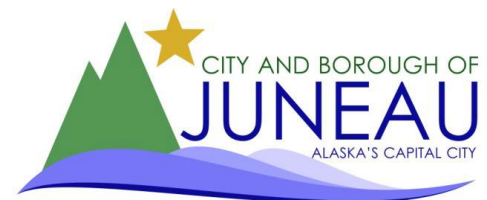
BIDDERS	TOTAL BID
<b><i>Trucano Construction Company</i></b>	<b><i>\$930,330.00</i></b>
Duwamish Services, LLC	\$2,711,320.00
<i>Engineer's Estimate</i>	<i>\$1,295,400.00</i>

The apparent low bidder is ***Trucano Construction Company***. Recommendation to award the Total Bid in the amount of \$930,330.00 will be forwarded to the CBJ Assembly for approval at the Regular Assembly Meeting on June 9, 2025.

This notice begins the protest period per Purchasing Code 53.50.062. Protests will be executed in accordance with CBJ Ordinance 53.50.062 "Protests", and 53.50.080 "Administration of Protest." The CBJ Purchasing Code is available online at: <http://www.juneau.org/law> or from the CBJ Purchasing Division at (907) 586-5258.

The apparent low bidder has until **4:30 p.m. on** June 4, 2025, to submit the Subcontractor Report, Section 00360 to the Engineering Department Contracts Office. The Subcontractor Report must be submitted even if there are no subcontractors planned for the job.

c. Bidders  
Matthew Sill, CBJ Port Engineer



**BID SUMMARY**

Reviewed by:

Susan Settje

Certified by: Matthew Sill

Taku Harbor Improvements Contract No.     DH25-023				Engineer's Estimate		Duwamish Services, LLC 7421 5th Ave South Seattle, WA 98108		Trucano Construction Company 3560 North douglas Hwy Juneau, AK 99801	
BID Opening Date 05/28/2025									
PAY ITEM	PAY ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1505.1	Mobilization	LS	All Req'd	Lump Sum	\$     213,400.00	Lump Sum	\$    1,349,000.00	Lump Sum	\$   202,400.00
2060.1	Demolition and Disposal	LS	All Req'd	Lump Sum	\$     150,000.00	Lump Sum	\$     178,900.00	Lump Sum	\$     95,000.00
2702.1	Construction Surveying	LS	All Req'd	Lump Sum	\$      25,000.00	Lump Sum	\$      79,105.00	Lump Sum	\$    16,600.00
2718.1	Signage	LS	All Req'd	Lump Sum	\$       5,000.00	Lump Sum	\$       5,920.00	Lump Sum	\$       900.00
2882.1	Protected Species Work Suspension	HR	5	\$       2,000.00	\$    10,000.00	\$       2,300.00	\$    11,500.00	\$       750.00	\$    3,750.00
2882.2	Protected Species Observation	LS	All Req'd	Lump Sum	\$     12,000.00	Lump Sum	\$     23,700.00	Lump Sum	\$    22,500.00
2892.1	Kiosk Extension	LS	All Req'd	Lump Sum	\$      7,500.00	Lump Sum	\$     14,250.00	Lump Sum	\$     5,500.00
2894.1	Aluminum Gangway, 6' x 80'	LS	All Req'd	Lump Sum	\$    160,000.00	Lump Sum	\$   126,800.00	Lump Sum	\$   100,500.00
2894.2	Aluminum Catwalk, 6' x 100'	EA	2	\$    240,000.00	\$   480,000.00	\$    148,000.00	\$   296,000.00	\$   112,750.00	\$   225,500.00
2895.1	External Pile Hoop and Transient Float Decking	LS	All Req'd	Lump Sum	\$     20,000.00	Lump Sum	\$     53,175.00	Lump Sum	\$    28,280.00
2896.1	Vertical Pile, 12.75" dia. x 0.500" thick	EA	4	\$     20,000.00	\$     80,000.00	\$     47,080.00	\$    188,320.00	\$    20,000.00	\$     80,000.00
2896.2	Pile Cross Bracing	LS	All Req'd	Lump Sum	\$     50,000.00	Lump Sum	\$     77,300.00	Lump Sum	\$    28,800.00
2896.3	Pile Caps	EA	2	\$     25,000.00	\$     50,000.00	\$     49,500.00	\$     99,000.00	\$     25,100.00	\$    50,200.00
2896.4	Salvage and Reinstall Existing Transient Float	LS	All Req'd	Lump Sum	\$      7,500.00	Lump Sum	\$     26,250.00	Lump Sum	\$    10,200.00
2897.1	Supply Floatation Billet	EA	10	\$       500.00	\$     5,000.00	\$       800.00	\$     8,000.00	\$       600.00	\$     6,000.00
2897.2	Install Floatation Billet	EA	10	\$     1,000.00	\$    10,000.00	\$     3,350.00	\$    33,500.00	\$     3,100.00	\$    31,000.00
3301.1	Concrete Abutment Slab	LS	All Req'd	Lump Sum	\$     10,000.00	Lump Sum	\$    140,600.00	Lump Sum	\$    23,200.00
	Base Bid Total				\$    1,295,400.00		\$2,711,320.00		\$930,330.00

Presented by: The Manager  
Introduced: June 09, 2025  
Drafted by: Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU,  
ALASKA

SERIAL NUMBER T-2518

It is hereby ordered by the Assembly of the City and Borough of Juneau,  
Alaska, that \$114,199 be transferred:

From: CIP

P41-101	Savikko Park Improvements	\$ (114,199)
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To: CIP

P41-110	Sports Field Resurfacing and Repairs	\$ 114,199
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The \$114,199 consists of:

General Sales Tax	\$ 114,199
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Moved and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Katie Koester, City Manager

Attest:

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

Presented by: The Manager  
Introduced: June 9, 2025  
Drafted by: Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU,  
ALASKA

SERIAL NUMBER T-2519

It is hereby ordered by the Assembly of the City and Borough of Juneau,  
Alaska, that \$395,948 be transferred:

From: CIP

B55-088	Emergency Department Emergency Records Update	\$ (395,948)
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To: CIP

B55-083	Emergency Department Addition	\$ 395,948
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The \$395,948 consists of:

Hospital Revenue Bond Proceeds	\$ 395,948
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Moved and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Katie Koester, City Manager

Attest:

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

Presented by: The Manager  
Introduced: June 09, 2025  
Drafted by: Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU,  
ALASKA

SERIAL NUMBER T-2520

It is hereby ordered by the Assembly of the City and Borough of Juneau,  
Alaska, that \$45,000 be transferred:

From: CIP

A50-102	Terminal Construction	\$	(45,000)
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To: CIP

A50-104	Ramp Improvements & RON	\$	45,000
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The \$45,000 consists of:

Airport Funds	\$	45,000
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Moved and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Attest:

Katie Koester, City Manager

Elizabeth J. McEwen, Municipal Clerk

Presented by: The City Manager  
Introduced: April 5, 2025  
Drafted by: Engineering & Public Works Department

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

**Serial No. 3090(b)**

**A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2026 through 2031, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2026.**

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 2026 through Fiscal Year 2030, and has determined the capital improvement project priorities for Fiscal Year 2026.

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 2026-2031," dated June 1, 2025, 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 2026 - 2031," are pending capital improvement projects to be undertaken in FY26:

**FISCAL YEAR 2026  
GENERAL SALES TAX IMPROVEMENTS**

<b>DEPARTMENT</b>	<b>PROJECT</b>	<b>FY26 BUDGET</b>
Eaglecrest	Deferred Maintenance /Mountain Operations Improvements	\$ 576,000
Manager's Office	Emergency Services Grant Coordination	100,000
Manager's Office	Zero Waste	100,000
P& R - Facilities Maintenance	Deferred Building Maintenance	1,265,000
P& R - Facilities Maintenance / CCFR	Juneau Fire Station Mechanical System Replacement - Kitchen/Dayroom Remodel	100,000
Parks & Recreation	Park & Playground Deferred Maintenance and Repairs	325,000
Parks & Recreation	Trail Improvements	250,000
Parks & Recreation	Sports Field Resurfacing & Repairs	300,000
Parks & Recreation	OHV Park and Trails	50,000
Community Development	Comprehensive Plan Update	482,700
Manager's Office	Outburst Flooding Improvements and Agency Coordination	100,000
<b>General Sales Tax Improvements Total</b>		<b>\$ 3,648,700</b>

**FISCAL YEAR 2026  
AREAWIDE STREET SALES TAX PRIORITIES**

<b>DEPARTMENT</b>	<b>PROJECT</b>	<b>FY26 BUDGET</b>
Street Maintenance	Pavement Management	\$ 1,212,000
Street Maintenance	Sidewalk & Stairway Repairs	200,000
Street Maintenance	Areawide Drainage Improvements	200,000
Street Maintenance	Gold Creek Flume Repairs	600,000
Street Maintenance	Dudley Street Improvements	3,400,000
<i>Wastewater Utility</i>	<i>Dudley Street Sewer Infrastructure</i>	<i>103,000</i>
Street Maintenance	North Franklin (2nd to 6th)	2,700,000
<i>Wastewater Utility</i>	<i>North Franklin Sewer Infrastructure</i>	<i>335,000</i>
Street Maintenance	Nowell Ave Reconstruction	1,600,000
<i>Water Utility</i>	<i>Nowell Ave Water Infrastructure</i>	<i>300,000</i>
<i>Wastewater Utility</i>	<i>Nowell Ave Sewer Infrastructure</i>	<i>100,000</i>
Capital Transit	FTA Grant Match & Infrastructure Repairs - Bus Barn Sprinkler Upgrades, Garage Doors, Charging Infrastructure, Security & Safety Upgrades.	620,000
Capital Transit	New Transit Maintenance Shop Building Planning	50,000
Manager's Office	Juneau Douglas North Crossing (JDNC)	250,000
Manager's Office	Zero Waste	50,000
<b>Areawide Street Sales Tax Priorities Total</b>		<b>\$ 11,720,000</b>

FISCAL YEAR 2026  
TEMPORARY 1% SALES TAX PRIORITIES  
Voter Approved Sales Tax 10/01/23 - 09/30/28

DEPARTMENT	PROJECT	FY26 BUDGET
P& R - Facilities Maintenance / CCFR	Juneau Fire Station Mechanical System Replacement	\$ 2,350,000
P& R - Facilities Maintenance	Floyd Dryden and Marie Drake	2,160,000
Manager's Office	Affordable Housing Fund	1,000,000 *
Manager's Office	Childcare Funding	1,000,000 *
Parks and Recreation	Valley Parks Shop Equip Building	800,000
Parks and Recreation	Paving Repairs	200,000
School District	JSD Buildings Facility Maintenance	1,000,000
Manager's Office	Aak'w Village District Parking (North SOB Parking)	1,150,000
Lands / Manger's Office	Telephone Hill Redevelopment	500,000
Manager's Office	Public Safety Communication Radio Infrastructure	1,500,000
Manager's Office	Information Technology	750,000
Harbors	Aurora Harbor	400,000
Lands / Manger's Office	Pederson Hill Development	1,850,000
Temporary 1% Sales Tax Priorities Total		<u>\$ 14,660,000</u>

\* denotes Operating Budget Funding

FISCAL YEAR 2026  
MARINE PASSENGER FEE PRIORITIES

DEPARTMENT	PROJECT	FY26 BUDGET
Wastewater Utility	Wastewater System Upgrades	\$ 2,000,000
Marine Passenger Fee Priorities Total		<u>\$ 2,000,000</u>

FISCAL YEAR 2026  
PORT DEVELOPMENT FEE PRIORITIES

DEPARTMENT	PROJECT	FY26 BUDGET
Docks	Shore Power	\$ 3,000,000
Port Development Fee Priorities Total		<u>\$ 3,000,000</u>



**FISCAL YEAR 2026  
STATE MARINE PASSENGER FEE PRIORITIES**

DEPARTMENT	PROJECT	FY26 BUDGET
Parks & Recreation	Marine Park Improvements	\$ 2,500,000
Docks	Seawalk	2,000,000
Docks	Downtown Seawalk Cameras	1,000,000
Docks	Downtown Piling Inspection	200,000
Manager's Office	Public Wi-Fi	771,500
Manager's Office	Wayfinding Signage Improvements	50,000
Capital Transit	Covered Bus Stop at Mendenhall Loop Rd.	70,000
Wastewater Utility	Wastewater System Upgrades	1,000,000
Water Utility	Water System Upgrades	100,000
<b>State Marine Passenger Fee Priorities Total</b>		<b>\$ 7,691,500</b>

**FISCAL YEAR 2026  
BARTLETT HOSPITAL ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY26 BUDGET
Bartlett Hospital	Deferred Maintenance	\$ 3,000,000
<b>Bartlett Hospital Enterprise Fund Total</b>		<b>\$ 3,000,000</b>

**FISCAL YEAR 2026  
DOCKS AND HARBORS FUND**

DEPARTMENT	PROJECT	FY26 BUDGET
Harbors	Aurora Harbor Drive Down Float	\$ 2,800,000
Harbors	Statter Breakwater	600,000
Harbors	Secure Storage - Little Rock Dump	300,000
Docks	Statter Harbor Phase IIID - Curb, gutter and paving	500,000
<b>Docks and Harbors Fund Total</b>		<b>\$ 4,200,000</b>

**FISCAL YEAR 2026  
FACILITIES MAINTENANCE FUND**

DEPARTMENT	PROJECT	FY26 BUDGET
P& R - Facilities Maintenance	Floyd Dryden Deferred Maintenance	\$ 300,000
<b>Facilities Maintenance Fund Total</b>		<b>\$ 300,000</b>

**FISCAL YEAR 2026  
LANDS & RESOURCES FUND**

DEPARTMENT	PROJECT	FY26 BUDGET
Lands & Resources	Pits and Quarries Management, Infrastructure Maintenance and Expansion	\$ 100,000
Lands & Resources	Pederson Hill Development	400,000
Lands & Resources	Auke Bay Prop Devo and Disposal	250,000
P& R - Facilities Maintenance	Floyd Dryden Deferred Maintenance	722,000
<b>Lands &amp; Resources Fund Total</b>		<b>\$ 1,472,000</b>

**FISCAL YEAR 2026  
WASTEWATER ENTERPRISE FUND**

<b>DEPARTMENT</b>	<b>PROJECT</b>	<b>FY26 BUDGET</b>
Wastewater Utility	Franklin (2nd to 6th) Sewer Infrastructure	\$ 50,000
Wastewater Utility	Dudley Street Sewer Infrastructure	460,000
Wastewater Utility	JDPT SCADA and Instrumentation Upgrades	300,000
Wastewater Utility	Pavement Management Program - Utility Adjustments	33,000
Wastewater Utility	MWWTP SBR Waste Pumps Replacement	375,000
Wastewater Utility	JDTP Waste Pump Replacement	100,000
Wastewater Utility	MH SBR Foam Knockdown Sprays	50,000
Wastewater Utility	Flood Repairs - View Drive Lift Station	50,000
Wastewater Utility	Areawide Collections Systems Improvements - MH structures	350,000
Wastewater Utility	Areawide Collections Systems Improvements - Kiowa MH Structure	320,000
Wastewater Utility	MWWTP Improvements	2,500,000
<b>Wastewater Enterprise Fund Total</b>		<b>\$ 4,588,000</b>

**FISCAL YEAR 2026  
WATER ENTERPRISE FUND**

<b>DEPARTMENT</b>	<b>PROJECT</b>	<b>FY26 BUDGET</b>
Water Utility	Dudley Street Water Infrastructure	\$ 1,500,000
Water Utility	Vintage Boulevard and Clinton Drive Reconstruction	250,000
Water Utility	Pavement Management - Utility Adjustments	11,000
Water Utility	Potable Water Distribution Instrumentation	100,000
Water Utility	MOV Installations & Communications	150,000
Water Utility	North Franklin Water Infrastructure	515,000
Water Utility	Nowell Ave Water Infrastructure	85,000
Water Utility	Water Pipeline Condition Assessment	150,000
Water Utility	Fritz Cove / Mendenhall Peninsula Water Replacement	750,000
<b>Water Enterprise Fund Total</b>		<b>\$ 3,511,000</b>

**ORDINANCE 2025-01 CAPITAL PROJECTS FUNDING TOTAL** **\$ 57,791,200**

**ORDINANCE 2025-01 OPERATING BUDGET FUNDING TOTAL** **\$ 2,000,000 \***

(c) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2026-2031," are capital improvement projects identified as priorities proposed to be undertaken beginning in FY26, but are dependent on other unsecured funding sources. As the sources are secured, the funds will be appropriated:

FISCAL YEAR 2026  
AIRPORT UNSCHEDULED FUNDING

DEPARTMENT	PROJECT		
Airport	Acquire Snow Removal Equipment	\$	5,000,000
Airport	Construct 26 MALSR		6,700,000
Airport	Design E-1 Ramp		750,000
Airport	Channel Flying Property Acquisition		3,000,000
Airport	ADA Elevator Access Departure Lounge Ground Load Gate 6		2,500,000
Airport Unscheduled Funding Total		\$	17,950,000

FISCAL YEAR 2026  
UNSCHEDULED FUNDING

DEPARTMENT	PROJECT		
Capital Transit	FTA Grants - Bus Barn Electric Bus Charging Infrastructure, Security, Safety, Repairs and Upgrades	\$	4,860,000
Capital Transit	FTA Grant: - New Bus Maintenance Facility		200,000
Harbors	Aurora Harbor Drive Down Float		11,200,000
Harbors	Statter Harbor - Zinc Anodes - ADOT Harbor Grant		500,000
Harbors	Echo Cove Launch Float -Pittman Robertson Grant		200,000
Manager's Office	NOAA Transformation Habitat Restoration and Coastal Resilience Grant - Mendenhall River Glacial Outburst		1,500,000
Parks and Recreation	OHV Recreational Trails Program Grant		300,000
Parks and Recreation	LWCF GRANT - Savikko Park Restroom Replacement		600,000
Public Works	Upper Jordan Creek Sediment Control		5,000,000
Public Works	Highlands Storm Drainage Repairs		5,000,000
School District	JSD Renew American Schools Grant - HVAC Upgrades		3,000,000
Unscheduled Funding Total		\$	32,360,000

**Section 2. Fiscal Year 2026 Budget.** It is the intent of the Assembly that the capital improvement project budget allocations as set forth in the FY26 pending Capital Improvements List in Section 1(b), above, not already appropriated, shall become a part of the City and Borough's Fiscal Year 2026 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, 2025.

Attest:

Elizabeth J. McEwen, Municipal Clerk

Beth A. Weldon, Mayor

Presented by: The Manager  
Introduced: April 5, 2025  
Drafted by: Finance

Ordinance of the City and Borough of Juneau

Serial No. 2025-03(b)

**An Ordinance Establishing the Rate of Levy for Property Taxes  
for Calendar Year 2025 Based Upon the Proposed Budget for Fiscal Year 2026.**

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Rates of Levy. The following are the rates of levy on taxable property within the City and Borough of Juneau for the Calendar Year beginning January 1, 2025, based upon the proposed budget for Fiscal Year 2026 beginning July 1, 2025.

<u>Operation Mill Rate by Service Area</u>	<u>Millage</u>
Roaded Service Area	2.45
Fire Service Area	0.31
Areawide	6.40
<b>Operating Total</b>	<b>9.16</b>
<b>Debt Service</b>	<b>1.08</b>
<b>Total</b>	<b>10.24</b>

Section 3. Effective Date. This ordinance shall be effective immediately upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: April 5, 2025  
Drafted by: Finance

Ordinance of the City and Borough of Juneau

Serial No. 2025-01(b)

**An Ordinance Appropriating Funds from the Treasury  
for FY26 City and Borough Operations**

Section 1.     Classification. This ordinance is a non-code ordinance.

Section 2.     Estimated Funding Sources. The following amounts are the estimated funding sources for the City and Borough of Juneau, excluding the Juneau School District, for the fiscal year beginning July 1, 2025, and ending June 30, 2026. It is anticipated that these estimated funding sources will meet the appropriations set forth in Section 3 of this ordinance.

<b>ESTIMATED REVENUE:</b>	
State Support	\$ 15,299,300
Federal Support	4,415,900
Taxes	143,427,700
Charges for Services	204,423,800
Licenses, Permits, Fees	14,213,300
Fines and Forfeitures	385,300
Rentals and Leases	7,896,800
Investment & Interest Income	10,178,700
Sales	642,900
Other Revenue	2,021,600
<b>Total Revenue</b>	<b>402,905,300</b>
General Governmental Fund Balance Decrease	8,336,100
All Other Funds Fund Balance Decrease	9,603,700
Support From Other Funds	114,456,500
<b>Total Estimated Funding Sources</b>	<b>\$ 535,301,600</b>

Section 3. Appropriation. The following amounts are hereby appropriated for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

**APPROPRIATION:**

**General Governmental Funds:**

Mayor and Assembly	\$ 12,321,200
Administration:	
City Manager	4,199,600
City Clerk	971,800
Information Technology	4,849,800
Fire/Emergency Medical Services	15,424,400
Community Development	4,127,200
Finance	7,573,100
Human Resources	990,400
Law	2,722,200
Libraries	4,181,800
Parks and Recreation:	
Parks and Landscape	3,426,400
Administration and Recreation	5,875,900
Aquatics	3,063,900
Centennial Hall (Visitor Services)	708,700
Police	22,538,400
Public Works & Engineering:	
General Engineering	369,200
RecycleWorks	2,551,000
Streets	7,125,100
Transit	8,389,200
Support to Other Funds:	
School District	37,119,700
All Other Funds	1,863,600
Interdepartmental Charges	(6,888,800)
Capital Projects Indirect Cost Allocation	(650,000)
<b>Total</b>	<b>142,853,800</b>

**Special Revenue Funds:**

Sales Tax	1,545,400
Hotel Tax	86,100
Tobacco Excise Tax	77,200
Affordable Housing	302,500
Downtown Parking	1,057,200
Eaglecrest	6,318,300
Lands	1,985,100
Marine Passenger Fee	20,100
Port Development	20,100
Support to Other Funds	96,210,100
<b>Total</b>	<b>107,622,100</b>

<b>Debt Service Funds</b>	<b>9,608,800</b>
<b>Special Assessment Funds:</b>	
Special Assessment	137,400
Support To Other Funds	4,700
<b>Total</b>	<b>142,100</b>
<b>Jensen-Olson Arboretum</b>	<b>112,100</b>
<b>Enterprise:</b>	
Juneau International Airport	13,631,100
Bartlett Regional Hospital	152,881,500
Harbors	5,521,700
Docks	3,075,200
Water	4,962,000
Wastewater	14,776,400
Support to Other Funds	15,966,000
Interdepartmental Charges	(40,200)
<b>Total</b>	<b>210,773,700</b>
<b>Internal Service Funds:</b>	
Facilities Maintenance	4,767,100
Fleet and Equipment Reserve	11,090,800
Public Works Fleet Maintenance	2,743,800
Risk Management	37,793,500
Support to Other Funds	300,000
Interdepartmental Charges	(50,297,400)
<b>Total</b>	<b>6,397,800</b>
<b>Capital Projects:</b>	
Capital Projects	56,646,300
CIP Engineering	1,144,900
<b>Total</b>	<b>57,791,200</b>
<b>Total Appropriation</b>	<b>\$ 535,301,600</b>

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

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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



Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-01(b)(AY)

**An Ordinance Appropriating \$1,800,000 to the Manager for the Telephone Hill Redevelopment Capital Improvement Project and Transferring \$1,922,615 from the Pederson Hill Phase IB II Capital Improvement Project to the Telephone Hill Redevelopment Capital Improvement Project; Funding Provided by Lands Funds, General Funds, and Sales Tax Funds.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

WHEREAS, on March 21, 2023, Telephone Hill was conveyed from the State of Alaska to the City and Borough of Juneau (CBJ) for the CBJ to facilitate redevelopment of the property; and

WHEREAS, the Telephone Hill site consists of 4.2 acres which includes Telephone Hill Park, the Shoppers Lot, the Downtown Transit Center, and the Downtown Parking Garage, which are located on 1.7 acres of property. The site includes an additional 2.5 acres consisting of 13 residential units on 19 individual properties; and

WHEREAS, during the May 5, 2025 Committee of the Whole meeting, the Assembly directed staff to deliver Notices to Vacate to residents the week of May 19, 2025, mandating all residential units be vacated by no later than October 1, 2025; and

WHEREAS, during the May 5, 2025 Committee of the Whole meeting, the Assembly provided direction to fund Phase 1 of Telephone Hill redevelopment, which consists of demolition, site development, replating into four developable lots, and road construction, with project work commencing no earlier than October 1, 2025; and

WHEREAS, total project cost of redeveloping Telephone Hill is estimated at \$9 million, of which \$5.4 million will be secured with passage of this ordinance to fund Phase 1 of the project.

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$1,800,000 for the Telephone Hill Redevelopment Capital Improvement Project (D14-098).

**Section 3. Transfer of Appropriation.** It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that \$1,922,615 be transferred:

From: CIP

D14-103	Pederson Hill Phase IB II	(\$ 1,922,615)
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To: CIP

D14-098	Telephone Hill Redevelopment	\$ 1,922,615
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Section 4. Source of Funds.

Lands Funds	\$ 1,758,350
General Funds	\$ 1,000,000
General Sales Tax	\$ 964,265

Section 5. Effective Date. This ordinance shall become effective upon adoption.

Adopted this\_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

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Presented by: The Manager  
Presented: 05/19/2025  
Drafted by: Law Department

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2025-16**

**An Ordinance Amending the City and Borough Code Relating to the  
Historic Resources Advisory Committee.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Section.** CBJC 19.01.202, Definitions, is amended as follows:

**19.01.202 Definitions.**

Unless a different meaning is clearly intended, the following words and phrases shall have the meanings ascribed below whenever used in this title and shall supersede definitions of such words or phrases set forth in any technical code adopted under this title:

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*Historic building* means a structure which has been placed on or nominated for placement on the National Register of Historic Places; a contributing property within a designated historic district which has been placed on or nominated for placement on the National Register of Historic Places; a contributing property within a designated historic district which has been recognized by the state or the City and Borough; a property which has been declared architecturally significant by City and Borough historic building surveys; a property which possesses characteristics of nationally or locally recognized historic styles of architecture as

determined by the historic district advisory committee; or a locally designated or recognized historically significant structure.

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**Section 3. Amendment of Section.** CBJC 49.10.410, Historic resources advisory committee, is amended as follows.

**49.10.410 Historic resources advisory committee.**

- (a) *Establishment.* There is established the Juneau historic resources advisory committee.
- (b) *Membership.* The committee shall consist of seven ~~nine~~ members appointed by the assembly. Members shall be appointed for a term of three years. The assembly shall invite applications for membership from archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida people, and owners of locally recognized historic property, ~~people familiar with the operations and issues relating to the city museum, teachers,~~ and the general public.
- (c) *Officers.* The committee shall select its own officers.
- (d) *Meetings.* The committee shall meet on an as needed basis and at least four times annually ~~monthly~~.
- (e) *Staffing.* The community development ~~and library~~ departments ~~shall~~ may provide ~~such~~ staff support ~~and assistance as to~~ the committee at the director's ~~may~~ require discretion to the extent that capacity allows ~~funds are available~~. Community

development will maintain a system for HRAC for periodic and on-demand review sessions, ensuring that reviews and recommendations are made promptly.

(f) *Duties.* HRAC is an advisory, as-need committee. The duties of the committee ~~shall~~ include:

- (1) ~~Reviewing~~ and ~~making~~ recommendations about local projects that might affect properties identified in the local historic preservation plan;
- (2) ~~Reviewing~~ and ~~developing~~ nominations to the National Register of Historic Places for properties within the City and Borough;
- (3) Engage with property owners in the historic district, encourage participation in preservation activities, facilitate educational opportunities, and provide resources and guidance on best practices for maintaining historical integrity
- (4) Provide an annual report to the Assembly on its activities, including updates on the outreach to property owners in the historic district, preservation education opportunities offered, nominations made to the National Register of Historic Places, and projects reviewed.
- ~~(3)(5)~~ Cooperating and consulting with the assembly, the historic district commission, the community development department and the state historic commission on matters concerning historical districts and historic, prehistoric and archaeological preservation in the City and Borough;
- ~~(4)~~ ~~Reviewing and making recommendations about the collections, exhibitions, educational programs, long range plans, and other pertinent activities of the Juneau Douglas City Museum;~~

~~(5) Cooperating and consulting with the library department on matters concerning the Juneau Douglas City Museum; and~~

~~(6) Performing other actions which are necessary and proper to carry out the above duties.~~

**Section 4. Amendment of Section.** CBJC 69.10.005, Definitions, is amended as follows:

**69.10.005 Definitions.**

The following words, terms and phrases, when used in this chapter or in an applicable state statute, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning or they are, for the purpose of property taxation, defined differently in applicable law:

\*\*\*

*Historic property* means a structure which has been placed on or nominated for placement on the National Register of Historic Places; a contributing property within a designated historic district which has been placed on or nominated for placement on the National Register of Historic Places; a contributing property within a designated historic district which has been recognized by the state or the City and Borough; a property which has been declared architecturally significant by City and Borough historic building surveys; a property which possesses characteristics of nationally or locally recognized historic styles of architecture as determined by the City and Borough historic district advisory committee; or a locally designated or recognized historically significant structure.

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**Section 5. Amendment of Section.** CBJC 69.10.025, Repair and rehabilitation exemption qualification, is amended as follows:

**69.10.025 Repair and rehabilitation exemption qualification.**

(a) An exemption under subsection 69.10.020(6) or subsection 69.10.020(8) shall be in an amount equal to the value of qualifying work as defined and computed in accordance with this section. The exemptions shall be granted only if an application for the exemption is filed with the building official prior to final completion of the work permitted by an applicable building permit and the building official certifies that the work has been completed in accordance with applicable building codes. Applications for an exemption under subsection 69.10.020(6) shall be reviewed by the community development ~~department~~ director for determination as to whether the property is "historic property" as defined in subsection 69.10.005. The decision of the community development ~~department~~ director may be appealed to the planning commission. ~~The commission shall refer the matter to the historic district advisory committee for review and a recommendation before hearing the appeal.~~

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**Section 6. Repeal of Resolution.** Resolution Serial No. 1195, a resolution repealing and reenacting Resolution Serial No. 527 relating to the establishment of the Juneau Historic District Advisory Committee and the designation of the Assembly as the Juneau Historic District Commission, is repealed in its entirety and the Committee is dissolved.

**Section 6. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Beth A. Weldon, Mayor

Attest:

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



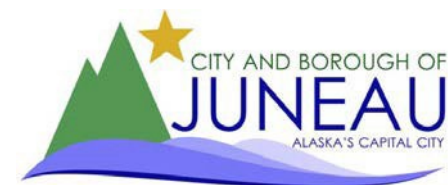
# MEMORANDUM

**DATE:** February 3, 2025

**TO:** Assembly

**FROM:** Law Department

**SUBJECT:** Ordinance 2025-04 Amending the Commercial Passenger Vehicles (CPV) Chapter and Repealing the CPV Regulations



155 Heritage Way  
One Sealaska Plaza  
Suite 202  
Juneau, AK 99801  
Phone: (907) 586-5242

Ordinance 2025-04 amends the CBJ code to be consistent with the Alaska state requirement that all regulations that contain a criminal or civil penalty provision be in ordinance form<sup>1</sup> and to consolidate all of the commercial passenger vehicle regulations into one CBJ code section for easier reference by the public and departments.

This ordinance copies all the information from the CPV regulations listed in CBJ Administrative Code Title 20, Chapter 40, and inserts it into the corresponding sections of CBJC 20.40.<sup>2</sup>

There are limited changes to the language already in the regulations, so the commercial passenger vehicles businesses should not see an interruption in permitting.

The main changes or additions to the code include amending:

- instances of the term “administrator” to “manager or manager designee” to be consistent throughout the code;
- CBJC 20.40.160(a)(3) Administrative sanctions and permit denials, to add an additional offense related to public safety: (h) Receiving 3 or more commercial passenger citations in the past 12 months;
- CBJC 20.40.210(a) to require the possession of a current state drivers license pursuant to State of Alaska law, rather than any state’s license;
- CBJC 20.40.310(a)(3) Marking standards, to include the requirement that the company name and current working phone number be on the back of the commercial vehicle in letters that are clearly readable and that each letter and number must be at least six inches high. In addition to the other marking standards, this ensures the public knows what company it is riding with and what number to call; and
- the insurance requirement language to “the holder must maintain commercial general liability insurance in an amount it deems reasonably sufficient to cover any suit that may be brought against the operator and in the amount as required by the manager” rather than a specific amount to allow insurance requirements to be lowered or raised when required, without having to amend the code. Current regulations have inconsistent and outdated insurance requirements.

<sup>1</sup> AS 29.25.070 Penalties, CBJC 01.60.110 Regulations, limitations.

<sup>2</sup> 20 CBJAC 40.100 – 595, CBJC 20.40 Commercial Passenger Vehicles.

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Presented by: The Manager  
Presented: 5/19/2025  
Drafted by: Law Department

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2025-04**

**An Ordinance Amending Chapter 20.40 Commercial Passenger Vehicles.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Chapter.** Chapter 20.40, Commercial Passenger Vehicles, is amended to read:

**ARTICLE I. ADMINISTRATIVE PROCEDURES**

**20.40.100 Reserved.**

**20.40.110 Purpose.**

- (a) The purpose of this chapter is to promote safe and convenient commercial passenger vehicle services, and to establish and enforce reasonable, clear, and consistent standards and procedures for regulating those services. The specific purposes of this chapter are to:
- (1) Encourage safe, convenient, and effective commercial passenger vehicle services;
  - (2) Establish standards for drivers, and operational standards for commercial passenger vehicles and commercial passenger vehicle businesses; and
  - (3) Authorize promulgation of regulations pursuant to CBJ 01.60 to implement this chapter.

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2 **20.40.120 Definitions.**

3       The following words, terms and phrases when used in this chapter, shall have the  
4 meanings ascribed to them in this section, except where the context clearly indicates a different  
5 meaning:

6       “*Bus*” means a commercial passenger vehicle designed to transport more than 15  
7 passengers, including the driver.

8       “*Certificate*” means a certificate of public convenience and necessity issued under this  
9 chapter.  
10

11       “*Commercial passenger vehicle*” means a vehicle, including a vehicle propelled solely by  
12 human or animal power, while in use, or marked or otherwise apparently available for use for  
13 the transportation of passengers for compensation, but not including courtesy vehicles, school  
14 buses operating exclusively under a contract to a school district; vehicles used by profit or  
15 nonprofit transportation providers solely for elderly or disabled persons and their attendants; or  
16 vehicles operated by or while engaged in providing services directly to the City and Borough,  
17 the state, or the federal government.  
18

19       “*Commercial passenger vehicle stop*” means a location established by the manager at  
20 which specified classes of commercial passenger vehicles are subject to specified privileges or  
21 limitations.

22       “*Compensation*” means a fee paid by a passenger directly or indirectly to a commercial  
23 passenger vehicle permittee, whether the payment is made at the time the service is rendered,  
24 or in the form of a monthly or other periodic payment. A tip or gratuity shall not be considered  
25 compensation provided that it is neither directly nor indirectly solicited and is neither an  
explicit nor implicit condition of transportation.

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2       “*Courtesy vehicle*” means a vehicle providing passenger transportation to patrons of a  
3 business as a regular amenity without direct compensation.

4       (a)     For purposes of this definition:

5               (1)     “*Business*” means a person whose primary commercial service is one or more  
6 of the following:

7                   (A)     Commercial lodging facilities, meaning a structure or portions of a  
8 structure occupied or intended or designed for occupancy by  
9 transients for dwelling, lodging, or sleeping purposes and includes  
10 any hotel, motel, inn, bed and breakfast, or similar structure.

11                  (B)     Tours or experiences, but not sightseeing in the vehicle;

12                  (C)     Automobile repair.

13               (2)     “*Patron*” means a member of the public purchasing a primary service of the  
14 business. Persons who are neither patrons nor employees of the business  
15 may not be transported in the courtesy vehicle.

16               (3)     “*Regular amenity*” means the passenger service is offered to all patrons for  
17 the purpose of rendering the primary service more attractive or convenient,  
18 but is not itself the primary purpose of the business and no separate charge  
19 is made to patrons for the amenity.

20       “*Dispatch*” means to receive requests for, arrange for, coordinate or direct, the delivery of  
21 commercial passenger vehicle services.

22       “*Drive*” means to be in, and “*driver*” means the person in, physical control of a  
23 commercial passenger vehicle.  
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2       “*Suspend*” and “*suspension*” mean that a permit is ineffective for a specified portion of its  
3 term, and the permittee to whom it was issued may not be issued any other permit under this  
4 chapter during the suspension period. A suspension may be conditioned on correction of a  
5 status or condition of a person or a vehicle.

6 **20.40.130 Administrator, ~~regulations~~.**

7  
8       (a) The ~~chief of police~~ manager or manager designee shall designate an employee of the  
9 police department as the commercial passenger vehicle administrator. The  
10 commercial passenger vehicle administrator shall exercise all powers necessary to  
11 the administration and regulation of commercial passenger vehicles, subject to the  
12 general supervision of the chief of police and in accordance with this chapter.

13 ~~(b) Regulations. The manager shall adopt regulations in compliance with chapter 01.60~~  
14 ~~as necessary to carry out the provisions of this chapter.~~

15  
16 **20.40.140 Permit application, issuance, ~~and amendment~~, and fees.**

17       (a) *Application.* Applications for permits must be submitted on forms provided by the  
18 administrator, who shall reject applications which are incomplete, unsigned, or  
19 unaccompanied by the required fee, or for a permittee that has unpaid commercial  
20 passenger vehicle fines or fees. The ~~administrator may require an~~ applicant shall ~~to~~  
21 submit evidence of authority to submit an application and provide a copy of an  
22 Alaska business license issued to the applicant.

23  
24       (b) *Issuance.* Permits shall be issued to qualified applicants by the administrator in  
25 accordance with this chapter.

(c) *Amendment and transfer.* Permits may be amended or transferred only upon written application subject to the requirements provided in subsection (a) of this section and as authorized by this chapter and regulations issued under this chapter. No permit may be sold, assigned, leased, rented, mortgaged, or otherwise transferred except as part of a transfer of the transferor's entire business interest in activities conducted under the permit. The transferor's business interest includes all assets used in the business conducted under the permit. A transferred permit is not valid until the transfer has been approved by the administrator. An amendment to a permit becomes a part of the permit amended.

(d) *Fees.*

(1) *Driver's permits:*

(A) Professional driver's permit, two-year permit: \$75.00.

(B) Class C driver's permit: \$25.00.

(2) *Vehicle approval:*

(A) Inspection fee per motorized vehicle: \$50.00.

(B) Re-inspection fee (required for missed bi-annual inspection): \$25.00.

(C) Application fee per non-motorized vehicle: \$25.00.

(3) *Certificate of public convenience and necessity and endorsement fees:*

(A) Engage in business:

(i) Class A and Class B: \$1,500.00.

(ii) Class C: \$750.00.

(B) Registration and filing fees:

(i) Registration of vehicle to a certificate: \$50.00.

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(ii) Registration of driver on certificate application: No charge.

(iii) Notice to amend conditions of an endorsement, other than adding a driver or vehicle to a certificate (20 CBJAC 40.500(e)): \$25.00.

(C) Application to transfer a certificate: \$500.00.

(e) Appeal fee: \$100.00.

(f) Late application fee: \$50.00.

**20.40.150 Reserved.**

**20.40.160 Administrative sanctions and permit denials.**

(a) ~~A permit may be denied, suspended or revoked if the permittee has violated any provision of this chapter, failed to comply with a lawful written order of the commercial passenger vehicle administrator, or has committed any criminal offense, infraction, or regulatory violation specified in regulations issued pursuant to this chapter as grounds for denial, suspension or revocation. The manager or manager designee may revoke, suspend, or deny a permit upon a finding that any of the following has occurred:~~

(1) The permittee secured the permit through deceit, fraud, or intentional misrepresentation;

(2) The permittee engaged in deceit, fraud, or intentional misrepresentation in the course of providing commercial passenger vehicle services;

(3) The permittee is a driver who during the permit period receives a bail forfeiture, conviction, or other final adverse finding of any of the following offenses in the course of providing commercial passenger vehicle services:



- (A) Driving while license canceled, suspended, or revoked, or in violation of license limitation;
  - (B) Driving while intoxicated;
  - (C) Reckless driving;
  - (D) Speed contest or racing;
  - (E) Fleeing or attempting to elude a police officer;
  - (F) Leaving the scene of an accident;
  - (G) Any assault charge under CBJ 42.10.010 or AS 11.41.230;
  - (H) Receiving 3 or more commercial passenger vehicle citations in the past 12 months.
- (4) The permittee is a holder, or a holder's owner, officer, managing partner, general partner or principal, who receives a bail forfeiture, conviction, or other final adverse finding involving crimes directly related to the holder or applicant's ability to conduct a commercial passenger vehicle business, including but not limited to prostitution, embezzlement, racketeering, the Uniform Controlled Substances Act, narcotics, gambling, fraud, larceny, extortion, or income tax evasion. If an owner, officer, director, managing partner, general partner, or principal of an organization holding a certificate is subject to this subsection and is removed immediately from all operational or management duties or authority and is divested of all ownership in the organization, the certificate may be reinstated;

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- 2       (5)     The permittee is a driver who is no longer qualified under the standards
- 3               established in CBJ 20 40.310 or CBJ 20 40.320;
- 4
- 5       (6)     The permittee is a holder who has provided commercial passenger vehicle
- 6               services with a person or vehicle not registered to that holder's certificate;
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- 8       (7)     The permittee allowed another person to use the permittee's permit;
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- 10       (8)     The permittee operated or attempted to operate under a suspended or
- 11               revoked permit; or
- 12
- 13       (9)     The permittee has committed a violation of these regulations for which
- 14               permit revocation is specified as a sanction.
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- 16       (b)     An application shall be denied or revoked, or a permit immediately suspended, upon
- 17               the administrator's receipt of a criminal charging document or verifiable
- 18               information disclosing the circumstances of an arrest or conviction of the applicant
- 19               or permittee for criminally sexual behavior, defined as the offenses set forth in
- 20               Article 4 of AS 11.41.410-470, or substantially similar offenses under the laws of
- 21               another jurisdiction within the United States.
- 22       (c)     Suspension until correction. The administrator may condition a suspension upon
- 23               correction by the permittee of a status or condition upon a finding that:
- 24
- 25       (1)     The permittee is a holder who knew or had reason to know of a violation of
- section CBJ 20.40.160(a) by a driver registered to that holder's certificate
- and failed to report the same in writing to the administrator within five
- business days;

(2) The permittee has violated a section CBJ 20.40.160 for which permit suspension is specified as a sanction.

(d) Any inspection required to confirm the correction shall be subject to a fee paid by the permittee.

**20.40.170 Procedure for permit denials and administrative sanctions.**

(a) The administrator may summarily suspend or revoke a permit without notice or hearing upon a written determination that grounds for permit suspension or revocation exist and that summary suspension or revocation is necessary to prevent a clear, substantial, and imminent hazard to life, safety, or property.

(b) Except as provided in subsection (a) of this section, an application may be denied, or a permit may be suspended or revoked, only after notice, an opportunity for a hearing before the chief of police manager or manager designee and a written finding that grounds for the denial or sanction have been established by a preponderance of the evidence. Upon a written request filed within seven days after the date of the determination, notice, or denial, the chief of police shall set a hearing date and time.

~~(e) A finding by the chief of police regarding denial of an application or revocation of a permit shall be in writing, and shall comprise a final administrative decision of the City and Borough of Juneau, which may be appealed to the Superior Court if such appeal is brought within 30 days.~~

~~(d)~~(c) Hearings before the chief of police manager or manager designee under this section shall be informal. Relevant evidence must be admitted if it is probative of a material fact in controversy. Irrelevant and unduly repetitious evidence shall be

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2 excluded. Any hearing conducted pursuant to this section shall be held by the  
3 manager or manager designee, provided that the designee may not be a person who  
4 directly supervises the official who issued the notice of suspension or revocation.

5  
6 ~~(e)~~(d) For purposes of permit denial or revocation under this section, a criminal violation  
7 or infraction may be established either by evidence of a conviction or bail forfeiture  
8 in criminal court or by a preponderance of the evidence in a hearing under this  
9 section.

10 (e) Except for summary action under (a), the procedure for the imposition of  
11 administrative sanctions against a driver or certificate holder, or a permit denial  
12 shall be as follows:

13  
14 (1) The administrator shall give written notice to the affected driver and permit  
15 holder or applicant seven days in advance of imposing an administrative  
16 sanction or denial. The notice shall include the following information:

17 (A) The grounds for sanction or reasons for denial; and

18 (B) That the permittee or applicant has an opportunity for a hearing  
19 before the chief of police to respond to the notice and introduce  
20 evidence to refute or mitigate the denial, suspension, or revocation.  
21 Upon written request filed within seven days after the date of the  
22 determination, notice, or denial, the chief of police shall set a hearing  
23 date and time.

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25 (2) The administrator shall at the same time give written notice to the holder of  
the certificate to which the driver is registered.

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2       (3) All notices directed to a driver or certificate holder may be served by  
3               personal delivery or first-class mail, and addressed to the permittee (driver)  
4               and/or certificate holder or applicant at the address of record provided by the  
5               permittee or applicant to the administrator.

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7       (4) After the hearing, the chief of police shall issue a written final  
8               administrative decision of the City and Borough, which may be appealed to  
9               the Superior Court if such appeal is brought within 30 days.

10      (f) Except for summary action under (a), the procedure for the imposition of  
11               administrative sanctions against a certificate holder shall be as follows:

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13      (1) The administrator shall give written notice to the affected certificate holder  
14               30 days in advance of imposing an administrative sanction. The notice shall  
15               include the following information:

16               (A) The grounds for sanction; and

17               (B) A scheduled date for a hearing before the chief of police to respond to  
18                       the notice and introduce evidence to refute or mitigate the denial,  
19                       suspension, or revocation.

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21      (2) Notices must be served either by personal delivery or certified mail to the  
22               certificate holder at the address of record provided by the holder to the  
23               administrator.

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25      (3) A hearing before the manager or manager designee must be scheduled  
              within 30 days of sending the notice to the certificate holder. After the  
              scheduled hearing, the manager or manager designee shall issue a written

ruling including factual findings and conclusion, with supporting reasons, affirming, modifying, or reversing the notice. The decision shall be mailed by certified mail to the permittee and/or the holder of a certificate to which the permit is registered at the permittee's or holder's address of record, which may be appealed to the Superior Court if such appeal is brought within 30 days.

(g) Any hearing conducted pursuant to (a) or (b) or (c) shall be recorded by electronic means provided by the manager or manager designee. A party may be represented by a lawyer or other spokesperson, but neither sworn testimony nor cross-examination of witnesses shall be required.

(h) Operations pending final decision. Except in the case of a summary suspension or revocation as provided in subsection (a) of this section, or denial of an application, whenever a timely appeal is filed pursuant to subsection (b) or (c) of this section, a permittee may continue to engage in the activity for which the permit is required pending a final decision by the manager or manager designee or the Superior Court.

**20.40.180 No vested rights.**

(a) This chapter is enacted for the benefit of the public and may be repealed or amended at any time for the same purpose without liability for the effect such repeal or amendment may have on the profits or losses of any person. No vested rights are created by this chapter or any permit issued by authority of this chapter. No interest in any permit, license, or other type of permission granted under this

chapter may be amended, used, transferred, or modified in any way except as allowed by this chapter.

- (b) The grant or denial of a permit, or any act or omission by the City and Borough with respect to such permit is not intended to regulate the private business relationships or to protect the business interests of one party against another. ~~It shall be the individual responsibility of those regulated to enforce their rights and liabilities through civil actions or such other private relief as may be available.~~

**ARTICLE II. DRIVER STANDARDS AND LICENSES**

**20.40.200 Professional driver's permit and registration required.**

- (a) Drivers of Class A licensed vehicles must obtain a professional driver's permit. Drivers of Class B licensed vehicles must obtain a professional driver's permit, unless the driver holds a current commercial driver's license.
- (b) A driver shall visibly display the driver's permit to passengers. ~~as required by regulation.~~
- (c) It is unlawful for a certificate holder to allow a person who does not hold a current professional driver's permit, or a commercial driver's license if operating a Class B vehicle, to drive a commercial passenger vehicle.
- (d) Violation of subsection (a), (b), or (c) of this section is an infraction.

**20.40.210 Professional driver's permit qualifications and application.**

- (a) In order to qualify for a professional driver's permit, an applicant must possess a current state driver's license pursuant to current State of Alaska law.
- (b) Application. An application for a professional driver's permit shall be made in writing upon an approved form filed with the administrator and shall include all

required attachments. Renewal applications shall be submitted 30 days prior to the expiration date of the current permit. The form shall require at least the following information from the applicant:

- (1) Name and address;
- (2) Place or places of residence for the past ten years;
- (3) Age, height, color of eyes and hair;
- (4) Reserved;
- (5) A statement that the applicant has read CBJ 20.40.
- (6) A complete criminal history and driving record covering the past ten years, provided by the State of Alaska and any other jurisdiction as necessary as well as a record of any conviction at any time for criminally sexual behavior, defined as the offenses set forth in Article 4 of AS 11.41.410-470 or substantially similar offenses under the laws of another jurisdiction within the United States; and
- (7) Health certificates, which shall be provided as follows:
  - (A) Applicants holding current commercial driver's licenses must show proof of valid Alaska Commercial Driver's License health certificate and must carry that certificate at all times when operating a commercial passenger vehicle.
  - (B) Applicants holding a current out of state commercial driver's license must show proof of a valid Commercial Driver's License health



certificate and must carry that certificate at all times when operating a commercial passenger vehicle. Pursuant to AS 28.33.100, a person who has been an Alaska resident for 30 days or longer may not drive a commercial motor vehicle under the authority of a commercial driver's license issued by another jurisdiction. After the 30-day period the out of state commercial driver's license will not be honored.

(C) Applicants without current commercial driver's licenses, a health certificate on a form approved by the administrator and signed by a physician or health care practitioner licensed to practice in the State of Alaska, based upon a physical exam of the applicant within 90 days of the application. The physical exam shall meet the same requirements established by the State of Alaska for holders of commercial driver's licenses.

~~(b)(c)~~ In order to qualify for a professional driver's permit, a driver shall not have been convicted of a felony within the preceding ten years or more than three misdemeanors within the preceding five years, or had an operator's license suspended more than once or revoked at any time within the preceding three years; provided, however, that if the crime for which the driver is convicted is for criminally sexual behavior, as defined as the offenses set forth in Article 4 of AS 11.41.410-470 or substantially similar offenses of the laws of another jurisdiction within the United States, or a felony for which the driver is convicted in any way involved a commercial passenger vehicle, the police department shall not issue a

professional driver's permit to that person, regardless of when the conviction occurred.

(d) Approval. The administrator shall approve the application and issue a professional driver's permit if the administrator finds that the applicant:

- (1) Is at least 21 years of age;
- (2) Is able to understand the English language;
- (3) Meets the standards set forth in CBJ 20.40.200-210;
- (4) Was not subject within the preceding two years to administrative sanctions under this chapter which resulted in a permit revocation; and
- (5) Has submitted a complete application, with appropriate fees.

(e) Issuance. Upon approval of an application for a professional driver's permit, the administrator shall issue to the applicant a permit, which shall bear the name, address, age, signature, and photograph of the applicant. Such permit shall be in effect for 24 months from date of approval.

**20.40.220 Class C driver's permit and registration required.**

- (a) Drivers of Class C licensed vehicles must obtain a Class C driver's permit.
- (b) A driver shall display the driver's permit visible to passengers. ~~as required by regulation.~~
- (c) It is unlawful for a certificate holder to allow a person who does not hold a Class C driver's permit to drive a Class C commercial passenger vehicle.
- (d) Violation of subsection (a), (b), or (c) of this section is an infraction.

**20.40.230 Class C driver's permit qualifications and application.**

- (a) In order to qualify for a Class C driver's permit, an applicant must possess a current state driver's license.
- (b) Application. An application for Class C driver's permit shall be made in writing upon an approved form filed with the administrator and shall include all required attachments. Renewal applications shall be submitted by March 15. The form shall require at least the following information from the applicant:
  - (1) Name and address;
  - (2) Place or places of residence for the past ten years;
  - (3) Age, height, color of eyes and hair;
  - (4) A statement that the applicant has read CBJ 20.40; and
  - (5) A complete driving record covering the past ten years, provided by the State of Alaska and any other jurisdiction as necessary.
- (c) Approval. The administrator shall approve the application and issue a Class C driver's permit if the administrator finds that the applicant:
  - (1) Is at least 18 years of age;
  - (2) Is able understand the English language;
  - (3) Meets the standards set forth in CBJ 20.40.220—20.40.230;
  - (4) Was not subject within the preceding two years to administrative sanctions under this chapter which resulted in a permit revocation; and
  - (5) Has submitted a complete application, with appropriate fees.

(d) Issuance. Upon approval of an application for a Class C driver's permit, the administrator shall issue to the applicant a permit, which shall bear the name, address, age, signature, and photograph of the applicant. Such permit shall be in effect from April 15 to October 15.

~~(b)~~(e) In order to qualify for a Class C driver's permit, a driver shall not have had an operator's license suspended more than once, or revoked at any time, within the preceding three years

ARTICLE III. VEHICLE STANDARDS AND INSPECTIONS

20.40.300 Vehicle approval required.

(a) Application for year-round operations shall be submitted twice a year, in April and October.

(b) Application for summer operation only shall be submitted in April of the year it plans to operate.

(c) The administrator shall issue a commercial passenger vehicle approval to the holder of the certificate to which the vehicle is registered upon satisfactory proof that the vehicle meets the requirements of this section.

~~(a)~~(d) No holder shall provide, or knowingly permit another to provide, commercial passenger vehicle services with a vehicle that is not currently approved by the administrator. This section .300 applies to vehicles operating under a Class A or Class C endorsement, and to vehicles operating under a Class B endorsement which are not subject to state regulation.

- 1
- 2 ~~(b)~~(e) A vehicle approval shall be issued by the administrator to the holder of the
- 3 certificate upon proof that the vehicle has been inspected by the police department
- 4 and otherwise meets all requirements set forth in this chapter and in regulations
- 5 issued pursuant to this chapter.
- 6
- 7 ~~(e)~~(f) A vehicle shall be subject to unannounced inspection ~~(i)~~ if the administrator or any
- 8 police officer has reasonable suspicion that the vehicle creates an imminent danger
- 9 to the public, ~~or (ii) under a program set forth by regulation.~~
- 10 ~~(d)~~(g) Violation of subsection (a) of this section is an infraction. Each day of operation is a
- 11 separate offense.

12 **20.40.310 Vehicle standards.**

- 13 (a) ~~The Manager shall issue regulations establishing safety and operational standards~~
- 14 ~~for commercial passenger vehicles and commercial passenger vehicle businesses. All~~
- 15 ~~commercial passenger vehicles shall be maintained in conformity with the following~~
- 16 ~~standards, provided, however, that state regulated buses are exempt from all~~
- 17 ~~standards but (a)(1) and (a)(3):~~
- 18
- 19 (1) Safety standards. Each commercial passenger vehicle shall be maintained in
- 20 safe working order and in conformity with local, state, and federal vehicle
- 21 equipment requirements generally applicable to that type of vehicle. All
- 22 factory installed safety devices must be adequately maintained.
- 23
- 24 (2) Operational standards.
- 25 (A) The interior shall be maintained free of litter, dust, noxious odors,
- and any substance that could stain the clothing of a passenger;

1  
2 (B) The exterior shall be sufficiently clean so that the vehicle markings  
3 can be read; and

4 (C) During periods of inclement weather, the requirements of this  
5 subsection shall be relaxed as necessary to allow that amount of  
6 snow, ice, water and road grime that could reasonably be expected to  
7 accumulate in and on a vehicle in three days of normal use.

8  
9 (3) *Marking standards.* Each commercial passenger vehicle, including state  
10 regulated buses, shall be marked as required in this subsection:

11 (A) *Generally.* The marking system for all vehicles registered to a  
12 certificate shall:

13 (i) Be designed and implemented on each side of the vehicle as to  
14 ensure that it can be distinguished from that of any other  
15 commercial passenger vehicle certificate at a distance of 300  
16 feet; and

17 (ii) Include the company name and current working phone number on the  
18 back of the vehicle in letters that are clearly readable and each letter  
19 and number must be at least six inches high. (B) No markings shall  
20 be on the vehicle except as authorized by this section and indicated in  
21 the vehicle approval.

22 (C) *Service endorsement markings.*

23 (i) A Class A vehicle shall be equipped with a top light in the form  
24 of a box illuminated from within showing the single word  
25

"taxi" or the word "taxicab" or the word "cab" facing forward,  
and which may show any other message in similar lettering on  
the back of the sign. The top light shall be lit when the vehicle  
is available for service and unlit when the vehicle is not  
available for service. The taxi toplight must be clearly visible.

(ii) A Class B vehicle must at all times display a sign, in letters at  
least six inches high, indicating which type of service it is  
providing. If the vehicle is a 15-passenger van or smaller, signs  
must be posted on both side body panels and the rear door  
panel.

(4) Optional markings. In addition to the markings required by this section, a  
commercial passenger vehicle may display:

(A) A description of the particular services provided by the vehicle in  
letters no more than four inches high, not exceeding a total of 144  
inches, and consistent with the vehicle's marking system. For  
vehicles with a Class A or B endorsement, the markings shall be on  
the same body panel as the service endorsement.

(B) Vehicles with a Class A or B endorsement may display signage,  
whether or not related to the services provided by the vehicle, not to  
exceed eight square feet in total. Such signage shall be attached to  
the trunk, roof, or, in the case of a van or similar vehicle, the back  
body panel. Signs may not obscure the driver's vision.

1  
2       (C)   Vehicles with a Class C endorsement may display signage, whether or  
3             not related to the services provided by the vehicle, not to exceed three  
4             square feet. Such signage shall be attached in a manner that does not  
5             obscure the driver's vision or interfere with the safe operation of the  
6             vehicle.

7  
8       (5)   Documentation standards. Each commercial passenger vehicle shall display  
9             in the manner required by the conditions of any endorsement pursuant to  
10            which the vehicle is operating:

11       (A)   A certificate of insurance establishing that it is covered as required  
12             by 20 CBJ 40.440;

13  
14       (B)   A copy of the certificate of public convenience and necessity under  
15             which the vehicle is authorized and all other required documentation;  
16             and

17       (C)   A vehicle approval.

18  
19       (6)   Taximeter standards. A taximeter in a vehicle operated pursuant to a Class  
20             A endorsement:

21       (A)   Shall be engaged whenever the vehicle is operated for compensation.

22       (B)   Shall be sealed, tested, and certified by the administrator under  
23             standards adopted by the State of Alaska as part of the annual  
24             taxicab certification.

25       (C)   Shall be programmable to calculate at least two rates.



(D) Shall be fitted with non-resettable totalizers for all of the following values:

(i) The total distance traveled by the taxi;

(ii) The total distance traveled when hired;

(iii) The total number of hirings;

(iv) The total amount of money charged as extras;

(v) The total amount of money charged at standard rates;

(vi) The total amount of money charged at taxi tour rates.

(E) Shall be connected to the top light in such a manner as to ensure that the top light will be lit (on) when the taximeter is in the non-recording position and not lit (off) when the taximeter is in the recording position.

(7) Violation of standards listed in this section is an infraction. In addition, violation of subsection (a)(1), safety, or (a)(6), taximeter, shall warrant summary action pursuant to 20 CBJAC 40.250(a).

(b) No person may provide commercial passenger vehicle services in a vehicle which is in violation of the regulations promulgated under this section. Violation of this section is an infraction.

**20.40.315 Vehicle Inspections**

(a) Mechanical inspections. Prior to issuance of a vehicle approval of any commercial passenger vehicle under the provisions of this chapter, the vehicle shall be

thoroughly examined, inspected, and approved as safe by a mechanic certified by the National Institute of Automotive Services Excellence or, by a certified inspector authorized by the vehicle’s manufacturer. This section does not apply to a bus subject to and in compliance with commercial motor vehicle statutes and regulations of the State of Alaska.

(b) Vehicle safety, cleanliness, and administrative compliance. Vehicles may be inspected in any of the following circumstances:

(1) Biannual inspections. Prior to issuance of a vehicle approval in April and annually in October, the administrator or the administrator's designee shall inspect vehicles.

(A) Each commercial passenger vehicle shall be maintained in safe working order and in conformity with local, state, and federal vehicle requirements applicable to that type of vehicle.

(B) As applicable, the administrator may issue citations for equipment violations under CBJ Title 72, which will allow the operator to correct the violation, post bail, or appear in court (CBJ 72.04.007(a)).

(C) The vehicle shall not be used to provide commercial passenger services if the vehicle has:

(i) A broken windshield that impairs driver vision (CBJ 72.04.225); or

(ii) Defective brakes (CBJ 72.04.205); or

1  
2                   (iii)   Tires with unsatisfactory tread depth (CBJ 72.04.230); or

3                   (iv)   Other equipment or safety violations which provide reasonable  
4                               cause to believe the vehicle is unsafe.

5  
6                   (D)   The administrator shall record the totalized values from the  
7                               taximeter as set forth in CBJ 20.40.310.

8                   (2)   Unannounced inspection program. Commercial passenger vehicles are  
9                               subject to unannounced safety inspections by the administrator or designee,  
10                              as follows:

11                   (A)   When the administrator or designee contacts the company owner or  
12                               driver of a vehicle on duty, the vehicle shall be brought to the Juneau  
13                               Police Department for inspection within two hours. If the vehicle to  
14                               be inspected is not on duty, it shall be scheduled for an inspection  
15                               within 24 hours with the administrator or designee.

16                   (B)   No more than four unannounced inspections may be conducted on  
17                               any one vehicle in a calendar year. Failed inspections shall not be  
18                               counted toward this total.

19                   (C)   Unannounced inspections shall be conducted using the same form  
20                               and method as biannual inspections.

21                   (D)   Unannounced inspections do not replace required biannual  
22                               inspections.  
23  
24  
25

(c) Suspension of approval. A vehicle approval may be suspended by the manager or manager designee based on the results of an inspection conducted pursuant to this section if the inspection establishes a violation of safety standards established by section CBJ 20.40.315.

**20.40.320 Radar detectors, radio scanners, excess passengers prohibited.**

- (a) It shall be unlawful for any person to provide commercial passenger vehicle services in a vehicle equipped with any device, passive or active, to detect or purposefully interfere with any radar, laser, or other device employed by law enforcement personnel to measure the speed of motor vehicles for law enforcement purposes.
- (b) It shall be unlawful for any person to provide commercial passenger vehicle services in a vehicle carrying more than the maximum passenger capacity specified by the administrator for that vehicle. Each excess passenger is a separate offense.
- (c) It shall be unlawful for the driver of a taxicab or the holder of a certificate endorsed for taxi service to provide services in a vehicle equipped with a device capable of monitoring the radio communications of another holder or the City and Borough police department. This subsection shall not apply to a taxicab vehicle not in service and lawfully marked as such.
- (d) Violation of this section is an infraction.

**20.40.330 Reserved.**

**20.40.340 Reserved.**

**ARTICLE IV. CERTIFICATES AND ENDORSEMENTS**

**20.40.400 Certificate of public convenience and necessity required.**

(a) It is unlawful for any person to provide or attempt to provide commercial passenger vehicle services, or knowingly permit another to do so, except under the authority of a current certificate of public convenience and necessity issued by the City and Borough.

(b) The administrator shall issue certificates of public convenience and necessity. Each certificate shall be endorsed for Class A, Class B, or Class C.

(c) Applications.

(1) Class A and B. An application to renew a current certificate for continuous operation shall be submitted between December 1 and January 31 and shall become effective on March 15.

(2) Class C. An application to renew a current certificate shall be submitted by March 15 and shall become effective April 15.

(d) Term.

(1) Class A and B. Certificates with an effective date of March 15 shall be valid for one year. Any certificate with an effective date after March 15, and any endorsement thereto, shall be valid only until the following March 14.

(2) Class C. Certificates shall be valid only from April 15 to October 15.

(e) Records. Holders shall designate and maintain a single depository for all records required by this chapter and shall make such records available for inspection during normal business hours.

(f) Amendment to conditions of endorsement. Certificate holder shall notify the administrator in writing of changes in driver registration, vehicle registration, route, or stops.

(g) Late applications will be subject to a late fee and may take up to 30 days to process.

~~(b)~~(h) Violation of this section is an infraction; each vehicle, each day, shall be a separate offense.

**20.40.410 Registration of drivers and vehicles.**

- (a) Each certificate shall identify the drivers and vehicles registered to that certificate.
- (b) No holder shall provide, or knowingly permit another to provide, commercial passenger vehicle services with a driver or vehicle that is not registered to a certificate issued to that holder. Violation of this subsection is an infraction.
- (c) The holder of a certificate shall report to the administrator any violation of this chapter, or regulations adopted pursuant to this chapter, by a driver registered to the certificate. The holder shall be responsible under this standard regardless of the legal or contractual relationship between the holder and any other person conducting the commercial passenger vehicle business, and regardless of whether the holder reported all violations.

**20.40.420 Reserved.**

**20.40.430 Endorsements.**

Each certificate of public convenience and necessity shall be endorsed for one or more of the types of service set out in this section. The endorsement shall set forth conditions. ~~Further conditions may be established by regulation.~~ An endorsement shall identify whether the service is Class A, Class B, or Class C. Each vehicle registered to a certificate of public convenience and

necessity shall carry a copy of the certificate, endorsements, and all current approved conditions and the driver shall make them available to any passenger, peace officer, or the administrator upon demand.

(a) *Class A endorsement.*

(1) *Purpose.* The Class A endorsement is for taxis and shall authorize unlimited services for the purpose of providing readily available transportation throughout the City and Borough 24 hours per day, seven days per week at a standard rate for passenger directed, dispatched services. A certificate endorsed for Class A service may not be endorsed for any other service unless authorized by the manager or designee.

(2) *Conditions.* The endorsement shall be subject to the conditions that it charges by taximeter or by the hour, in either case at a standard fare established by the manager ~~regulation~~ and that the service be available to provide transportation throughout the roaded service area to the general public 24 hours a day, 365 days a year.

(3) *Method of establishing fares.* The manager ~~Manager~~ shall ~~by regulation~~ establish a standard taximeter fare and a standard hourly fare to be charged by all taxis operating in the City and Borough after considering the following factors:

(A) The public need for readily available taxi service at a reasonable cost, in safe vehicles, by skilled and experienced drivers, providing revenue sufficient to cover all operating expenses including depreciation, rents, license fees and taxes.

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2       (B)   CPI adjustment. For each calendar year after 2024, the fee assessed  
3                               in this section will be equal to the previous fiscal year's fee, adjusted  
4                               by the Consumer Price Index - Urban Alaska (CPI) as reported by the  
5                               Alaska Department of Labor and Workforce Development for the  
6                               calendar year preceding April of each year. The manager may take  
7                               action to keep the fee the same as the previous year or increase the  
8                               fee in an amount less than the CPI adjustment.

9  
10       (4)   Taxicab passengers shall be charged only at the rates specified in this  
11                               section.

12       (A)   Flag drop. \$4.00 shall be the initial starting fare to be charged for all  
13                               taxicab services except for charter or battery jump services. No  
14                               mileage, waiting time, or other charges are included in the charge for  
15                               flag drop.

16  
17       (B)   Mileage rate. The rate of \$0.25 for each one-tenth mile shall be  
18                               charged and measured by taximeter.

19       (C)   Waiting time. The rate of \$0.75 for each minute of waiting time shall  
20                               be measured by the taximeter and charged to the customer. Waiting  
21                               time shall be charged when stopped and during traffic delays. Time  
22                               and mileage shall be charged alternately and not concurrently.

23  
24       (D)   Taxi tour rate. The rate of \$70.00 per hour shall be charged to a  
25                               passenger for the reservation of the services of the vehicle. The  
                                  minimum charge for a taxi tour is \$35.00 for up to one half-hour of



1  
2 service. For taxi tour service in excess of the minimum half-hour  
3 charge, the time may be calculated in ten-minute increments for  
4 which the charge is \$12.00. No other units of time or charges are  
5 allowed.

6  
7 (E) Extra adult passenger. A charge of \$0.50 shall be added to the fare for  
8 each passenger over the age of 12 years and each bag in excess of two  
9 per passenger. This charge does not apply if there is only one  
10 passenger over the age of 12 years. This charge does not apply to the  
11 taxi tour rate.

12  
13 (F) Delivery charge. A charge of \$3.00 shall be added to the mileage rate  
14 for transport and delivery of items without a passenger. This does not  
15 apply to the taxi tour rate.

16  
17 (G) Battery jump. The rate for providing an electrical boost to the battery  
18 of another vehicle shall be a charge of \$20.00.

19  
20 (H) Cleaning fee. The rate for cleaning of taxi made necessary by any  
21 passenger shall be a charge of \$100.00.

22 (5) Every taxicab operated under the provisions of this chapter shall be  
23 equipped with a rate card provided by the city, setting forth the schedule of  
24 fares and charges. The rate card shall be posted inside the vehicle in a  
25 location visible to passengers.

(6) Taxis shall be limited to vehicles designed to carry no more than fourteen  
passengers including the driver.

(7) The holder of a certificate endorsed for Class A service shall maintain one central place of business owned or leased by the holder and operated by the holder at which all business records shall be available for inspection, and from which all of the holder's taxis and no other taxis shall be dispatched. The central place of business is not required by these regulations to be available for walk-in service to the public.

(8) A wheelchair accessible vehicle registered to a certificate endorsed for taxi service shall entitle the holder to a waiver of the registration fees for that vehicle, and to a ten percent reduction in the Class A endorsement fee. Except for reasonable time for maintenance, not to exceed 30 days annually, the vehicle must be one of the three vehicles available for Class A service to qualify for the reduction in fees.

~~(4)~~ (9) *Infractions.* It shall be an infraction for a person driving a commercial passenger vehicle pursuant to a Class A endorsement to charge, or to knowingly permit another to charge, for such services in an amount other than that established by the ~~manager~~ Manager.

(b) *Class B endorsement.*

- (1) *Purpose.* The Class B endorsement includes commercial passenger vehicles, other than taxis, providing tours, limousine services, and similar services.
- (2) *Conditions.* ~~The service shall be subject to conditions established by regulation specifying stops, routes, forms of passenger pickup, or other limitations.~~ Class B endorsement shall authorize operation of one or more commercial passenger vehicles subject to the following conditions:

(A) A Class B vehicle may be endorsed as a tour, shuttle, or limousine.

This provision does not apply to vehicles owned, operated, or contracted by a cruise line or airline when transporting the cruise line's or airline's own passengers.

(B) Operators of Class B vehicles operating as shuttles shall:

(i) Submit a map of their current route to the administrator.

(ii) Carry and follow the map submitted under (a)(2)(A) of this section.

(iii) Not stop for passengers at any location not depicted as a stop on the map submitted under (a)(2)(A) of this section. For the purposes of the route map, loading zones serving cruise ship docks in the downtown area shall be considered one stop.

(iv) Not stop in the downtown area except for posted CPV stops.

(v) Post rates in plain view of the customer in letters no less than one-half-inch high.

(3) *Infractions.* It shall be an infraction for a driver operating pursuant to a Class B endorsement to stop a vehicle to pick up or discharge a passenger at a place not authorized by the endorsement.

(c) *Class C endorsement.*

(1) *Purpose.* The Class C endorsement is for human-powered vehicles.

(2) *Conditions.* The services shall be subject to the following conditions established by ~~regulation~~ specifying stops, routes, forms of passenger pickup, or other limitations:-

(A) Operation of Class C vehicles shall be limited to daylight hours. Class C vehicles are restricted to the downtown area, from the intersection of 10th Street and Egan Drive to Mill Street, excluding Egan Drive from Glacier Avenue to 10th Street.

(B) Operators of Class C vehicles may not stop for passengers at any location that obstructs traffic or causes a safety hazard to passengers or others.

(C) Operation of a Class C vehicle is prohibited between October 16 and April 14.

(3) *Infractions.* It shall be an infraction for a driver operating pursuant to a Class C endorsement to stop a vehicle to pick up or discharge a passenger at a place not authorized by the endorsement.

(d) Operating a commercial passenger vehicle or knowingly permitting another to operate a commercial passenger vehicle, in violation of its endorsement, or conditions of its endorsement, is an infraction.

**20.40.440 Insurance.**

A holder, vehicle owner, or driver shall provide commercial passenger vehicle services only in a vehicle covered by one or more liability insurance policies in amounts and for risks

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2 established by the manager by regulation set forth below. Violation of this section is a Class A  
3 misdemeanor and cause for suspension or revocation of a permit issued under this chapter.

4       (a) Commercial general liability for Class A and B vehicles. No certificate of public  
5       convenience and necessity shall be issued or continued in operation unless there is  
6       in full force and effect automobile insurance policies issued by one or more  
7       insurance companies licensed to do business in the state of Alaska and covering all  
8       motorized vehicles authorized under the certificate. The policy shall provide  
9       coverage for each motorized vehicle authorized in the amount as required by the  
10       manager. This insurance policy is to contain, or be endorsed to contain, additional  
11       insured status for the City and Borough, its officers, officials, employees, and  
12       volunteers.

13  
14       (b) Commercial general liability insurance for Class C vehicles. The holder must  
15       maintain commercial general liability insurance in an amount it deems reasonably  
16       sufficient to cover any suit that may be brought against the operator and in the  
17       amount as required by the manager. This insurance policy is to contain, or be  
18       endorsed to contain, additional insured status for the City and Borough, its officers,  
19       officials, employees, and volunteers.

20  
21       (c) Each policy shall contain a clause that it may not be canceled or terminated or  
22       allowed to expire by insurer without 30 days' notice to the City and Borough. A  
23       certificate showing issuance of the policy and containing statements as to coverage  
24       and cancellation shall be filed annually with the administrator.  
25

(d) The administrator may allow the holder to file individual liability insurance policies for each vehicle registered to the certificate. If the owner of a vehicle registered to a certificate is not the holder, the owner may purchase the policy. It is the responsibility of the holder to have at all times on file with the administrator the individual certificates of insurance.

(e) Violation of this section is a Class A misdemeanor and cause for suspension or revocation of a permit issued under this chapter

**20.40.450 City and Borough taxes and issuance.**

(a) An application may be denied, or a permit may be suspended or revoked, if the applicant is delinquent in any City and Borough fee levied under this chapter, sales or business personal property tax, penalty, or interest. In addition, an application may be denied, or a permit may be suspended or revoked, for an entity in which the applicant, as an owner, operator, permittee, director, shareholder, officer, partner, manager, assignor, seller, or transferor of any business, which required a certificate of public convenience and necessity, regardless of its form of legal entity, is delinquent in the payment of any City and Borough fee levied under this chapter, sales or business personal property tax, penalty, or interest pursuant to CBJ 20.40.170 (b)—(e).

(b) An application shall not be denied nor a permit be suspended or revoked under subsection (a) if the applicant or permit holder has entered into a confession of judgement for the unpaid fee, tax, penalty, or interest, and remains in compliance with the terms of the associated stipulation.

(c) A holder is responsible to collect and remit the City and Borough sales taxes for compensation paid for commercial passenger vehicle services that are set forth in this section provided under the holder's certificate. ~~The Manager shall prescribe Tax record keeping requirements by regulation.~~

(d) Certificate holder with Class A endorsement. Holder shall maintain and preserve supporting records as are necessary to determine the correct amount of tax liability for which the holder is liable under CBJ 69.05 and 69.10. Supporting records include daily taximeter activity logs on forms provided by the administrator submitted by each driver. In addition, the records must include an accounting for each taximeter reading at the beginning of the first day of each month.

(1) Holder shall require a driver permitted to operate under the holder's certificate to:

(A) Submit a taximeter activity log report to the holder that includes the beginning and ending readings from each shift of the taximeters for all of the following non-resettable totalized values:

(i) Total distance traveled by the taxi;

(ii) Total distance traveled when hired; and

(iii) Total amount charged.

(B) Calculate the sales tax collected for each shift.

(C) Surrender the sales tax collected to the permit holder at the end of each shift.

(2) Holder shall:

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- (A) Verify the taximeter reading and the accuracy of the driver's tax calculation.
- (B) Collect the sales tax at the end of each shift from each driver.
- (C) Accumulate the total sales on the Permit Holder Taximeter Activity Report Form provided by the administrator, calculate the net taxable sales and sales tax due and remit the sales tax as required in CBJ 69.05.070.
- (3) Subsection (a) may be waived or partially waived by the CPV administrator upon demonstration by the certificate holder of tax accounting procedures adequate to satisfy the requirements of the City and Borough of Juneau sales tax code as determined by the sales tax administrator.
- (e) Certificate holder with Class B or Class C endorsement. Holder shall maintain and preserve supporting records as are necessary to determine the correct amount of tax liability for which the holder is liable under CBJ 69.05 and 69.10 on forms approved by the sales tax administrator.
- (f) Issuance. The CPV administrator shall issue the certificate upon a finding that:
  - (1) All vehicles registered to the certificate are the subject of a current vehicle approval, if required;
  - (2) All drivers registered to the certificate are in possession of a current professional drivers' permit or commercial drivers' license, as required.
  - (3) Required insurance policies are in place;



(4) All fees have been paid; and

(5) All other requirements of this chapter have been satisfied.

**ARTICLE V. MISCELLANEOUS PROVISIONS**

**20.40.500 Intercepting service call.**

It shall be unlawful for any person to provide commercial passenger vehicle services in response to a request unless the request was directed to that person. Violation of this section is an infraction.

**20.40.510 Application of traffic laws.**

In the event of a conflict between the provisions of this chapter and other traffic laws, this chapter shall control.

**20.40.520 Official traffic control devices.**

The manager may install signs or other official traffic control devices which limit stopping, standing, parking, or other operations by commercial passenger vehicles.**Section 3**

CBJAC 20.40 Commercial Passenger Vehicles Regulations is hereby repealed in its entirety.**Section 4. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: the Manager  
Introduced: 5/19/2025  
Drafted by: Law Department

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-06

### **An Ordinance Amending the City and Borough Code Relating to Criminal Offenses and Penalties.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Chapter.** CBJ 42.10 Offense Against Persons, is amended to add subsection 42.10.015:

#### **42.10.015 Assault in the presence of a child.**

(a) A person commits the crime of assault in the presence of a child, if the person commits an assault under CBJC 42.10.010 and the assault is a crime involving domestic violence, as defined in AS 18.66.990, with reckless disregard that, at the time of the assault, a child under 18 years of age is present in the dwelling, vehicle, or location where the assault occurs.

(b) In this section,

(1) "dwelling" is defined in AS 11.81.900, but does not include another unit in multi-unit housing;

(2) "present" means physically present or within sight or hearing of the assault.

(c) Assault in the presence of a child is a class A misdemeanor.

**Section 3. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

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Presented by: The Manager  
Presented: 5/19/2025  
Drafted by: Law Department

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2025-10**

**An Ordinance Amending the Alcoholic Beverages Code Relating to the Purchase, Sale, Possession, or Consumption of Alcoholic Beverages.**

WHEREAS, effective January 1, 2024, Senate Bill 9 (2022) reclassified many misdemeanor alcohol offenses in Title 4 of the Alaska Statutes as violations instead of misdemeanors and has authorized maximum monetary fines for certain infractions so that they can be disposed of without a court appearance; and

WHEREAS, the City and Borough of Juneau (CBJ) relevant chapter of code contains several sections that must be amended or repealed to be consistent with the new Title 4 Amendments and maximum monetary fine schedule; and

WHEREAS, the State of Alaska Department of Law prosecutes all offenses for those under the age of 18; and

WHEREAS, the Juneau Police Department issues infractions for minors consuming alcohol under the State of Alaska statutes rather than the CBJ’s significantly outdated minor consuming code section, as the State is well-equipped and experienced at handling offenses involving minors.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Chapter.** Chapter 20.25, Alcoholic beverages, is amended to read:

...

**20.25.030 Sale to intoxicated persons.**

- (a) It is unlawful to give, barter or sell any intoxicating liquor, as defined in this chapter, to any intoxicated person; and, it is unlawful for any licensee or licensee’s employee to permit the giving, selling, bartering or drinking of any intoxicating liquor within the premises covered by any license to any intoxicated person; nor shall the licensee permit the drinking of any intoxicating liquor by any person upon the premises covered by his or her license unless the same is permitted under the classification of his or her license.
- (b) For the purposes of this title “intoxicated person” means a person whose physical or mental conduct is substantially impaired as a result of the introduction of an alcoholic beverage into his or her body and who exhibits those plain and easily observed or discovered outward manifestations of behavior commonly known to be produced by the over consumption of alcoholic beverages.
- (c) A person who violates this section is guilty of an infraction of up to \$500.00.

**20.25.040 Licensed premises; entry of minors prohibited.**

...

~~State Law reference—Access of underage person to licensed premises, AS 04.16.049.~~

**20.25.050 Repealed and Reserved. ~~Purchase by minors.~~**

- ~~(a) It is unlawful for any person under the age of 21 years to solicit the purchase of or in any other way to attempt to purchase or otherwise secure any intoxicating liquor, as herein defined.~~

~~(b) — It is unlawful for any person to influence or attempt to influence the sale, giving, or serving of intoxicating liquor, including beer and wine, to a person under 21 years of age, by misrepresenting the age of the person, or to order, request, receive, or procure any licensee, employee, or other person, for the purpose of selling, giving, or serving the same to a person under 21 years of age.~~

~~(c) — It is unlawful for any person under the age of 21 years to enter any premises licensed to sell intoxicating liquor and to offer or present to any licensee, or licensee’s employee, a fraudulent or false certificate of birth or other written evidence of age, which is not actually the person’s own, or who shall otherwise misrepresent his or her age, for the purpose of inducing the licensee or employee to sell, give, barter, serve, or furnish intoxicating liquor.~~

~~(d) — Any licensee or licensee’s employee who questions, or has reason to question, whether a person entering upon licensed premises, or ordering, purchasing, attempting to purchase, or otherwise procure or attempt to procure the serving or delivery of intoxicating liquor, has attained the age of 21 years, shall require the person to sign a statement that the person is over the age of 21 years. If a licensee, or employee, in good faith, secures a signed statement, he or she shall not be subject to prosecution under this chapter for violations pertaining to serving liquor to minors.~~

~~(e) — Any licensee or licensee’s employee who permits to remain upon licensed premises where intoxicating liquors are sold any person under the age of 21 years not in the company of that person’s parent or legal guardian or spouse who has attained the age of 21 years, or sells, gives, or serves intoxicating liquor to any person under the age of 21 years, without~~

~~having procured the signature of the person upon a statement as herein provided, or who  
sells, gives, or serves intoxicating liquor to or permits the person to remain on licensed  
premises where intoxicating liquor is sold, is guilty of a misdemeanor.~~

~~(JCC § 5-8-5; Serial No. 84-32, § 3, 1984)~~

~~State Law reference—Purchase by or delivery to person under 21, AS 04.16.060.~~

**20.25.055    Repealed and Reserved. ~~Possession or consumption of alcoholic  
beverages by minors.~~**

~~(a) — A person under the age of 21 years may not knowingly consume, possess or  
control alcoholic beverages except those beverages furnished:~~

~~(1) — By a parent to the parent’s child, by a guardian to the guardian’s ward or  
by a person to the legal spouse of that person if the furnishing occurs off  
licensed premises; or~~

~~(2) — By a licensed physician or nurse to a patient in the course of administering  
medical treatment.~~

~~(b) — For purposes of this section:~~

~~(1) — A person shall be considered to be consuming or to be in possession of an  
alcoholic beverage during the entire time that alcohol is present in any  
amount within that person’s body; and~~

~~(2) — It shall be prima facie evidence that alcohol is present in the body of any  
person who exhibits those plain and easily observed or discovered outward~~

~~manifestations of behavior commonly known to be produced by the consumption of alcohol.~~

~~(e) Upon finding that a juvenile is delinquent for violation of this section, the court may, after complying with the requirements of AS 47.10, order the minor committed to the state department of health and social services which may, to the extent permitted by AS 47.10, detain the minor in a juvenile facility for not more than 90 days. In addition to or in lieu of such detention the court may impose such other probation, supervision, restitution, placement, or other commitment as permitted by AS 47.10.~~

~~(Serial No. 93-38, § 2, 1993)~~

~~**State Law reference** Similar provisions, AS 04.16.050.~~

**20.25.057**    **Keg registration.**

...

(d) *Offenses.*

(1) It is unlawful for any package store licensee, agent, or employee to sell or offer for sale kegs or other containers containing four gallons or more of alcoholic beverages to consumers who are not licensed under AS 04.16, if the kegs or containers are not identified in compliance with this chapter. A person who violates (d)(1) is guilty of an infraction of up to \$250.00.

(2) It is unlawful for any person who is not licensed under AS 04.16, to possess, or be in control of a keg or other container containing four gallons or more of alcoholic beverages which is not identified in compliance with



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(e) *Penalties.* Except as provided in AS 04.16.051 or in its section, a violation of any provision of this chapter is a Class A misdemeanor.

7 || ...

**20.25.080 Public possession and consumption of intoxicating liquor.**

 $0 \parallel \dots$ 

1      (e) A person who violates this section is guilty of an infraction.

 $2 \parallel \dots$ 

3 || **20.25.110**    **Hours of sale.**

4 It is unlawful for any beverage dispensary, restaurant cafe, beer parlor, package liquor  
5 store, or other place licensed by the state to sell, dispense or serve intoxicating beverages,  
6 situated within the City and Borough, where intoxicating liquors of any kind whatsoever are  
7 sold or kept for sale or to be served or consumed on the premises, to sell, offer for sale, or permit  
8 to be sold, or delivered or served for consumption on the premises, any intoxicating liquors as  
9 defined in section 20.25.010, at any other times than between the lawful opening and closing  
0 times which are established as follows:  
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(3) A brewery, winery, or distillery retail licensee or an agent or employee of a  
brewery, winery, or distillery retail licensee may not permit a person to  
enter or remain on and a person may not enter or remain on a premises

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licensed under this title between the hours of 9:30 p.m. and 9:00 a.m. each day, unless the person is:

(a) On the premises to conduct business with the licensee, agent, or employee, and the licensee, agent, or employee is in compliance with (a) and (b) of this section;

(b) An employee of the licensee who is on the premises to prepare for the next day's business; or

(c) Performing maintenance or improvements authorized by the licensee.

(4) A person who violates this section is guilty of an infraction of up to \$250.00.

...

**20.25.140 Criminal liability.**

Any person violating the provisions of this chapter is guilty of a Class B misdemeanor except ~~that~~, as provided for in the pertaining section.

~~(a) A violation of section 20.25.030, sale to intoxicated persons, is a Class A misdemeanor; and~~

~~(b) A violation of section 20.25.080, public possession and consumption of intoxicating liquor, is an infraction.~~

(Serial No. 85-56, § 7, 1985)

**State Law reference**— Penalties for violation of alcoholic beverage laws, AS 04.16.180.

**Section 3. Amendment of Section.** CBJC 03.30.058 Alcoholic beverage control fine schedule, is amended to read:

**03.30.058 Alcoholic beverage control fine schedule.**

Pursuant to sections 03.30.010—03.30.015 of this chapter, those of the following alcoholic beverage control offenses which are amenable to disposition without court appearance may be disposed of upon payment of the fines listed to the municipal clerk of the court. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed in the following schedule:

ALCOHOLIC BEVERAGE CONTROL FINE SCHEDULE

CBJ	Offense	No. of Offenses	Fine
<u>20.25.030</u>	<u>Sale to intoxicated persons</u>	<u>Any</u>	<u>Up to \$500.00</u>
20.25.057(d)(3)	<u>Keg registration</u> Failure to return keg	<u>Any 1st</u>	\$100.00
		<del>2nd within 3 years</del>	<del>200.00</del>
		<del>3rd and subsequent within 3 years</del>	<del>*MCA</del>
20.25.080	Public possession and consumption	1st	<u>\$25.00</u>
		2nd within one year	<u>\$50.00</u>
		3rd & subseq. within one year	<u>MCA \$75.00</u>
<u>20.25.110</u>	<u>Hours of sale</u>	<u>Any</u>	<u>Up to \$250.00</u>
All other	All other	Any	MCA

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**Section 4. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: 05/19/2025  
Drafted by: Law Department

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-25

### **An Ordinance Authorizing the Manager to Execute a Lease of the Floyd Dryden Building to the Central Council of the Tlingit & Haida Indian Tribes of Alaska.**

WHEREAS, the Assembly Committee of the Whole reviewed proposals to lease Floyd Dryden at the August 5, 2024, meeting and passed a motion to direct staff to proceed with Tlingit & Haida Early Education Department (“T&H Early Education”) to lease space in the Floyd Dryden building; and

WHEREAS, the Central Council of the Tlingit & Haida Indian Tribes of Alaska (CCTHITA) will utilize the property for providing education to the children of the City and Borough of Juneau; and

WHEREAS, CCTHITA has been providing childcare at alternate locations in Juneau and this property will increase the availability of childcare throughout the City and Borough; and

WHEREAS, on January 27, 2025, the Lands, Housing, and Economic Development Committee (LHEDC) passed a motion of support to the full Assembly for leasing space in Floyd Dryden for T&H Early Education; and

WHEREAS, the Assembly reviewed the lease request at the February 3, 2025, meeting and passed a motion of support to work with CCTHITA towards the disposal of City property through a negotiated lease; and

WHEREAS, the LHEDC reviewed an amendment to this lease request, which was to lease the entire building to T&H Early Education, and at the March 17, 2025, meeting the LHEDC passed a motion of support to introduce an ordinance for introduction authorizing the lease of space at Floyd Dryden to the T&H Early Education; and

WHEREAS, CBJC 53.09.270(b) authorizes the lease of City and Borough property to a private, nonprofit corporation at less than fair market value provided the lease is approved by the Assembly and the property to be leased is used for the purpose of providing a service to the public that could or should reasonably be provided by the state or the City and Borough.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Authorization.** The Manager is authorized to negotiate and execute a lease with CCTHITA to be utilized by T&H Early Education in the building known as the former Floyd Dryden Middle School as shown in Exhibit A, subject to the following essential terms and conditions:

- (A) Term. The lease term shall be for a period of five years;
- (B) Renewal Options. The Manager may negotiate any number of lease term extensions, provided that the extensions total no more than 30 years;
- (C) Use of Premises. T&H Early Education shall use the leased premises solely for providing education to the children of the City and Borough;
- (D) Rent. Pursuant to CBJC 53.09.270(b), the Manager is authorized to negotiate a rate at less than fair market value. It is the intent of the Assembly that the rate negotiated shall cover city operational and maintenance costs and may include reimbursement to the CBJ for tenant improvements over the term of the lease;
- (E) Adjustment of Rental. The City and Borough may adjust the rent to reflect changes in fair market value at the time each renewal option is exercised, except the Assembly must approve any adjustment that results in a rental amount at less than fair market value;
- (F) Hold Harmless. The lease agreement shall provide that CCTHITA indemnify, defend and hold harmless the City and Borough, its officers and employees for any claim related to or arising out of CCTHITA use, operation, or maintenance of the leased premises;
- (G) Other terms and conditions. The manager may include other lease terms and conditions as the manager determines to be in the public interest.

**Section 3. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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



<p><b>FLOYD DRYDEN MS -</b></p>	<p><b>Ordinance 2025-25 Exhibit A</b></p>			<p>PAGE: <b>1</b> OF: <b>1</b></p>
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Presented by: The Manager  
Introduced: 05/19/2025  
Drafted by: Law Department

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2025-27**

**An Ordinance Increasing the Rates for Water and Wastewater Utility Services.**

WHEREAS, it is the mission of the CBJ Water Utility to provide safe drinking water and fire protection flows for the citizens of the City and Borough; and

WHEREAS, it is further the mission of the CBJ Wastewater Utility to protect the public health and environment by collecting and treating the community’s sanitary sewage; and

WHEREAS, it is the responsibility of the CBJ Water Utility and the CBJ Wastewater Utility to ensure that the enterprises are managed, operated, and maintained in a stable, sustainable, and financially healthy state; and

WHEREAS, it is the intent of the CBJ Assembly to offset necessary rate increases with up to \$10,000,000 in non-rate payer revenue contributions utility projects in FY28-30.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. Amendment of Section.** CBJC 75.01.170, Fire protection services, is amended to read:

**75.01.180 Fire protection services.**

\*\*\*

(f) *Public fire hydrants.*

\*\*\*

(5) Rates under CBJC 75.01.170(f)(4) are subject to an annual 5% increase beginning August 1, 2025 and ending June 30, 2030.

\*\*\*



**Section 3. Amendment of Section.** CBJC 75.01.180, Rate schedule, is amended to read:

**75.01.180 Rate schedule.**

- (a) Commencing August 1, ~~2025~~ ~~2023~~, the schedule of rates charged for water service shall be as follows:

Water Utility Rate Schedule – Effective August 1, 2025			
Customer Class	Monthly Allowance (Gallons)	Base Rate (per month)	Volume Charge (per 1,000 Gallons)
Flat Residential	--	<del>\$42.76</del> <del>\$39.92</del>	--
Metered Residential	4,000	<del>\$29.24</del> <del>\$27.30</del>	<del>\$3.94</del> <del>\$3.68</del>
Flat Commercial	--	<del>\$42.76</del> <del>\$39.92</del>	--
Metered Commercial	4,000	<del>\$29.24</del> <del>\$27.30</del>	<del>\$3.94</del> <del>\$3.68</del>
Large Commercial	500,000	<del>\$562.64</del> <del>\$525.30</del>	<del>\$1.13</del> <del>\$1.06</del>
Bulk Water	<del>4,000</del>	<del>\$29.24</del> <del>\$27.30</del>	<del>\$3.94</del> <del>\$3.68</del>

Water Utility Rate Schedule – Effective July 1, 2026			
Customer Class	Monthly Allowance (Gallons)	Base Rate (per month)	Volume Charge (per 1,000 Gallons)
<u>Flat Residential</u>	<u>--</u>	<u>\$44.90</u>	<u>--</u>
<u>Metered Residential</u>	<u>4,000</u>	<u>\$30.70</u>	<u>\$4.14</u>
<u>Flat Commercial</u>	<u>--</u>	<u>\$44.90</u>	<u>--</u>
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$30.70</u>	<u>\$4.14</u>
<u>Large Commercial</u>	<u>500,000</u>	<u>\$590.77</u>	<u>\$1.19</u>
<u>Bulk Water</u>	<u>4,000</u>	<u>\$30.70</u>	<u>\$4.14</u>

Water Utility Rate Schedule – Effective July 1, 2027			
Customer Class	Monthly Allowance (Gallons)	Base Rate (per month)	Volume Charge (per 1,000 Gallons)
<u>Flat Residential</u>	<u>--</u>	<u>\$47.15</u>	<u>--</u>
<u>Metered Residential</u>	<u>4,000</u>	<u>\$32.24</u>	<u>\$4.35</u>
<u>Flat Commercial</u>	<u>--</u>	<u>\$47.15</u>	<u>--</u>
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$32.24</u>	<u>\$4.35</u>
<u>Large Commercial</u>	<u>500,000</u>	<u>\$620.31</u>	<u>\$1.25</u>
<u>Bulk Water</u>	<u>4,000</u>	<u>\$32.24</u>	<u>\$4.35</u>

Water Utility Rate Schedule – Effective July 1, 2028			
Customer Class	Monthly Allowance (Gallons)	Base Rate (per month)	Volume Charge (per 1,000 Gallons)
<u>Flat Residential</u>	<u>--</u>	<u>\$49.51</u>	<u>--</u>

<u>Metered Residential</u>	<u>4,000</u>	<u>\$33.85</u>	<u>\$4.57</u>
<u>Flat Commercial</u>	--	<u>\$49.51</u>	--
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$33.85</u>	<u>\$4.57</u>
<u>Large Commercial</u>	<u>500,000</u>	<u>\$651.33</u>	<u>\$1.31</u>
<u>Bulk Water</u>	<u>4,000</u>	<u>\$33.85</u>	<u>\$4.57</u>

Water Utility Rate Schedule – Effective July 1, 2029			
<u>Customer Class</u>	<u>Monthly Allowance (Gallons)</u>	<u>Base Rate (per month)</u>	<u>Volume Charge (per 1,000 Gallons)</u>
<u>Flat Residential</u>	--	<u>\$51.99</u>	--
<u>Metered Residential</u>	<u>4,000</u>	<u>\$35.54</u>	<u>\$4.80</u>
<u>Flat Commercial</u>	--	<u>\$51.99</u>	--
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$35.54</u>	<u>\$4.80</u>
<u>Large Commercial</u>	<u>500,000</u>	<u>\$683.90</u>	<u>\$1.38</u>
<u>Bulk Water</u>	<u>4,000</u>	<u>\$35.54</u>	<u>\$4.80</u>

\*\*\*

**Section 4. Amendment of Section.** CBJC 75.02.130, Schedule of rates and charges; establishment; delinquencies, is amended at (a)(4) to read:

**75.02.130 Schedule of rates and charges; establishment; delinquencies.**

(a) The schedule for sewer rates and charges shall be as follows:

\*\*\*

(4) *Rate:* Commencing August 1, 2025 ~~2023~~, customers shall pay for sewer service at the following rates:

Wastewater Utility Rate Schedule – Effective August 1, 2025			
<u>Customer Class</u>	<u>Monthly Allowance (Gallons)</u>	<u>Base Rate (per month)</u>	<u>Volume Charge (per 1,000 Gallons)</u>
<u>Flat Residential</u>	--	<u>\$111.38</u> <del>\$104.00</del>	--
<u>Metered Residential</u>	<u>4,000</u>	<u>\$111.38</u> <del>\$104.00</del>	<u>\$14.82</u> <del>\$13.83</del>
<u>Flat Commercial</u>	--	<u>\$111.38</u> <del>\$104.00</del>	--
<u>Metered Commercial (Domestic)</u>	<u>4,000</u>	<u>\$111.38</u> <del>\$104.00</del>	<u>\$14.82</u> <del>\$13.83</del>
<u>Metered Commercial (High)</u>	<u>500,000</u>	<u>\$104.00</u>	<u>\$13.83</u>
<u>Septage Hauling</u>	--	--	<u>\$42.29</u> <del>\$39.49</del>

Wastewater Utility Rate Schedule – Effective July 1, 2026			
<u>Customer Class</u>	<u>Monthly Allowance (Gallons)</u>	<u>Base Rate (per month)</u>	<u>Volume Charge (per 1,000 Gallons)</u>
<u>Flat Residential</u>	--	<u>\$116.95</u>	--
<u>Metered Residential</u>	<u>4,000</u>	<u>\$116.95</u>	<u>\$15.56</u>
<u>Flat Commercial</u>	--	<u>\$116.95</u>	--
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$116.95</u>	<u>\$15.56</u>
<u>Septage Hauling</u>	--	--	<u>\$44.40</u>

Wastewater Utility Rate Schedule – Effective July 1, 2027			
<u>Customer Class</u>	<u>Monthly Allowance (Gallons)</u>	<u>Base Rate (per month)</u>	<u>Volume Charge (per 1,000 Gallons)</u>
<u>Flat Residential</u>	--	<u>\$122.80</u>	--
<u>Metered Residential</u>	<u>4,000</u>	<u>\$122.80</u>	<u>\$16.34</u>
<u>Flat Commercial</u>	--	<u>\$122.80</u>	--
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$122.80</u>	<u>\$16.34</u>
<u>Septage Hauling</u>	--	--	<u>\$46.62</u>

Wastewater Utility Rate Schedule – Effective July 1, 2028			
<u>Customer Class</u>	<u>Monthly Allowance (Gallons)</u>	<u>Base Rate (per month)</u>	<u>Volume Charge (per 1,000 Gallons)</u>
<u>Flat Residential</u>	--	<u>\$128.94</u>	--
<u>Metered Residential</u>	<u>4,000</u>	<u>\$128.94</u>	<u>\$17.16</u>
<u>Flat Commercial</u>	--	<u>\$128.94</u>	--
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$128.94</u>	<u>\$17.16</u>
<u>Septage Hauling</u>	--	--	<u>\$48.95</u>

Wastewater Utility Rate Schedule – Effective July 1, 2029			
<u>Customer Class</u>	<u>Monthly Allowance (Gallons)</u>	<u>Base Rate (per month)</u>	<u>Volume Charge (per 1,000 Gallons)</u>
<u>Flat Residential</u>	--	<u>\$135.39</u>	--
<u>Metered Residential</u>	<u>4,000</u>	<u>\$135.39</u>	<u>\$18.02</u>
<u>Flat Commercial</u>	--	<u>\$135.39</u>	--
<u>Metered Commercial</u>	<u>4,000</u>	<u>\$135.39</u>	<u>\$18.02</u>
<u>Septage Hauling</u>	--	--	<u>\$51.40</u>

**Section 5. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2024-01(b)(AO)**

**An Ordinance Appropriating \$295,000 to the Manager for a Reimbursement to TEMSCO Helicopters, Inc. for Airport Capital Improvements; Funding Provided by Airport Funds.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$295,000 for a reimbursement to TEMSCO Helicopters, Inc. for airport capital improvements.

**Section 3. Source of Funds**

Airport Funds	\$295,000
---------------	-----------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2024-01(b)(AP)**

**An Ordinance Appropriating \$14,010,860 to the Manager to Reimburse the Bond Principal Associated with the Refundings of Port and Harbor Revenue Bonds; Funding Provided by Revenue Bond Proceeds.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$14,010,860 to reimburse bond principal associated with the refundings of port and harbor revenue bonds, allocated as follows:

<b><u>Harbors Fund</u></b>	
2015 A-2 Harbors & Marina	<u>\$ 4,947,983</u>
<b>Total Harbors Fund</b>	<b>\$ 4,947,983</b>
<b><u>Debt Service Fund</u></b>	
2015 B-2 Dock	<u>\$ 4,813,966</u>
2014 1-A Seawalk	<u>\$ 4,248,911</u>
<b>Total Debt Service Fund</b>	<b>\$9,062,877</b>

**Section 3. Source of Funds**

Revenue Bond Proceeds	\$ 14,010,860
-----------------------	---------------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA  
Serial No. 2024-01(b)(AQ)

An Ordinance Transferring \$85,471 from CIP D71-091 Power Upgrades for Electric Buses to the Fleet and Equipment Reserve Fund's Fiscal Year 2025 Operating Budget.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Transfer of Appropriation.** It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that \$85,471 be transferred:

From: CIP

D71-091	Power Upgrades for Electric Buses	(\$ 85,471)
---------	-----------------------------------	-------------

To:

FY25 Fleet and Equipment Reserve Fund	\$ 85,471
---------------------------------------	-----------

**Section 3. Source of Funds.**

Alaska Department of Transportation and Public Facilities	\$ 85,471
---	-----------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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



Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2024-01(b)(AR)**

**An Ordinance Appropriating \$400,000 to the Manager for the Statter Harbor Roof Repairs Capital Improvement Project; Funding Provided by Harbor Funds.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$400,000 as funding for the Statter Harbor Roof Repairs Capital Improvement Project (H51-133).

**Section 3. Source of Funds**

Harbor Funds \$ 400,000

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-01(b)(AS)

**An Ordinance Appropriating \$160,000 to the Manager for the Airport Runway Safety Area Shoulder Grading Capital Improvement Project; Funding Provided by Passenger Facility Charge Fees.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$160,000 for the Airport Runway Safety Area Shoulder Grading Capital Improvement Project (A50-112).

**Section 3. Source of Funds**

Passenger Facility Charge Fees	\$ 160,000
--------------------------------	------------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**  
**Serial No. 2024-01(b)(AT)**

**An Ordinance Transferring \$218,050 from CIP D77-001 RecycleWorks Consolidated Facility to D12-103 Zero Waste Program.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Transfer of Appropriation.** It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that \$218,050 be transferred:

From: CIP

D77-001	RecycleWorks Consolidated Facility	(\$ 218,050)
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To: CIP

D12-103	Zero Waste Program	\$ 218,050
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**Section 3. Source of Funds.**

Waste Management Funds	\$ 218,050
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**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA  
Serial No. 2024-01(b)(AU)

An Ordinance Transferring \$75,000 from CIP P44-091 Deferred Building Maintenance to CIP F21-041 Downtown and Glacier Fire Stations Mechanical and Electrical Upgrades.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Transfer of Appropriation.** It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that \$75,000 be transferred:

From: CIP

P44-091	Deferred Building Maintenance	(\$ 75,000)
---------	-------------------------------	-------------

To: CIP

F21-041	Downtown and Glacier Fire Stations Mechanical and Electrical Upgrades	\$ 75,000
---------	--	-----------

**Section 3. Source of Funds.**

General Sales Tax	\$ 75,000
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**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-01(b)(AV)

**An Ordinance Appropriating \$7,830,000 to the Manager for the Outburst Flooding Improvements Capital Improvement Project; Funding Provided by the Alaska Department of Environmental Conservation, Clean Water Nonpoint Source Loan State Revolving Fund.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$7,830,000 for the Outburst Flooding Improvements Capital Improvement Project (D14-101).

**Section 3. Source of Funds**

Alaska Department of Environmental Conservation	\$ 7,830,000
---	--------------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: June 09, 2025  
Drafted by: Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU,  
ALASKA

SERIAL NUMBER T-2517

It is hereby ordered by the Assembly of the City and Borough of Juneau,  
Alaska, that \$1,400,000 be transferred:

From: CIP

D14-101	Outburst Flooding Improvements	\$ (1,400,000)
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To: CIP

D14-105	HESCO Barriers Additional Phases	\$ 1,400,000
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The \$1,400,000 consists of:

Alaska Department of Environmental Conservation State Revolving Loan Proceeds	\$ 1,400,000
--	--------------

Moved and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Katie Koester, City Manager

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-01(b)(AW)

An Ordinance Transferring \$88,812 from CIPs D12-050 Centennial Hall Convention Expansion Study and D12-098 Police Department Crow Hill Radio Site Improvements to CIPs P44-091 Deferred Building Maintenance and F22-028 Public Safety Communication Infrastructure.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Transfer of Appropriation.** It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that \$88,812 be transferred:

From: CIP

D12-098	Police Department Crow Hill Radio Site Improvements	(\$ 85,973)
D12-050	Centennial Hall Convention Expansion Study	(\$ 2,839)

To: CIP

F22-028	Public Safety Communication Infrastructure	\$ 85,973
P44-091	Deferred Building Maintenance	\$ 2,839

**Section 3. Source of Funds.**

General Sales Tax	\$ 85,973
General Funds	\$ 2,839

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-01(b)(AX)

**An Ordinance Appropriating \$882,000 to the Manager for the Outburst Flooding Improvements Capital Improvement Project; Grant Funding Provided by Tlingit Haida Regional Housing Authority.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$882,000 for the Outburst Flooding Improvements Capital Improvement Project (D14-101).

**Section 3. Source of Funds**

Tlingit Haida Regional Housing Authority	\$ 882,000
--	------------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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



Presented by: The Manager  
Introduced: May 19, 2025  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2024-01(b)(AZ)**

**An Ordinance Appropriating \$300,000 to the Manager for the Airport Riverbank Stabilization Capital Improvement Project; Funding Provided by Airport Funds.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$300,000 for the Airport Riverbank Stabilization Capital Improvement Project (A50-116).

**Section 3. Source of Funds**

Airport Funds	\$ 300,000
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**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

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

Presented by: The Manager  
 Presented: 06/09/2025  
 Drafted by: Law Department

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

Serial No. 4017

### **A Resolution Authorizing the Manager to Grant an Access and Utility Easement Across City and Borough Property U.S. Survey 3846 Lot 1.**

WHEREAS, CBJC 53.09.300 authorizes the manager to convey or lease an easement in City and Borough of Juneau (CBJ) owned land upon approval by the assembly by resolution; and

WHEREAS, this is parks-managed property included in Ordinance Serial No. 1996-26 which establishes the Juneau Parks System, with Section 2, Management of Land, stating, “[t]hose parcels of land listed in Appendix 1 are preserved from other uses for the purpose of inclusion in the Juneau Open Space and Park System; provided, however, that waterlines, utilities, access, roads, docks, launch ramps, easement, and similar incidental uses may be allowed...”; and

WHEREAS, Zach and Nicole Liscio, the owners of U.S.S. 1287 TR B1, a property without road frontage north of the Juneau Douglas Bridge on Douglas Island, applied to acquire an easement on CBJ property in order to provide access and utilities to their property; and

WHEREAS, there is an existing undeveloped right-of-way in the CBJ property that does not extend to the Liscio property; and

WHEREAS, fair market value of the easement has been determined to be 30 cents per square foot or approximately \$4,300; and

WHEREAS, the Lands, Housing and Economic Development Committee reviewed this request at the May 5, 2025, meeting and passed a motion of support for granting this easement.

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

**Section 1. Authorization.** The Manager is authorized to grant an access and utility easement, as generally shown in Exhibit A.

**Section 2. Terms and Conditions.**

- a. Purchase Price. The purchase price of these easements shall be fair market value, which has been determined by the City Manager to be \$0.30/ft2 or approximately \$4,300.00
- b. Other Terms and Conditions. The Manager may include other terms and conditions deemed to be of public interest.

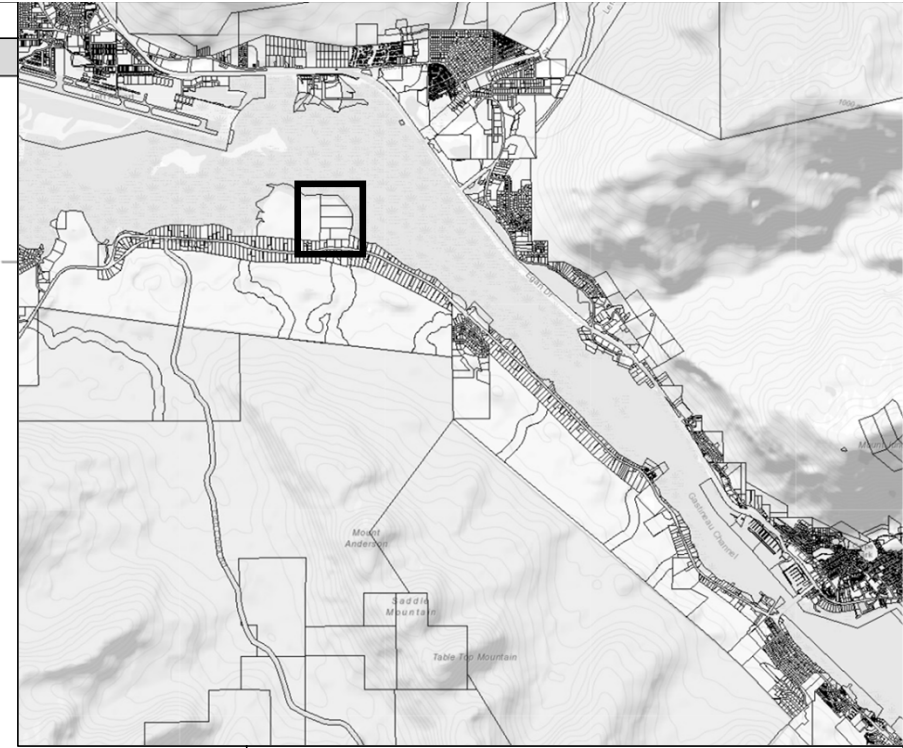
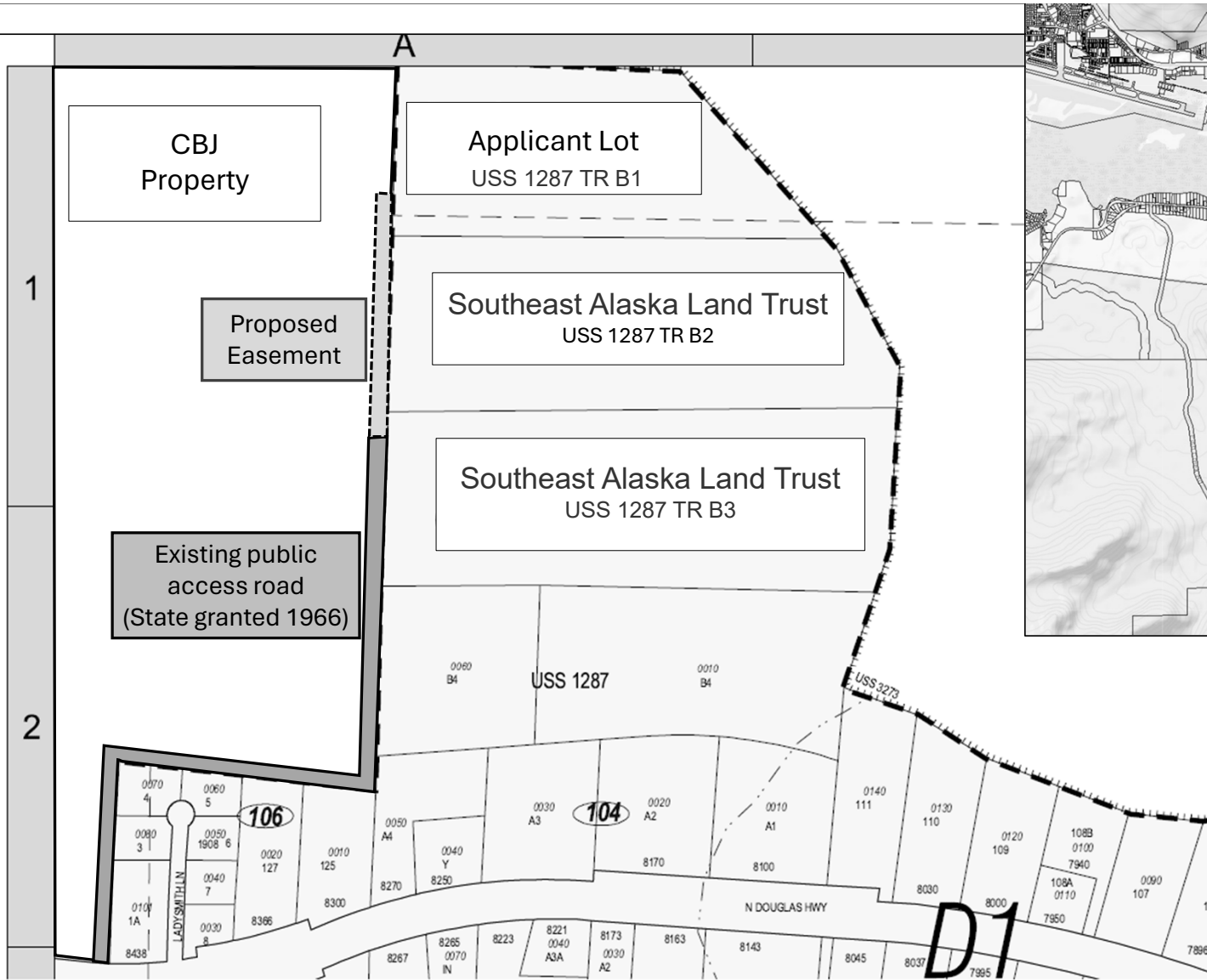
**Section 3. Effective Date.** This resolution shall be effective immediately after its adoption.

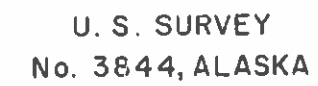
Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Municipal Clerk





EMBRACING  
JUNEAU ISLAND  
SITUATED  
IN GASTINEAU CHANNEL

GEOGRAPHIC POSITION

LATITUDE 58°16'36" N. LONGITUDE 134°23'06" W.

AT U.S.L.M. NO. 1

AREA: 3.18 ACRES

EXECUTED BY  
CLIFFORD L. MCKAY, CADASTRAL SURVEYOR  
MARCH 27 - APRIL 10, 1961

UNDER SPECIAL INSTRUCTIONS  
DATED DECEMBER 8, 1960  
AND  
APPROVED FEBRUARY 27, 1961

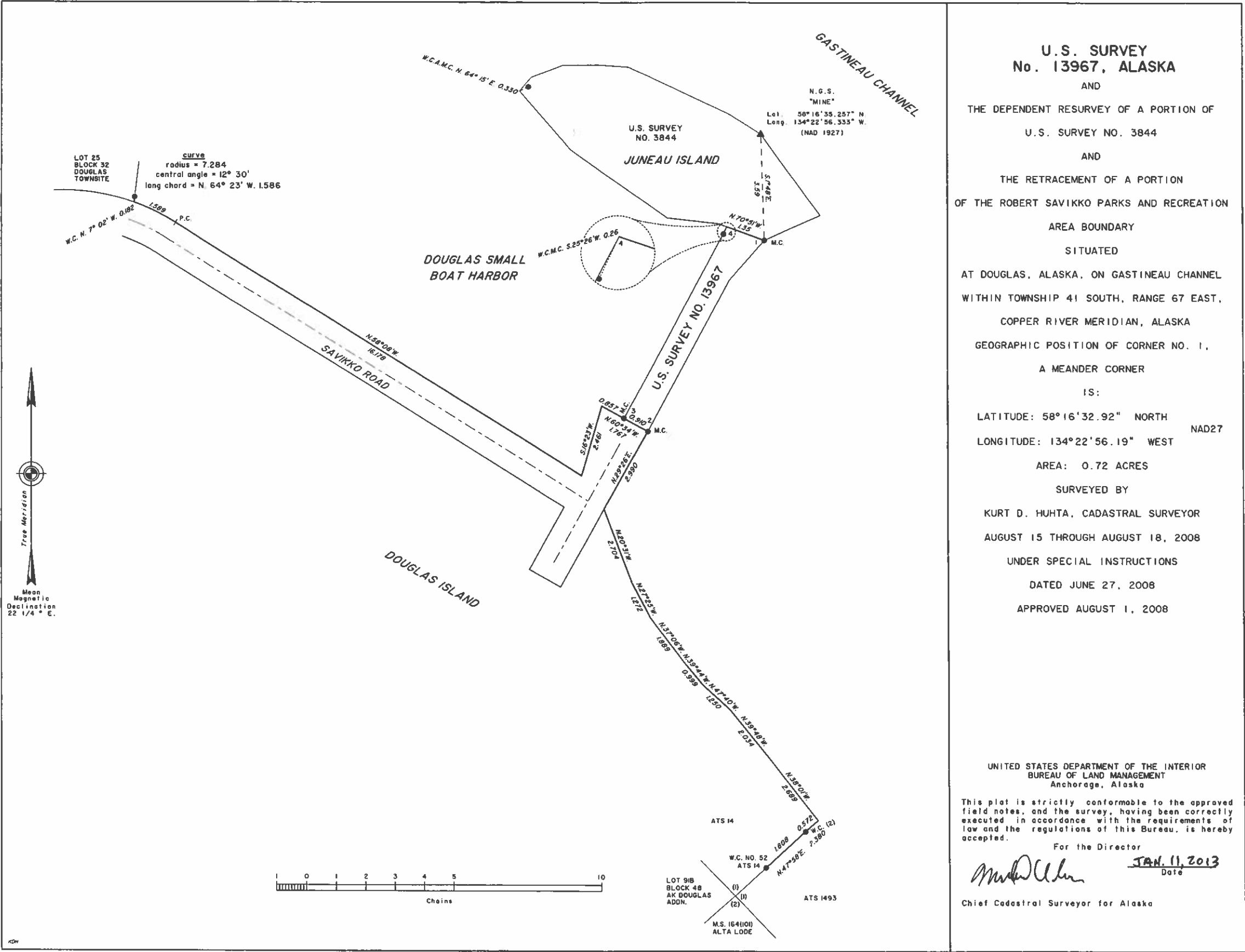
UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Washington, D.C.                      October 12, 1962

This plat is strictly conformable to the approved field notes, and the survey, having been correctly executed in accordance with the requirements of law and the regulations of this Bureau, is hereby accepted.

For the Director

*E. E. Lemington*  
Chief, Division of Engineering

D.S. 304  
JUN 4 1964 (8-2)



Officially Filed

ORIGINAL

DATE August 11, 2022

Sheet 1 of 2 Sheets

**U.S. SURVEY  
No. 13967, ALASKA**

COMPRISING  
THE DEPENDENT RESURVEY  
OF A PORTION OF  
ALASKA TIDELANDS SURVEY NO. 14  
THE RETRACEMENT OF  
A PORTION OF  
U.S. SURVEY NO. 13967  
AND  
THE SURVEY OF LOT 2

SITUATED  
AT DOUGLAS, ALASKA, ON GASTINEAU CHANNEL  
WITHIN TOWNSHIP 41 SOUTH, RANGE 67 EAST,  
COPPER RIVER MERIDIAN, ALASKA

GEOGRAPHIC POSITION OF CORNER NO. 8,  
LOT 2,

IDENTICAL WITH  
CORNER NO. 3, LOT 1, U.S. SURVEY NO. 13967  
BOTH MEANDER CORNERS

IS:  
LATITUDE: 58°16'27.797" NORTH NAD83  
LONGITUDE: 134°23'08.389" WEST

AREA: 1.55 ACRES

ALL SURVEYED LINES ARE MEAN BEARINGS

SURVEYED BY  
CHRISTOPHER E. WILLIAMS, CADASTRAL SURVEYOR

SEPTEMBER 16, 2019 THROUGH  
FEBRUARY 12, 2022

UNDER SUPPLEMENTAL SPECIAL  
INSTRUCTIONS No. 1

DATED SEPTEMBER 5, 2019

APPROVED SEPTEMBER 6, 2019

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Anchorage, Alaska

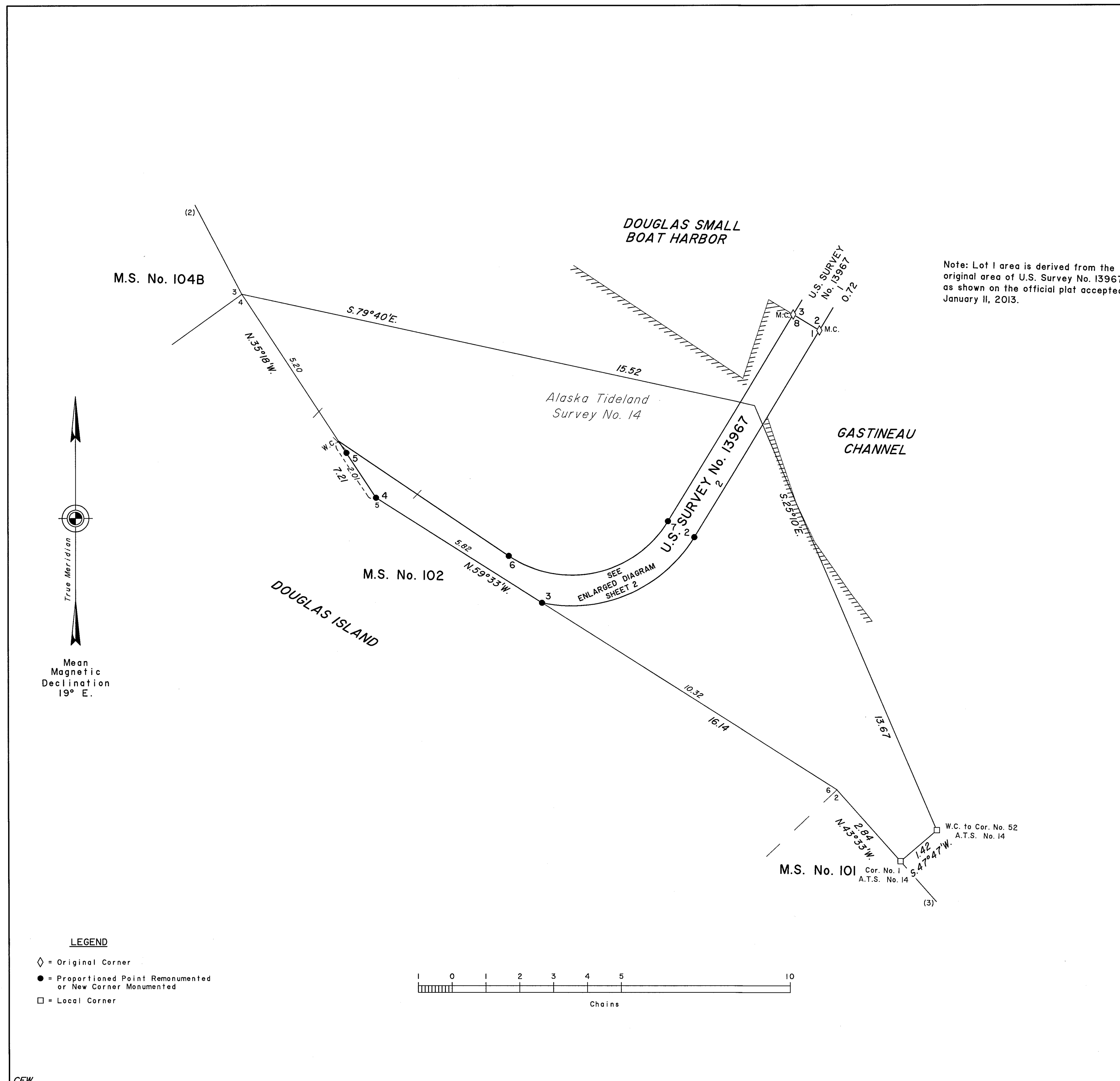
The survey represented by this plat, having been  
correctly executed in accordance with the require-  
ments of law and the regulations of this Bureau,  
is hereby accepted.

For the Director

*Thomas B. O'Boyle* MARCH 31, 2022  
Date

Chief Cadastral Surveyor for Alaska

U.S. Survey No. 13967, Alaska



Presented by: The Manager  
 Presented: 06/09/2025  
 Drafted by: Law Department

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

### Serial No. 4016

**A Resolution Authorizing the Manager to Acquire the Property with the Legal Description of Juneau Island, U.S. Survey 3844; Lot 1, U.S. Survey 13967; Lot 2, U.S. Survey 13967 by Donation to the City and Borough of Juneau from the U.S. Department of Interior Bureau of Land Management.**

WHEREAS, CBJC 53.04.030 provides for the acquisition of real property that is offered to the City and Borough as a gift upon approval of the Assembly by resolution; and

WHEREAS, pursuant to Public Law 104-134, the Secretary is authorized to convey property and facilities to the City and Borough of Juneau ("CBJ") without reimbursement, title, and all interest of the United States; and

WHEREAS, the area described contains 5.45 acres, according to the official plat of survey of the said land on file in the Bureau of Land Management ("BLM"); and

WHEREAS, the Douglas Indian Association ("DIA") became the federally-recognized Tlingit tribe of the Juneau and Douglas area in 1934; and

WHEREAS, the 2025 Assembly Goals for Community, Wellness, and Public Safety includes Goal E: "Support Douglas Indian Association's efforts to acquire Mayflower Island"; and

WHEREAS, for a number of years, the Department of the Interior, BLM, DIA, and CBJ discussed the process by which the BLM can dispose of the property known as "Mayflower Island" to the DIA, taking into consideration the federal limitation that BLM only has the authority to transfer ownership of the Island to the CBJ; and

WHEREAS, the Lands, Housing and Economic Development Committee reviewed this request at the May 5, 2025, meeting and passed a motion of support to draft a resolution to forward to the full Assembly for public hearing, accepting this property from BLM with the intention of disposing of it to DIA for less than fair market value; and

WHEREAS, Mayflower Island across from the Douglas Indian Village was a traditional subsistence site which yielded a once healthy herring run and spawn for Tribal inhabitants; and



WHEREAS, the DIA has shared during Government-to-Government consultation with the BLM and CBJ in 2023 that Mayflower Island is a significant part of its cultural heritage on Douglas Island and that the island is historically the site of culturally important spiritual practices, which are sensitive and culturally proprietary to their tribe; and

WHEREAS, there is a communications tower on the property which will be conveyed to the CBJ with the property that the CBJ will retain ownership of in perpetuity.

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

**Section 1. Authorization.** The Manager is authorized to accept Juneau Island by donation, as generally shown in Exhibit A. Ownership is to be further transferred to the Douglas Island Association in accordance with CBJC 53.09.200, 53.09.260, and 53.09.270.

**Section 2. Terms and Conditions.** The Manager may include other terms and conditions deemed in the public interest.

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

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:

\_\_\_\_\_  
Municipal Clerk

# MEMORANDUM

CITY/BOROUGH OF JUNEAU  
155 HERITAGE WAY, JUNEAU, ALASKA 99801

TO: Renee' Loree  
CBJ Purchasing Officer

FROM: *Carl Uchytel*  
Carl Uchytel  
Port Director

SUBJ: POSTING NOTICE OF BIDS  
*Statter Harbor Office Re-roof*  
Contract No. DH25-049

Date: June 4, 2025

This memo is to post a notice of the results of the bid opening on June 4, 2025, for the subject project. four (4) bids were received. The responsive bidders and their total bids are as follows:

BIDDERS	TOTAL BID
<b><i>Dawson Construction, LLC</i></b>	<b><i>\$199,300.00</i></b>
Carver construction, LLC	\$204,955.59
Wolverine Supply, Inc	\$347,000.00
Daynight Construction, Inc	\$409,999.69
<i>Architect's Estimate</i>	<i>\$318,000.00</i>

The apparent low bidder is Dawson Construction, LLC. Recommendation to award the Total Bid in the amount of \$199,300.00 will be forwarded to the CBJ Assembly for approval at the Regular Assembly Meeting on June 9, 2025.

This notice begins the protest period per Purchasing Code 53.50.062. Protests will be executed in accordance with CBJ Ordinance 53.50.062 "Protests", and 53.50.080 "Administration of Protest." The CBJ Purchasing Code is available online at: <http://www.juneau.org/law> or from the CBJ Purchasing Division at (907) 586-5258.

The apparent low bidder has until **4:30 p.m. on** June 9, 2025, to submit the Subcontractor Report, Section 00360 to the Engineering Department Contracts Office. The Subcontractor Report must be submitted even if there are no subcontractors planned for the job.

c. Bidders  
Mathew Sill, CBJ Project Manager





## Docks and Harbors Bid Summary

<b>Bid E No.</b> DH25-049	<b>Date:</b> 6/4/25	<b>Bidder Name</b>				
<b>Project Title:</b> Statter Harbor Office Re-Roof		Carver Construction	Dawson Construction	Day Night Construction Inc.	Wolverine Supply	
<b>Engineer's Estimate:</b> \$318,000						
<b>Number of Addenda Issued:</b>						
<b>Addenda Acknowledged</b> 1	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
<b>Signed Bid</b>	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
<b>Bid Schedule</b>	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
<b>Bid Bond</b>	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
<b>Contractor Financial Responsibility Form</b>	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
<b>Current AK Contractors License</b>	Yes No	Yes No	Yes No	Yes No	Yes No	Yes No
<b>Item</b>						
<b>Total Base Bid</b>	\$204,955.59	\$199,300.00	\$409,999.69	\$347,000.00	\$	

Matthew Sill, Port Engineer

Read into the record by

Melody Musick, D&H Administrative Officer 1

Recorded by

*\*Posting Notice will be issued pending document verification*

2025 2<sup>nd</sup> Late File Exemption List to the AssemblyLate File Senior & Disabled Veteran Exemptions:

<b>Name</b>	<b>Parcel Number</b>	<b>Property Address</b>
William Schlueter	5B2401280120	4507 Dredge Lake Rd
David Lyons	7B1001100092	4410 Abby Way
Roger Kolden	4B2601140010	4944 Wren Dr
Jay Satterfield	4B2801000100	3861 Caroline St
Eric Christensen	1D050L130043	2890 Simpson Ave

Late File Senior & Disabled Veteran Hardship Exemptions:

<b>Name</b>	<b>Parcel Number</b>	<b>Property Address</b>
Ruth Dvorak	4B2801050042	3853 Lee Court
Douglas Solberg	1C040A090040	528 6 <sup>th</sup> St
John Haywood	2D040T320261	709 St Ann's Ave
Michael Story	4B2801040200	12069 Cross St
Ellen Ferguson	6D0901030100	7925 N Douglas Hwy
Karin Dvorak	7B1001060012	4125 Blackerby St
Della Cheney	5B250151G001	4401 Riverside Dr Unit G1
Darlene Derbesy	5B2401460060	8178 Thunder St



City and Borough of Juneau  
City & Borough Manager's Office  
155 Heritage Way  
Juneau, Alaska 99801  
Telephone: 907-586-5240| Facsimile: 907-586-5385

TO: Deputy Mayor Smith and Committee of the Whole  
FROM: Katie Koester, City Manager  
DATE: June 3, 2025  
RE: Proposed Changes to Meeting times

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The purpose of this memo is to suggest changes in your schedule to accommodate an earlier start time. The 7PM start time for regular meetings originally came about because KTOO was broadcasting meetings at that time. KTOO no longer broadcasts CBJ meetings as they are available over zoom and often on YouTube. Giving members and public time to eat dinner and still attend a meeting has also been shared with me as a reason for a 7PM Assembly start time.

Earlier start times would benefit staff who struggle to fill the dead time between the end of the workday and the meeting and would prefer to end earlier. Any meetings we can switch to regular business hours will save some overtime. Making decisions late at night can be taxing. At its worse, there is a tendency to defer to staff recommendations when everyone is exhausted. HOWEVER, what is most important is that a meeting schedule accommodate the Assembly and the public.

After informally consulting members, I have gathered the following take aways about proposed changes to the schedule. Opinions varied widely, however everyone had a strong desire to be collaborative and accommodating to group consensus regardless of their personal opinion. A few themes came through.

### **More lunch meetings**

Many were ok with more lunch meetings if they were kept to an hour to accommodate work schedules. There is concern that it is hard to make both a lot of lunch meetings and earlier start times work.

### **Earlier start time**

The majority prefer an earlier start time - though there are a few night owls out there. A few feel very strongly about this. The caveat to an earlier start time was that it needed to correspond with an earlier end time. There was a comment that some know of potential assembly members who choose not to run because of how late the meetings run. Another concern expressed is that the public may be unable to watch or participate in meetings that end late due to the need to sleep.

### **Spacing of meetings**

There was a preference for consolidating meetings on one day or at least one week to allow for travel and breaks during off weeks.

Any changes to the start time of the regular meeting requires amending the rules of procedure. If the body chooses to amend the rules of procedure, we should also look at changing the section that states the Assembly shall meet every third Monday; that schedule has not been followed for some time.

Based on the input received I have outlined 3 scenarios below:

Option 1: Status quo.

COW Mondays: PWFC at noon; LHED at 5PM and COW at 6PM

Assembly Mondays: HRC at 6PM and Regular Meeting at 7PM.

Option 2: Small change.

COW Mondays: status quo

Assembly Mondays: HRC at 5PM; Assembly at 6PM

Option 3: More change. Make all evening meeting the same start time (mirror AFC 5:30PM start time).

COW Mondays: PWFC at noon; COW at 5:30PM

Tuesday following COW: noon LHED

Assembly Monday: HRC at noon; Regular Meeting at 5:30

*Section R, Item 51.*

**Recommendation:** If the Assembly is amendable to considering a change, direct staff to bring the Assembly rules and procedures and a sample calendar for the selected option to the body at the next regular meeting.