



REGULAR ASSEMBLY MEETING 2024-09 AGENDA

April 29, 2024 at 7:00 PM

Assembly Chambers/Zoom Webinar/YouTube Livestream

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

Submitted By:

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

- [1.](#) Proclamation: Public Service Recognition Week
- [2.](#) Proclamation: Workers' Memorial Day
3. St. Vincent dePaul Thank You for Cold Weather Emergency Shelter Service

E. APPROVAL OF MINUTES

- [4.](#) July 10, 2023 Regular Assembly Meeting 2023-17 Draft Minutes
- [5.](#) March 6, 2024 Joint Special Assembly Meeting w/Airport Board Meeting DRAFT Minutes

F. MANAGER'S REQUEST FOR AGENDA CHANGES

G. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

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

- [6.](#) Ordinance 2023-14(b)(AG) An Ordinance Transferring \$489,478 from CIP D12-070 Open Space Waterfront Land Acquisition to CIP H51-113 Waterfront Seawalk.

In 2002, the Assembly directed staff to transfer unexpended marine passenger fees, designated for specific projects and activities, to the Waterfront Open Space Land Acquisition CIP for land acquisition on the waterfront. In 2020, this practice was discontinued to align the allocation of passenger fees with the CLIA settlement agreement. This ordinance would transfer the remaining

balance of \$489,478 from the Open Space Waterfront Land Acquisition CIP to the Waterfront Seawalk CIP. The Waterfront Seawalk CIP is in need of additional funding and is an eligible use of passenger fees.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

7. Ordinance 2024-18 A Noncode Ordinance Authorizing a Designated Campground Primarily for People Experiencing Homelessness as an Essential Public Facility and Exempting it from the Requirements and Prohibitions of Title 49.

Establishing a summer campground for people experiencing homelessness is an issue made increasingly complex due to a combination of factors, including but not limited to camper safety, residential/business use compatibility, the availability and affordability of housing, and insufficient mental/behavioral health and substance use services. This ordinance enables the Assembly to designate a campground by resolution if and when an appropriate campground location is found.

The Assembly considered public comments on April 1 for a similar ordinance (Ord. 2024-14, Thane Road Campground on Mill Street), which has been tabled. The Assembly Committee of the Whole recommended introduction of this ordinance at the April 15 meeting.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

8. Ordinance 2023-14(b)(AH) An Ordinance Appropriating \$2,000,000 to the Manager as a Grant to Gastineau Human Services to Construct Low Income and Substance Use Recovery Permanent Supportive Housing; Funding Provided by General Funds.

This ordinance appropriates \$2 million from unrestricted fund balance as a grant to Gastineau Human Services for the construction of 51 units of permanent supportive housing. These funds are intended to provide community match support for numerous other grants – federal, state, and private – that GHS is seeking to realize this project. Project construction is projected to begin in 2025 with housing being available at the end of the construction season in 2026. This housing targets those with very low area median incomes who are in substance use recovery.

The Assembly Finance Committee reviewed this request at the April 17, 2024 meeting and directed staff to introduce an appropriating ordinance and accompanying Letter of Intent in support of the project.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

J. Bid Awards

9. Bid Award: No. 25-003 Transport and Disposal of Biosolids

Bids were opened on the subject project on March 12, 2024. The following bids were received:

Bidder	Total Bid
Regional Disposal Company, DBA: Republic Services	\$4,321,577.35
Waste Management	\$3,035,012.00

Funding Source: 519760501-5390 WW Treatment, Contractual Services

The City Manager recommends award of Bid No. 25-003 Transport and Disposal of Biosolids to Waste Management.

10. Contract No. BE24-255 Lawson Creek Road Reconstruction

Due to the timing of this bid opening, the bid recommendation memo for this bid will not be available until Friday, April 26. At that time, it will be included under the Supplemental Materials section of the Municode agenda, and will be e-mailed out to all Assembly members.

11. Contract No. BE24-247 Dogwood Lane Improvements -- Mendenhall Boulevard to Taku Boulevard

Due to the timing of this bid opening, the bid recommendation memo for this bid will not be available until Friday, April 26. At that time, it will be included under the Supplemental Materials section of the Municode agenda, and will be e-mailed out to all Assembly members.

K. Transfers

12. Transfer Request T-1078 A Transfer of \$92,653 from CIP R72-146 Flood Plain Mapping Technical Assistance to CIP R72-136 Areawide Drainage.

This request would transfer \$92,653 from the Flood Plain Mapping Technical Assistance CIP to the Areawide Drainage CIP. This funding would contribute toward the installation of check valves, eliminating the potential for water to backflow through the culverts along the Mendenhall River in high water events, such as the August 2023 jokulhlaup. The Flood Plain Mapping Technical Assistance CIP is ready to be closed and does not require the remaining funds.

The Public Works and Facilities Committee reviewed this request at the April 15, 2024 meeting.

The City Manager recommends approval of this transfer.

L. Liquor/Marijuana Licenses

13. 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: Thibodeaus Market Inc. d/b/a Thibodeaus Valley Liquor

License Type: Package Store, License: #4422 Location: 9106 Mendenhall Mall Rd, Juneau

Licensee: Thibodeaus Market Inc. d/b/a Thibodeaus Home Liquor

License Type: Package Store, License: #521 Location: 465 W. Willoughby Ave., Juneau

Licensee: Thibodeaus Market Inc. d/b/a Liquor Barrel

License Type: Package Store, License: #1129 Location: 5235 Glacier Hwy, Juneau

Licensee: Thibodeaus Market Inc. d/b/a Kenny's Liquor Market

License Type: Package Store, License: #661 Location: 621 Willoughby Ave., Juneau

Licensee: Canton Asian Bistro, LLC d/b/a Canton Asian Bistro

License Type: Restaurant Eating Place, License: #5706 Location: 8585 Old Dairy Rd #105, Juneau

Licensee: Imperial Bar, Inc. d/b/a Imperial Bar

License Type: Beverage Dispensary, License: #550 Location: 241 Front St., Juneau

Marijuana Licenses - TRANSFER of CONTROLLING INTEREST

Licensee: Green Elephant, LLC d/b/a Green Elephant LLC

License Type: Standard Marijuana Cultivation Facility, License: #10315 Location: 101 Mill St. Suite A, Juneau

Licensee: Green Elephant, LLC d/b/a Green Elephant LLC

License Type: Retail Marijuana Store, License: #10844 Location: 101 Mill St. Suite B, Juneau

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

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

M. PUBLIC HEARING

14. Ordinance 2024-03 An Ordinance Establishing the Rate of Levy for Property Taxes for Calendar Year 2024 Based Upon the Proposed Budget for Fiscal Year 2025.

This ordinance establishes the mill rates for property taxes for 2024, which funds a significant portion of the City and Borough of Juneau's FY25 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 FY25 Proposed Budget that will be reviewed 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 FY25, the operating mill rate is proposed to increase 0.16 mills for a total proposed mill levy of 10.32 mills, the components of which are:

FY2025 Proposed Mill Rate

Areawide: 6.36 (an increase of 0.16 from FY24 Adopted)

Roaded Service Area: 2.45 (flat from FY24 Adopted)

Fire Service Area: 0.31 (flat from FY24 Adopted)

Debt Service: 1.20 (flat from FY24 Adopted)

Total FY25 Proposed Mill Rate: 10.32 (an increase of 0.16 from FY24 Adopted)

The Systemic Racism Review Committee reviewed this ordinance at its April 23, 2024 worksession meeting.

The City Manager recommends holding the charter required public hearing for this ordinance, followed by referral back to the Assembly Finance Committee for further review.

15. Ordinance 2024-01 An Ordinance Appropriating Funds from the Treasury for FY25 City and Borough Operations.

This ordinance appropriates \$521,504,900 in expenditure authority for the City and Borough of Juneau's FY25 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 \$501,565,300 of forecast revenue and transfers-in and decreases fund balances, across all funds, by \$19,939,600. The forecast revenue and draw from fund balance are sufficient to fund the budgeted expenditures. Budgeted expenditures and revenues will be reviewed in detail with the Finance Committee during the budget process in April and May.

The Charter 9.6 requires that a public hearing be held on the FY25 operating budget by May 1, 2024, and the ordinance be adopted by June 15, 2024.

The Systemic Racism Review Committee is continuing to review this ordinance.

The City Manager recommends holding the charter required public hearing for this ordinance, followed by referral back to the Assembly Finance Committee for further review.

16. Ordinance 2024-02 An Ordinance Appropriating Funds from the Treasury for FY25 School District Operations.

This ordinance will appropriate to the School District an FY25 operating budget of \$85,397,400. This is an overall decrease in the budget of \$10,919,600 from the FY24 Amended Budget. The FY25 school budget is supported with a combination of funding sources including CBJ local funding, and state and federal funding of \$44,368,300. The local funding consists of \$34,432,000 for general operations (i.e. educational funding) and \$3,690,400 for non-educational programs and activities.

CBJ Charter 13.6 requires the Assembly to determine the total amount of local educational funding support to be provided and provide notification of the support to the School Board within 30 days of the School District's budget submission. To meet this timing provision, it is necessary for the Assembly to determine the amount of funding and provide notice in the month of April. This amount cannot subsequently be reduced, unless the amount exceeds the State funding limits, but it can be increased. If the Assembly does not set the amount and furnish the School Board with notice within 30 days, the amount requested by the School District is automatically approved. By Charter, the Assembly is required to appropriate the School District's budget no later than May 31, 2024.

The Systemic Racism Review Committee reviewed this ordinance at its April 23, 2024 worksession meeting.

The City Manager recommends holding the charter required public hearing for this ordinance, followed by a motion to set the amount of minimum local funding to be provided to the school district, and then referral of the ordinance back to the Assembly Finance Committee for additional review.

17. Resolution 3052 A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2025 through 2030, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2025.

This resolution would adopt the Capital Improvement Program (CIP) for Fiscal Years 2025 through 2030, as required by Charter Section 9.4, and lists the capital projects that will be initially appropriated by ordinance in FY25.

The Public Works and Facilities Committee reviewed the preliminary CIP at its March 11, 2024 meeting and forwarded the plan to the Assembly .

The Systemic Racism Review Committee is continuing to review this resolution and the overall CIP process.

The City Manager recommends holding the charter required public hearing for this resolution, followed by referral back to the Assembly Finance Committee for further review.

18. Ordinance 2024-04 An Ordinance Establishing Duties of the Tourism Office.

This ordinance establishes the CBJ Tourism Office and allows the manager to assign the Visitor Industry Director as the project manager or co-project manager for projects with a substantial relationship to tourism. Duties include centralized tourism policy and management; coordination of community planning and projects related to tourism; public relations related to the visitor industry, including contract management and cruise ship schedule coordination; and other duties as assigned by the manager.

The Systemic Racism Review Committee reviewed this ordinance at its April 2, 2024 meeting.

An amendment to change the name of Tourism Manager to Visitor Industry Director is included in this packet.

The City Manager recommends the Assembly amend the ordinance and then adopt the ordinance.

19. Ordinance 2024-10 An Ordinance Amending Chapter 85.02 Related to the Docks and Harbors Board Roles Related to Tourism.

The Assembly has funded a Tourism Manager (Visitor Industry Director) position since 2021, who works for the City Manager. This ordinance would clarify the Docks and Harbors Board duties related to tourism management. Notably, Docks and Harbors would maintain and operate the municipal cruise ship docks, and the Visitor Industry Director would be responsible for cruise-ship based tourism management, including capital projects. There is a companion ordinance, 2024-04, related to Visitor Industry Director duties. This ordinance would help advance the goals of the Visitor Industry Task Force (VITF) and provide a more direct route for Assembly control of tourism-related projects.

The Assembly most recently discussed this ordinance at the Assembly Committee of the Whole on February 26, 2024, and directed Assembly liaisons to discuss this topic with their empowered boards. The Systemic Racism Review Committee reviewed this ordinance at its April 2, 2024 meeting.

Assemblymember Woll has proposed an amendment.

The City Manager recommends the Assembly consider the amendment and then adopt this ordinance.

20. Ordinance 2024-15 An Ordinance Authorizing the Manager to Convey a Fraction of Renninger Lot 5 Located near 6200 Jackie Street to JG Construction for Fair Market Value.

In February, JG Construction applied to acquire fractions of two CBJ lots through a negotiated sale process. These two lots (Lot 4 and Lot 5) have been available for purchase from the CBJ since 2017 by over-the-counter sale and have been designated for higher-density residential development. The application states that if the sale is approved, JG Construction will build 28 apartments total. JG Construction currently rents 18 units, 9 of which are rented to USCG, and JG Construction has rented to USCG for 24 years.

The LHED Committee reviewed this application and forwarded it to the full Assembly with a motion of support for working with the original proposer. On March 11, 2024, the Assembly authorized the CBJ to enter into fair market value negotiations with JG Construction. The Systemic Racism Review Committee reviewed this ordinance at its April 2, 2024 meeting.

The City Manager recommends the Assembly adopt this ordinance.

21. Ordinance 2024-16 An Ordinance Authorizing the Manager to Convey a Fraction of Renninger Lot 4 Located near 6200 Jackie Street to JG Construction for Fair Market Value.

In February, JG Construction applied to acquire fractions of two CBJ lots through a negotiated sale process. These two lots (Lot 4 and Lot 5) have been available for purchase from the CBJ since 2017 by

over-the-counter sale and have been designated for higher-density residential development. The application states that if the sale is approved, JG Construction will build 28 apartments total. JG Construction currently rents 18 units, 9 of which are rented to USCG, and JG Construction has rented to USCG for 24 years.

The LHED Committee reviewed this application and forwarded it to the full Assembly with a motion of support for working with the original proposer. On March 11, 2024, the Assembly authorized the CBJ to enter into fair market value negotiations with JG Construction. The Systemic Racism Review Committee reviewed this ordinance at its April 2, 2024 meeting.

The City Manager recommends the Assembly adopt this ordinance.

22. Ordinance 2023-14(b)(S) An Ordinance Appropriating up to \$ 1,213,423 to the Manager as Local Grant Match for the North Douglas Crossing Capital Improvement Project; Funding Provided by General Funds.

This ordinance would appropriate up to \$1,213,423 for the North Douglas Crossing CIP to fulfill two local grant match requirements:

Rebuilding America’s Infrastructure and Sustainability and Equity (RAISE) Grant Match \$ 866,000

FFY23 Congressionally Directed Spending (CDS) Grant Match \$ 347,423

The RAISE grant’s local match contribution was pledged in Resolution 3019(b) adopted during the January 30, 2024 Regular Assembly meeting. The CDS funding was secured by U.S. Senator Lisa Murkowski in the Consolidated Appropriations Act for Federal fiscal year 2023. These grants will provide funding for community outreach and the design phase of the North Douglas crossing. The Engineering and Public Works Department is currently working with the Alaska Department of Transportation & Public Facilities to confirm whether previously appropriated funds can be used toward the match. Due to the time sensitivity of the project, this request would ensure the grant match funding is available. If previously appropriated funds are approved for the local match, these appropriated general funds would be returned to the General Fund.

The Systemic Racism Review Committee reviewed this ordinance at its April 2, 2024 meeting.

The City Manager recommends the Assembly adopt this ordinance.

23. Ordinance 2023-14(b)(AF) An Ordinance Appropriating \$164,000 to the Manager for Tripper Transit Services During Tourist Season; Funding Provided by Marine Passenger Fees.

This ordinance would appropriate \$164,000 of Marine Passenger Fees for Capital Transit’s “tripper” bus service during peak tourist season. The 2023 summer cruise season highlighted significant challenges for Capital Transit in effectively serving both Juneau residents and cruise ship tourists. Due to the volume of cruise ship tourists using the local bus system, hundreds of local bus riders, including people in wheelchairs, were unable to board buses due to no capacity available. This funding would restore the mid-day Valley/Downtown Express Route 8 on weekdays and extend the Valley/Downtown Express Route 8 service to Saturdays and Sundays during April, May, and June. Passenger fee funding for FY25 Tripper bus services is included in the FY25 Manager’s Proposed Budget, pending appropriation by the Assembly.

The Systemic Racism Review Committee reviewed this ordinance at its April 2, 2024 meeting and noted this is exactly the type of legislation the SRRC would like to see more of.

The City Manager recommends the Assembly adopt this ordinance.

N. UNFINISHED BUSINESS

O. NEW BUSINESS

24. Regulation 07 CBJAC 10 Airport Rates and Fees Amended

In response to a projected budget deficit for FY25 and beyond, the Airport has adjusted its rates and fees to help offset the shortfall. Rates and fees are established through the Airport’s financial model.

Rate increases are proposed in Airlines Security Screening Fees, Terminal Leases, Fuel Flowage Fees, and Landing Fees. The anticipated increase to annual revenues for FY25 is \$648,100. A detailed description of the rates and fees regulation changes was addressed in the fiscal note that accompanied the draft regulation.

The Airport received no comments during the public comment period from March 16, 2024 through April 5, 2024. The Airport Board approved the Rates and Fees Regulation at the April 11, 2024 Airport Board meeting. The Airline Fee for Airport Security Screening, large air carrier fuel flowage fees, non-signatory fuel flowage fees, large air carrier landing fees and non-signatory landing fees are scheduled to increase in May with the remainder of the Airport Rates and Fees Regulation changes scheduled to take effect July 1, 2024.

The Assembly review of regulations is governed by CBJC 01.60.260.

The Manager recommends the Assembly approve this regulation.

25. Regulation 11 CBJAC 04 Noncommercial Use Permits

These regulations will allow the Parks & Recreation Department to issue permits for large, non-commercial events held in municipal parks or recreation facilities. Permits issued pursuant to these regulations may (1) reasonably manage the time, place, and manner of large events in public parks, (2) include reasonable conditions to protect public safety and property, and (3) recover costs through reasonable permit fees as described in the included fiscal note.

The Parks & Recreation Advisory Committee discussed the proposed regulations on November 7, 2023 and December 5, 2023, and unanimously recommended that they be adopted.

The Assembly review of regulations is governed by CBJC 01.60.260.

The Manager recommends the Assembly approve this regulation.

26. Resolution 3061 A Resolution Calling for a Bilateral Peace Agreement in Israel and Palestine.

This resolution has been offered by Assemblymember Kelly. Any Assemblymember can move to adopt this resolution, refer it to a committee, defer it to another meeting, or choose another procedural tool.

Because this is a policy question for the Assembly, the City Manager has no recommendation.

P. STAFF REPORTS

Q. ASSEMBLY REPORTS

Mayor's Report

Committee and Liaison Reports

Presiding Officer Reports

27. APL 2023-AA01 Hart v. Planning Commission & Huna Totem Corporation

In the summer of 2023, the Planning Commission issued a conditional use permit for a new cruise ship dock at the Juneau Subport. Ms. Hart filed a timely appeal. The State Office of Administrative Hearings held oral argument on January 24, 2024. The Hearing Officer issued a draft decision to the parties. Huna Totem Corp. filed an objection and Ms. Hart filed a letter of support. As a result of those pleadings, a

status hearing was held on April 24 to discuss the legal significance of the Long Range Waterfront Plan. The parties have until May 3 to submit briefing on that limited issue.

There is no action for the Assembly at this time.

R. ASSEMBLY COMMENTS & QUESTIONS

S. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

T. EXECUTIVE SESSION

28. **Litigation Update**

U. SUPPLEMENTAL MATERIALS

[29.](#) Bid Award Memo - Lawson Creek Road Reconstruction

[30.](#) Recommendation Memo for Bid Award BE24-247 Dogwood Lane Improvements

V. ADJOURNMENT

W. 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.

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.

**Office of the Mayor
City and Borough of Juneau
Proclamation
Public Service Recognition Week – May 5-11, 2024**

WHEREAS, Americans are served every single day by public servants at the federal, state, tribal, county, and city levels; and

WHEREAS, these unsung heroes do the work that keeps our nation working; and

WHEREAS, day in and day out public servants provide the diverse services demanded by the American people of their government with efficiency and integrity; and

WHEREAS, without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials; and

WHEREAS, public servants deliver the promise of a government by and for the people; and

WHEREAS, public servants educate our children, keep our communities safe, defend our country, deliver our mail, maintain our roads and bridges, and perform countless other essential services; and

WHEREAS, every year since 1985, the first full week in May has been set aside as Public Service Recognition Week, a time to thank dedicated public servants from federal, state, tribal, county, and local governments across the country.

NOW, THEREFORE, I, Michelle Hale, Deputy Mayor of the City and Borough of Juneau, Alaska, on behalf of the City and Borough Assembly, do hereby issue this proclamation designating the week of May 5-11, 2024 as Public Service Recognition Week. I encourage all citizens to recognize the accomplishments and contributions of government employees at all levels.

IN WITNESS WHEREOF, I have hereto set my hand and caused the seal of the City and Borough of Juneau, Alaska, to be affixed this 29th day of April, 2024.



Michelle Hale
Michelle Hale, Deputy Mayor

**Office of the Mayor
City and Borough of Juneau
Proclamation
Workers' Memorial Day, April 28, 2024**

WHEREAS, each April, Workers' Memorial Day is observed as a day to remember those who have suffered and died on the job; and

WHEREAS, we remember those who have died in workplace catastrophes, suffered diseases because of exposure to toxic substances, or been injured because of dangerous conditions; and

WHEREAS, these tragedies cause us to rededicate ourselves to fighting for safe workplaces; and

WHEREAS, the core theme for Workers' Memorial Day has been "Mourn for the Dead Fight for the Living"; and

WHEREAS, April 28 was chosen as Workers' Memorial Day because it is the anniversary of when the Occupational Safety and Health Act went into effect; and

WHEREAS, Workers' Memorial Day is observed in nearly 100 counties around the world.

NOW, THEREFORE, I, Michelle Hale, Deputy Mayor of the City and Borough of Juneau, Alaska, on behalf of the City and Borough Assembly, do hereby issue this proclamation designating April 28, 2024 as Workers' Memorial Day in the City and Borough of Juneau. I encourage all citizens to reflect on those individuals who have lost their lives while working.

IN WITNESS WHEREOF, I have hereto set my hand and caused the seal of the City and Borough of Juneau, Alaska, to be affixed this 29th day of April, 2024.

Michelle Hale
Michelle Hale, Deputy Mayor



REGULAR ASSEMBLY MEETING 2023-17

DRAFT MINUTES



July 10, 2023 at 7:00 PM

Assembly Chambers/Zoom Webinar/YouTube Livestream

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

A. CALL TO ORDER

Meeting No. 2023-17: The Regular Meeting of the City and Borough of Juneau Assembly, held in the Assembly Chambers and via zoom, was called to order at 7:02pm.

B. FLAG SALUTE AND LAND ACKNOWLEDGEMENT were led by Ms. Triem

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: Wade Bryson, Michele Hale, Alicia Hughes-Skandijs, Greg Smith, Christine Woll, 'Wáahlaal Gídaak, Maria Gladziszewski, Carole Triem, and Mayor Beth Weldon

Assemblymembers Absent: None.

Staff Present: City Manager Rorie Watt, Deputy City Manager Robert Barr, Acting Municipal Attorney Sherri Layne, Deputy Clerks Diane Cathcart and Andi Hirsh

D. SPECIAL ORDER OF BUSINESS

1. **Proclamation Honoring Wayne Stevens – presented by Mayor Weldon.**

2. 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.

E. APPROVAL OF MINUTES

3. **2023-01-09 Regular Assembly Meeting 2023-01 Minutes - Draft**

4. **2023-01-31 Special Assembly Meeting 2023-03 Minutes - Draft**

5. **2023-06-27 Special Assembly Meeting 2023-15 Minutes - Draft**

6. **2023-06-28 Special Assembly Meeting 2023-16 Minutes – Draft**

MOTION by Ms. Hale to approval all the above minutes as presented and asked for unanimous consent. Hearing no objection, the minutes were approved by unanimous consent.

F. **MANAGER'S REQUEST FOR AGENDA CHANGES – None.**

G. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** (*Not to Exceed a Total of 20 Minutes, Nor More than Five Minutes for Any Individual*)

Mr. David Ignell, a resident of West Juneau, stated that last month he was here to talk about an appalling case of systemic racism in the Juneau’s Criminal Justice System. He said that CBJ has a committee dedicated to Systemic Racism issues and he has not heard anything from them. Two weeks ago, the tribal council of Hoonah Indian Association passed a resolution in support of its tribal member, Thomas Jack, Jr. who has been a victim of systemic racism. Their action called for resolutions of support from local governments and all the CBJ Assemblymembers have been provided a copy of that resolution. He said that he received only a response from Assemblymember Hughes-Skandijs but no commitment. He provided various quotes about those who are silent are in fact endorsing racism. He implored them to pass a unanimous resolution to eradicating systemic racism in the criminal justice system.

Mr. Steve Behnke, a Thane resident, said he was speaking wearing his Renewable Juneau hat this evening. He was asked by Zack Brown from the Tidelands Institute to hand them a copy of his book “The Big Fix, 7 Practical Steps to Save Our Planet” He said that Zach Brown is a climate scientist educator with Tidelands Institute in Gustavus and he has enclosed a letter with the book and why he thinks local government leaders should be interested in it. Many of them have done personal things regarding climate action. This book has a list of several items relevant to CBJ such as buildings, transportation, and how to fix urban places. Some things they are already doing and other things they can still do. Ms. Gladziszewski said that it is fortunate that we have JCOS as they may be interested in looking at it.

Mr. William Quayle, a Willoughby Ave. resident, spoke about his business SEAK Express Pedicab. So far, he has only pulled in \$4,000 this season and has \$6,000 in expenses. He received a letter from George Schaaf saying he cannot take his pedicab through Marine Park. He is asking to be able to go through Marine Park just to get people to the seawalk. He said that Mr. Schaaf is squeezing him for \$500 just to go through the park and has been threatened with a \$300 fine if he goes through Marine Park. He is asking Assembly to let him go through the park.

Ms. Woll asked if there are other places that he takes his pedicab that he is required to pay permit fees to travel through? Mr. Quayle said Whale Park is another place that they charge fees but he does not go through there and Marine park is the only place that he goes that is requiring payment.

H. CONSENT AGENDA

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

Assembly Request for Consent Agenda Changes

Assembly Action

MOTION by Ms. Gladziszewski to adopt the Consent Agenda, including the item on the off road park that many people have come to watch pass, and asked for unanimous consent. *Hearing no objection, the Consent Agenda was adopted by unanimous consent.*

I. Ordinances for Introduction

7. Ordinance 2023-14(b)(A) An Ordinance Appropriating \$60,000 to the Manager for the Mount Bradley Trail Reroute and Restoration Project; Grant Funding Provided by the U.S. Department of Transportation, Federal Highway Administration, Federal Lands Access Program.

Parks and Recreation has been awarded an additional \$60,000 in grant funding from the Federal Lands Access Program to relocate and reconstruct the Mount Jumbo Trail from Savikko Park to the Treadwell Ditch. This award increases the \$265,000 grant appropriated under Ordinance 2021-08(b)(am)(V). A local match requirement of \$8,051 will be provided by previously appropriated funds from the Trail Improvement CIP (P46-112) and in-kind labor. Trail Mix is reconstructing the trail and is expected to complete the project in 2024.

The Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

8. Ordinance 2023-14(b)(B) An Ordinance Appropriating \$2,000,000 to the Manager for Childcare Programs and Grants; Grant Funding Provided by the State of Alaska.

The City and Borough of Juneau has been awarded \$2,000,000 in grant funding for childcare programs and grants, focused on improving the availability and quality of childcare in Juneau. The state funding for these grants derives from the American Rescue Plan Act and Coronavirus Response and Relief Supplemental Appropriations Act. These funds will be used to expand existing CBJ programs for FY24 and FY25 as well as create an apprenticeship program for childcare administrators. No local match is required for this grant.

The Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

9. Ordinance 2023-14(b)(C) An Ordinance Appropriating \$850,215 to the Manager for the Hank Harmon Rifle Range Improvements Capital Improvement Project; Grant Funding Provided by the Alaska Department of Fish and Game.

This ordinance would appropriate \$850,215 for the Hank Harmon Rifle Range Improvements CIP. This funding would provide for a series of safety, accessibility, and longevity improvements that will address deferred maintenance needs. The improvements will comply with National Rifle Association Standards and will ensure that all Juneau-area hunting and recreational shooters will have continued year-round access to this free facility. The local match requirement will be met through previously appropriated funds in the CIP.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

10. Ordinance 2023-14(b)(D) An Ordinance Appropriating \$347,340 to the Manager as Funding for Round 2 of the Healthy and Equitable Communities Grant; Grant Funding Provided by the Alaska Department of Health.

CBJ has been awarded an additional \$347,340 in grant funding from the Alaska Department of Health's Healthy and Equitable Communities grant. The Healthy and Equitable Communities unit was established in 2021 in response to widening barriers to health highlighted by the COVID-19 pandemic. This award increases the \$222,953 grant received in FY23. This grant would improve health outcomes for high-risk and underserved Alaskans by providing funding for the following purposes:

Capital City Fire and Rescue (CCFR) Employee Mental Health Training - \$45,000

CCFR Response Van Modifications - \$45,000

Community Health Needs Assessment - \$50,000

Parks & Recreation's Youth Shelter (Shéiyi Xaat Hít) - \$75,000

Warming Shelter - \$132,340

The Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

11. Ordinance 2023-27 An Ordinance Authorizing the Manager to Convey Approximately 3,030 Square Feet of Property Located Adjacent to 11260 North Douglas Highway with the Legal Description of a Fraction of Lot 2, USS 3559 Beachside to Jon and Susanne Reiswig for Fair Market Value.

In May 2022, the City Manager received an application to acquire City property from Jon and Susanne Reiswig, the owners of 11260 North Douglas Highway. The application is for roughly 3,000 square feet of City property adjacent to the applicant's 11.6-acre property and the request is being made in order to secure more road frontage on North Douglas Highway. The City property is a large 92-acre parcel, transected by North Douglas Highway. The requested property is managed by the Lands Division and the 2016 Land Management Plan

designated this property as retain/dispose. The Plan also states that this property could be utilized for a future residential subdivision.

The LHED Committee reviewed this request at the May 2, 2022 meeting and forwarded the application to the Assembly with a motion of support for disposal. The Planning Commission reviewed this application at the September 13, 2022 meeting and recommended approval of this disposal. The Assembly provided a motion in favor of working with Jon and Susanne Reiswig towards the disposal of City property at the June 12, 2023 meeting. An appraisal was complete in March 2023 which valued the property at \$7,600.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

J. Resolutions

12. Resolution 3031 A Resolution Supporting the Manager Entering into an Agreement with Juneau Off-Road Vehicle Association for the 35 Mile ORV Riding Park.

This resolution supports the development of the 35 Mile Off-Road Vehicle Riding Park by authorizing the Manager to enter into an agreement with the Juneau Off-Road Vehicle Association (JORA). The management agreement will allow JORA to provide specific maintenance tasks to maintain cleanliness and upkeep of the park. JORA will also provide important stewardship tasks to outreach to the riding community and encourage safe and responsible riding in the park. JORA provides a critical connection to the riding community and by formalizing an agreement with JORA, CBJ will better serve the public interest and be able to operate and manage a successful riding park.

The City Manager recommends the Assembly adopt this resolution.

13. Resolution 3033 A Resolution Amending the Rate and Fare Structure for the Capital Transit System, and Repealing Resolution Serial No. 2614.

This is a housekeeping change to comply with a Federal Transit Administration (FTA) finding. FTA provides grants to Capital Transit and therefore does periodic reviews of policies, procedures, and spending. In the most recent review, FTA determined that the Capital Transit policy of requiring a physician to certify that an individual is ADA Paratransit Eligible was too narrow, and that other health care professionals should also be able to make that certification.

The City Manager recommends that the Assembly adopt this resolution.

K. Transfers

14. Transfer Request T-1063 A Transfer of \$ 1,500,000 from CIP H51-125 Aurora Harbor Improvements to CIP H51-108 Statter Harbor Improvements Phase III.

Docks & Harbors was awarded a \$2 million grant from the Alaska Department of Transportation and Public Facilities' Municipal Harbor Facility Grants Program. The required 50% local match was provided by the 2017 1% Sales Tax Initiative (\$1.5 million) and Harbor fund balance (\$1 million). The allocation of \$1.5 million of 1% Sales Tax was not scheduled until FY24. In March 2023, to execute a bid award to complete project work by the end of the summer, Docks & Harbors requested to temporarily transfer funding from the Statter Harbor Improvements Phase III CIP to the Aurora Harbor Improvements CIP. The 1% Sales Tax funding became available for the Aurora Harbor Improvements CIP on July 1, 2023. This transfer would return the temporary funding for Aurora Harbor back to Statter Harbor.

The Docks and Harbors Board reviewed this request at the June 27, 2023 meeting.

The City Manager recommends approval of this transfer.

L. Liquor/Marijuana Licenses

15. Liquor License Actions

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

Liquor License - RENEWAL

License Type: Beverage Dispensary, License #3720

Licensee: Goldbelt Aerial Tramway, LLC d/b/a Timberline Bar & Grill

Location: 1800 Foot Level, Mt. Robert's, Juneau

License Type: Distillery, License #5506

Licensee: Amalga Distillery, LLC d/b/a Amalga Distillery

Location: 134 N. Franklin St., Juneau

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

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

M. PUBLIC HEARING

16. Ordinance 2023-26(c) An Ordinance Creating a Short Term Rental Registration Program and Providing for a Penalty.

This ordinance requires owners to register the location and occupancy details of each individual short-term rental unit that they operate. Registration of individual short-term rental units has two objectives: first, registration will assist the CBJ Sales Tax Office in ensuring compliance with sales tax and hotel-bed tax requirements, and second, registration will give the Assembly and the public greater visibility into the number, type, and geographical distribution of short-term rental units. This ordinance does not require registration for any dwelling units rented for longer than 30 days. The ordinance also provides for a penalty if owners publicly list short-term rental units without having properly registered those units with CBJ.

The Assembly Committee of the Whole considered this ordinance at its June 26, 2023 meeting and forwarded version (b), as amended, to the Assembly for action.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment

Ms. Kelli Ballou, a Salmon Creek resident and real estate broker, said that she offers her services as an agent for Short Term Rental (STR) owners, she also owns and operates long term and short term rentals for her clients as well as those she owns. She asked the Assembly to please consider modifying the definition in the ordinance of an operator to eliminate confusion for a property owner who hires an agent to manage their property for them. She said it should be the agent who is the operator as they are the ones who collect the taxes and is responsible for compliance with the ordinance. If the owner who pays that property manager also has to have their own business license and tax account and also do quarterly reporting and annual registration then takes all the value out of the service that she is selling to them if they are being required to do all that work. Her intention is to be in compliance with every business requirement that exists. She said this ordinance directly affects her primary income source and if people can't hire her to do those services, she will certainly lose business and suffer financially. She said that Alaska Law requires that a property manager who manages properties other than their own, must have a professional real estate license as well as business license. The law also requires any property owner who rents out their property must have a business license unless they hire a professional real estate licensee to do it for them. She said the value they provide as real estate professionals is to provide the legal requirements and business licenses for those rentals. She said that if the wording is left as is in the ordinance, any future compliance officer can potentially misinterpret the language as written and not as it was intended.

Ms. Woll thanked Ms. Ballou for her testimony, asked Ms. Ballou if she collects hotel/bed tax on behalf of the property owner and remits that to CBJ on behalf of the owner. Ms. Ballou said yes, she collects the tax, keeps it in a trust account, holds all payments, does all the reporting and pays all required taxes for the rental. She then retains her commission and remits the net income to the property owner.

Lillian Petershoare, a Herbert Place homeowner, said she was born in Juneau and lived here all her life along with her husband. Ms. Petershoare relayed her and her family's history of work and volunteer connection here in Juneau and their connection to this community and its land is an integral part of their identity. For many years, they have been looking for a ranch style home or land to put one on. They have experienced many challenges in finding land to build upon. She encouraged the Assembly to proceed with prompt and sustainable development of the Pederson Hill Phase II and III project with prompt development being a minimum of 10 houses per year with a good portion of them being for lower and middle income people and seniors who want age in place. She also encouraged them to sell land to Tlingit Haida Regional Housing Authority. She also spoke to the Long Range Waterfront Development Plan identifying lots in the North Tee Harbor area as potential residential property for parcels that currently are considered CBJ Parks & Rec land and is undeveloped. She encouraged them to start the process of switching this land from Parks and Rec land into land for sale.

Mayor Weldon thanked Ms. Petershoare for her testimony and said that it really pertains to the next ordinance up for Public Hearing and noted that the testimony they are taking at this time was on the ordinance related to short term rentals. She stated that they will take this testimony into account when they consider the next Ordinance 2023-28.

Tom Williams, an Auke Bay resident, thanked the Assembly for making some changes to STR. He said he was disappointed there couldn't be a roundtable to discuss this further with staff and Assembly as to the real concerns. He suggested two other improvements: 1) delete section 69.40.020(b) as it duplicates section (f). He said that if you are required to make any changes to your listing within 30 days, why are they duplicating that effort and requiring annual registration? In the recommended draft that he sent to the Assembly two weeks prior was to put in a provision that portions from registration information are confidential. The Sales Tax Office is administering this, and it is an end run about disclosing who is required to register with Sales Tax. He said that if they are doing an analysis, they should look at long term rentals as well. He feels confidentiality is important while still allowing aggregate data to be provided to the Assembly as to the nature and the distribution of what is out there in terms of STRs. He said that if they are doing an analysis, they should also be tracking long term rentals so they can do a proper comparison as to what is happening with one vs. the other type of rental. He was concerned that CDD and the Planning Commission will say that STR are not zoned right and would be trying to solve a problem that doesn't exist. Secondly, by identifying all this information to a specific individual, he thinks there is an opportunity for the assessor to target specific individuals and say that their properties are higher values.

Ms. Hale asked Mr. Williams about how he wants the info kept confidential and if he is concerned that someone would do a public records request and learn about their neighbors or if he is asking that the information be kept confidential from internal staff. Mr. Williams answered that his concern is that the city will start to target STRs. He said that the information that talks about who has these. He said that everything this ordinance includes can be found by looking at his website. He said that originally, he thought this was a sales tax issue but he is beginning to think of it more in terms of how the manager was quoted in the newspaper.

Assemblymember Smith said that for full disclosure before they get much further into this topic, he wanted to state that his primary residence is used as a seasonal STR but he has been advised by the City Attorney that he is of a large enough group that he doesn't need to be recused due to a conflict of interest.

Dawn Dulebohn, a Douglas resident, stated that after the last meeting she was approached about participating in a round table to get her insight about being an Airbnb host. She said she did reach out and provided her contact information right after that meeting and she was contacted one business day prior to the COW meeting. She was also given some options for a weekend meeting. She is a small business owner in CBJ who pays taxes and provides a valuable and needed service and guides travelers to local businesses, she advises them on cultural and

environmental issues. She allows them the option to spend several days in our community that may not otherwise be an option if the only lodging option was a poor to mediocre hotel room that costs \$300-400 dollars a night. She is appalled at CBJ targeting STR like hers as a scapegoat to the housing crisis in CBJ. She said that requiring a registration to sleuth out those who are not paying their taxes will cost more to administer than it will ever recover in lost revenue. She said that she uses the word “target” STRs and noted that while registration is the beginning of the process, she asked what is next. She asked will the city restrict much needed lodging, will the city restrict her income by limiting STR viable options by restricting new builds or creative reconstruction of existing, decaying, and old buildings. She asked if the city would continue to restrict needed lodging for events that will be held in town that will bring individual travelers as opposed to cruise passengers to town. Is the city going to hunt down all those homeowners who open their homes for individuals coming to stay for Gold Medal, Celebration, Iron Man? As the city showed when they hired a firm to get registration numbers for STRs, registration is not needed to track down the information from Airbnb and VRBO, this is just a step towards implementing additional restrictions on property owners who have already testified as to the reasons they do not do long term rentals. She said this move by the Assembly is another in a series of actions to show that the city does not support local businesses or small businesses since big brand hotels will not be required to register even though one hotel could easily be turned into studio or one-bedroom apartments. Likewise, the Terry Miller Building could provide viable housing options year round instead of just to legislative staff. Actions such as these to the are a primary concern for those individuals who use STRs as a primary source of income and she urged them stop targeting STRs and find actual viable housing options.

Dale Anderson, an Auke Lake resident, said he has owned and operated Auke Lake BnB since 1987 without any complaints from neighbors or CBJ. He heard that this ordinance was created to catch the bad guys who are not in compliance. It is time for the Assembly to start backing small businesses rather than targeting them. He said this has been recognized as a slippery slope by one of the Assemblymembers and he heartily agrees with that opinion. Government has a way of incremental growth of intrusion into the lives of the citizens. He suggested a friendly amendment to change the ordinance to change the monthly reporting to coincide with the regular quarterly reporting process to streamline with current reporting already taking place. He said these issues could have been worked out if the STRs and BnB owners were part of the initial discussions on this issue. He said they had not received any invitations to those operators to have a discussion about this and they weren't provided specific notification. One question he has with this ordinance is if he would have to report 5 units or 1 unit with his BnB. He said this is very onerous and asked what happens next. He said the Assembly is going to be pushing this through without any conversation with those who are impacted by this.

Mr. Smith asked if there was any BnB association that staff or the Assembly could speak with about this. Mr. Anderson said that there used to be but there is no longer but the STRs/BnB owners would have been happy to discuss it with CBJ prior to this stage.

Adam Dordea, a West Douglas resident, stated that he owns and operates STRs in Juneau for approximately 6 years and about a year and half ago he made it his primary income and he also manages STRs for other owners. He said that like everyone, he is concerned that this is just the first step. He asked why CBJ didn't reach out to VRBO and AirBnB like other communities did years ago to collect taxes on its behalf. He said that in municipalities across the country, he has had the apps collect taxes automatically and has not had any issues with compliance. He said if this is just about paying taxes, why has he been paying these taxes for the past 6-7 years and his competitors have not been. He said that he thinks there is an equity question but the simple solution was to just go through the VRBO and AirBnB apps.

Assembly Action

Ms. Gladziszewski said they have discussed the option of tax collection by AirBnB and VRBO multiple times and the testimony they have heard today is different than what they have been told. She asked if staff might provide additional information about that. Mr. Barr said that they have been trying to work with AirBnB and VRBO for quite some time on the collection of taxes through those websites and it continues to be a work in progress. Ms. Gladziszewski said that it has been a work in progress for quite a while and asked if they weren't getting back to

staff or what was happening. Mr. Barr said that after the first Assembly meeting on the topic, there was a new contact at AirBnB that they were put in contact with but he will need to check with Finance staff to see what the status of that might be.

Mr. Bryson said that he thought there was an exemption for official Bed and Breakfasts (BnBs) vs. hotels and he asked if anyone could speak to that.

Ms. Triem stated that she had made an amendment to exempt BnBs that have a conditional use permit during the COW meeting but that amendment failed.

Mr. Smith said that Finance staff had pursued collection of taxes many times but were not getting any responses from the platforms. He was hopeful that maybe with this new contact, they may have more success. Ms. Triem said that the AML Housing Task Force has had similar non-success in having those platforms collect sales tax.

Mayor Weldon asked Ms. Layne to speak on the type of and nature of the information that they may keep confidential.

Ms. Layne said that normally most documents with CBJ are open to public records and to some extent, some of these documents may be subject to open records. What she and Mr. Barr have been looking at is CBJ Code 69.05.070 that talks about periodic returns that are filed with the sales tax office and in code, it does talk about a certain level of confidentiality for sales tax-related records.

Mayor Weldon and Ms. Layne discussed the types of financial sales tax records that would be redacted or considered confidential.

Mayor Weldon then asked Mr. Barr if someone had a unit that goes in and out of STR and mid-term rental status if they would need to submit a change of information each time that type of change occurred. Mr. Barr – said no, this ordinance would not require that.

Mr. Smith asked if Mr. Barr could speak to the need for the change of information and asked if they might look at switching from monthly reporting to quarterly filings and how that might impact the goals of the ordinance. Mr. Barr said that the reason for requiring an update for change of information data is to primarily keep the presumed future database that this will create up to date with the latest information. That database would be what the vendor would use to help us manage compliance efforts. He said there are three pieces of info that this ordinance would require those items set out on pages 3-4 of the ordinance: a change of information notice business license number, the name, address, and phone number for the operator or operator's designee, etc... He said that when that info changes, that compromises the contractor's ability to search the platforms and check for sales tax compliance and that is the reason they were asking for the thirty day timeframe so the records are up to date.

Mr. Bryson asked about the definitions section and the term "operator." He said that one of the people who testified spoke to amending the definition of an operator. He asked if there was an agent who was managing a STR on behalf of the owner could be the one to complete the required documents and filings for the STR or if that had to be done by the owner. Mayor Weldon said they are taking questions at this time and she will be proposing an amendment to address that issue. Ms. Hughes-Skandijs said she would still like to hear the answer to Mr. Bryson's question.

Mr. Barr said that it may get a little complicated. He said they get questions with the Sales Tax Office (STO) as to who needs to register with the STO and in general the registration has to be done by the owner of a business as opposed to an agent. He spoke to the fact that the owner is the ultimate responsible party for registering and remitting sales taxes. However, there are some circumstances where the owner is receiving a commission rather than the agent. The property manager in those instances files with the sales tax office, collects that revenue and reports that revenue on their IRS filings and the property manager is also reporting those business deductions on their IRS filings. CBJ is following federal practice in that those registrations are done by the property manager. He said that as this is currently written, the operator is the owner and not a property manager, who needs to file with the sales tax office.

Ms. Woll asked if that is a practice or a policy, i.e. is it written into the code or is it just a practice? Mr. Barr said that he was not entirely sure but that he believes it is simply a practice and not in the code.

Ms. Gladziszewski said the owner is responsible for registering and remitting the tax. How do we allow for the owner to be able to hire a property manager to do the filing and remitting? Mr. Barr said that he believes the Mayor's Amendment may address/correct that issue.

MOTION by Ms. Triem to adopt Ord. 2023-30(c).

Mayor Weldon turned the gavel over to Deputy Mayor Gladziszewski so that Mayor Weldon could put forward some amendments.

AMENDMENT #1 by Mayor Weldon, as follows:

Amend Ordinance 2023-26(c) in Section 2, at page 2, line 23 of CBJC 69.40.010 Definitions to read as follows:

"Section 2. Amendment of Title. Title 69 Revenue and Taxation is amended by adding a new Chapter 40, to read:

...

69.40.010 Definitions.

...

Operator means a person, firm, corporation, or other designated legal entity, ~~who who furnishes,~~ offers for rent or otherwise makes available in the City and Borough rooms for monetary or other consideration., ~~whether acting directly or through an agenda or employee."~~

Mayor Weldon said that this definition means that operator is the person who is actually collecting the rent, paying the taxes etc... She said that to make it quite clear that the property owner is still the person ultimately responsible for remitting the sales tax, she will be putting forward a second amendment addressing that issue. Mayor Weldon had provided the members with copies of both her recommended amendments so they could see that text combined.

Additional questions and discussion took place regarding this amendment and how that might be handled in the sales tax office. Mr. Barr said they will work those processes out but if they had snags that needed additional legislative changes, staff would bring those to the Assembly for consideration. Members and Ms. Layne discussed in more detail what the nuances of "designated legal entity" might look like vs. just the property owner.

Ms. Hughes-Skandijs objected to the amendment and spoke to the reasons for her objection.

ROLL CALL Vote on Amendment #1

Ayes: Mr. Bryson, Ms. Hale, Mr. Smith, Ms. Triem, Ms. Woll, 'Wáahlaal Gíidaak, Ms. Gladziszewski, and Mayor Weldon

Nays: Ms. Hughes-Skandijs

Amendment #1 passed: 8 Ayes/1 Nay.

AMENDMENT #2 by Mayor Weldon, as follows:

Amend Ordinance 2023-26(c) in Section 2, page 4, line 8 of CBJC 69.40.020 Registration Required by adding a new subsection (g) to read as follows:

"Section 2. Amendment of Title. Title 69 Revenue and Taxation is amended by adding a new Chapter 40, to read:

...

69.40.020 Registration required.

...

“(g) The property owner of the short-term rental is responsible for taxes, fines, fees, interest, and/or penalties associated with the rental.”

Hearing no objection, Amendment 2 passed by unanimous consent.

AMENDMENT #3 by Mayor Weldon, to include the following language on line 14, that 69.40.020(b) reads:

(b) Registration must be renewed annually. The registration under this chapter may be waived by the Assembly for citywide events.”

In speaking to the reason for this amendment, she said this was to provide for individuals who wish to open up their homes for events such as Iron Man, Celebration, Gold Medal, etc...

Ms. Hughes-Skandijs asked how this might work in practice. Mayor Weldon said in speaking with staff and said that anyone wanting to open their house for a one-time event could be exempted upon announcement by staff to the community, once the exemption was approved by the Assembly.

Ms. Triem asked Ms. Flick if she could speak to how this might work.

Ms. Flick said that if there were an areawide event such as Iron Man last year, if the Assembly should choose to waive a registration, it would be for a specific timeframe around that event. She said that it would be important to recognize that waiver of STR registration would not be a waiver for paying the sales and hotel/bed tax that would be required to be collected during that period.

Ms. Hale said she was not sure how effective this would be if they weren't allowed to waive the taxes.

Ms. Triem said she likes the idea of where this is coming from and has similar concerns to what Ms. Hale raised. In light of that, she would vote no on this amendment but encouraged the Assembly to work on that a little more.

Mayor Weldon withdrew Amendment #3.

Ms. Gladziszewski returned the gavel to Mayor Weldon.

Roll Call Vote on the Motion to adopt Ordinance 2023-26(c) as amended.

Mr. Bryson – objected for purposes of making a statement. He said that he wanted to answer some of the questions that members of the audience raised in their testimony. To answer the question as to why they didn't address this 3-4 years ago, he said it wasn't a problem until last year when Iron Man came to town and they were running into real problems with STRs. He said the Assembly has had approximately 20 hours of discussion at length on this topic and this ordinance did not come about overnight and it is hard to get it just right and they have been looking out for the business community. He said there is no registration fee and the only penalty is if not registered. He said this is not likely the end of their discussions on STRs but it is an evolving situation.

Ms. Gladziszewski asked about the 90 days effective date timeline vs. 30 days and said that she might have an amendment to change the effective date.

Mr. Barr said that from a staff perspective, 30 days would work, however, he thinks more than 30 days is needed for public information.

AMENDMENT #4 by Ms. Gladziszewski to change the effective date on page 5 of 5, Section 4 to be 60 days instead of 90 days.

Objection by Ms. Hale stating that people are very busy managing the current tourism season and 90 days would land this as effective in October.

‘Wáahlaal Gíidaak asked if the amendment would make it a permanent change for people to register 90 days.

Ms. Gladziszewski clarified that the 60 days effective date for the ordinance is just 60 days before the ordinance becomes effective. It would not change the registration timing differently than the 30 days registration once it is

in effect. Ms. Gladziszewski said that by changing this to 60 days effective date, they would hopefully have some data from this summer season.

Mr. Bryson said that he agreed with Ms. Hale that this is a great burden to the STR owners in the middle of this current tourism season and would be better with a 90 day effective date.

Roll Call Vote on Amendment #4

Yeas: Ms. Gladziszewski, Ms. Hughes-Skandijs, Ms. Triem, 'Wáahlaal Gíidaak

Nays: Ms. Hale, Mr. Smith, Ms. Woll, Mr. Bryson, Mayor Weldon

Amendment #4 failed 4 Yeas/5Nays.

Ms. Hale said that they heard from public testimony that this is a slippery slope and that further regulation may be coming. She said that this assembly has spent an enormous amount of time on this topic and there is the possibility that this may lead to additional regulations as has happened in Hawaii and in the Mat-Su and other parts of the country. She said this is the first step and they can't determine what the issue is without the data this ordinance will provide and she doesn't want the public to think that this is the ordinance is the only thing they will be doing in looking at STRs. The Assembly is looking at many issues related to housing and another housing ordinance coming up on this agenda. She said that STR are not the only problem, zoning, and cost of housing are also problems and this is a multipronged approach the Assembly is taking with respect to housing issues.

Mayor Weldon also commented on this ordinance. She said that she has a problem in referring to STR as "a problem." The Assembly has some concerns that STR may be affecting housing but they don't know for sure until they get to see some of the data that this ordinance will be able to provide. She double/triple urged the Assemblymembers to speak with those in the community who have testified and get a better understanding of the effect of STRs on the community and how they may or may not have anything to do with long term rentals.

Ms. Gladziszewski said this ordinance is about collecting data and then determining what effect STRs are having on the community.

Ms. Hughes-Skandijs reminded that fellow Assemblymember that the Assembly did direct staff to bring back potential regulatory language for Assembly consideration as well. She said they wanted to be clear that the community realized that was something the Assembly has asked to see more information about for future consideration.

Hearing no further objection, the motion, as amended, passed by unanimous consent.

The Assembly took a break at 8:29p.m. and returned at 8:36pm

17. Ordinance 2023-28 An Ordinance Authorizing the Manager to Convey Approximately 11.5 Acres of Property Located at Pederson Hill to Tlingit Haida Regional Housing Authority for Less Than Fair Market Value.

Last fall the Assembly authorized the City Manager to enter into negotiations with the THRHA for the disposal of property at Pederson Hill for less than fair market value. THRHA plans to build homes on these lots and sell 50% of them to low-income tribal citizens and the other 50% will be available to moderate income Juneau residents for purchase. The Lands, Housing and Economic Development Committee reviewed this proposed CBJ land disposal at the meeting on August 29, 2022, and passed a motion of support to the Assembly to direct the Manager to negotiate the sale of the CBJ property for less than fair market value. The Assembly reviewed this application at the September 12, 2022 meeting, and passed a motion authorizing the City Manager to enter into negotiations with Tlingit Haida Regional Housing Authority towards the disposal of City property for less than fair market value. Fair market value has been determined to be \$700,000. This ordinance will authorize \$600,000 to be forgiven as conditions in the ordinance are met.

The Manager recommends the Assembly adopt this ordinance.

Public Comment

Lillian Petershore, already testified on this ordinance during the previous ordinance.

Alicia Petershore, a Fritz Cove resident, expressed concerns re: the community’s housing situation. She stated that she was born & raised in Juneau. In 2016, she moved back to Juneau and stated that it has become a depressed community with a lack of middle and upper middle class income homes. She and her fiancé have been looking for housing since then and been frustrated by looking for housing. She said that prior to moving back to Juneau she worked for the Anchorage housing planning department. She encouraged the Assembly to address Housing Action Plan on goals of building housing homes every year for 30 years. If the housing situation isn’t immediately and substantially addressed, she and her fiancé and many other established professionals may end up leaving Juneau to find a place with housing options.

David Ignell, a West Juneau resident, said he has a lot of problems with this ordinance but he stated his support for more low-income housing for Juneau and expressed his support of Ms. Pata. He said that what he does object to is the valuation of \$700,000 for 11.5 acres of flat buildable land for ranch housing does not seem like a true valuation. For 69 houses, that is only \$10,000 per lot. He asked if the real value should be more like \$150,000 per lot. He said that in looking at the fine print of the ordinance, the tribe is only required to build 30 houses over the course of 10 years and we have an immediate need for more housing. They could hold onto this land indefinitely. Ms. Pata’s letter estimates the cost of a unit is \$450,000 and that doesn’t seem like low income to him. He said that it is only proposing half of the homes to go at low income rates. He said that he is concerned about this giving the tribe an advantage over private developers or home builders who want to build as well. If they are basically getting this land for free, that gives the tribe an advantage over all others and he wants to see this opened up to see the tribe get some competition. He said there is no rush with this ordinance and he would like them to investigate the appraisal amount to determine how accurate that really is. From a legal standpoint, he sees this as a constitutional issue which is using public funds to providing racial discrimination by allowing 50% of this housing going to tribal members.

Assembly Action

Mayor Weldon asked if Ms. Peta was on the Zoom. Ms. Cathcart said she was not.

Ms. Triem asked if staff could talk about the appraisal process.

Mr. Watt brought Lands Manager Dan Bleidorn forward to address Ms. Triem’s questions.

Mr. Bleidorn explained that the valuation of the lot as it exists now. He noted that if they are looking at what the valuation might be once all the development was done to it, it would take approximately \$8 million to get it to a buildable lot stage. He said the city assessor isn’t involved in this process and Lands staff reviewed the appraisal they received from a 3rd party appraiser that they hired to do the valuation and it came in just under \$700,000 in March 2023.

Ms. Gladyszewski asked Mr. Bleidorn asked about the speed for development and asked if he could speak to how this timeline came to be. Mr. Bleidorn said the timeline was negotiated between the Manager and the application. He said the final plat will need to be finished which will take some time and engineer work initially. Then the first step is after 3 years due to the plan, platting, and design. The second step will be taking approximately 5 years for the building of roads and infrastructure and once they are at the point of building houses, they will have had to go through the planning/permitting process and the Certificate of Occupancy. He noted that they optimistically hope for 15 units to be built and given certificates of occupancy within 5 years of beginning this process but that may be delayed due to planning, permitting, etc... He then spoke to all the phases of the project as outlined in the agreement.

Ms. Hale said that her concern has to do with the issue about 50% being available to moderate income Juneau residents and she didn’t see anything in the agreement that would require that language in the MOA. She asked if staff could make sure that language is included as she would hate to see this go for a low amount and then be

bought up by speculators that would turn around and sell them for high rates or even STRs when it is the intent of this to go towards providing low and middle income housing.

Mr. Watt said that it is difficult to put future development requirements but they would work with THRHA to make sure that goal is met.

MOTION by Ms. Triem to adopt Ord. 2023-28 and asked for unanimous consent.

Hearing no objection, motion passed by unanimous consent.

18. Ordinance 2023-29 An Ordinance Amending the Sensitive Areas Requirements of the Land Use Code Related to Marine Mammal and Anadromous Waterbody Habitat Protections.

This ordinance revises the land use code to address future development in stream setback and buffer areas.

For years, maintaining a balance between development and the preservation of fish habitat in the land use code has presented difficulty to developers who struggled with limited work area during construction to ensure the buffer is not disturbed. This ordinance provides flexibility in code by maintaining practical protection of anadromous waterbodies, while allowing development to occur in a portion of the outer buffer during construction -- by providing the work area necessary to construct outside the 50 foot buffer.

Drafts of this ordinance have been worked on since 2017. The full path through the Planning Commission, T49 Committee, the Assembly, and staff and Law review was outlined in a memo to the May 22, 2023 Lands, Housing and Economic Development Committee. The Planning Commission recommended a relatively complex ordinance that would allow development within the full 50' setback. The Manager had staff draft Ord. 2023-29 which simplifies the process and allows an incursion of up to 15 feet into the 50 foot setback, provided that the area is revegetated with native plants during the same construction season. This approach balances the need to relax development rules while still protecting fish stream habitat. The LHED motioned to support adoption of this ordinance.

The Manager recommends the Assembly adopt this ordinance.

Public Comment

Dave Hanna, a Back Loop Road on Auke Lake resident, said that he sat on the Wetlands Review Board for 10 years, was a founding member of local wetland board. He said that if anyone appreciates the need for an ordinance like this, it is him. One thing he sees with this is a requirement for an engineer that there is no disturbance of waterway and he said he doesn't see any engineer who will be willing to do this. He spoke to the grandfathered homes that may be in grey areas. It could be really onerous to current owners whose properties have already been developed when they find out that they can no longer disturb things.

Maria asked what language in the ordinance did he suggest changing related to the requirement for an engineer to certify.

Mr. Hanna said the language he was referencing was on page 2 of 4 of the ordinance that states: "Upon request of the director, the developer shall provide evidence of compliance by certification of a professional engineer."

Ms. Hale asked further clarification about the concerns he's raised as it related to grandfathered rights or not.

Mr. Hanna said that he attended the Planning Commission/Title 49 meetings where this was discussed. He is not concerned about stuff that happened before the stream set back ordinance but he is concerned about existing properties who might want to change and may be told to go back to undoing previous changes.

There was additional discussion, questions and answers by staff related to how this might affect or put in jeopardy renovations that happened prior to this ordinance.

Ms. Maclean said that the PC/Title 49 was not making any changes to **49.70.320 Watersheds**. And that is existing language in the code. Ms. Maclean provided a broad stroke overview of what this ordinance does and spoke to non-conforming certificates. She said they do try to be flexible with those who may be grandfathered and there

isn't a permit on file because it was something happened in 1960s they try to work with those. She then spoke with property owners about the permit process as it currently stands.

Assembly Action

MOTION by Ms. Triem to adopt Ord 2023-29 and asked for unanimous consent.

Hearing no objection, the motion passed by unanimous consent.

19. Ordinance 2023-31 An Ordinance Authorizing the Issuance of General Obligation Bonds in the Principal Amount of Not to Exceed \$27,000,000 to Finance Construction and Equipping of a New City Hall for the City and Borough, and Submitting a Proposition to the Voters at the Election to Be Held Therein on October 3, 2023.

This ordinance would send a bond package to the voters to consider in the municipal election on October 3, 2023. This ordinance would send one general obligation bond proposition of up to \$27 million for the construction and equipment of a new city hall. The total project cost, with underground parking, is currently estimated at \$43.3 million, and the Assembly has already appropriated \$16.3 million of general funds.

The new City Hall would be built on Whittier Avenue, across the street from the State museum. A new facility would have a number of positive attributes for the City and our citizens, including the following: an end to office space rent payments in excess of \$800,000 annually, the freeing up of historical apartment spaces, and the ability for customers and employees to do municipal business in a more efficient manner as CBJ offices would be located in one place, instead of five different locations. Additionally, a new structure would be more economical to maintain as the existing City Hall is one of our most expensive municipal buildings to maintain (actually slightly more costly to maintain than the 60-year-old Augustus Brown Pool).

The Committee of the Whole selected 450 Whittier Street as the preferred site for a new city hall during the April 11, 2022 meeting. The Assembly requested staff introduce an ordinance to submit a proposition to the voters on the October 3, 2023 election ballot during the June 5, 2023 Committee of the Whole meeting.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment

Greg Adler, a West Juneau resident, stated that Rorie Watt as the CBJ City Manager is part of the executive branch of the CBJ and subject to the provisions of the Hatch Act partly because the CBJ budget receives federal funding. He said that city employees may engage in free speech but during the conduct of their official duties, they may not engage in political activity. He said this is the wrong time to put forward an initiative for a new City Hall. He stated that non-partisanship needs to prevail in this matter and the \$50,000 allocated for advocacy about the new city hall needs to be split between non-CBJ entities weighing in both sides of the issue. He spoke to the issues related to the incorrect assessment of the properties in the community in an attempt to raise bond funds for the new city hall.

Sally Willson, a downtown resident, said she has never worked on a financial projection that was correct, they are always wrong. That has never reviewed a financial projection that was correct, they are always wrong but that does not negate the importance of financial projections as it requires those to review full disclosure. One of the concerns in the information that was presented in this brief summary as read by Mr. Watt was the some of the information was not conveyed. She said that when they talk about the cost of this new city hall, they need to talk about all the financial costs such as the cost of cancelled rents for those places currently being rented. She also asked what will it cost to dispose of the current city hall or bringing it up to saleable status. She advocated for a clear presentation of all the costs associated. There will also be debt service costs and maintenance costs of the new city hall if we own it. Her final point, in interest of full disclosure we need to inform the voters of the other capital projects lurking in the background. She mentioned projects such as the Eaglecrest gondola and the 2nd crossing/bridge to Douglas. She is not advocated for or against a new city hall but she wants them to stress the importance to disclose ALL of the costs involved with this project.

Nano Brooks, an Auke Bay resident, said he is an owner of multiple businesses in Juneau. He has a day job doing plumbing and HVAC and a lot of experience with buildings and the construction process from start to finish. Some of those buildings include the State Library, Archives, and Museum as well as other buildings in Sitka, Ketchikan, and the Hoonah Tribal House in Glacier Bay. He sees these numbers and thinks there are many more affordable options for alternatives for a new City Hall. He suggested the 2 acres for sale over in Lemon Creek by Home Depot owned by Alaskan Brewing. He spoke to the current property tax exemption that property has due to the manufacturing status of that property as well as the centralized location of that property vs. being located downtown. He said with that location, you wouldn't need underground parking which would drop a large majority of the cost of what is being proposed with this ordinance. He said it may also be able to address the deferred maintenance issues related to the current city hall.

Frank Bergstrom, a Lemon Creek resident, said that on this issue, there was an ordinance passed about \$50,000 for public campaign for this issue. He said that he tried to get the existing information on the city hall project. He said that he was told that he could request it via the request for public information process. He said that he feels the \$50,000 is less than optimal when you can't even see what the project costs are based upon. He did look at what he could see what was the CIP list. He came up with \$101 million dollars needed for maintenance to all the CBJ facilities and to him, that would be a much higher priority than a new city hall. The info isn't there to do an adequate analysis. \$1.142 billion of maintenance listed on the 10 years CIP project and nowhere on list is a new city hall. He questioned of why this ordinance and this concept is priority 1 since it isn't even on the list.

David Ignell, a West Juneau resident, said that it bothers him that the Assembly is going to vote shortly on this and he doesn't think they know and understand what the actual costs of this thing are and what the savings will actually be. He said his professional experience was in commercial real estate and he asked about the triple net expenses such as taxes, janitorial, etc...and had asked for that info from Mr. Watt last month but did not receive it. He said that from the information he was able to find, he calculated the savings not at \$820,000/year but rather approximately \$270,000/year. He echoed Ms. Willson's comments that they need to know all the costs. He said that in considering that all bids are 1.5x the estimates. He said that Juneau's population is declining with 47% of Juneau's student population is dropping and he encouraged them to look at using the school buildings due to the drop of enrollment. He agrees with Mr. Adler that it is unethical for the Assembly to spend money on advocating on this topic.

Mr. Smith asked Mr. Ignell to explain how he came up with amounts that he did. Mr. Ignell provided a brief explanation of his calculations using \$16 per square feet number vs. what is currently being paid at \$24/sf for rent. He said that he'd be happy to share copies of the math for them via email. He asked for the data but didn't get it.

Dave Hanna, a Back Loop Road resident, said he didn't intend to testify on this. He said that everyone who testified made very valid points and that full disclosure of all the data is fair. He said that if there is an information booklet put out there, it would only be fair for someone with a different opinion to be able present that, provided it could be done based on facts, that would be great.

Assembly Action

MOTION by Ms. Triem to adopt Ord. 2023-31 and asked for unanimous consent.

Mr. Smith asked Mr. Watt if he could provide some of the information to address some of the concerns addressed tonight. Mr. Watt said that they are already working on compiling all that factual information from last year and update it with this year's information. He said that some of those who testified were just ahead of staff's process and they are working on compiling all that information gathering process and making it accessible to everyone in the public in a timely manner in advance of the election.

Ms. Gladziszewski she asked Mr. Watt about the voter information pamphlet and how they may have provided for pros/cons statements in past voter pamphlets. She asked Mr. Watt to speak to how they might do something similar for providing someone to include a "con" statement in the packet.

Mr. Watt said that in the past they have had “pro/con” issues in a voter pamphlet and those have been policy issues such as fluoride in the water but they have not done that for capital projects but those are fundamentally different from policy issues. Generally the pro/cons are on policy issues were on issues that the City didn’t have any position one. Ms. Gladziszewski said the only one she recalled was the fluoride issue having pro and con statements and the city did not have a position on that.

Hearing no objection, the motion passed by unanimous consent.

The Assembly took a break at 9:32p.m. and returned at 9:39p.m.

20. Ordinance 2022-06(b)(AX) An Ordinance Appropriating \$8,100,000 to the Manager for the Purchase of the Juneau Bone and Joint Center Property at 3220 Hospital Drive; Funding Provided by Hospital Funds.

This ordinance would appropriate \$8,100,000 of hospital funds for the purchase of the BBGH Development, LLC property at 3220 and 3230 Hospital Drive, Juneau, AK. The property includes over 21k sq. ft. of medical and commercial space in two buildings on a 53k sq. ft. parcel. With clinical and healthcare administration space challenging to come by in the current real estate market, this acquisition would represent one of the few opportunities to increase Bartlett’s (BRH) space for growth near our existing campus. Additionally, the existing property offers steady commercial rental income, providing immediate access to positive cash flow.

This ordinance will appropriate authority to a capital improvement project for the purchase of this building to offer Bartlett maximum flexibility in transaction closing.

This request was reviewed by the Hospital Board at the April 25th, 2023 meeting. The Committee of the Whole reviewed this request at the June 26, 2023 meeting.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment

David Ignell, a West Juneau resident, said that Einstein said the definition of insanity is doing the same thing and expecting a different result. He said that the Assembly has repeatedly received unanimous public comment against ordinances and the Assembly votes in favor of them unanimously. He said that it doesn’t matter what the public says, the Assembly is not taking that into consideration. He said it appears to him that the City Manager is running this town and the Assembly. He said this brings up very deep concerns about the hiring process for the future City Manager. He said that he has a lot of questions about the valuation on this property. He also spoke to the fact that the City doesn’t take care of the buildings it does own. He said that the City Manager is recommending the Assembly adopt this and asked why CBJ is getting in the real estate business and competing against private industry.

Assembly Action

Mayor Weldon asked Assemblymembers if they had any questions of Mr. Ignell, Mr. Watt, or BRH Director Keith or the members of the Hospital Board who were present at the meeting in regard to this ordinance. No one had any questions.

MOTION by Ms. Triem to adopt Ordinance 2022-06(b)(AX) and asked for unanimous consent.

Hearing no objection, the motion passed by unanimous consent.

21. Ordinance 2022-06(b)(AY) An Ordinance Appropriating up to \$500,000 to the Manager for the Information Technology Infrastructure Capital Improvement Project for the Purchase of Permitting, Land Management, and Property Valuation Software; Funding Provided by General Funds.

This ordinance would appropriate up to \$500,000 for permitting, land management and property valuation software for the Community Development and Finance Departments. The software would provide an online public portal for permit and land use applications, inspection requests, status updates, and payments. The software would maintain property data, property valuation, and ensure tax equity through uniform valuations for

the Assessor's Office. Additionally, the Assessor's Office would use the software for the administration of exemptions, assessment notifications, appeals processing, and reporting. The software would increase staff productivity while offering faster, more accurate, and user-friendly systems for permit and land use applicants and property owners in the CBJ.

The software cost will exceed the requested \$500,000 by an estimated \$300,000. The excess funds would be provided by previously appropriated funds in the Information Technology Infrastructure CIP.

The Mayor's Housing and Development Task Force recommended the CBJ acquire permitting software as a major outtake of its work.

The City Manager recommends the Assembly adopt this ordinance.

Public Comment

None.

Assembly Action

MOTION by Ms. Triem to adopt Ordinance 2022-06(b)(AY) and asked for unanimous consent.

Hearing no objection, the motion passed by unanimous consent.

N. UNFINISHED BUSINESS

O. NEW BUSINESS

22. Hardship and Senior Citizen/Disabled Veteran/Non-Profit Late-Filed Real Property Tax Exemption Applications

There are 8 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.

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

Ms. Gladziszewski stated that the Assembly has reviewed each application individually.

MOTION by Ms. Gladziszewski to accept hardship applications for Gerald Harvey, Patricia Adkison, Richard Steele, Glenn Sicks, Larry Snyder, Deborah Cantrell, and Walter Bennett and the late filed senior or disabled veteran exemption application from Rachel Beck and to direct the Assessor to work with each requestor listed and asked for unanimous consent.

Hearing no objection, the motion passed by unanimous consent.

P. STAFF REPORTS

23. Assembly Calendar-Meeting Schedule Changes (Verbal Report) – Mr. Watt said that due to City Manager process the regularly scheduled Assembly meeting of July 31 would be cancelled and replace it with a special meeting that would include consent agenda items only with maybe a few other items. He noted that the items that were on today's Consent Agenda were not time critical and could wait for action at the meeting in August instead of July 31. Mr. Smith asked when the replacement would be. Mr. Watt said that it would be a short meeting on July 31 for consent agenda/introduction of ordinances only.

24. Tourism Report – Ms. Pierce stated that the Assembly has read her memo that was in the packet and she'd be happy to take questions. Ms. Hale said that she has been in conversation with Ms. Pierce and others about the ridership of the buses are being turned away due to tourists who cannot go to the glacier due to limitation by the

USFS of permit tours. Ms. Hale said CBJ needs to look at all options such as school buses, churches, etc... and asked how we are addressing this issue.

Ms. Pierce said they have the contractor that they are working with on the circulator study is in town. She mentioned the driver shortage with Capital Transit and that they are having a hard time filling those vacancies which is also contributing to the bussing shortage. Ms. Pierce said when there are additional drivers available, Capital Transit is trying to fill those needs. She said they have also had drivers track the number of people who are getting passed so they can understand the needs better. She said they have a meeting with USFS scheduled to understand their environmental permits allowed per season. She said in speaking with the bus companies that sell privately and on the dock, they still have enough permits to take existing bookings but it is the sales off the docks that are no longer available. She said there are still a number of city and glacier tours still available for use. She'll be talking with providers and the USFS tomorrow but what is available is nothing near what will be needed to meet the demand. Trying to do everything they can to give people other options to use for other attractions using the information channels they have available.

Ms. Hale asked if they might be able to get those Capital Transit numbers of people being turned away to the in time for the next COW meeting next Monday. Ms. Hale asked her to look at all possible options. Ms. Pierce said that she will try to explore options and bring back more info to the Assembly.

Ms. Hughes-Skandij's questions about Whale Watching and would like to hear more about her meeting with them and she would like that info to come to a future COW. Another issue was regarding the commercial recreational use and how we manage things. When it gets closer to doing the RFP in the fall, she would like an update on that so they are good on the scope of what that money is being spent on.

Ms. Pierce said they held a meeting with the Whale Watching operators. She said that Kirby Day gave a brief overview of what happened in the early 2000's with respect to flightseeing which is a similar situation to where they are at with Whale Watching operations. CBJ doesn't have a lot of jurisdiction authority on Whale Watching because it is out on the water with USCG federal jurisdiction. What came out of the flightseeing process was much more stringent guidelines and regulations. They talked about the Whale Watching group coming up with better guidelines and they have agreed to form a committee being led by Bob Janes to work on that to see what that might look like as well as what a public outreach strategy might look like. The first meeting of that group is on Thursday night. In spirit of TBMP, it is important that the operators come up with the guidelines themselves. She will try to bring an update back to the Assembly at a future meeting. As with other tourism related things, CBJ has blunt tools.

Regarding the RFP issue related to the commercial recreational use, Ms. Pierce said she will bring that information back to a future meeting.

Ms. Gladziszewski said she will schedule a tourism update on a future COW meeting.

She asked if Ms. Pierce might be able to provide an update on the problem with slow or non-existent cell service bandwidth when all the cruise ships are in town. Ms. Pierce said her concerns are valid and last year she worked with GCI but the staff member she worked with is no longer there and she has not had a lot of success working with them at this time.

Ms. Gladziszewski asked if Ms. Pierce could share any information about the Huna Totem Dock Conditional Use Permit (CUP) on tomorrow's Planning Commission agenda. Ms. Pierce confirmed that CUP Permit is on the PC meeting tomorrow night and she encouraged the Assembly to watch that process closely. She said that depending on if the CUP was approved, some of the discussions/conditions at that meeting may affect any potential leases that come before the Assembly.

Mayor Weldon thanked Ms. Pierce for her report.

Q. ASSEMBLY REPORTS

[10:03p.m.]

Mayor Weldon noted that this was going to be a different type of report tonight. She said that regrettably, she had to accept a letter of resignation from Assemblymember Carole Triem. She invited staff to do their presentation first.

Mr. Barr said that one of their parting gifts has to do with a conversation they had related to possible cat licensing. He presented Ms. Triem with a custom made CBJ Cat License #1.

Deputy Clerk Cathcart presented Ms. Triem with a framed Assembly photo and Mayor Weldon presented her with an Alaskan flag that flew over the capital building today thanks to Sen. Kiehl. The final presentation of the flag will be given to her in a custom flag box with the dates of her service on the CBJ Assembly.

Mayor Weldon then read a poem that she composed for Ms. Triem. All the Assemblymembers and staff expressed their appreciation for Ms. Triem and her service to the community and how much she will be missed.

Ms. Triem said that the last 5 years have been pretty incredible. All members at the dais have often disagreed with each other but she has always felt that every one of them is serving for the same reason. It has been an honor to work with each and every one of them. She said that she thinks CBJ has the best staff in the entire world, and they make the Assembly's job a lot easier. She appreciates the hard work that they do, the sense of humor and that while this job could be awful, they make it fun. She will miss everyone a lot and hopes to be back in Juneau before too long.

Mayor's Report

Mayor Weldon said that Ms. Triem's resignation is effective tonight at midnight. Mayor Weldon said that there is some concern that with others being gone on vacation, the Assembly will be short on numbers so at this time she passed the gavel to Ms. Gladziszewski for a motion she'd like to make.

Mayor Weldon nominated Loren Jones to finish up Carole Triem's vacant Areawide Assembly seat until the next regular election and asked for unanimous consent.

Ms. Gladziszewski stated for the record that Ms. Triem wasn't voting on that motion because the vacancy did not yet exist. She then handed the gavel back to Mayor Weldon.

Mayor Weldon said that Ms. Triem would like to make the next nomination.

Nomination by Ms. Triem to have Ms. Woll serve as AFC Chair from midnight tonight until the reorganization meeting in October. Hearing no objection the motion passed by unanimous consent.

Mayor Weldon noted that Ms. Triem was also the BRH liaison, and that Ms. Hale has agreed to serve as BRH liaison in the interim. Hearing no objection, that appointment was confirmed.

Committee and Liaison Reports

COW Chair Gladziszewski reported that she was going to be leaving town the next day and returning just before the next Assembly meeting on July 31.

Human Resources Committee (HRC) Chair Smith forwarded the following board recommendations for appointment:

Historic Resources Advisory Committee (HRAC) Eric Moots to a term beginning July 1, 2023, and expiring June 30, 2026 and the reappointments of Grant Ritter, Stuart Cohen, Janet Hall-Schempf to terms expiring May 31, 2026.

Juneau Human Rights Commission (JHRC) reappointments of Paula Drake, Lance Mitchell Haifa Forugi to terms expiring May 31, 2026, and the appointment of John Dripps to a term beginning immediately and expiring May 31, 2025.

Personnel Board appointment Alison Redford to a term beginning immediately and expiring January 31, 2025.

Local Emergency Planning Committee the recommendation to forward to the State of Alaska Emergency Response Commission the appointments of Nathan Rumsey to the BRH Hospital Seat 5a and Nicole Ferrin to the Haz/Mat Transporter Seat 10 both for less than 6-month unexpired terms beginning immediately and ending December 31, 2023 and full-terms beginning January 1, 2024 and ending December 31, 2026 on the Local Emergency Planning Committee and ask for unanimous consent.

Hearing no objections, all the appointments passed by unanimous consent.

Ms. Woll noted that there was a School Board meeting scheduled for 4:30p.m. tomorrow night.

Mr. Hughes-Skandijs said they will be getting into the hazard/landslide maps topic at the next Lands, Housing, Economic Development Committee next meeting with all the info at the last meeting in June to look at as their homework.

Public Works & Facilities Committee (PWFC) Chair Bryson reported that at the last meeting they discussed Safe streets, JAR, the RAISE grant for N. Douglas 2nd Crossing, and they met the new chancellor at UAS. Mr. Bryson reported that he also had the honor of serving as one of the Grand Marshalls at 4th of July parade.

Presiding Officer Reports

R. ASSEMBLY COMMENTS & QUESTIONS

S. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS – None.

T. EXECUTIVE SESSION

25. City Manager Recruitment and Selection

MOTION by Ms. Hale "I move we recess into executive session to discuss matters that the immediate knowledge of which would defame or prejudice the character or reputation of any person, specifically those individuals invited to interview with the committee, and to discuss recruitment examination materials that are confidential." Asked for unanimous consent. ***Hearing no objection, they recessed into Executive Session at 10:24p.m.***

U. SUPPLEMENTAL MATERIALS

V. ADJOURNMENT

The Assembly came out of Executive Session and adjourned the meeting at 11:00 p.m.

Signed: _____

Diane Cathcart,
Deputy Municipal Clerk

Signed: _____

Beth A. Weldon,
Mayor

SPECIAL ASSEMBLY JOINT MEETING W/ AIRPORT BOARD #2024-07 MINUTES



DRAFT

March 06, 2024 at 5:30 PM

Assembly Chambers/Zoom Webinar

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

Immediately followed by Assembly Finance Committee

A. CALL TO ORDER

Mayor Weldon called the Joint Special Assembly and Juneau Airport Board meeting to order in City Hall Assembly Chambers and via Zoom at 5:32 p.m.

B. LAND ACKNOWLEDGEMENT – *read by Ms. Hale*

C. ROLL CALL

Present: Mayor Beth Weldon, Assemblymembers Michelle Hale, Wade Bryson, Alicia Hughes-Skandijs, Greg Smith, Christine Woll, 'Wáahlaal Gídaag, Paul Kelly and Ella Adkison. Airport Board Members Acting Chair Danial Spencer, Jodi Garza, and Chris Peloso

Absent: Airport Board Members Al Clough, Dennis Bedford, Theresa Yvette Soutiere, and Jason Custer

Staff/Others in Attendance: City Manager Katie Koester, City Attorney Robert Palmer, Acting City Clerk Di Cathcart, Airport Manager Patty Wahto, Finance Director Angie Flick, Assistant City Attorney Sherri Layne, Budget Manager Adrien Wendel and Finance Administrative Coordinator Tony Perletti.

D. AGENDA TOPICS

Joint Assembly Meeting with the Juneau International Airport Board

Mayor Weldon noted that with only 3 members of the Airport Board present there was not a quorum of the Airport Board however no action was taking place only updates. The meeting continued and the agenda was adopted as presented. Mayor Weldon thanked the Airport Boardmembers and Ms. Wahto for attending and noted it's taken a while to schedule this meeting and appreciated everyone's flexibility.

1. Juneau Douglas North Crossing – *Update from City Manager Koester*

City Manager Koester referenced the memo included in the meeting packet related to the Juneau Douglas North Crossing; recognizing that this project is the Assembly's number 1 legislative priority and staff is working through a planning and environmental linkages study process. There are two stakeholder meetings taking place on March 7, at 1:00 PM and at 6:00 PM. The Airport is included in these meetings as a stakeholder, and the project team will be presenting the different alternatives at those meetings. Ms. Koester stated she is familiar with how important this project is to the Assembly because of the safety, the transportation efficiency and the potential economic development and housing development. She recognized the Airport has some concerns with how the project might interfere with Airport development; that issue came up at an Airport Board meeting and staff had the opportunity to bring the DOWL Project Team to the Airport Board meeting and meet with staff.

Ms. Koester said she learned a lot from that meeting about the nature of the Airport's concerns and included a couple of pages pulled from that presentation in this packet; noting probably the most relevant is on page 5 where it shows runway height and the approach issue and the reason why she wanted to make sure that this joint body had an opportunity to talk about the Airport's concerns as well as the Airport Board learning from the

Assembly about this priority and to spur that conversation between the two bodies so that as we work together on this project and there's a solid understanding of both perspectives.

Ms. Garza commented that her understanding was the language that came out of that meeting, and that is now part of the packet addresses all the concerns the Airport had in terms of Airport safety, runway safety, and expansion projects; and we've landed at with the language that's in the project is now sufficient.

Mr. Spencer commented that on behalf of the board, he wanted the Assembly to know that the board's not taking a position on the North Douglas crossings, except as it relates strictly to the Airport and any potential constraining of development of the Airport.

Ms. Woll noted that she will be attending the March 7 meetings.

Mr. Smith appreciated this information being added to the packet as he'd heard concerns from community members about the approaches and was glad a comment was added during the public comment period. He said he also felt good about seeing the response from DOWL Project Team.

2. CIP Current Status and Upcoming Projects – Update from Airport Board Member Garza

Ms. Garza reported the Airport has spent \$230 million in FAA grants in the past 15 years: runway rehab, taxiway, rehab, terminal reconstruction of the North Terminal, and terminal seating, snow removal equipment, sand chem building fuel facility, runway safety area, passenger boarding bridges, aircraft parking, apron float pond, baggage conveyor system, parking lot rehab, Airport Rescue Firefighting (ARFF) truck acquisition, reconstruction of our stations and base sustainability master plan, culvert road replacement and cargo road rehab. Projects are a vital piece of airports and keep them going which is why, as an example, you see constant construction at the SEA-TAC Airport when traveling through. Projects and FAA grants are very important to the Airport.

Ms. Garza updated the Assembly on current capital projects for the Airport as follows: main ramp rehab (\$17.7 million), Gate 5 passenger boarding bridge (\$2 million), Parking Lot (\$10.5 million) was just completed, unexpected culvert replacement (\$700,000), an outbound baggage conveyor (\$1.6 million) is still in progress and the last underground fuel tank removal on the Airport property (\$200,000) was just completed and is going through some remediation for the potential contaminated fuel there.

For the Airport CIP project list for 2024 - 2028, we've got a \$2.7 million design, runway safety area, grade Master Plan update, acquiring an additional RT truck, and acquiring a wetland rescue vehicle in 2025. The Airport has a \$4.2 million project includes runway safety, area construction design with the FAA, runway 26 MALSR (Medium Intensity Approach Light System w/ Runway Alignment Indicator Lights) completion and also in 2026, a \$14 million construction runway for 26 MALSR and snow removal equipment acquisition and also a land acquisition for the channel or coastal hangars, which is currently owned by the Logans and is the last part of land on Airport property that is privately owned. The FAA has approved a land acquisition grant for that property.

1. CARES Grant Funding Update - Update from Airport Board Member Peloso

Mr. Peloso reported that one of the silver-linings we had with the pandemic is that while it caused a big dent in the number of passengers that came through the Airport, it freed up a bunch of federal funds. The Airport Board has been working to try and use up those federal funds before we lose them. Mr. Peloso noted this has given the Airport the opportunity to work on projects that would have been longer-term projects or ones we wouldn't have gotten to right away. When passenger traffic was down, it made it a bit easier to build new things at the Airport without disrupting passenger traffic. CARES grant funding actuals came to about \$13.275 million with \$299,000 left in unspent CARES grant funds. There are a few different things the Airport has planned to make sure we use every dollar we can and not have any unspent funds at the end of the year.

Ms. Garza added that the \$299,000 is an estimate of what we'll have left of the CARES Act funding and not the final number; some of the numbers that we have plugged into that equation are not complete yet and as projects progress, a lot of times there is a surprise at the end with either more money or less money. One of the ideas for using the remaining CARES Act funds if it comes down to the wire is to use that final funding for interest or debt payment which has been approved by the FAA as an allowable use of CARES Act funds.

2. Airport Rescue Fire Fighting (ARFF) Truck status (both interim and long term)

The Airport needs to have three ARFF trucks onsite. There are currently two that are functional and a third that is coming down from Palmer on the ferry to Juneau.

5. Maintenance Items:

- a. RWY Culvert Issue
- b. Underground Fuel Tank Removal
- c. Mendenhall River embankment repairs

The parking lot project is now completed, a \$10.5 million project, and part of that project was an unexpected, but needed, culvert replacement for \$700,000.

Work was just completed for the underground fuel tank removal which came in at \$200,000 and the Airport is now going through some remediation for any potential ground contamination related to the fuel tank.

Work is ongoing for Mendenhall River embankment repairs including a lot of backfilling of rip rap as the river bank shifted due to the August flood.

6. Deputy Airport Manager Recruitment

Recruitment has been difficult since the position requires a very specific skill set. The Assembly and Airport Board discussed options regarding recruitment including review of the pay. Assembly and Airport Board members gave huge thanks to Ms. Wahto for continuing to stay on as Airport Manager way past her initial plan for retirement.

7. General Passenger Traffic and Operations Summary

Mr. Spencer reported that passenger traffic drives a lot of things. It drives what the FAA considers us to be a smaller, non-hub airport and that makes a difference in what we can or can't use money for. In 2019, the Airport saw about 460,000 passengers move through and about 2/3 of those were large carriers (Alaska & Delta). The pandemic hit in 2020 and passengers dropped to 164,000 in one year. Passenger numbers have continued to rebound since 2020 with a slight decrease in 2023 from 2022.

E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Laurie Craig, resident of the Auke Lake area, brought several items forward to talk about. Ms. Craig thanked the Airport for the excellent job clearing the snow this winter and keeping our airport open as well as the Emergency Vehicle Access Road (EVAR) clear which allowed hundreds of people to be able to be outdoors and walking this winter thanks to that road staying plowed. Ms. Craig said she listened to Monday nights meeting when people were testifying about the school board and the word, transparency seemed to come up a lot thought it was important for the public to understand some of the issues that were just discussed tonight. In the most recent information that came out from DOWL, there was no category for aviation safety and no discussion of the things that you all know about, but that I don't know about as a member of the public. This project is a very public process I've been involved with four EIS's over the last 30 years and public comment, comments from the experts, comments from airport staff, the letter from December 14th needs to be laid out so that people can understand what the problems were and then how you've resolved them because it sounds like you have but the public doesn't know this discussion.

Ron Somerville, resident of the Mendenhall Valley area, began to speak on the Juneau Douglas North Crossing. Mayor Weldon interrupted to get the approval of the rest of the body to allow Mr. Somerville to testify on a topic that was an earlier agenda item; the body approved, and Mr. Somerville continued his testimony as well as handed out written copies to the group. Mr. Somerville, we created a Mendenhall Wetlands Study Group (MWSG), made up of 26 professionals and people that have been linked to the Mendenhall Refuge with a keen interest in what happens within that area and have been involved with this process from the very beginning. The reason he was testifying is the fact that this process is not going well. He appreciated being involved and being able to witness what happened at the last event with the issue of airport safety which had not been identified at all by DOWL. When this started with DOWL on the PELT process, for transparency, DOWL was supposed to provide a substantial amount of information to the public and that hasn't happened yet, which is concerning. Being able to view the information and make recommendations prior to it going through the National Environmental Policy Act (NEPA) process is necessary.

Ms. Woll thanked Mr. Somerville for testifying and asked if he could talk a bit more about his concerns about compromising the NEPA and what he thought the result of that could lead to.

Mr. Somerville responded that he had previous experience with NEPA and the Endangered Species Act during his time at the Alaska Department of Fish and Game (ADFG), noting that, If you have a faulty or poorly done pre-preparation for the NEPA process, it can tunnel the whole process, so that process needs to be open and as on the record as possible. If airport security is an issue, it needs to be addressed and made available to the public, so they know the Airport Board expressed concerns. MWSG feels strongly about the transparency issue because MWSG concerns are not being transparently presented either.

Ms. Hale commented that it's the State of Alaska Department of Transportation who has contracted with DOWL and not CBJ, but CBJ is part of the Project Team as a stakeholder.

Mr. Smith asked Mr. Somerville if he felt the make-up of the Stakeholders group had changed and that has caused a reduction in transparency. Mr. Somerville noted that it's a complicated process that has gone on longer than expected and as a result people get busy with other priorities.

Ms. Hughes-Skandijs asked for clarification on the drafted letter that was discussed and whether it was submitted to DOWL or not. Ms. Koester said the letter was drafted but was not included on the Airport Board meeting agenda because per Advisory Board rules, all communication with elected officials needs to go through the Assembly; we want to communicate with one voice. The concerns that were raised were worth addressing and having that conversation, so DOWL was brought in to present to the Airport Board and it was a good opportunity to clear things up.

F. SUPPLEMENTAL MATERIALS – None

G. ADJOURNMENT

There being no further business to come before the Assembly, meeting adjourned at 6:21 p.m.

Signed: _____
Diane Cathcart, Acting Municipal Clerk

Signed: _____
Beth A. Weldon, Mayor

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Presented by: The Manager
Presented: 04/29/2024
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA
Serial No. 2024-18

A Noncode Ordinance Authorizing a Designated Campground Primarily for People Experiencing Homelessness as an Essential Public Facility and Exempting it from the Requirements and Prohibitions of Title 49.

WHEREAS, the City and Borough of Juneau (“CBJ”) has been operating a seasonal campground in partnership with community organizations in some fashion since the early 2000s; and

WHEREAS, the CBJ has operated a facility for people experiencing homelessness during the COVID-19 pandemic and most recently in the winter months as an Emergency Cold Weather Shelter (Ordinance 2023-39), which closed in April 2024; and

WHEREAS, due to a variety of human and landscape reasons, including poor access and visibility of the Mill Campground, the location of that campground at the end of Gastineau Avenue has become untenable for campers and the immediately adjacent neighborhood, especially without additional improvements and services; and

WHEREAS, staff and community organizations began considering alternative options that will hopefully mitigate some of the concerns experienced last summer by improving access and visibility, without materially changing the availability of the program; and

WHEREAS, Ordinance 2024-14 was introduced on April 1, 2024, which would authorize a designated campground at 100 Mill Street, and the Assembly heard public comments regarding the need for people experiencing homelessness to safely live and sleep in the warmer months, construction activities at 120 Mill Street, experiences from the operator of the Cold Weather Emergency Shelter at 1325 Eastaugh Way (Ordinance 2023-39), experiences from residents living near the Mill Campground, and experiences and concerns from people living and working at the Big Rock Dump; and

WHEREAS, siting a designated campground for people experiencing homelessness is incredibly difficult because the location needs to balance multiple public policies and sometimes conflicting concerns like the following: visibility with privacy, accessibility with seclusion, proximity to food and services with separation from vulnerable infrastructure and businesses, habitability with public costs, amongst other concerns; and

1 WHEREAS, CBJ staff and the Assembly have explored siting a designated campground
2 for the warmer months at numerous locations including:

- 3 • At the prior Mill Campground, which is at the end of Gastineau Avenue (~915
Thane Road);
- 4 • At the prior Thane Campground (~1585 Thane Road);
- 5 • At the Little Rock Dump (~1540/1550 Thane Road);
- 6 • At Docks and Harbor’s managed property between the Big Rock Dump and the
Little Rock Dump (~1570 Thane Road);
- 7 • At the Juneau-Douglas Treatment Facility (~1540 Thane Road);
- At 100 Mill Street; and
- Outside at the Emergency Cold Weather Shelter (1325 Eastaugh Way); and

8 WHEREAS, none of the above locations are ideal, and neither is the alternative of not
9 having a designated campground location which will likely result in individuals camping in
10 dispersed locations; and

11 WHEREAS, according to CBJC 49.25.300.7.200 (assisted living uses) and to CBJC
12 49.25.300.21.200 (campground)—a campground intended for people experiencing homelessness
13 would be a hybrid between the 21.200 and 7.200 uses—both are normally prohibited in
14 industrial and waterfront zones and may take too long to complete the permitting and potential
15 appellate process in other zones given the immediate needs for people experiencing
16 homelessness; and

17 WHEREAS, the Assembly exempts the Planning Commission from reviewing this
18 ordinance (CBJ Charter 3.16(c)); and

19 WHEREAS, it is reasonable and necessary to temporarily waive the Title 49 requirements
20 and prohibitions for siting a designated campground primarily for people experiencing
21 homelessness upon balancing the public health, safety, and welfare; and

22 WHEREAS, the intent of this ordinance is to provide authority and a process for a space
23 and services for people experiencing homelessness in the warmer months, approximately from
24 April through November; and

25 WHEREAS, if the Assembly decides that a designated campground is not currently in the
public’s best interest, the Assembly is free to designate a campground at a later time consistent
with this ordinance.

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

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

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Section 2. Essential Public Facility/Service. A campground for people experiencing homelessness, including necessary and associated services and infrastructure, is an essential public facility and service.

Section 3. Essential Public Facility/Service Exemption from Title 49. An essential public facility and associated service, like a designated seasonal campground for people experiencing homelessness, is exempt from any and all requirements and prohibitions of Title 49.

Section 4. Designated Campground for 2024. The Assembly is not currently designating a campground for people experiencing homelessness in 2024. After adoption of this ordinance and upon experiencing dispersed camping, the Assembly is free to designate a campground for the remainder of the warmer months of 2024 via resolution.

Section 5. Designated Campground after 2024. The Assembly is authorized to designate a campground for people experiencing homelessness after 2024 by resolution on an annual basis.

Section 6. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____ 2024.

Michelle Hale, Acting Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: April 29, 2024
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2023-14(b)(AH)

An Ordinance Appropriating \$2,000,000 to the Manager as a Grant to Gastineau Human Services to Construct Low Income and Substance Use Recovery Permanent Supportive Housing; 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 \$2,000,000 as a grant to Gastineau Human Services to construct low income and substance use recovery permanent supportive housing.

Section 3. Source of Funds

General Funds \$2,000,000

Section 5. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2024.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 Heritage Way, Juneau, AK, 99801

DATE: April 29, 2024
TO: Katie Koester
City Manager
FROM: Renee Loree *Renee Loree*
Purchasing Officer

SUBJECT: **Recommendation to Award Bid No. 25-003 Transport and Disposal of Biosolids**

Bids were opened on the subject project on March 12, 2024. The following bids were received:

Bidder	Total Bid
Regional Disposal Company, DBA: Republic Services Waste Management	\$4,321,577.35 \$3,035,012.00

Buyer: Shelly Klawonn, Senior Buyer
Funding Source: 519760501-5390 WW Treatment, Contractual Services
Commitment: \$3,035,012.00

The Protest period ended 3/26/2024.

With the concurrence of Brian McGuire, Waste Water, Superintendent, the Purchasing Division recommends award to Waste Management on the basis of having the lowest responsive and responsible bid price. Pricing shown is for bidding purposes only, budgeted amount for performance of the contract is \$2,747,004.00 based on Total Bid submitted by Waste Management.

Approved: _____
Kaite Koester, City Manager

Date of Assembly Approval: _____



Presented by: The Manager
Introduced: April 29, 2024
Drafted by: Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU,
ALASKA

SERIAL NUMBER T-1078

It is hereby ordered by the Assembly of the City and Borough of Juneau,
Alaska, that \$92,653 be transferred:

From: CIP

R72-146 Flood Plain Mapping Technical Assistance \$ (92,653)

To: CIP

R72-136 Areawide Drainage \$ 92,653

The \$92,653 consists of:

General Sales Tax \$ 92,653

Moved and Approved this _____ day of _____, 2024.

Katie Koester, City Manager

Attest:

Elizabeth J. McEwen, Municipal Clerk



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 14, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Thibodeau's Market Inc DBA: Thibodeaus Valley Liquor VIA email: sbb@alaska.net Local Government 1: Juneau Borough Local Government 2: Juneau Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov Community Council: N/A Via Email: N/A

RE: Package Store License #4422 Combined Renewal Notice

Table with 2 columns: Field Name and Value. Fields include License Number (4422), License Type (Package Store), Licensee (Thibodeau's Market Inc), Doing Business As (Thibodeaus Valley Liquor), Physical Address (9106 Mendenhall Mall Road), Designated Licensee (Pete Thibodeau), Phone Number (907-957-7676), and Email Address (sbb@alaska.net).

[X] 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 April 16th, 2024, 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 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.

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

Sincerely,



Joan M. Wilson, Director
907-269-0350



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 14, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Thibodeau's Market Inc DBA: Thibodeaus's House Liquor VIA email: sbb@alaska.net Local Government 1: Juneau Borough Local Government 2: Juneau Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov Community Council: N/A Via Email: N/A

RE: Package Store License #521 Combined Renewal Notice

Table with 2 columns: Field Name, Value. Fields include License Number (521), License Type (Package Store), Licensee (Thibodeau's Market Inc), Doing Business As (Thibodeaus's House Liquor), Physical Address (465 W Willoughby Avenue), Designated Licensee (Pete Thibodeau), Phone Number (907-957-7676), Email Address (sbb@alaska.net).

[X] 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 April 16th, 2024, 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 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.

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

Sincerely,



Joan M. Wilson, Director
907-269-0350



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 14, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Thibodeau's Market Inc DBA: Liquor Barrel VIA email: sbb@alaska.net Local Government 1: Juneau Borough Local Government 2: Juneau Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov Community Council: N/A Via Email: N/A

RE: Package Store License #1129 Combined Renewal Notice

Table with 2 columns: Field Name, Value. Fields include License Number (1129), License Type (Package Store), Licensee (Thibodeau's Market Inc), Doing Business As (Liquor Barrel), Physical Address (5235 Glacier Highway), Designated Licensee (Pete Thibodeau), Phone Number (907-957-7676), Email Address (sbb@alaska.net).

[X] 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 April 16th, 2024, 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 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.

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

Sincerely,



Joan M. Wilson, Director
907-269-0350



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 14, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Thibodeau's Market Inc

DBA: Kenny's Liquor Market

VIA email: sbb@alaska.net

Local Government 1: Juneau Borough

Local Government 2: Juneau

Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov

Community Council: N/A

Via Email: N/A

RE: Package Store License #661 Combined Renewal Notice

License Number:	661
License Type:	Package Store
Licensee:	Thibodeau's Market Inc
Doing Business As:	Kenny's Liquor Market
Physical Address:	621 Willoughby Avenue
Designated Licensee:	Pete Thibodeau
Phone Number:	907-957-7676
Email Address:	sbb@alaska.net

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 **April 16th, 2024**, 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 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.

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

Sincerely,



Joan M. Wilson, Director
907-269-0350



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 14, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Canton Asian Bistro LLC DBA: Canton Asian Bistro VIA email: ali680777@gmail.com; cantonjuneau@gmail.com Local Government 1: Juneau Local Government 2: Juneau Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov Community Council: N/A Via Email: N/A

RE: Restaurant or Eating Place License #5706 Combined Renewal Notice

Table with 2 columns: Field Name and Value. Fields include License Number (5706), License Type (Restaurant or Eating Place), Licensee (Canton Asian Bistro LLC), Doing Business As (Canton Asian Bistro), Physical Address (8585 Old Dairy Road #105), Designated Licensee (Steve Chon), Phone Number (907-209-1920), and Email Address (ali680777@gmail.com; cantonjuneau@gmail.com).

[X] 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 April 16th, 2024, 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 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.

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

Sincerely,



Joan M. Wilson, Director
907-269-0350



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 18, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Imperial Bar Inc DBA: Imperial Bar VIA email: rdaniels2323@yahoo.com Local Government 1: Juneau Borough Local Government 2: Juneau Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov Community Council: N/A Via Email: N/A

RE: Beverage Dispensary License #550 Combined Renewal Notice

Table with 2 columns: Field Name and Value. Fields include License Number (550), License Type (Beverage Dispensary), Licensee (Imperial Bar Inc), Doing Business As (Imperial Bar), Physical Address (241 Front Street), Designated Licensee (Robert Daniels), Phone Number (208-488-1204), and Email Address (rdaniels2323@yahoo.com).

[X] 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 April 16th, 2024, 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 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.

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

Sincerely,



Joan M. Wilson, Director
907-269-0350



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

March 7, 2024

Juneau (City and Borough of)

Attn: Diane Cathcart

VIAEmail: di.cathcart@juneau.gov; city.clerk@juneau.gov; mcb_notice@juneau.org

Table with 2 columns: Field Name, Value. License Number: 10315; License Type: Standard Marijuana Cultivation Facility; Physical Address: 101 Mill St. Suite A Juneau, AK 99801

Table with 2 columns: Field Name, Value. Transferor: Green Elephant, LLC; Doing Business As: Green Elephant, LLC; Designated Licensee: Richard Dudas; Phone Number: 907-321-5886; Email Address: greenelephantalaska@gmail.com

Table with 2 columns: Field Name, Value. Transferee: Green Elephant, LLC; Doing Business As: Green Elephant, LLC; Designated Licensee: Richard Dudas; Phone Number: 907-321-5886; Email Address: greenelephantalaska@gmail.com

- Transfer of Ownership Application (checkbox) Transfer of Controlling Interest (checkbox checked)

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.

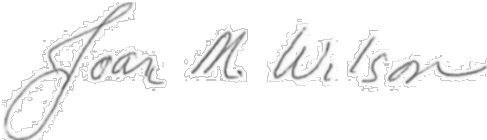
To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director and the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice and provide AMCO proof of service of the protest upon the applicant. If 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 April 17-18, 2024, meeting.

Sincerely,

A handwritten signature in cursive script that reads "Joan M. Wilson". The signature is written in black ink on a white background.

Joan Wilson, Director
amco.localgovernmentonly@alaska.gov



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 8, 2024

Juneau (City and Borough of)

Attn: Diane Cathcart

VIA Email: di.cathcart@juneau.gov; city.clerk@juneau.gov; mcb_notice@juneau.org

License Number:	10844
License Type:	Retail Marijuana Store
Physical Address:	101 Mill St. Suite B Juneau, AK 99801

Transferor:	Green Elephant, LLC
Doing Business As:	Green Elephant, LLC
Designated Licensee:	Richard Dudas
Phone Number:	907-321-5886
Email Address:	greenelephantalaska@gmail.com

Transferee:	Green Elephant, LLC
Doing Business As:	Green Elephant, LLC
Designated Licensee:	Richard Dudas
Phone Number:	907-321-5886
Email Address:	greenelephantalaska@gmail.com

Transfer of Ownership Application

Transfer of Controlling Interest

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 April 17-18, 2024, meeting.

Sincerely,

A handwritten signature in cursive script that reads "Joan M. Wilson". The signature is written in black ink on a white background.

Joan Wilson, Director

amco.localgovernmentonly@alaska.gov

Presented by: The Manager
Introduced: April 1, 2024
Drafted by: Finance

Ordinance of the City and Borough of Juneau

Serial No. 2024-03

**An Ordinance Establishing the Rate of Levy for Property Taxes
for Calendar Year 2024 Based Upon the Proposed Budget for Fiscal Year 2025.**

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, 2023, based upon the proposed budget for Fiscal Year 2025 beginning July 1, 2024.

<u>Operation Mill Rate by Service Area</u>	<u>Millage</u>
Roaded Service Area	2.45
Fire Service Area	0.31
Areawide	6.36
Operating Total	9.12
<u>Debt Service</u>	<u>1.20</u>
Total	10.32

Section 3. Effective Date. This ordinance shall be effective immediately upon adoption.

Adopted this _____ day of _____, 2024.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: April 1, 2024
Drafted by: Finance

Ordinance of the City and Borough of Juneau

Serial No. 2024-01

**An Ordinance Appropriating Funds from the Treasury
for FY25 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, 2024, and ending June 30, 2025. It is anticipated that these estimated funding sources will meet the appropriations set forth in Section 3 of this ordinance.

ESTIMATED REVENUE:	
State Support	\$ 21,420,900
Federal Support	4,426,100
Taxes	146,159,800
Charges for Services	188,455,900
Licenses, Permits, Fees	12,682,300
Fines and Forfeitures	393,700
Rentals and Leases	6,193,000
Investment & Interest Income	8,095,600
Sales	852,300
Other Revenue	3,261,200
Total Revenue	391,940,800
General Governmental Fund Balance Decrease	7,244,100
All Other Funds Fund Balance Decrease	12,695,500
Support From Other Funds	109,624,500
Total Estimated Funding Sources	\$ 521,504,900

Section 3. Appropriation. The following amounts are hereby appropriated for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

General Governmental Funds:

Mayor and Assembly	\$	11,292,100
Administration:		
City Manager		3,599,500
City Clerk		942,900
Information Technology		4,680,800
Fire/Emergency Medical Services		15,199,300
Community Development		4,406,800
Finance		7,429,200
Human Resources		993,700
Law		2,677,500
Libraries		4,199,800
Parks and Recreation:		
Parks and Landscape		3,495,300
Administration and Recreation		5,510,200
Aquatics		2,975,100
Centennial Hall (Visitor Services)		695,000
Police		21,886,200
Public Works & Engineering:		
General Engineering		402,000
RecycleWorks		2,421,500
Streets		6,990,400
Transit		9,138,100
Support to Other Funds:		
School District <i>(\$1,650,405 previously appropriated by Ord. 2024-01(b)(A))</i>		38,122,400
All Other Funds		1,166,000
Interdepartmental Charges		(6,338,900)
Capital Projects Indirect Cost Allocation		(600,000)
Total		141,284,900

Special Revenue Funds:

Sales Tax		1,542,900
Hotel Tax		94,500
Tobacco Excise Tax		79,900
Pandemic Response		-
Affordable Housing		286,700
Downtown Parking		764,700
Eaglecrest		4,198,000
Lands		1,367,600
Marine Passenger Fee		20,100
Port Development		20,100
Support to Other Funds		102,443,200
Total		110,817,700

Debt Service Funds	10,411,200
Special Assessment Funds:	
Special Assessment	139,200
Support To Other Funds	6,100
Total	145,300
Jensen-Olson Arboretum	109,200
Enterprise:	
Juneau International Airport	13,060,400
Bartlett Regional Hospital	150,101,300
Harbors	5,375,200
Docks	2,845,900
Water	4,687,100
Wastewater	15,527,700
Support to Other Funds	5,900,000
Interdepartmental Charges	(40,200)
Total	197,457,400
Internal Service Funds:	
Facilities Maintenance	4,637,600
Fleet and Equipment Reserve	16,738,800
Public Works Fleet Maintenance	2,685,500
Risk Management	35,289,600
Interdepartmental Charges	(49,083,300)
Total	10,268,200
Capital Projects:	
Capital Projects	47,725,000
CIP Engineering	3,286,000
Total	51,011,000
Total Appropriation	\$ 521,504,900

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

Adopted this __ day of _____, 2024.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: April 1, 2024
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-02

**An Ordinance Appropriating Funds from the Treasury
for FY25 School District 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 School District, for the fiscal year beginning July 1, 2024, and ending June 30, 2025. It is anticipated that these estimated funding sources will meet the appropriations set forth in Section 3 of this ordinance.

ESTIMATED REVENUE:	
State Support	37,390,200
Federal Support	6,978,100
User Fees, Permits, and Donations	2,907,100
Student Activities Fundraising	1,650,000
Total Revenue	<u>48,925,400</u>
 TRANSFERS IN:	
General Governmental Fund School District Support:	
Operations	34,432,000
Special Revenue	3,690,400
Total Transfers In	<u>38,122,400</u>
 Less: Fund Balance Increase	 <u>1,650,400</u>
 Total Estimated Funding Sources	 <u>\$ 85,397,400</u>

Section 3. Appropriation. The following amounts are hereby appropriated for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

APPROPRIATION:	
General Operations	67,827,400
Special Revenue	17,570,000
 Total Appropriations	 <u>\$ 85,397,400</u>

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

Adopted this __ day of _____, 2024.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The City Manager
 Introduced: April 1, 2024
 Drafted by: Engineering & Public Works Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 3052

A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2025 through 2030, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2025.

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 2025 through Fiscal Year 2030, and has determined the capital improvement project priorities for Fiscal Year 2025.

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 2025-2030," dated **June 1, 2024**, 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 2025 - 2030," are pending capital improvement projects to be undertaken in FY25:

FISCAL YEAR 2025		
GENERAL SALES TAX IMPROVEMENTS		
DEPARTMENT	PROJECT	FY25 BUDGET
Eaglecrest	Deferred Maintenance /Mountain Operations Improvements	\$ 350,000
Manager's Office	Public Safety Communication Infrastructure	450,000
Manager's Office	Zero Waste	125,000
Manager's Office	Outburst Flooding Improvements and Agency Coordination	150,000
Manager's Office	Juneau Renewable Energy Strategy	25,000
Manager's Office	Public Safety Communication Infrastructure	6,000,000
Manager's Office	Title 49 Re-Write	3,000,000
P& R - Facilities		
Maintenance	Deferred Building Maintenance	1,000,000
Parks & Recreation	Park & Playground Deferred Maintenance and Repairs	275,000
Parks & Recreation	Trail Improvements	50,000
Parks & Recreation	Sports Field Resurfacing & Repairs	425,000
Parks & Recreation	Off-Road Vehicle (ORV) Park Development [35 Mile]	150,000
General Sales Tax Improvements Total		\$ 12,000,000

**FISCAL YEAR 2025
AREAWIDE STREET SALES TAX PRIORITIES**

DEPARTMENT	PROJECT	FY25 BUDGET
Street Maintenance	Vintage Boulevard and Clinton Drive Reconstruction	\$ 2,400,000
	<i>Vintage Boulevard and Clinton Drive Reconstruction Water</i>	
<i>Water Utility</i>	<i>Infrastructure</i>	549,000
	<i>Vintage Boulevard and Clinton Drive Reconstruction Sewer</i>	
<i>Wastewater Utility</i>	<i>Infrastructure</i>	194,000
Street Maintenance	Pavement Management	1,449,000
Street Maintenance	Sidewalk & Stairway Repairs	200,000
Street Maintenance	Areawide Drainage Improvements	150,000
Street Maintenance	F St, W 8th St drainage and roadway improvements	2,000,000
Street Maintenance	Poplar Ave improvements (Mendenhall Blvd to Dogwood)	1,200,000
	<i>Poplar Ave improvements (Mendenhall Blvd to Dogwood)</i>	
<i>Water Utility</i>	<i>Water Infrastructure</i>	346,000
	<i>Poplar Ave improvements (Mendenhall Blvd to Dogwood)</i>	
<i>Wastewater Utility</i>	<i>Sewer Infrastructure</i>	292,000
Street Maintenance	Eyelet Court Improvements	900,000
<i>Water Utility</i>	<i>Eyelet Court Improvements Water Infrastructure</i>	280,000
<i>Wastewater Utility</i>	<i>Eyelet Court Improvements Sewer Infrastructure</i>	184,000
Street Maintenance	Gold Creek Flume Rehabilitation	600,000
Capital Transit	FTA Grant Match - Bus Barn Electric Bus Charging	756,000
Manager's Office	Juneau Douglas North Crossing (JDNC)	250,000
Manager's Office	Zero Waste	\$50,000
Areawide Street Sales Tax Priorities Total		<u>\$ 11,800,000</u>

**FISCAL YEAR 2025
TEMPORARY 1% SALES TAX PRIORITIES
Voter Approved Sales Tax 10/01/23 - 09/30/28**

DEPARTMENT	PROJECT	FY25 BUDGET
P & R - Facilities		
Maintenance	Deferred Building Maintenance	\$ 2,500,000
Managers	Affordable Housing Fund	500,000 *
Managers	Childcare Funding	500,000 *
Parks and Recreation	Jackie Renninger Park Renovation	1,000,000
School District	JSD Buildings Facility Maintenance	1,000,000
Managers	Telephone Hill Redevelopment	1,000,000
Street Maintenance	7 Mile Heavy Equipment Shed	2,000,000
Harbors	Aurora Harbor Reconstruction Grant Match	\$3,500,000
Temporary 1% Sales Tax Priorities Total		<u>\$ 12,000,000</u>

* Operating Budget Funding

**FISCAL YEAR 2025
GENERAL FUND PRIORITIES**

DEPARTMENT	PROJECT	FY25 BUDGET
Parks and Recreation	Park & Playground Deferred Maintenance and Repairs	\$ 136,000
General Fund Priorities Total		<u>\$ 136,000</u>

**FISCAL YEAR 2025
PORT DEVELOPMENT FEE PRIORITIES**

DEPARTMENT	PROJECT	FY25 BUDGET
Parks and Recreation	Marine Park Improvements	\$ 2,000,000
Manager's Office	Archipelago Museum	500,000
Port Development Fee Priorities Total		<u>\$ 2,500,000</u>

**FISCAL YEAR 2025
STATE MARINE PASSENGER FEE PRIORITIES**

DEPARTMENT	PROJECT	FY25 BUDGET
Docks	Shore Power	\$ 5,000,000
Parks and Recreation	Overstreet Park and Canoe Statue Lighting	550,000
Parks and Recreation	Downtown Bearproof Garbage Cans	100,000
Parks and Recreation	Warner's Wharf Beautification	200,000
Manager's Office	Triangle Project (Claw Back)	2,500,000 *
Manager's Office	Public Wi-Fi	1,000,000
State Marine Passenger Fee Priorities Total		<u>\$ 9,350,000</u>

* Operating Budget Funding

**FISCAL YEAR 2025
DOCKS AND HARBORS FUND**

DEPARTMENT	PROJECT	FY25 BUDGET
Harbors	Aurora Harbor Improvements	\$ 1,500,000
Harbors	Cost Share with ACOE for Statter Breakwater Feasibility Study	500,000
Docks and Harbors Fund Total		<u>\$ 2,000,000</u>

**FISCAL YEAR 2025
LANDS & RESOURCES FUND**

DEPARTMENT	PROJECT	FY25 BUDGET
Lands & Resources	Pits and Quarries Management, Infrastructure Maintenance and Expansion	\$ 400,000
Lands & Resources	Pederson Hill Development	350,000
Lands & Resources	Tee Harbor Access Study	75,000
Lands & Resources Fund Total		<u>\$ 825,000</u>

**FISCAL YEAR 2025
WASTEWATER ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY25 BUDGET
Wastewater Utility	Facilities Planning (Infiltration and Inflow, ABTP long term study, solids digester)	\$ 220,000
Wastewater Utility	JDTP Improvements	100,000
Wastewater Utility	8th and F Street Sewer Reconstruction	468,000
Wastewater Utility	Vintage and Clinton Sewer System Reconstruction	410,000
Wastewater Utility	JDTP SCADA and Instrumentation Upgrades	150,000
Wastewater Utility	Pavement Management Program-Utility Adjustments (frames &lids)	27,000
Wastewater Utility	MWWTP SBR Waste Pump Replacement	25,000
Wastewater Enterprise Fund Total		<u>\$ 1,400,000</u>

**FISCAL YEAR 2025
WATER ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY25 BUDGET
Water Utility	Fritz Cove / Mendenhall Peninsula Area water replacement	\$ 1,000,000
Water Utility	F St and W 8th St Water System Reconstruction	315,000
Water Utility	LCB SCADA & Security Upgrade	100,000
Water Utility	PRV Station Improvements & Upgrades	225,000
Water Utility	Clinton and Vintage Water System Reconstruction	255,000
Water Utility	Egan Drive Water Main Crossings Replacements	500,000
Water Utility	Potable Water Distribution System Instrumentation	105,000
Water Enterprise Fund Total		\$ 2,500,000
ORDINANCE 2024-01 CAPITAL PROJECTS FUNDING TOTAL		\$ 51,011,000
ORDINANCE 2024-01 OPERATING BUDGET FUNDING TOTAL		\$ 3,500,000

**FISCAL YEAR 2025
AIRPORT UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT		
Airport	Design & RA 26 MALSR	\$	1,000,000
Airport	Construct Safety Area Grade; RW Shoulder/NAVAIDs		3,300,000
Airport Unscheduled Funding Total		\$	<u>4,300,000</u>

**FISCAL YEAR 2025
UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT		
	FTA Grants - Bus Barn Electric Bus Charging Infrastructure,		
Capital Transit	Security, Safety, Repairs and Upgrades		3,024,000
Harbors	ADOT Harbors Facility Grant - Aurora Harbor		5,000,000
Harbors	Taku Harbor Dingell-Johnson Sportfish Grant		1,000,000
Harbors	Procurement of Two LTC Dock Electrification Transformers		55,000,000
Manager's Office	Public Safety Communication Infrastructure		13,000,000
	NOAA Transformation Habitat Restoration and Coastal		
Manager's Office	Resilience Grant - Mendenhall River Glacial Outburst		130,000
Parks and Recreation	Dimond Park Field House Elevator		1,000,000
Parks and Recreation	Fish Creek Park ADA Fishing Trail and Access Impvts		250,000
Parks and Recreation	OHV Recreational Trails Program Grant		300,000
Public Works	Upper Jordan Creek Sediment Control		5,000,000
Unscheduled Funding Total		\$	<u>83,704,000</u>

Section 2. Fiscal Year 2025 Budget. It is the intent of the Assembly that the capital improvement project budget allocations as set forth in the FY25 pending Capital Improvements List in Section 1(b), above, not already appropriated, shall become a part of the City and Borough's Fiscal Year 2025 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**, 2024.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

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Presented by: COW
Presented: 04/01/2024
Drafted by: E. Wright

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-04

An Ordinance Establishing Duties for the Tourism Office.

WHEREAS, the Assembly initially funded a tourism manager position with Ordinance 2021-08(b)(am)(C) (adopted Aug. 23, 2021); and

WHEREAS, the City Manager has broad authority over departments like the Parks and Recreation Department and the Library Department, which provide many facilities and services to tourists; and

WHEREAS, the Eaglecrest Ski Area enterprise department is developing summer operation plans that include a gondola dependent on cruise ship tourism, for which the City Manager has limited authority over without this ordinance; and

WHEREAS, the Docks and Harbors enterprise department has admirably managed the cruise ship docks and the cruise ship industry while the recent increases in cruise ship tourism necessitates the Assembly to authorize the City Manager with more control of tourism management; and

WHEREAS, this ordinance would help clarify the tourism manager’s duties especially related to enterprise departments, for which the City Manager would otherwise have limited authority.

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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 03.15 is amended by creating a new section to read:

03.15.060 Tourism Office.

- (a) City Manager Authority. The manager may create and maintain the tourism office by appointing a tourism manager. The tourism manager shall report to the manager.
- (b) Duties. The tourism office is responsible for tourism management borough-wide, including but not limited to the following: centralized tourism policy and management; coordination of community planning and projects related to tourism; public relations related to the cruise ship industry, including contract management and schedule coordination; and other duties as assigned by the manager.
- (c) Department consultation. Department directors, or designees, including enterprise departments, are expected to take direction from the tourism office when a project, change in operation, change in policy, or similar action would likely alter or impact tourism management. The tourism manager, or designee, is expected to consult with department directors when a tourism management issue would likely alter or impact a department’s project, operation, policy, or similar action. The tourism manager is expected to provide reports and be available to advise department directors, boards, and committees related to tourism management.

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(d) Project Management. The manager may assign the tourism manager as the client department or as a co-project manager for any project with a substantial relationship to cruise-ship originating tourism even if an enterprise department would otherwise manage the project. If the manager invokes this project management authority for an enterprise department project, the manager shall provide written notice to the enterprise department governing body and to the Assembly or Assembly committee; the Assembly may repeal such project management authority assigned to the tourism manager on a case-by-case basis via motion.

(e) Rates and fees. The manager or the manager's designee is authorized to adopt and enforce regulations under chapter 01.60 regarding the rates and fees related to cruise ships and passengers after consulting with the port director and presenting the proposal to the Docks and Harbors Board.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.
Adopted this _____ day of _____, 2024.

Michelle Hale, Acting Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

1 **Ord 2024-04 Amendment _____ (via Assemblymember Woll)**

2 Motion: I move to amend Ordinance 2024-04 by changing the title of the “Tourism
3 Manager” to the “Visitor Industry Director” as depicted below:

4 *(the proposed amendments are depicted in strikethrough and underlining for clarity even*
5 *though the underlying language has not been adopted)*

6 **03.15.060 Tourism Office.**

7 (a) City Manager Authority. The manager may create and maintain the tourism office
8 by appointing a visitor industry director ~~tourism manager~~. The visitor industry
9 director ~~tourism manager~~ shall report to the manager.

10 ...

11 (c) Department consultation. Department directors, or designees, including
12 enterprise departments, are expected to take direction from the tourism office
13 when a project, change in operation, change in policy, or similar action would
14 likely alter or impact tourism management. The visitor industry director ~~tourism~~
15 ~~manager~~, or designee, is expected to consult with department directors when a
16 tourism management issue would likely alter or impact a department’s project,
17 operation, policy, or similar action. The visitor industry director ~~tourism manager~~
18 is expected to provide reports and be available to advise department directors,
19 boards, and committees related to tourism management.

20 (d) Project Management. The manager may assign the visitor industry director
21 ~~tourism manager~~ as the client department or as a co-project manager for any
22 project with a substantial relationship to cruise-ship originating tourism even if
23 an enterprise department would otherwise manage the project. If the manager
24 invokes this project management authority for an enterprise department project,
25 the manager shall provide written notice to the enterprise department governing
26 body and to the Assembly or Assembly committee; the Assembly may repeal such
27 project management authority assigned to the visitor industry director ~~tourism~~
28 ~~manager~~ on a case-by-case basis via motion.

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Presented by: COW
Presented: 04/01/2024
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-10

An Ordinance Amending Chapter 85.02 Related to the Docks and Harbors Board Roles Related to Tourism.

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. CBJ 85.02.060 General powers, is amended to read:

85.02.060 General powers.

(a) Subject to state laws and City and Borough ordinances, the City and Borough Docks and Harbors Board shall generally exercise all powers necessary and incidental to operation of all port and harbor facilities in the public interest and in a sound business manner. In particular, and without limitation on the foregoing, the board shall:

- (1) Be responsible for the operation, development and marketing of municipally owned and operated port and harbors, including such facilities as boat harbors, ~~docks,~~ ~~ferry terminals,~~ boat launching ramps, and related facilities except as designated by the ~~manager~~ assembly by resolution. The board shall additionally be responsible for the day-to-day operation and maintenance of the municipal cruise ship docks, including collection and enforcement of cruise ship and passenger related rates and

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fees; but not for rate and fee setting, scheduling or policy issues affecting the cruise ship industry, or for issues related to the interface between industry and citizens of Juneau, including the impacts of tours.

(2) Prior to February 1 of each year, the Board shall direct the port director to submit a budget necessary for the duties outlined in this section to the manager for inclusion in the municipal budget submission to the Assembly. If the manager proposes a reduced budget to the assembly or if the assembly reduces the board’s proposed budget, then the board shall inform the assembly within 30 days of the operational impact of such reductions.

(3) ~~(2)~~ Adopt pursuant to CBJ 01.60 and enforce regulations necessary for the administration of the facilities under its management.

(4) ~~(3)~~ Prescribe the terms under which persons and vessels may use the facilities and shall establish and enforce standards of operation.

(5) ~~(4)~~

(A) Within the docks and harbors appropriation and in conformity with the rates of pay established for municipal positions of similar responsibility, establish, and may amend, the pay plan for harbor employees.

(B) The Docks and Harbors Department shall conform to the City and Borough Personnel Management Code, the City and Borough Personnel Rules, Personnel Classification Plan, and the manager's policies relating to personnel. The Docks and Harbors Department shall utilize the services of the Human Resources and Risk Management Department when hiring or terminating any employee, when responding to grievances, in labor

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agreement negotiation, and in substantial disciplinary matters. The City and Borough Human Resources and Risk Management Director shall annually certify that the Harbor Department Classification Plan conforms to that utilized for employees of the manager.

(6) ~~(5)~~ Administer and dispose of City and Borough tideland, submerged land, and other land as provided by the assembly, subject to the following limitations:

- (A) No sale, purchase, or trade of land shall be made without prior review by the assembly lands, housing, and economic development committee and approval by the assembly.
- (B) Unless otherwise designated in advance by the assembly, any lease of land shall be limited to marine-related uses, and those uses accessory to tenancy on the boat harbor or use of the port.
- (C) All land transactions by the board in accordance with this section shall be consistent with the land management plan.
 - (i) Land shall be leased as provided in title 53, provided that the provisions of section 53.20.020 relating to a declaration of availability and identification in the land management plan shall not apply.
 - (ii) For purposes of applying title 53 pursuant to this subsection (C), any action required by title 53 of the manager may be performed by the port director.

(7) ~~(6)~~ Shall administer the design and construction of all capital improvements on lands managed by the docks and harbors board unless otherwise specified by the assembly by resolution. The board may propose capital improvement projects to and

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apply for funding from state and federal agencies; provided, that such requests shall be subject to prioritization by the assembly with other municipal capital improvement funding requests prior to application for funds. The board shall, no later than November 30 each year advise the assembly of its recommendations for capital improvements to be included in the six-year capital improvement plan prepared by the manager.

(8) ~~(7)~~

(A) Shall enter into memoranda of understanding and similar agreements with public agencies for port or harbor purposes. Notwithstanding chapter 53.50, the City and Borough Docks and Harbors Board may negotiate and enter into contracts for goods and services; provided, that all legal services shall be provided by, or under the supervision of, the City and Borough Attorney, and further provided that all purchases shall be consistent with the requirements set forth in CBJ 53.50. All services provided by a City and Borough agency other than the City and Borough Attorney shall be pursuant to a memorandum of understanding or other instrument providing for payment or such other settlement as the manager and the board may approve.

(B) Contracts for public improvements and, whenever practicable, other purchase of supplies, materials, equipment, and services, except professional services and services of officers and employees of the municipality, shall be subject to the competitive bidding and property standards and procedures established in chapter 53.50, provided that the board may, for all contracts,

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a class of contracts, or a particular contract, specify prior to issuance of a public solicitation that for purposes of applying chapter 53.50, all actions required thereby of the manager or the purchasing officer shall be performed by the port director, and provided further that any appeal of any protest of a contract so administered shall be from the bidding review board to the docks and harbors board and thereafter to the superior court.

(C) All contracts and purchases exceeding \$100,000.00 shall require prior assembly approval.

...

Section 3. Amendment of Section. CBJ 85.02.065 Limitation on authority, is repealed and reserved:

85.02.065 Reserved. ~~Limitation on authority.~~

~~The Board of Directors of the City and Borough Docks and Harbors Board may commit the City and Borough to long range port development or capital improvement plans or projects only as authorized in advance by the assembly by ordinance or resolution.~~

Section 4. Amendment of Section. CBJ 85.02.090 Duties and responsibilities of port director, is amended to read:

85.02.090 Duties and responsibilities of port director.

(a) The port director is responsible for the overall supervision and direction of the operation of the municipal port and harbors. The authority and duties of the port director shall include the following:

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- (1) To be responsible for carrying out all applicable laws, ordinances, rules, and regulations.
- (2) To be responsible for carrying out policies established by the board of directors.
- (3) In consultation with the City and Borough Personnel Director and consistent with that utilized by other City and Borough departments, to prepare and submit a plan of organization and a job classification plan for the personnel employed in the docks and harbors department to the docks and harbors board for approval.
- (4) To prepare an annual budget as required by City and Borough ordinance.
- (5) To select, employ, control, and discharge all port and harbor employees and such other employees as the assembly by ordinance hereafter places under the supervision of the port director subject to the provisions of the City and Borough personnel ordinance.
- (6) To prepare such reports as may be required on any phase of harbor activity.
- (7) To attend all meetings of the board of directors and of standing committees except where otherwise authorized by the board.
- (8) To perform any other duty that may be necessary in the interest of the port and harbor area.
- (9) Consistent with the limitations of authority on cruise ship tourism in 85.02.060(a)(1), the port director shall take direction from the city manager, or designee.

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Section 5. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2024.

Michelle Hale, Acting Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

1 **Ord 2024-10 Amendment _____ (via Assemblymember Woll)**

2 Motion: I move to amend Ordinance 2024-10 as follows to clarify that Docks and Harbors would
3 still share waterfront planning responsibilities with the Tourism Manager and the City Manager
4 can decide who leads a project:

5
6 1. Amend Section 3 as follows:

7
8 **“Section 3. Amendment of Section. CBJC 85.02.065 is amended to read:**

9
10 **85.02.065 Long-Range Port Development and Capital Improvement Project Coordinantion.**

11 **Limitation on Authority.**

12 The Board of Directors of the City and Borough Docks and Harbors Board may commit the City
13 and Borough to long-range port development or capital improvement plans or projects only
14 after consultation with the manager as authorized in advance by the assembly by ordinance or
15 resolution. The manager may assign the tourism manager as the client department or as a co-
16 project manager for any project with a substantial relationship to cruise-ship originating
17 tourism.

18 Legal reference – CBJC 03.15.060(d).”



MEMORANDUM

DATE: March 27, 2024
TO: Assembly and Docks & Harbors Board
FROM: Alexandra Pierce, Tourism Manager
SUBJECT: Clarification on Title 85 and Title 3 Revisions

The Assembly process around code revisions to clarify roles and responsibilities related to tourism has raised several persistent questions that need to be addressed. This memo provides a brief overview of how each situation would be handled under the new structure. The common thread is that collaboration between departments is essential to successful infrastructure and tourism management.

Long-Range Planning: Departments and empowered boards conducting long-range planning related to tourism will work collaboratively with the Tourism Office to ensure that the Assembly’s goals and overall tourism management strategy are incorporated. The Tourism Office will play a coordinating role on long-range planning projects related to tourism and involving multiple departments.

Capital Improvement Projects: The Tourism Office will continue to be responsible for the Marine Passenger Fee Budget. The Tourism Office will also be a stakeholder in projects affecting the Maritime Industry Zones (zones A & B) as delineated in the 2019 settlement agreement between CBJ and CLIA. The client departments for Seawalk projects directly connected to the cruise ship docks will be the Tourism Office and Docks & Harbors. The client departments for Seawalk projects beyond the cruise ship docks will be the Tourism Office and Parks & Rec. As always, staff in all three departments will work closely to ensure that waterfront projects are successful.

Whale Watching: Decisions about whale watching industry management and regulation will be within the purview of the Tourism Office. All operational decisions and functions at Statter Harbor will be made by Docks & Harbors. The departments will work together on any regulations affecting Docks & Harbors-managed facilities.

Intermediate Vessel Float and Small Cruise Ships: Scheduling and management of the Intermediate Vessel Float and small cruise ship facilities will continue to be managed by Docks & Harbors.

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Presented by: The Manager
Presented: 04/01/2024
Drafted by: S. Layne

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA
Serial No. 2024-15

An Ordinance Authorizing the Manager to Convey a Fraction of Renninger Lot 5 Located near 6200 Jackie Street to JG Construction for Fair Market Value.

WHEREAS, in February 2024, JG Construction (“Purchaser”) applied to purchase a fraction of Lot 5, Renninger Subdivision from the City and Borough of Juneau (“CBJ”); and

WHEREAS, Lot 5, Renninger Subdivision has been available for purchase from the CBJ since 2017 by over-the-counter sale (CBJC 53.09.240); and

WHEREAS, Lot 5, Renninger Subdivision has been available for purchase as a negotiated sale since 2017 with the advertised price equivalent to \$2.00 per square foot; and

WHEREAS, Lot 5 is currently 190,873 square feet and JG Construction requests to purchase the amount required to build up to 16 apartments; and

WHEREAS, the CBJ is conveying the property on the express condition that it be developed as multi-unit apartment buildings; and

WHEREAS, lot size and dimensions will be finalized by a surveyor upon approval and review of the minor subdivision by the Community Development Department; and

WHEREAS, the Lands, Housing, and Economic Development Committee reviewed this proposed CBJ land disposal at the meeting on February 26, 2024, and passed a motion of support to the Assembly to direct the Manager to negotiate the sale of the CBJ property for fair market value; and

WHEREAS, the Assembly reviewed this application as New Business at the meeting on March 4, 2024, and passed a motion authorizing the Manager to enter into negotiations with JG Construction towards the disposal of CBJ property for fair market value; and

WHEREAS, the Manager has determined the fair market value of the CBJ property to be \$2.50 per square foot, which was determined as the current over-the-counter sale price per square foot as advertised in the 2019 sales brochure; and

WHEREAS, because housing is needed on this parcel and it has been on the market for more than five years, the Purchaser may receive a \$0.50 per square foot discount on the

1 purchase price if the Purchaser receives certificates of occupancy for four housing units prior to
2 July 1, 2029.

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

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

6 **Section 2. Authorization to Convey.** The Manager is authorized to negotiate and
7 execute the sale of a fraction of Lot 5, Renninger Subdivision, Juneau Recording District, First
8 Judicial District, State of Alaska, constituting 1.08 acres or 47,189 square feet more or less, as
9 shown on the attached Exhibit A.

10 **Section 3. Essential Terms.** The following are essential terms of this purchase and
11 sale:

- 12 a. The purchase price shall be fair market value, which has been determined to be
- 13 \$2.50 per square foot.
- 14 b. The payment of \$2.00 per square foot will be due at closing.
- 15 c. The remaining balance of \$0.50 per square foot will be due on or before July 1,
- 16 2029, and the Manager is authorized to determine the appropriate security for
- 17 future payment (loan, lien, etc.). However, the remaining balance of \$0.50 per
- 18 square foot will be forgiven and the purchase price fully satisfied if the Purchaser
- 19 receives certificates of occupancy for four housing units prior to July 1, 2029.
- 20 d. JG Construction is responsible for subdividing this property prior to closing. The
- 21 final lot dimensions will be approved by the Manager with the intention of
- 22 maximizing density.
- 23 e. The Manager must include an express condition that the Purchaser agrees to
- 24 develop this lot with multi-unit apartment buildings, and the Manager is
- 25 authorized to determine the appropriate security, restrictions, and processes to
- ensure such performance.
- f. CBJ will grant an access and utility easement serving Lot 5 through the panhandle
- of Lot 1.

20 **Section 4. Other Terms and Conditions.** The Manager may include such other
21 terms and conditions as may be in the public interest and in accordance with CBJ Title 53.

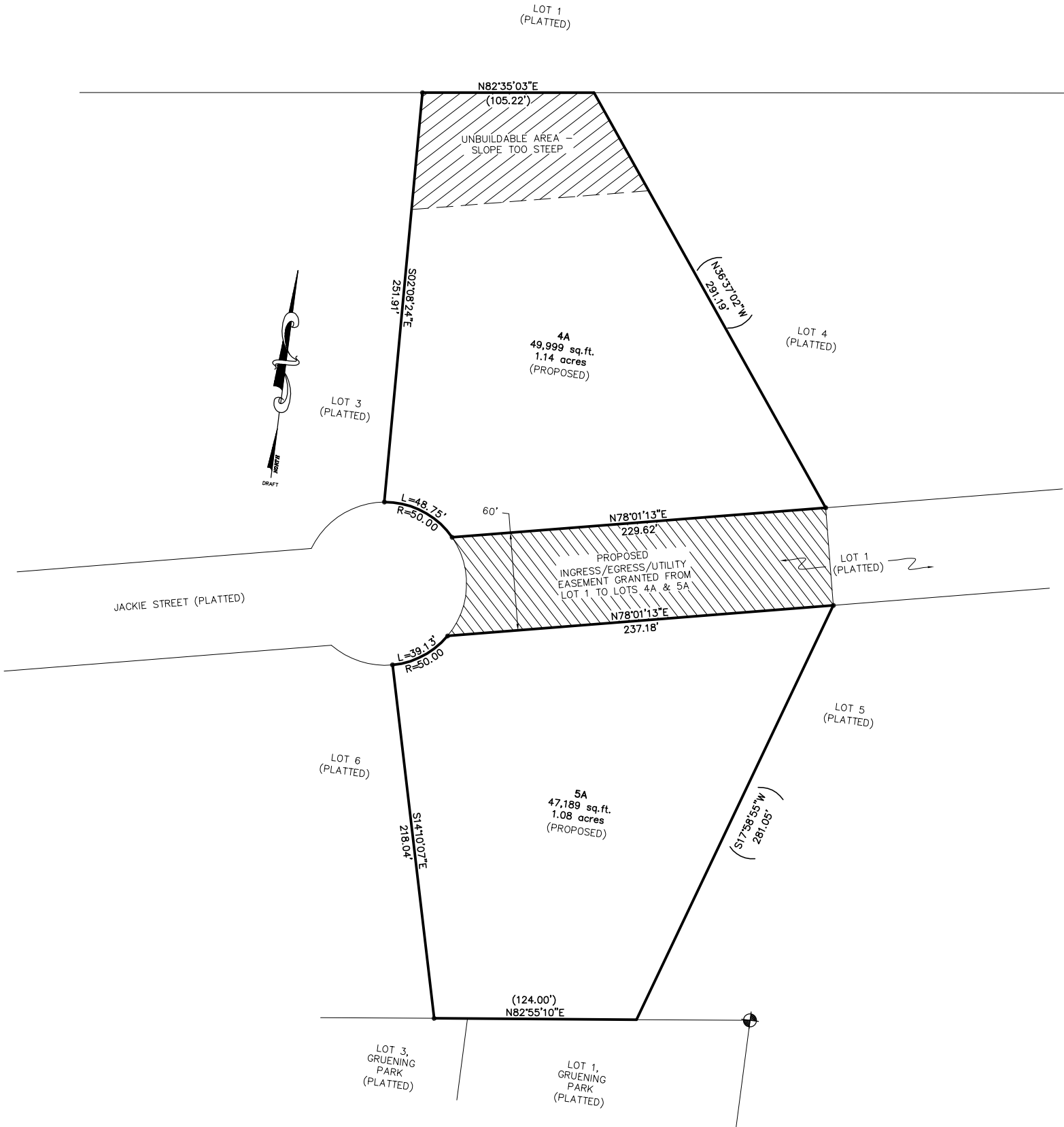
22 **Section 5. Effective Date.** This ordinance shall be effective 30 days after its adoption.

23 Adopted this _____ day of _____, 2024.

24 _____
Michelle Hale, Acting Mayor

25 Attest:

Elizabeth J. McEwen, Municipal Clerk



NOTE: DIMENSIONS SHOWN
 WITHIN PARENTHESIS ARE
 PROPOSED; ALL OTHERS ARE OF
 RECORD PER PLAT #2015-47

SCALE: 1" = 80'

MEMORANDUM

CITY/BOROUGH OF JUNEAU

Lands and Resources Office
155 Heritage Way Juneau, Alaska 99801
Dan.Bleidorn@juneau.gov
(907) 586-5252

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Request to Purchase City Property
DATE: February 21, 2024

In December 2023, John Geary with JG Construction contacted the Lands and Resources Office and requested information on the two CBJ lots located on Jackie Street. In February JG Construction applied to acquire fractions of two CBJ lots through a negotiated sale process. These two lots have been available for purchase from the CBJ since 2017, first by sealed bid (53.09.250) and then by over-the-counter sale (53.09.240). See attached Ordinance 2017-26.

The final plat for the Renninger Subdivision was completed in 2015. In 2016 the Lands Committee directed staff to advertise for letters of interest regarding the development of Renninger Subdivision. The outcome of that process was the fair market disposal of lot 6 and lot 7 to the Alaska Housing Development Corporation. The Assembly also authorized the disposal of lot 3 to the Juneau Housing Trust for 50% of fair market value which is being utilized for the JSD and UAS home building program site. The houses built on lot 3 will remain under the ownership of the Juneau Housing Trust. In 2017 Alaska Housing Development Corporation purchased lot 2 at fair market value through the negotiated sale process.

The applicant has requested fractions of lot 4 and lot 5, which are the two remaining CBJ owned lots. The applicant proposes to use the property for residential development and the application states that if the sale is approved that they will build a maximum of 28 apartments. Lot 4 is the northern most lot and has challenging topography and steep slopes. Lot 5 is the southern lot which has challenges associated with the wetlands located on this property. Lot 4 is currently 164,858 square feet and the applicant has requested approximately 43,725 square feet. Lot 5 is currently 190,873 square feet and the applicant has requested approximately 39,000 square feet.

The applicant has requested that the Assembly consider the valuation approach as outlined in the attached application. Standard practice for a negotiated sale or lease is to have an applicant hire an appraiser to determine fair market value. The applicant's justification for this valuation is based on the fact that these properties have been on the market for a number of years and have received no applications for purchase. If

this application moves forward, fair market value would be negotiated and approved by the Assembly.

The next step in this process will be for the Assembly to review this application as a new business topic and determine "whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the Assembly by motion, the Manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land." If the Assembly provides a motion to negotiate with the original proposer and the negotiations are successful, an ordinance with terms and conditions of the sale will be introduced prior to a public hearing.

Staff request that the Lands, Housing and Economic Development Committee provide a motion to the Assembly on 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 in accordance with CBJ 53.09.260

Attachments:

1. Application
2. Ordinance 2017-26
3. Maps

Presented by: The Manager
Presented: 04/01/2024
Drafted by: S. Layne

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-16

An Ordinance Authorizing the Manager to Convey a Fraction of Renninger Lot 4 Located near 6200 Jackie Street to JG Construction for Fair Market Value.

WHEREAS, in February 2024, JG Construction (“Purchaser”) applied to purchase a fraction of Lot 4, Renninger Subdivision from the City and Borough of Juneau (“CBJ”); and

WHEREAS, Lot 4, Renninger Subdivision has been available for purchase from the CBJ since 2017 by over-the-counter sale (CBJC 53.09.240); and

WHEREAS, Lot 4, Renninger Subdivision has been available for purchase as a negotiated sale since 2017 with the advertised price equivalent to \$2.50 per square foot; and

WHEREAS, Lot 4 is currently 164,858 square feet and JG Construction requests to purchase the amount required to build up to 16 apartments; and

WHEREAS, the CBJ is conveying the property on the express condition that it be developed as multi-unit apartment buildings; and

WHEREAS, lot size and dimensions will be finalized by a surveyor upon approval and review of the minor subdivision by the Community Development Department; and

WHEREAS, the Lands, Housing, and Economic Development Committee reviewed this proposed CBJ land disposal at the meeting on February 26, 2024, and passed a motion of support to the Assembly to direct the Manager to negotiate the sale of the CBJ property for fair market value; and

WHEREAS, the Assembly reviewed this application as New Business at the meeting on March 4, 2024, and passed a motion authorizing the Manager to enter into negotiations with JG Construction towards the disposal of CBJ property for fair market value; and

WHEREAS, the Manager has determined the fair market value of the CBJ property to be \$3.00 per square foot; and

WHEREAS, because housing is needed on this parcel and it has been on the market for more than five years, the Purchaser may receive a \$0.50 per square foot discount on the purchase price if the Purchaser receives certificates of occupancy for four housing units prior to July 1, 2029.

MEMORANDUM

CITY/BOROUGH OF JUNEAU

Lands and Resources Office
155 Heritage Way Juneau, Alaska 99801
Dan.Bleidorn@juneau.gov
(907) 586-5252

TO: Alicia Hughes-Skandijs, Chair of the Assembly LHED Committee
FROM: Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*
SUBJECT: Request to Purchase City Property
DATE: February 21, 2024

In December 2023, John Geary with JG Construction contacted the Lands and Resources Office and requested information on the two CBJ lots located on Jackie Street. In February JG Construction applied to acquire fractions of two CBJ lots through a negotiated sale process. These two lots have been available for purchase from the CBJ since 2017, first by sealed bid (53.09.250) and then by over-the-counter sale (53.09.240). See attached Ordinance 2017-26.

The final plat for the Renninger Subdivision was completed in 2015. In 2016 the Lands Committee directed staff to advertise for letters of interest regarding the development of Renninger Subdivision. The outcome of that process was the fair market disposal of lot 6 and lot 7 to the Alaska Housing Development Corporation. The Assembly also authorized the disposal of lot 3 to the Juneau Housing Trust for 50% of fair market value which is being utilized for the JSD and UAS home building program site. The houses built on lot 3 will remain under the ownership of the Juneau Housing Trust. In 2017 Alaska Housing Development Corporation purchased lot 2 at fair market value through the negotiated sale process.

The applicant has requested fractions of lot 4 and lot 5, which are the two remaining CBJ owned lots. The applicant proposes to use the property for residential development and the application states that if the sale is approved that they will build a maximum of 28 apartments. Lot 4 is the northern most lot and has challenging topography and steep slopes. Lot 5 is the southern lot which has challenges associated with the wetlands located on this property. Lot 4 is currently 164,858 square feet and the applicant has requested approximately 43,725 square feet. Lot 5 is currently 190,873 square feet and the applicant has requested approximately 39,000 square feet.

The applicant has requested that the Assembly consider the valuation approach as outlined in the attached application. Standard practice for a negotiated sale or lease is to have an applicant hire an appraiser to determine fair market value. The applicant's justification for this valuation is based on the fact that these properties have been on the market for a number of years and have received no applications for purchase. If

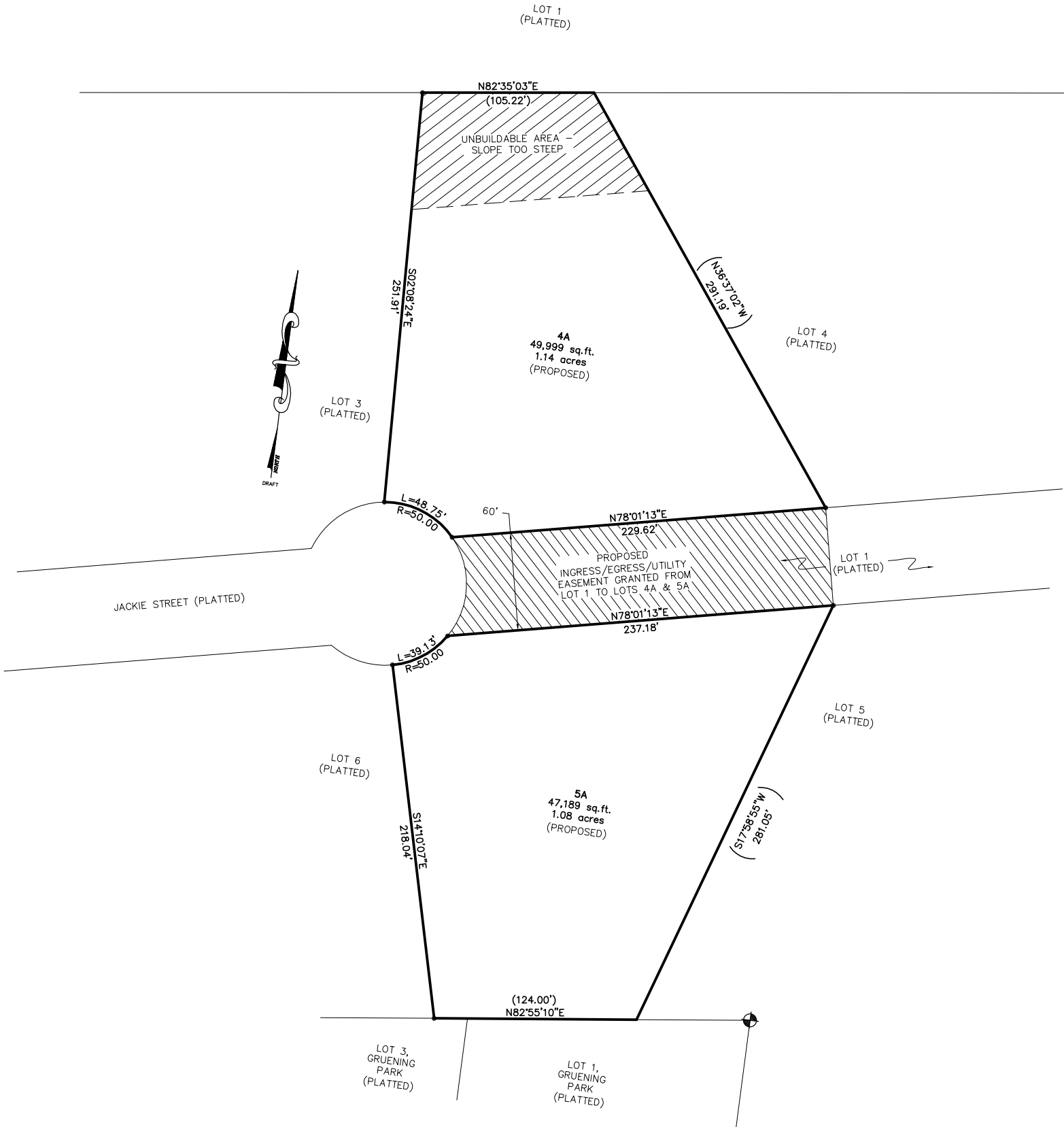
this application moves forward, fair market value would be negotiated and approved by the Assembly.

The next step in this process will be for the Assembly to review this application as a new business topic and determine "whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the Assembly by motion, the Manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land." If the Assembly provides a motion to negotiate with the original proposer and the negotiations are successful, an ordinance with terms and conditions of the sale will be introduced prior to a public hearing.

Staff request that the Lands, Housing and Economic Development Committee provide a motion to the Assembly on 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 in accordance with CBJ 53.09.260

Attachments:

1. Application
2. Ordinance 2017-26
3. Maps



NOTE: DIMENSIONS SHOWN WITHIN PARENTHESIS ARE PROPOSED; ALL OTHERS ARE OF RECORD PER PLAT #2015-47

SCALE: 1" = 80'

Presented by: The Manager
Introduced: April 01, 2024
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2023-14(b)(S)

An Ordinance Appropriating up to \$1,213,423 to the Manager as Local Grant Match for the North Douglas Crossing Capital Improvement Project; 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 \$1,213,423 as local grant match for the North Douglas Crossing Capital Improvement Project (D12-096).

Section 3. Source of Funds

General Funds \$ 1,213,423

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2024.

Michelle Hale, Acting Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: April 01, 2024
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2023-14(b)(AF)

An Ordinance Appropriating \$164,000 to the Manager for Tripper Transit Services During Tourist Season; Funding Provided by Marine Passenger 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 \$164,000 as funding for Tripper transit services during tourist season.

Section 3. Source of Funds

Marine Passenger Fees \$164,000

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2024.

Michelle Hale, Acting Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

**Adoption of Title 07, Juneau International Airport
Chapter 10, Rates and Fees**

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE MANAGER AND THE JUNEAU INTERNATIONAL AIRPORT BOARD HEREBY ADOPT THE FOLLOWING REGULATIONS WHICH SUPERCEDE AND REPLACE THOSE REGULATIONS ADOPTED BY THE ASSEMBLY AND EFFECTIVE JULY 1, 2024, UNLESS OTHERWISE NOTED:

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Section 1. Authority. These regulations are adopted pursuant to CBJ 01.60 and CBJ 05.01.080.

Section 2. Amendment of Regulations. The City and Borough of Juneau Administrative Code is amended by the adoption of a new Title 07, Chapter 10, reading:

**City and Borough of Juneau Administrative Code
Title 07: Juneau International Airport
Chapter 10: Rates and Fees**

Sections:

- 010 Policy
- 020 Rates and Fees
- 030 Definitions

07 CBJAC 10.010 Policy. The policy of the City and Borough of Juneau, Juneau International Airport Board establishing the rates and fees for the Juneau International Airport are as follows:

- (a) The rates and fees charged at the Juneau International Airport shall be structured to assure that the Airport is as financially self-sustaining as possible, while ensuring fair and reasonable rates.
- (b) The Juneau International Airport shall monitor, assess and amend such rates and fees as needed to maintain (a) above.
- (c) Revenue derived from the use of obligated Airport property must be used for the operation, maintenance, or development of the Airport.
- (d) All space designated by the Airport Manager as aviation use at the Juneau International Airport shall be available for leasing on a first-come, first-served basis, but may be allocated by the Airport Manager to insure that the reasonable needs of all users may be met. All other space may be available through competitive bid or other process.
- (e) The Juneau International Airport may be required to furnish space to a governmental agency on a "rent-free" basis in order to obtain the services of a governmental agency, or to obtain a

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Juneau International Airport
Rates and Fees Regulation 07/01/2024, unless otherwise noted 1

grant or other governmental participation in the operation or cost of improving or operating the airport facility, or to honor prior grant or participation agreements.

- (f) Failure to pay applicable rates and fees outlined in this Regulation, shall be subject to citation, fines and interest on past due amount.

07 CBJAC 10.020 Rates and Fees. The following are rates and fees established by the Airport Board. These rates and fees may be subject to change by amendment and may be subject to City and Borough of Juneau Sales Tax.

- (a) **Fuel Flowage Fees.** For sales of aviation fuel and aviation fuel delivery services at the Juneau International Airport, the following fees shall apply:

- (1) Signatory.

- (A) Aircraft with maximum certificated gross weight of 12,500 lbs. or less shall pay fuel flowage fee of \$0.~~.33~~ per gallon.

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- (B) Aircraft with maximum certificated gross weight of more than 12,500 lbs. shall pay fuel flowage fee of \$0.~~.30~~ per gallon, effective May 1, ~~2024~~.

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- (2) Non-signatory.

All Non-signatory aircraft shall pay a fuel flowage fee of \$0.~~.41~~ per gallon, effective May 1, ~~2024~~.

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- (3) Exemption to Fuel Flowage Fees: The Civil Air Patrol (CAP) shall be exempt from Fuel Flowage Fees on missions, practice missions and fuel purchased in bulk by the CAP.

- (b) **Landing Fees.** Landing Fees shall be based on maximum take-off weight as certified by the FAA, for all types of aircraft whether empty or loaded, as follows:

- (1) Signatory.

- (A) Under 12,500 lbs., no fee.

- (B) 12,500 lbs. and over, \$~~3.34~~ per 1,000 lbs., or any fraction thereof, effective May 1, ~~2024~~.

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- (C) Exemptions to signatory landing fees:
 - i. Aircraft engaged in test flights.
 - ii. Aircraft compelled to return after take-off.
 - iii. Aircraft compelled to land under an emergency diversion situation.
 - iv. Public aircraft not engaged in commercial operations.

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(2) Non-Signatory.

(A) Under 12,500 lbs., no fee.

(B) 12,500 lbs. and over: \$~~4.18~~ per 1,000 lbs., or any fraction thereof, effective May 1, 2023.

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(C) Exemptions to non-signatory landing fees:

- i. Aircraft engaged in test flights.
- ii. Aircraft compelled to return after take-off.
- iii. Aircraft compelled to land under an emergency diversion situation.
- iv. Public aircraft not engaged in commercial operations.

(c) Air Carrier Terminal Lease Rates.

(1) Signatory. Terminal rental rates for air carriers are established by the Airport Board. Lease of terminal space preference shall be given to air carriers. The rates are per Square Foot, Annually, as follows:

Space Type	Rate
Counter (North Wing) plus 7 feet	\$31.00
Counter (East Wing)	\$39.04
Office (North Wing)	\$28.19
Office (East Wing)	\$31.45
Office (Admin East)	\$31.45
Baggage Claim (Public)	\$31.45
Storage/Bag Make Up (Covered Bag Well)	\$25.05
Storage/Frt Rm (North Wing)	\$25.05
Canopy Storage (North Wing)	\$15.58
Hold Room/ Departure Lounge	\$39.04

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Jetbridge/Passenger Boarding Bridge
(Airport –owned) at Gate 2 & Gate 5 \$3,500/month

(2) Non-Signatory.

(A) For non-signatory air carriers requiring the use of the terminal for one-time or occasional use (up to four times per month), the following fee schedule shall apply:

- Wide Body Jets: \$1,500 per use or turn
- Narrow Body Jets: \$1,000 per use or turn
- Regional Prop (greater than 12,500 lbs.) \$175 per use or turn
- Small carrier (12,500 lbs. or less) \$50 per use or turn

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- (B) Wide Body and Narrow Body jet use of the terminal shall be limited to departure lounge, available counter space, available jetway, bag claim, bag make-up and public circulation areas. Regional prop aircraft and small carrier use of terminal shall be limited to available counter space and public circulation area. Other non-signatory fees for airside use shall apply, such as landing fees, fuel flowage fees and parking or gate use also apply.
- (C) Terminal Space rent shall be charged at 25% more than the published Signatory rate.

(d) **Aircraft Parking Fees.**

(1) Assigned Parking per Month. Fees for all types of aircraft, regardless of size or weight, per month or any fraction thereof, for parking or tiedown privileges in areas designated by the Airport Manager are as follows:

(A) Overnight parking at Air Carrier gate	\$1,000
(B) Main Ramp, >12,500 lbs.	\$750
(C) Air Taxi (small box)	\$90
(D) Air Taxi (large box)	\$125
(E) Hard-surfaced parking areas	\$75
(F) Gravel-surfaced parking areas	\$60
(G) Privately-owned seaplane floats (North & South)	\$110
(H) Airport-owned seaplane floats(North & South)	\$180
(I) Privately-owned seaplane floats (West Finger)	\$180

Seaplane floats fee based on 8 months of use/fees annually.

(2) Transient Parking. The parking fee for transient aircraft is determined by the maximum take-off weight as certified by the FAA, as follows:

(A) Under 6,001 lbs. (Non-commercial)	\$15 per day
(B) Under 6,001 lbs. (Commercial)	\$50 per day
(C) 6,001 lbs. to 12,500 lbs.	\$100 per day
(D) 12,501 lbs. to 100,000 lbs.	\$250 per day
(E) 100,001 lbs. and over	\$1,000per day/lg aircraft ramp, per turn/terminal gate
(F) Jetway Use Gate 2, 5 (Non-Signatory)	\$1,000 per turn/use

All aircraft parking spaces are designated one aircraft per space. Any additional aircraft parked in/near/around a parking spot, or any aircraft not within an aircraft designated space will be assessed the daily transient rate for size/type of aircraft/operation.

Aircraft parking fees are assessed for the first 24 hours or any fraction thereof. Subsequent days are charged for each 24 hour period or any fraction thereof. Non-

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commercial aircraft are exempt for the initial two hours of aircraft parking. Rates apply to the public parking areas of the airport.

- (3) **Storage Fees.** Property that remains on a tiedown or other location after termination of the agreement, shall be charged a storage fee of \$200 per month, except that ownership of a dock on the float pond shall revert to the Airport if not removed upon termination of the agreement.

(e) **Land Lease Rates.** Certain property at the Juneau International Airport has been designated by the Assembly as available for airport related purposes. CBJ Chapter 05.20 “Airport Lands,” provides for the administration of such property and authorizes the Airport Manager to negotiate certain leases subject to Airport Board approval, and according to certain terms provided therein. Airport land lease rates shall be according to airport land type and/or use as follows:

- (1) Land Lease Rates (all rates per square foot, annually):

(A) Non-Commercial Airfield Land Lease	\$0.57/sq ft/year
(B) Commercial Airfield Land Lease	\$0.70/sq ft/year
(C) SIDA Airfield Land Lease	\$0.97/sq ft/year
(D) Landside Non-Aviation Land Lease	\$0.86/sq ft/year
(E) 1st Right of Refusal	\$0.05/sq ft/year

- (2) **Non-aviation Land Lease Rates.** Non-aviation land lease rates shall be set through competitive bid or other process, but shall not be less than the highest Airfield land lease rate plus 25%.

- (3) **Land Lease Wait List Fees.** The Juneau International Airport has established wait lists and application fees based on the land lease types and proposed construction types. Tenants wishing to apply for land lease space shall fill out an annual wait list application and pay the following annual application fees:

(A) Commercial Leases:	\$25/annually
(B) Executive Hangar Leases:	\$25/annually
(C) T-Hangar Leases:	\$25/annually

(f) **Rental Car Lot.** Rental car lot spaces shall be charged at the following rate:

- (1) \$100 per space, per month or any fraction thereof,

(g) **Commercial Vehicle Access Fees.** Access fees are per vehicle, per calendar year. A numerically sequenced permit/sticker is issued for each fee paid. Permit/sticker must be properly displayed and permanently affixed to the vehicle windshield prior to operating on the Airport premises. Failure to display and affix permit to the vehicle will be considered as conducting business at the airport without a valid permit. Prior year(s) permits must be

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removed or current year permit will be invalid. The following fee structure applies to the categories of Ground Transportation and Access users as indicated:

(1) Ground Transportation Fees. (Taxicab, bus, airporter, courtesy van, or limo.)

	<u>1-7 PAX</u> <u>Rate</u>	<u>8-16 PAX</u> <u>Rate</u>	<u>17 or MORE</u> <u>Rate</u>
Annual	\$200.00	\$250.00	\$350.00

For each calendar year, each tour operator permitting multiple large buses, shuttles and/or vans, may purchase as many annual vehicle permits as needed to conduct business on the Airport premises and pay the actual cost of permits per vehicle in accordance with the above table, or \$10,000, whichever is less.

(2) Commercial Freight Pick-up/Delivery Vehicles. Off-Airport businesses performing a commercial pick-up or delivery of freight transiting the Airport shall be required to purchase and display a Commercial Freight Pick-up/Delivery permit on their vehicle prior to conducting such business on the airport premises. The permit entitles the vehicle to free parking in the Short-Term lot during pick-up and delivery only.

	<u>1st Vehicle</u> <u>Rate</u>	<u>Each Additional Vehicle</u> <u>Rate</u>
Annual	\$200.00	\$50.00

(3) Airport Operational Area (Commercial freight pick-up/delivery vehicles with inside the fence access.)

	<u>1st Vehicle</u> <u>Rate</u>	<u>Each Additional Vehicle</u> <u>Rate</u>
Annual	\$300.00	\$75.00

(h) **Boundary Crossing Fee.** Companies or businesses conducting business within the boundaries of the Airport that do not lease property on the Airport are subject to an annual boundary crossing fee. (Separate from public ground transportation access fees and commercial access delivery fees outlined in (g) above).

Boundary Crossing Fee:	\$200 minimum per year, as negotiated based on Airport land use or boundary activity
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(i) **International Passenger Processing Fee.** Any passenger arriving or processed through U.S. Customs who has deplaned off of a scheduled or chartered international commercial flight will be assessed an international processing fee.

International Passenger Processing Fee:	\$4 per passenger
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(j) **Employee Parking Fees.**

- (1) A company, business, or government agency conducting business on the Juneau International Airport, or an employee or association of employees thereof may park in the airport employee parking lot while on duty under the following terms and conditions:
 - (A) Parking fees are paid in full prior to the beginning of the calendar month or fraction thereof, for which parking is desired.
 - (B) A 10% discount shall be given for prepayment of an entire period as described in section (3) below.
 - (C) Use of the employee parking lot for any purpose, other than parking while on duty, will forfeit access to, and fees paid for, the employee parking lot for that period.
 - (D) Vehicles may not park in the employee parking lot for more than 24 hours without Airport Management approval. If an employee has been approved for extended parking, the employee must make arrangements to have the vehicle moved upon request of the Airport. Vehicles not in compliance with the subsection may be towed and impounded at the owner's expense.
 - (E) Employee vehicles must be registered with Airport Management. Vehicles parked in the employee parking lot that have not been registered may be towed and impounded at the owner's expense.
- (2) The rate for parking in the employee parking lot is \$50 per space per month, or any fraction thereof.
- (3) There will be two rental periods per year. The first period shall be from October through April (7 months), and the second period shall be from May through September (5 months).
- (4) Use of a parking space may be shared between two eligible employees and a single fee charged, provided work schedules do not overlap and/or actual use is limited at all times to a single car in the single rented space.

(k) **Concession Fees.** Concessions which operate at the airport shall be awarded through Bid process, Request for Proposal (RFP) process or as a sole responder with a Letter of Interest. Concession fees are established through contract negotiations, but will not be leased at a rate less than those established for Airfield/Aviation Use Land Lease Rates.

(l) **Governmental Agency Rental Rates.** The Juneau International Airport may enter into an agreement with governmental agencies for the reimbursement of expenses incurred by the airport in providing services (which may include, but not be limited to: maintenance, utilities, supplies and janitorial services) to the "rent-free" space. The charge for such reimbursable expenses for services shall be based on the annual per square foot cost of providing such services to the entire area serviced.

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(m) **Airport Reimbursable Costs.** The Juneau International Airport may charge tenants, users or patrons of the Airport for costs associated with reimbursement of personnel costs, equipment costs or supplies for which a tenant, user or patron requests a special service which is not covered by a tenant or user agreement or is not a normally provided function of Airport operations. This may include damage to airport property for which the tenant, user or patron is responsible and whereby additional cost has been incurred by the Airport. A detailed breakdown of all costs will be provided after an emergency situation or an estimate will be supplied in advance to a request if appropriate.

(n) **Fingerprint Fees.** For fingerprinting and electronic submission to the Federal Bureau of Investigation (FBI) for criminal history records check, the following fees shall apply:

- (1) Employees, tenants, employees of tenants, or those employees of businesses and agencies directly working with/at the Juneau International Airport, the fingerprint fee shall be: \$75 per person.
- (2) For all others, the fingerprint fee shall be: \$75 per person.

(o) **Badging Fees.** For access and identification badges issued at the Juneau International Airport, the following fees shall apply:

(1) Security Identification Display Area (SIDA), 135 ramp (Non-SIDA), General Aviation AOA badges, or Airport Employee identification badges, the fees shall be:

(A) Initial Issuance (\$50) & Deposit (\$50)	\$100
(B) Renewal (Annual)	\$40
(C) Re-issuance for worn or damaged	\$40
(D) Lost badge	\$200
(E) Contractor Deposit	\$200
(F) Proximity Gate Card	\$15
(G) Non-Airport ID	\$50

Deposits shall only be refunded upon the timely return of an individual’s current access badge to Airport Security or Airport Administration. If a “lost” badge is later recovered, a refund may be issued, minus the fees associated with the replacement badge, only if the lost badge is of the current issuance lot (color, badge design).

In lieu of a deposit, an employer may issue a written letter of guarantee for their employee(s). Such letter will be on company or business letterhead, signed by an authorized agent of the company or business, and guarantee that if an authorized employee of their company or business does not return a badge or loses a badge, the company or business shall be responsible for the non-returned/lost badge and remit the \$200 fee to the Airport.

- (2) Proximity Cards (or gate access cards): \$15 per card / issuance

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(3) Non-airport identification media : \$50 per card / issuance

(p) **Airline Fee for Airport Security Screening.** Each Air Carrier shall pay \$~~2.69~~/per screened enplaned passenger effective May 1, ~~2024~~, for that Air Carrier's passengers subject to security screening and enplaning, at Juneau International Airport.

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The Non-signatory rate for Airline Fee for Airport Security Screening shall be at a rate of 25% more than the established signatory rate for Airport Security Screening Fee.

(q) **Lease Action Filing Fee.** For any Lease Action Request (Assignment, New Lease, Extension/Amendment, Collateral Assignment, Cancellation) at the Juneau International Airport. \$100/per Lease Action Request

07 CBJAC 10.030 Definitions. For purposes of this chapter, unless the context plainly requires otherwise:

“Aviation Use” means the storage, operation, maintenance, or servicing of aircraft, or a use directly ancillary to such aviation use.

“Employee” a person employed by a company, business or governmental agency and who is stationed to work at the Juneau International Airport for that company, business or agency.

“Juneau International Airport” or “Airport” means the facilities and lands owned by the City and Borough of Juneau, and designated as Airport properties, or the administration which oversees the facilities and lands at the Airport, subject to this regulation.

“Signatory” means air carriers or aircraft owners/operators who have a written lease agreement with the Airport.

“Non-Signatory” means air carriers or aircraft owners/operators who do not have a written lease agreement with the Airport. A sublease agreement does not qualify at the “signatory” rate.

“Commercial Land” means that area of the Airport which is designed for businesses and commercial activity, but may be leased to private individuals at the commercial rate.

“Landside Non-Aviation Land” means that area of the Airport which is outside the airfield perimeter fence, and designated for any non-aviation related use.

“Non-Commercial Land” means that area of the Airport which is designed for private, non-business activities, but may be leased to commercial businesses at the commercial rate.

“SIDA Land” (or Security Identification Display Area) means that area of the Airport which is designated for SIDA activities/business, pursuant to 49 CFR 1500 series.

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“Transient Aircraft” at the Airport means an aircraft that is not assigned to a permanent parking space, that is not subject to a written parking agreement with the Airport, that is not parked in its assigned permanent parking space, or that is double parked in an aircraft parking space.

“Undeveloped Land” means raw land that has not been filled to grade or been permitted for development.

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on March, 2024, which is not less than 21 days before the date of adoption of these regulations as set forth below.

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Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

Al Clough, Chairman
Juneau International Airport Board

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

Sherri Layne
Assistant Municipal Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

Elizabeth J. McEwen, Municipal Clerk

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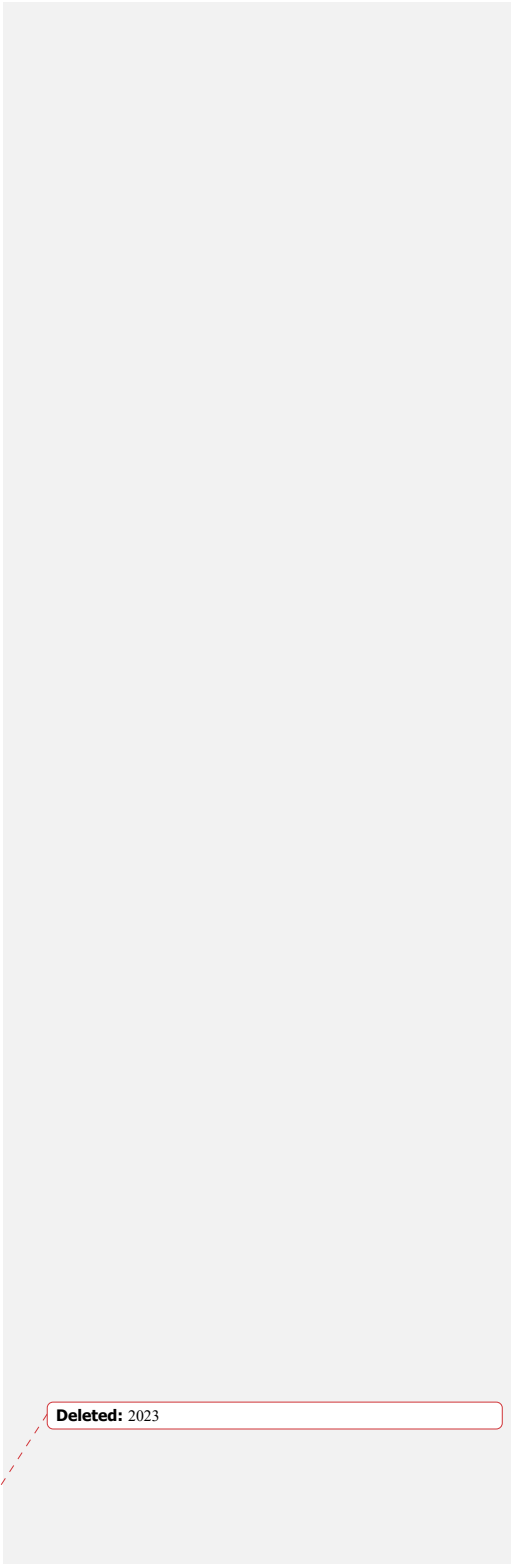
Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

1. These regulations were accepted for filing by the office of the clerk at ___:___ a.m./p.m. on the ___ day of _____, _____.
2. After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
3. A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
4. Effective date shall be the seventh day after the date of filing with the clerk, per CBJ 01.60.330, or later, as noted in the regulation.

Date: _____

Elizabeth J. McEwen, Municipal Clerk



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OPERATIONAL IMPACT (Circle One) **No** ~~Yes~~ (If Yes, Explain in Detail)

Section O, Item 24.

Adoption of this amended Rates and Fees Regulation will assist the Airport in its mandate to remain as financially self-sufficient as possible during projected near-term budget deficits, while operating within national revenue norms. The Airport would implement this amended regulation July 1, 2024, except as noted for earlier implementation.

Changes to Rates and Fees: In an effort to balance the Airport’s FY25 budget, specific cost center revenues required increases. Security Cost center required the increase to security screening fees, Aircraft Rescue and Fire Fighting required increases to Fuel Flowage Fees and Terminal and Airfield increases meant increasing terminal rental by Anchorage CPI increase, plus a combination of increases to Landing Fees and Fuel Flowage Fees. The following is a summary of the proposed rates and fees increases at JNU and associated additional revenue as approved by the Airport Board at its March 14, 2024 Airport Board meeting:

Airline Security Screening Fee: Increase from \$2.26 to \$2.69/ per screened, enplaned Passenger begin **May 1, 2024**;
Estimate additional revenue for FY25 budget: \$139,500

Terminal Lease: (sf/yr)

\$30.34 to \$31.00	Counter North (+7 ft)
\$38.35 to \$39.04	Counter East (+12ft)
\$27.69 to \$28.19	Office North
\$30.89 to \$31.45	Office East
\$30.89 to \$31.45	Office Admin East
\$30.89 to \$31.45	Bag Claim (public)
\$24.61 to \$25.05	Bag Make-up/Storage
\$24.61 to \$25.05	Storage Frt Room North
\$15.30 to \$15.58	Canopy North
\$38.35 to \$39.04	Departure/Hold Room

Estimated Additional Revenue for FY 25 budget: \$17,700

Fuel Flowage Fees:

Signatory:

Aircraft 12,500 lbs and under (AV or Jet) \$0.26 to \$0.33/gallon
Estimate additional revenue for FY 25 budget: \$66,700

Aircraft greater than 12,500 lbs. (Large Commercial Jet) \$0.265 to \$0.30/gallon; begin **May 1, 2024**
Estimate additional revenue for FY 25 budget: \$115,600

Non-Signatory:

Non-signatory \$0.3325 to \$0.41/gallon; begin **May 1, 2024**
Estimate additional revenue for FY 25 budget: \$27,000

Landing Fees:

Signatory:

Aircraft 12,500 lbs and over, for each 1,000 lbs or fraction thereof \$3.06 to \$3.34/1,000 lbs; begin **May 1, 2024**
Estimate additional revenue for FY 25 budget: \$270,900

Non-Signatory:

Aircraft 12,500 lbs and over, for each 1,000 lbs or fraction thereof \$3.83 to \$4.18/1,000 lbs ; begin **May 1, 2024**
Estimate additional revenue for FY 25 budget: \$10,600

Revenue increase: Total revenue increases for above outlined increases is \$648,100. These new rates and fees and their resulting increased revenues have been factored into the proposed FY25/26 budget; to parallel the Assembly budget process.

FINANCIAL IMPACT

(Circle One) ~~No~~ **Yes** (If Yes, Complete the Following)

Section O, Item 24.

	FY25				
Expenditure Budget:					
Personal Services	\$				
Materials & Commodities					
Capital Outlay					
Other:					
Total Expenditures	\$				
Funding Sources:					
Federal Grant:					
Other: Fund Balance	\$648,100				
Total Funding Sources	\$648,100				
Personnel:	No				
Full-Time FTE's	change/				
Part-Time FTE's	cost to				
Temporary FTE's	implement				
	this Reg. It				
	is absorbed				
	in the				
	current				
	personnel				
	costs.				

CAPITAL IMPROVEMENT PROJECTS (CIP)

Project Budget: Direct Project Costs	\$		Amounts noted at left are 100% of the project totals. Project total before Appropriation: \$ This Appropriation: \$ Total Project: \$ Comment:
	Total Project Budget	\$	
Funding Sources: Other:	\$		
Other:			
Total Funding Sources	\$		
Personnel:			
Full-Time FTE's			
Part-Time FTE's			
Temporary FTE's			

Prepared by: Patricia Wahto
 Affected Depts a) Airport
 (Dir/Dept): b) _____
 Finance Dir: _____
 City Manager: _____

Date: Mar 15, 2024
 Date: Mar 15, 2024
 Date: _____
 Date: _____

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Amendment of Title 11

NONCOMMERCIAL SPECIAL USE OF PARKS AND RECREATION FACILITIES AND TRAILS

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE PARKS AND RECREATION DEPARTMENT OF THE CITY AND BOROUGH OF JUNEAU ADOPTS THE FOLLOWING REGULATIONS:

Section 1. Authority. These regulations are adopted pursuant to City and Borough of Juneau Code of Ordinances 01.60, 03.10.040, 67.01.045, and 67.01.090(n).

Section 2. Amendment of Title. 11 CBJAC is amended to create a new chapter to read:

11 CBJAC 04 Noncommercial Special Use of Parks and Recreation Facilities and Trails

11 CBJAC 04.005 Intent.

The intent of this chapter is to regulate the special uses not regulated by other chapters.

11 CBJAC 04.010 Policy.

The policy of the City and Borough of Juneau concerning the use of city land regulated by the parks and recreation department for events and other special uses is to:

- (a) Maintain and improve parks, recreation areas and trails for their primary use by the public, to include visitors and residents alike, and to preserve them from activities inconsistent with that primary use.
- (b) Preserve and maintain these public assets for all users, preserve the recreational experience unique to each area, consider impacts upon other users and neighboring property, and ensure public safety on city lands.
- (c) Establish rules to minimize environmental damage and mitigate impacts from noncommercial special uses of parks, open spaces, and trails.
- (d) Manage noncommercial gatherings of 100 or more people as special uses in parks, trails, open spaces, and other outdoor recreational facilities to protect public use of these facilities and preserve them from undue impacts.

Legal Reference—Resolution 1755(am), 1995; Resolution 2280, 2004; CBJC 49.05.200(b)(1) (Development Guideline, 9.1-DG1).

11 CBJAC 04.020 Lands regulated.

These regulations apply to all City and Borough land designated as open space and park system and to all areas owned by the City and Borough dedicated to park or recreation purposes.

Legal Reference—CBJC 67.01.030.

11 CBJAC 04.030 Noncommercial special use permit required.

No person may cause more than 100 people to gather on City and Borough of Juneau lands subject to these regulations except as authorized by a permit issued by the director.

Legal Reference—CBJC 67.01.090(i) & (n); CBJC 49.05.200(b)(1) (Standard Operating Procedure, 9.1-SOP8)

11 CBJAC 04.040 Application standards and process.

(a) General requirements.

- (1) Applications for Special Use permits will be accepted only from persons who have, or upon issuance of the permit, will have the legal authority to take action in accordance with the permit. All applications must be signed by the organizer(s) to be subject to the permit.
- (2) All applications for permits must be on a form or submitted via an electronic process provided by the department. Applications will not be considered unless they are complete, accompanied by any applicable fees and deposits, and submitted together with any required attachments or exhibits to the Parks and Recreation Department.
- (4) Applications for Special Use permits for gatherings of 100 to 500 attendees must be submitted at least 10 calendar days before the event. Applications for Special Use permits for gatherings over 500 attendees must be submitted at least 30 calendar days before the event.
- (5) Applications for activities protected by the First Amendment of the Constitution of the United States should be submitted at least five (5) business days before the event.

(b) Application information.

- (1) Applicant information.
 - (A) The application must identify each individual or business entity responsible for the use intended; all officers, partners, or joint venturers of such entities; and all persons with any

ownership interest in such entities. Notice to any of the persons listed must be sufficient to notify all, and each person listed is considered jointly and individually responsible for compliance with permit conditions.

- (B) Contact information must be provided for each individual or business entity responsible for the proposed use, including phone, email, and mailing address. A phone number must be provided to contact the responsible party during the proposed use.

(2) Proposed use.

- (A) A description of the proposed activity sufficient for the department to make a determination whether to approve or deny the application; and
- (B) A good faith estimate of the number of attendees; and
- (C) A description and a map of the location of the proposed use; and
- (D) A description of any proposed measures to control traffic, manage parking, or otherwise facilitate transportation related to the activity; and
- (E) A description of any proposed security plans; and
- (F) A description of any equipment, structures, or other improvements required to support the proposed use; and
- (G) A plan for waste disposal, including solid waste, recycling, toilets, cleaning, and litter.

(c) Approval criteria. The director may issue a permit for noncommercial special uses and subject to such conditions as the director may impose and only upon a determination that the following are satisfied:

- (1) The proposed use is otherwise lawful under municipal, state, and federal law; and
- (2) The proposed use is compatible with the use for which the facility or area is designed and managed; and
- (3) The proposed use does not unreasonably conflict with other activities to be conducted at the same location or nearby at the same time as the proposed use; and
- (4) The proposed use will not pollute or degrade the environment, resources, facilities, or atmosphere of the park; and
- (5) The proposed use will not endanger the public health, safety, and welfare; and
- (6) The information contained in the permit application is correct and complete in all material details; and

- (7) The applicant has paid any required fees; and
- (8) The applicant has not violated a term or condition of a previously issued commercial use or special use permit within the last 12 months.

(d) First Amendment activities. For activities protected under the First Amendment of the Constitution of the United States, the director:

- (1) Must waive any application fee(s); and
- (2) Must waive any indemnification agreement; and
- (3) Expedite review of the application and either approve or deny the permit in a reasonable time, which is defined as within three (3) business days; and
- (4) May require reasonable conditions limited to the time, place, and manner of the activity only as necessary for the protection and use of the area for which the permit is granted.

(e) Appeal. The applicant or any aggrieved party may appeal a permit decision to the director through an informal hearing procedure. Unless the permit is for an ongoing activity, the appeal must be filed prior to the proposed activity. The director's final decision may be appealed to the city manager by filing a notice of appeal setting forth the reasons the decision is being appealed to the office of the city manager within 10 days of the director's decision.

11 CBJAC 04.050 Permit fees.

(a) Application fee. An application fee must be paid to the City and Borough with the application for the permit:

<u># of Anticipated Attendees</u>	<u>Fee</u>
<u>100-249</u>	<u>\$100</u>
<u>250-499</u>	<u>\$250</u>
<u>500+</u>	<u>\$50 per 100 anticipated attendees</u>

11 CBJAC 04.060 Insurance and indemnification.

- (a) Insurance. Upon a determination by the Risk Management Officer of the City and Borough that insurance is required, the permittee must provide proof of insurance sufficient for the proposed use. The permittee may obtain event insurance through the City and Borough or the permittee must provide the department with a broker's certificate of insurance showing that the permittee has obtained public liability insurance in the amount and for the risks determined by the Risk Management Officer of the City and Borough of Juneau for the proposed use. The certificate must establish that the City and Borough is named as an additional insured on the policy, and that the insurer must notify the City and Borough if the policy is modified, canceled, or terminated.
- (b) Indemnification. Permittees, upon acceptance of a permit, must execute an instrument in which the permittee agrees to indemnify, defend, and hold harmless

the City and Borough of Juneau from any and all claims for injury or damage to persons or property suffered in connection with the permittee's activities unless such injury or damage is caused by the recklessness of the City and Borough of Juneau.

11 CBJAC 04.070 Permit duration.

- (a) Permits are valid only for the dates, times, activities, and areas specified.
- (b) Permits are not renewable. Issuance of a permit does not entitle the permit holder to any priority or preferential consideration for subsequent, new, or additional permits for the same or related uses or areas. A new application must be submitted for each permit.

11 CBJAC 04.080 General operating requirements.

- (a) Permittees must have a copy of the permit immediately available for inspection at all times while engaged in activities pursuant to the permit.
- (b) Permittees agree to be responsible to the City and Borough for their actions and those of their agents, employees, and attendees while engaged in permitted activities. The following operating requirements apply to activities conducted under the permit unless otherwise specified in a permit.
 - (1) No one may obstruct traffic, litter, use glass containers, nor disturb, damage, deface or remove natural objects including trees, plants, moss, rock, gravel, or minerals, nor disturb or remove cultural, archaeological, or historical material.
 - (2) No one may camp, light fires, fish, hunt or harass wildlife.
 - (3) The permit holder must promptly notify the director of any accident, injury or claim relating to the permitted activity.
 - (4) Permit holders must comply with all state, federal, and local laws applicable to their activities.
 - (5) Permit holders must properly dispose of all waste generated by their activities.
 - (6) The permit holder must reimburse the City and Borough of Juneau for any damage to municipal property caused by the permitted activities, including the cost of litter abatement.
 - (7) No equipment or supplies may be stored at any City and Borough facility or permit area unless approval of the director is secured in advance.

11 CBJAC 04.090 Enforcement and penalties.

(a) A permit may be suspended by the director without advance notice if any activities conducted under the permit present an immediate danger to the public health, welfare, or safety.

(b) A permit may be suspended or revoked by the director upon written findings that the permittee has violated these regulations or any terms of the permit. The permittee must be provided at least ten days notice and an opportunity to be heard at an informal hearing on the suspension or revocation. The director's decision may be appealed to the city manager by filing a notice of appeal setting forth the reasons the decision is appealed with the office of the city manager within ten days of the director's decision.

11 CBJAC 04.100 Definitions.

As used in this chapter:

"Department" means the City and Borough of Juneau Parks and Recreation Department.

"Director" means the supervisor of the City and Borough of Juneau Parks and Recreation Department or such person as may be designated by the city manager to administer these regulations.

"Organizer" means the person or business entity organizing a gathering of more than 100 attendees within the limits of any park or recreation area.

"Parks and recreation lands" and "parks and recreation areas" mean all land owned by the City and Borough and designated by these regulations as subject to parks and recreation regulation.

"Permittee" or "permit holder" mean the person or business entity conducting activities in a recreation area according to a permit issued under these regulations.

"Person" means a natural person, firm, partnership, corporation, association, or other entity organized for a common purpose.

"Special Use" means any event or gathering of more than 100 persons within the limits of a municipal park or recreation area that is not commercial in nature.

"Vehicle" means a device in, upon or by which a person or property may be transported or drawn including devices moved by human, animal, mechanical or other power source.

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on April 4, 2024, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____
George Schaaf, Director
Parks and Recreation Department

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____
Sherri Layne
Assistant Municipal Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____
Elizabeth J. McEwen, Municipal Clerk

Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

(1) These regulations were accepted for filing by the office of the clerk at ___:___ a.m./p.m. on the ____ day of _____, _____.

(2) After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.

(3) A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.

(4) Effective date: _____.

Date: _____

Elizabeth J. McEwen, Municipal Clerk



TO: Parks & Recreation Advisory Committee
FROM: George Schaaf, Parks & Recreation Director
DATE: November 29, 2023
RE: Fiscal Note – Proposed Large Event Permit

The Parks & Recreation Department has proposed a regulation that would require a permit and conditions for any gathering of more than 100 people within the limits of a municipal park or recreation area.

Staff recommend the following fee structure, which reflects the anticipated actual costs to process and administer the permit. A higher fee is proposed for larger events that would require coordination with other departments and agencies (i.e. Juneau Police Department, Capital City Fire/Rescue, CBJ Streets Division, etc.):

# of Attendees	Proposed Fee	Estimated Staff Time Req'd
100-250	\$100	≤1 hour
250-500	\$250	2-4 hours
500+	\$50 per 100 attendees	Varies

The fees proposed are significantly lower than those charged by other municipalities in Alaska and surrounding states; for example:

Anchorage

1 - 300	301-500	501 - 1,000	1,001 - 3,000	3001 - 5,000	5,001+
\$150	\$250	\$350	\$500	\$600	\$700

<https://www.muni.org/Departments/parks/pages/specialeventinformation.aspx>

Fairbanks

\$1.00/person in excess of 200 people

<https://fnsb.gov/DocumentCenter/View/3942/User-Fees---Public-Records-Request-PDF>

Portland, Oregon

1 - 499	500 - 999	1,000 - 1,499	1,500 - 1,999	2,000 - 2,499	2,500 - 2,999	3,000 - 3,999	4,000 - 4,999	5,000 - 5,999	10,000+
\$204	\$335	\$660	\$984	\$1,319	\$1,639	\$1,964	\$2,310	\$2,657	\$2,946

<https://www.portland.gov/parks/public-events#toc-rental-fees-and-rates>

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Presented by: Kelly
Presented: 04/29/2024
Formatted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 3061

A Resolution Calling for a Bilateral Peace Agreement in Israel and Palestine.

WHEREAS, all human life is precious and the targeting of civilians, no matter their faith or ethnicity, is a violation of international humanitarian law; and

WHEREAS, more than 32,000 people have been killed and many more wounded in the Israeli attacks on Gaza since October 7, 2023; and

WHEREAS, on October 7, 2023, approximately 1,200 civilians were killed in a cross-border attack on Israel by Hamas; and

WHEREAS, since October 7, 2023, the least violent days with the least lives lost and the greatest number of hostages on both sides released was during the humanitarian pause; and

WHEREAS, hundreds of thousands of lives are at imminent risk without an end to the fighting, restoration of basic necessities, and delivery of adequate humanitarian aid without delay to the residents of Gaza; and

WHEREAS, further escalation of armed violence could cause wider reaching violence beyond those currently engaged in the conflict and the potential loss of life is incalculable; and

WHEREAS, Resolution 2899, A Resolution Recognizing and Embracing the Diversity and Cultural Values of Our Community and Holding it Accountable, outlines the Assembly’s commitment to “social justice, anti-racism and anti-discrimination measures to bring about change and healing”; and

WHEREAS, Antisemitism, Islamophobia, and anti-Palestinian/anti-Arab speech has been on the rise across the country; and

WHEREAS, the United States government and our elected leaders hold limited diplomatic power to save Israeli and Palestinian lives; and

WHEREAS, at least 48 cities, have passed resolutions calling for a ceasefire; and

43 WHEREAS, the Juneau Assembly has the ability to ask Alaska’s state federal delegation
44 to call for both Israel and Hamas to negotiate an end to the conflict, the safe return of all
45 hostages, and the delivery of adequate humanitarian aid to the residents of Gaza without
46 delay in order to prevent the loss of hundreds of thousands more lives.

47
48 NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF
49 JUNEAU, ALASKA:

50
51 **Section 1.** Condemns violations of international law, including both the attack on
52 October 7, 2023, and the Israeli military response on people living in Gaza since then.

53
54 **Section 2.** Calls on state and federal officials to work toward diplomatic solutions to
55 the conflict to prevent further loss of life.

56
57 **Section 3.** Asks all Juneau citizens to be respectful when speaking about the conflict
58 and peace in Israel and Palestine.

59
60 **Section 4. Effective Date.** This resolution shall be effective immediately after its
61 adoption.

62
63 Adopted this _____ day of _____ 2024.

64
65 _____

66
67 Attest:

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70 _____
71 Elizabeth J. McEwen, Municipal Clerk

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MEMORANDUM

CITY/BOROUGH OF JUNEAU

155 HARITAGE WAY, JUNEAU, ALASKA 99801

TO: Katie Koester
City and Borough Manager

DATE: April 25, 2024

FROM: Greg Smith
Contract Administrator

FILE: 2403

SUBJ: BID RESULTS:
Lawson Creek Road Reconstruction
CBJ Contract No. BE24-255

Bids were opened on the subject project on April 25, 2024. The bid protest period will expire at 4:30 p.m. on April 26, 2024. Results of the bid opening are as follows:

	Coogan Construction Company	North40 Construction Corporation	Admiralty Construction Incorporated	Engineers Estimate
Basic Bid	\$1,587,355.00	\$1,677,470.00	\$1,740,315.00	\$1,517,850.00
Additive Alternate No. 1 -	\$41,580.00	\$58,775.00	\$41,645.00	\$24,500.00
Deductive Alternate No. 2 -	\$(7,465.00)	\$(8,995.00)	\$(24,795.00)	\$(30,030.00)
TOTALS	\$1,621,470.00	\$1,727,250.00	\$1,781,960.00	\$1,512,320.00

Project Manager: John Nelson

DESCRIPTION OF WORK. This Project consists of the following Base Bid and Alternates.

BASE BID: Reconstruction of Lawson Creek Road from Crow Hill Drive to the end of the Right of Way at entrance to Crow Hill Parking Road 3 and Raven Road in its entirety , to include part of the intersection of Crow Hill Drive and Lawson Creek Road, the replacement of the road base and asphalt, asphalt sidewalks, and curb and gutter and water, some sewer work, and addition of storm pipes and structures. WORK will consist of clearing and grubbing, excavation, replacement of the roadway section with 2-inch minus shot rock with base course, and asphalt pavement, and other miscellaneous related WORK.

ALTERNATE 1: Proposed WORK will consist of connecting water utilities on Creek Street and other related WORK.

DEDUCTIVE ALTERNATE 2: Proposed WORK will consist of substituting all topsoil items with ProGanics Biotic Soil Media.

Funding Source: F514 Water Fund; F519 Wastewater Fund; F215 Area Wide Sales Tax
Total Project Funds: \$4,388,000.00
CIP No. R72-162
Construction Encumbrance: \$1,579,890.00
Construction Contingency: \$158,000.00
Consultant Design: \$150,800.00
Consultant Contract Administration & Inspection: \$126,391.00
CBJ Administrative costs: \$47,396.00

Pending the outcome of the protest period, staff recommends award of this project to Coogan Construction Company, for the **Base Bid and Deductive Alternate 2 ONLY** for a total award amount of \$1,579,890.00.

Approved: _____
Katie Koester, City & Borough Manager

Date of Assembly Approval: _____

c: CBJ Purchasing



MEMORANDUM

CITY/BOROUGH OF JUNEAU

155 HERITAGE WAY, JUNEAU, ALASKA 99801

TO: Katie Koester
City and Borough Manager

DATE: April 26, 2024

FROM: Greg Smith
Engineering Contracts Administrator

FILE: 2401

SUBJ: BID RESULTS:
DOGWOOD LANE IMPROVEMENTS
Mendenhall Blvd to Taku Blvd
CBJ Contract No. BE24-247

Bids were opened on the subject project on April 26, 2024. The bid protest period will expire at 4:30 p.m. on April 29, 2024. Results of the bid opening are as follows:

RESPONSIVE BIDDERS	TOTAL BID
Coogan Construction, Co.	\$1,714,166.00
North40 Construction Corporation	\$1,975,648.00
Admiralty Construction, Inc	\$2,163,155.00
Engineer's Estimate	\$2,102,480.00

Project Manager: Jason Hofbauer

Project Description: This Project includes the reconstruction of Dogwood Lane from Mendenhall Boulevard to Taku Boulevard (including short segment of Poplar Ave). Work includes replacement of water, sewer, and storm drainage infrastructure, excavating and rebuilding the road base and pavement and other miscellaneous related items for a complete project as detailed in the contract documents.

Funding Source: F215 Temporary Sales Tax; F514 Water Fund; F519 Wastewater Fund; F215 Area Wide Sales Tax

Total Project Funds: \$3,890,000.00

CIP No. R72-167

Construction Encumbrance: \$1,714,166.00

Construction Contingency: \$171,400.00

Design: \$98,000.00

Contract Administration/Inspection: \$136,000.00

CBJ Administrative costs: \$51,000.00

Pending the outcome of the protest period, staff recommends award of this project to Coogan Construction, Co. for the total bid amount of \$1,714,166.00.

Approved: _____

Katie Koester
City & Borough Manager

Date of Assembly Approval: _____

c: CBJ Purchasing

