THE CITY AND BOROUGH OF JUNEAU, ALASKA

Special Assembly Retreat/Worksession
Meeting Minutes – December 2, 2017
8:00a.m.-12:00p.m.
Bartlett Regional Hospital Boardroom

MEETING NO. 2017-22 The Special Meeting, Retreat/Worksession, of the City and Borough of Juneau Assembly, held in the Bartlett Regional Hospital Boardroom, was called to order at 8:10 a.m. by Mayor Ken Koelsch.

I. ROLL CALL

Assembly Present: Mary Becker, Rob Edwardson, Maria Gladziszewski, Norton Gregory, Loren Jones, Jesse Kiehl, Ken Koelsch, Jerry Nankervis, and Beth Weldon

Assembly Absent: None.

Staff Present: Rorie Watt, City Manager; Mila Cosgrove, Deputy City Manager; Amy Mead, Municipal Attorney; Beth McEwen, Deputy Clerk; Bob Bartholomew, Finance Director; Rob Steedle, Community Development Director; Kirk Duncan, Parks and Recreation Director; Beth McKibben, CDD Planning Manager; Ed Mercer, Chief of Police; Dan Bleidorn, Deputy Lands Manager; Roger Healy, Engineering/Public Works Director; Robert Barr, Library and Museum Director; Carl Uchytil, Port Director; Dallas Hargrave, Human Resources and Risk Management Director

Others Present: Kris Sell, Juneau Radio Center

II. AGENDA TOPICS

A. Review and Status update of 2017 Assembly Goals and Priorities

B. Discussion and Reaffirmation of Existing Goals and Priorities

C. High Level Fiscal Overview

D. High Level Assembly Budget Direction

E. Assembly Discussion of Possible Additions to the 2018 Assembly Goals and Priorities List

F. Assembly Procedures and Protocols

Under items A, B, and E above, City Manager Rorie Watt gave a recap of recent accomplishments and/or progress relating to the present goals. Assemblymembers and Manager's staff went through the current list of goals and noted those items that needed revising or removal due to being significantly accomplished or ongoing. In addition to changes to the current list, they will also incorporate new items which came up during the discussion of agenda topic *E. Assembly Discussion of Possible Additions to the 2018 Assembly Goals and Priorities List.*

Finance Director Bob Bartholomew provided a high level overview of the current fiscal budget and future forecasts. Mr. Watt also provided a list of a collection of community member ideas for possible ongoing expenses totaling approximately $8 million and a list of one time projects totaling approximately $19 million. The Assembly discussed a variety of topics including the process and timeline under which all sales tax exemptions were reviewed, the impact of internet sales on CBJ revenues, and the $750,000 spent annually to lease office space for CBJ offices and the benefits of reviewing a possible new City Hall to accommodate all those leased offices under one roof.

Mayor Koelsch asked for Assembly input on providing direction to the Manager as staff begins the upcoming budget process. He asked the Assembly to weigh in on whether they wanted budget cuts, to “hold the line”, or look at potential increases. There was quite a bit of discussion with a wide range of options and preferences offered up. The direction given to the Manager was to hold the line and then during the budget cycle, additional items requiring funding could be put forward by Assemblymembers.

Ms. Becker asked for clarification on whether the $1million in School District maintenance funding from the 1% Sales Tax that was just approved by the voters was in addition to the $600,000 the Assembly has put in the past few budgets or if it was in replacement of that $600,000. Staff and Assemblymembers clarified that the total amount would be the $1 million identified in the sales tax extension and not $1.6 million.

Some Assemblymembers expressed desire to “hold the line” on services which may translate to possible increase in budget but they did not express a desire to cutting the budget which would mean cuts in services. Recruitment and retention of public safety personnel and first responders (JPD and CCFR) was identified as an issue of concern.

Mayor Koelsch said he would be willing to put together a task force to work on childcare/early education. There was consensus that the Assembly would like further analysis of the economics and potential benefits of a new City HallThe City Manager said he felt he had sufficient direction from the Assembly to begin the work on the budget.

Under item *F. Assembly Procedures and Protocols* some of the topics/requests brought forward included the following:

- The Assembly would like packets sooner. The Manager agreed to post tentative agendas for the Committees and to have Assembly packets available a day earlier. Mr. Jones noted that the Consent Agenda provides notice several weeks ahead of time.
- Assemblymembers were requested to refrain from corresponding with the public or private individuals via social media or other methods during Assembly or committee meetings.
- Assemblymembers were requested to get information from staff, prior to meetings, if possible. Ms. Mead explained that part of the Consent Agenda process provides the ability for items to be introduced and referred to committee prior to it coming back to the Assembly

for public hearing and Assembly action and she suggested the Assembly may want to make use of this provision more often.

- Mayor Koelsch reminded members and staff that anything discussed in Executive Session remains confidential and is not be discussed outside of Executive Session.
- Mr. Watt said that he was concerned about the workload on the COW.
- Mr. Watt and Ms. Mead also discussed a review of our current boards/commissions and the possibility of combining all our appeal boards into one as well as the need to evaluate the mission and efficacy of our present boards/commissions. These will be taken up by the Assembly HRC at future meetings.

III. ADJOURNMENT

There being no further business to come before the Assembly, the meeting adjourned at 11:50a.m.

Signed:_____________________________	Signed:______________________________
Elizabeth J. McEwen, Deputy Clerk	Kendell D. Koelsch, Mayor