



REGULAR ASSEMBLY MEETING 2025-18 - **UPDATED 9/22/2025**

September 22, 2025 at 6:00 PM

Centennial Hall Ballroom #3/Zoom Webinar

<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

E. APPROVAL OF MINUTES

1. August 15, 2025 Special Assembly 2025-16 Minutes - Draft

2. August 18, 2025 Regular Assembly 2025-17 Minutes - Draft

F. MANAGER'S REQUEST FOR AGENDA CHANGES

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

H. CONSENT AGENDA

1. Public Request for Consent Agenda Changes Other Than Ordinances for Introduction

2. Assembly Request for Consent Agenda Changes

3. Assembly Action

A) Ordinances for Introduction

1) Ordinance 2025-29 An Ordinance Amending City and Borough of Juneau Code Relating to Reports of Outside Employment by Borough Employees.

This is a housekeeping ordinance requested and drafted by the Department of Law to codify the timeframes and requirements for submission of reports of outside employment. The ordinance clarifies that a report of outside employment or service must be submitted to a department director before employment or service commences. Employees must further report any change to this employment or service when the change occurs. The Department of Law will maintain the records pursuant to retention policies.

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

2) Ordinance 2024-01(b)(BB) An Ordinance Appropriating \$4,261,464 to the Manager to Fund the City and Borough of Juneau and Bartlett Regional Hospital's Fiscal Year 2025 Public Employees' Retirement System (PERS) Contribution; Funding Provided by the Alaska Department of Administration.

This ordinance would appropriate \$4,261,464 for the State of Alaska's FY2025 4.76% PERS benefit rate paid on-behalf of the CBJ and BRH, distributed as follows:

Bartlett Regional Hospital	\$ 2,220,943
City and Borough of Juneau	\$ 2,040,521

Funding is provided by the Alaska Department of Administration, authorized by passage of HB268 during the 2025 legislative session.

This is a housekeeping ordinance to properly account for these on-behalf contributions to the state-managed retirement fund and has no impact on the CBJ or BRH's finances.

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

3) Ordinance 2025-01(b)(H) An Ordinance Appropriating \$1,857,300 to the Manager for the City and Borough of Juneau's Fiscal Year 2026 Marine Engineers Beneficial Association (MEBA) and Unrepresented Employee Negotiated Wage Increases; Funding Provided by Various Sources.

This ordinance appropriates \$1,857,300 for CBJ's FY26 Marine Engineers Beneficial Association (MEBA) and Unrepresented Employee negotiated wage increases. The FY26 Adopted Budget included 2% of the 3% wage increase approved for the current year. This appropriation provides authority for the remaining 1%, along with lump-sum payments of \$2,750 per employee (prorated for part-time staff), and increases to standby pay, shift differentials, and tool allowances.

Negotiated wage and benefit adjustments for FY27 and FY28 will be included in the Manager's Proposed Budget for each respective year.

The Assembly approved the MEBA labor agreements at its [Special Assembly meeting](#)

[on June 11, 2025.](#)

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

4) Ordinance 2025-01(b)(J) An Ordinance Appropriating \$125,000 to the Manager for Fiscal Year 2026 Cold Weather Emergency Shelter Operations; Funding Provided by General Funds.

This ordinance appropriates \$125,000 of additional general funds for Cold Weather Emergency Shelter (CWES) operations this year. The CWES operates from October 15 through April 15 and is Juneau's only low barrier emergency shelter. The shelter's primary cost is personnel, and it is scheduled to operate this year with 10 FTE. Additional costs this year were included to account for sick leave coverage to comply with Ballot Measure 1 in last year's state election. Our contractor budgets an additional 20% for overtime associated with coverage during emergencies, peak guest nights, and staffing shortages. Other significant costs in CWES operations include facility costs (janitorial, laundry, blankets), food, and transportation. Assuming nightly operation and an average of 55 guests/night, FY26 CWES operations will cost approximately \$43.3 per guest, per night.

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

5) Ordinance 2025-01(b)(L) An Ordinance Appropriating \$15,000 to the Manager for the Departure Lounge ADA Elevator Capital Improvement Project; Funding Provided by Airport Capital Reserve Funds.

This ordinance would appropriate \$15,000 to the Departure Lounge ADA Elevator CIP. These funds would contribute toward architecture costs to identify locations and associated expenses for an elevator in the Departure Lounge. The total cost of the design and installation is currently estimated at \$2.5M and has been deemed eligible for Federal Aviation Administration (FAA) funding.

The Airport Board of Directors reviewed this at the [September 11, 2025 meeting](#).

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

6) Ordinance 2025-01(b)(M) An Ordinance Appropriating \$762,900 to the Manager for Renovations to Support the Capital City Fire and Rescue Sobering Center at the St. Vincent de Paul Teal Street Facility; Funding Provided by General Funds and Hospital Funds.

The St. Vincent de Paul Teal Street facility currently used for the CCFR Sobering Center requires significant structural rehabilitation to improve the experience and safety for both clients and employees in order to continue operations. The Sobering Center is a vital community health program that serves Juneau's vulnerable populations while reducing demand on emergency services at Bartlett Regional Hospital. This ordinance

appropriates \$762,900 for capital improvements to adapt the facility for the Sobering Center's long-term operational needs.

The Assembly Finance Committee reviewed this request at the [September 3, 2025 meeting](#) and directed staff to prepare an appropriating ordinance for introduction to the full Assembly.

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

7) Ordinance 2025-01(b)(N) An Ordinance Appropriating \$762,900 to the Manager for Renovations to Support the Capital City Fire and Rescue Sobering Center at the St. Vincent de Paul Teal Street Facility; Funding Provided by Hospital Funds.

The St. Vincent de Paul Teal Street facility currently used for the CCFR Sobering Center requires significant structural rehabilitation to improve the experience and safety for both clients and employees in order to continue operations. The Sobering Center is a vital community health program that serves Juneau's vulnerable populations while reducing demand on emergency services at Bartlett Regional Hospital. This ordinance appropriates \$762,900 for capital improvements to adapt the facility for the Sobering Center's long-term operational needs.

The Assembly Finance Committee reviewed this request at the [September 3, 2025, meeting](#) and directed staff to prepare an appropriating ordinance for introduction to the full Assembly.

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

8) Ordinance 2025-01(b)(O) An Ordinance Appropriating \$25,000 to the Manager for the Air Traffic Control Tower Capital Improvement Project; Funding Provided by Airport Capital Reserve Funds.

This ordinance would appropriate \$25,000 to the Air Traffic Control Tower (ATCT) CIP. The ATCT is airport-owned but federally operated, which limits traditional funding for structural improvements. It has been announced that federal funding may be made available for projects that are ready to begin work. Funds appropriated through this ordinance would allow the airport to begin preliminary design work, ensuring the Airport is well positioned to compete for and secure this rare funding opportunity.

The Airport Board of Directors reviewed this at the [September 11, 2025 meeting](#).

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

9) Ordinance 2025-40 An Ordinance Amending Title 49 Land Use Code Relating to Reasonable Accommodation, Zoning Maps, Subdivisions on Arterials, And

Remove References to Committees and Programs No Longer in Existence.

The rewrite of Title 49, Land Use Code, is a multi-phase project. Phase 1 is focused on updates that are not dependent on the ongoing rewrite of the Comprehensive Plan. This ordinance is part of the second wave of Phase 1 amendments for the project. The first wave (Ordinance 2025-15am) was adopted by the Assembly in April 2025.

Ordinance 2025-40 creates a process for granting reasonable accommodations to Title 49 to ensure equal access to housing under the Federal Fair Housing Act; allows for parcels adjacent to arterial streets to be subdivided based on the standards of the underlying zone district (current code requires subdivided lots to meet D-1 standards regardless of zone district which is a major barrier to development); modernizes the zoning map code to allow for the use of a digital map as the official zoning map of the Borough; allows the CDD Director to revise the official zoning map to reflect changes resulting from naturally occurring changes to land like erosion or accretion; and removes references to committees and programs no longer in existence (i.e., Subdivision Review Committee, Coastal Management Program).

The Ad Hoc Title 49 Advisory Committee discussed and supported the development of a text amendment for the concepts included in Ordinance 2025-40 at their [February 13, 2025, meeting](#). The ordinance will be presented at the Lands, Housing, & Economic Development Committee on [September 29, 2025](#), for discussion.

The City Manager recommends the Assembly introduce the ordinance, refer it to the Planning Commission for a 60-day comment period and set it for public hearing at the December 15, 2025, regular Assembly meeting.

10) Ordinance 2025-38 An Ordinance Amending Chapter 3.15, Special Offices, to Include Non-Departmental Office Designation.

This ordinance designates the department utilized by Finance to recognize revenue and expenses not associated with a regular department, all capital projects and debt service funds as a special office in the CBJ Code. The establishment of "Non Departmental" in code allows the transfer of unencumbered budget and funding between capital projects by the manager per CBJ Charter 9.11(b). Transfer requests for capital projects will continue to be brought to the Assembly on the consent agenda.

This ordinance was reviewed and forwarded to the Assembly by the Assembly Finance Committee at its [September 3, 2025, meeting](#).

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

11) Ordinance 2025-01(b)(E)(b) An Ordinance Transferring \$1,800,000 from CIP H51-113 Waterfront Seawalk to P41-105 Marine Park Improvements.

This ordinance would transfer \$1,800,000 of State Marine Passenger Fee funds from the Waterfront Seawalk CIP to the Marine Park Improvements CIP. This transfer would

provide funding for the most recent project estimate. The original transfer amount requested was \$3.5 million but was subsequently reduced per the Public Works and Facilities Committee action on September 8, 2025, which removed the clamshell covering from the project. The current project work is estimated to be \$8.75 million. Sufficient funds will remain in the Waterfront Seawalk CIP for currently anticipated work. The Marine Park Improvements CIP is an eligible use of passenger fees.

The Public Works and Facilities Committee reviewed this request at the [June 2, 2025](#), and [September 8, 2025](#) meetings.

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

12) Ordinance 2025-01(b)(R) An Ordinance Transferring \$5,000,000 from CIP D12-051 Capital Civic Center to CIPs D14-105 HESCO Barriers Additional Phases and D24-102 HESCO Maintenance and Repairs.

This ordinance would transfer \$5,000,000 of General funds and Hotel-Bed tax funds from the Capital Civic Center (CCC) CIP to the HESCO Barriers Additional Phases CIP and the HESCO Maintenance and Repairs CIP. \$4,000,000 of the funds would contribute toward ongoing overall project costs (i.e., site preparation, armoring, environmental, installation, legal, etc.) for HESCO barrier installation along areas of the Mendenhall River that do not currently have barriers. \$1,000,000 of the funds would contribute toward ongoing maintenance and repairs of the existing HESCO barriers and associated armoring. These funds were originally appropriated to the CCC CIP to act as federal or state grant match for the project, but no grant has been secured so the funds have remained unspent.

The Committee of the Whole reviewed this request at the September 8, 2025 meeting.

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

B) Resolutions

1) Resolution 4025 A Resolution Amending the Rate and Fare Structure for the Capital Transit System.

The Public Works and Facilities Committee (PWFC) met on July 14 and August 4, 2025, to consider improvements to Capital Transit accessibility.

At the [July 14 meeting](#), PWFC approved a motion to broaden the definition of “treating professional” eligible to certify VIP Pass applications. This change responds to feedback from Gastineau Human Services, noting that some state-authorized providers, especially in behavioral health, were previously excluded. At the [August 4 meeting](#), PWFC passed a motion to make Capital Transit fare-free on all municipal and state

election days to support voter access.

The City Manager recommends the Assembly adopt this Resolution.

2) Resolution 4028 A Resolution Amending the City and Borough of Juneau Personnel Rules to Convert Eaglecrest Employees to the City and Borough of Juneau Pay Plan and Implement Changes to Modern Human Resources Practices.

This resolution would approve changes to CBJ Personnel Rules, which, along with the collective bargaining agreements, govern the rights and responsibilities of CBJ employees. The revised rules are set forth in the attachment to the resolution and would apply to employees, unless there is a provision otherwise covering a bargaining unit member in a collective bargaining agreement.

The majority of the proposed changes to the Personnel Rules involve converting Eaglecrest employees to the CBJ pay plan and the manner in which the conversion will occur. There are also housekeeping changes to the Personnel Rules to modernize the language in the rules. These changes were reviewed and approved by the Assembly Finance Committee at the [September 3, 2025, meeting](#) and the costs associated with these changes have been previously approved and incorporated into the fiscal year 2026 budget by the Assembly.

The City Manager recommends the Assembly adopt this Resolution.

3) Resolution 4029 A Resolution Deappropriating \$540,348 from the Eaglecrest Fiscal Year 2026 Operating Budget.

Eaglecrest's FY26 adopted personnel services budget included a 40% increase to address wage scale challenges and support recruitment and retention. At the direction of the Assembly Finance Committee, staff worked with Eaglecrest to evaluate converting Eaglecrest positions to the CBJ classification and compensation plan. This conversion was subsequently approved by the Eaglecrest Board of Directors on August 26, 2025, and by the Assembly Finance Committee on September 3, 2025. The conversion is projected to cost \$540,348 less than the adopted FY26 Eaglecrest personnel services budget. This resolution would deappropriate the excess budget authority from Eaglecrest's FY26 operating budget.

The Assembly Finance Committee reviewed and referred this request to the Regular Assembly during the September 3, 2025 meeting.

The City Manager recommends the Assembly adopt this resolution.

4) Resolution 3001 A Resolution Authorizing the City and Borough of Juneau to Participate in the Community Development Block Grant Program from the Alaska Department of Community and Economic Development, with Southeast Childhood Collective for the Design of a Family Center – Phase 1.

Each year, the City and Borough of Juneau is eligible to sponsor a local project for the U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) Program facilitated through the State of Alaska Department of Commerce, Community, and Economic Development (DCCED). CDBG competitive grants are single-purpose project grants with a maximum of \$850,000 per community.

CBJ received two applications for the FY26 Community Development Block Grant. After review at the September 8, 2025 Assembly Lands Housing and Economic Development Committee meeting, the Committee motioned by unanimous consent for a resolution of support be drafted for the Southeast Childhood Collective Family Center Phase 1 project and forwarded to the full assembly.

Southeast Childhood Collective proposes to use CDBG funds for the architectural design, schematic drawings, and construction documents for the Southeast Childhood Collective Family Center Phase 1.

Printed grant applications, with original signatures must be delivered to DCCED by the deadline expected to be the first week of December 2025.

The City Manager recommends the Assembly adopt this Resolution.

5) Resolution 3096 A Resolution Authorizing the Installation of a Lone Sailor Statue Along the Waterfront and Authorizing the City Manager to Enter into a Memorandum of Agreement with Pioneers of Alaska for Installation and Maintenance of the Statue.

This resolution would authorize the City Manager to enter into a Memorandum of Agreement with Pioneers of Alaska for Installation and Maintenance of the Lone Sailor statue. Pioneers of Alaska (Igloo 6) have presented a plan to erect a statue of the Lone Sailor along the Juneau waterfront. The “United States Navy Memorial” oversees the casting of the statue and detailed specifications for placement. The Pioneers require support of the Assembly to place the statue on CBJ property in order to advance the US Navy Memorial process. Assembly approval would enable the Pioneers to commence fundraising activities. The Docks & Harbors Board and Central Council of Tlingit & Haida Indian Tribes of Alaska (CCTHITA) have reviewed the Pioneers proposal and support the initiative.

This resolution was first presented to the Public Works & Facilities Committee (PWFC) on [March 17, 2025](#), and subsequently forwarded to the Historic Resources Advisory Committee (HRAC). HRAC reviewed the resolution at its [April 2, 2025, meeting](#) and approved the motion to support the placement of the statue. The PWFC then reviewed both the ordinance and HRAC’s letter of support at its [April 21, 2025, meeting](#), and forwarded the ordinance to the full Assembly with the condition that Docks & Harbors and the Pioneers of Alaska consult with relevant groups.

The City Manager recommends the Assembly adopt this Resolution.

C) Liquor/Marijuana Licenses

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: Juneau Yacht Club Inc. d/b/a Juneau Yacht Club

License Type: Club License: #5747 Location: 1301 Harbor Way

Licensee: Barnaby Brewing Company LLC d/b/a Barnaby Brewing Company

License Type: Brewery Manufacturer License: #5524 Location: 165 Shattuck Way

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

License Type: Distillery Manufacturer License: #5506 Location: 134 N. Franklin St.

Licensee: PINZ LLC d/b/a PINZ

License Type: Recreational Site License: #5095 Location: 608 W. Willoughby Ave.

Licensee: Alaska Travel Adventures Inc. d/b/a Alaska Travel Adventures

License Type: Recreational Site - Seasonal License: #4881 Location: 9999 Glacier Hwy.

Licensee: Alaska Travel Adventuress Inc. d/b/a Gold Creek Salmon Bake

License Type: Recreational Site - Seasonal License: #3409 Location: 1061 Salmon Creek Ln

Licensee: Sandbar Inc. d/b/a Sandbar and Grille

License Type: Beverage Dispensary License: #2844 Location: 2525 Industrial Blvd.

Licensee: Midnight Ninja Ventures Inc. d/b/a Lupo

License Type: Restaurant Eating Place License: #2175 Location: 120 2nd St. Suite B

Licensee: Molly Venture's Inc. d/b/a McGivney's Sports Bar & Grill

License Type: Beverage Dispensary License: #2728 Location: 9101 Mendenhall Mall Rd

Marijuana License — Renewal

Licensee: The Mason Jar LLC d/b/a The Mason Jar LLC

License Type: Retail Marijuana Store License: #38398 Location: 5690 Glacier Hwy Unit 19

Licensee: The Mason Jar LLC d/b/a The Mason Jar LLC

License Type: Retail Marijuana Store License: #28102 Location: 613/619 W. Willoughby Ave.

Licensee: The Mason Jar LLC d/b/a The Mason Jar LLC

License Type: Retail Marijuana Store License: #13279 Location: 2771 Sherwood Ln Unit E

Licensee: Treadwell Herb Company LLC d/b/a Treadwell Herb Company LLC

License Type: Retail Marijuana Store License: #33270 Location: 824 Front St. Douglas

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

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

D) Bid Awards**1) Bid Award No. 26-002 Term Contract for CBJ Paratransit Services Contractor**

The intent of this project is to enter a five-year term contract with a qualified contractor who, under the direction of CBJ Capital Transit, will operate the CBJ CAPITAL AKcess services program.

Funding Source: Capital Transit Operations, Contractual Services

Commitment: \$797,978.32

Bid opened on the subject project on August 18, 2025. The Protest Period ended 4:30 p.m. on August 21, 2025.

The following bids were received:

Bidder	Total Bid
Ground Transport Solutions Inc. (GTS)	\$797,978.32
Catholic Community Service (CCS)	\$1,141,556.00

With the concurrence of the Capital Transit Superintendent, the CBJ Purchasing Division recommends an award to Ground Transport Solutions Inc. (GTS) based on having the lowest responsive and responsible bid price in the amount of \$797,978.32 per year, based on Total Bid.

The City Manager recommends approval of this bid award.

E) Transfers

1) Transfer Request 2522 A Transfer of \$2,500 from CIP D12-100 Lemon Creek Multimodal Path to CIP D24-099 Safe Streets for All (SS4A).

This housekeeping request would transfer \$2,500 from the Lemon Creek Multimodal Path CIP to the Safe Streets for All (SS4A) CIP. This transfer would provide for expenses on the project that were incurred prior to the Federal Highway Administration grants' period of performance, making the expenses ineligible for reimbursement. The Lemon Creek Multimodal Path CIP will retain sufficient funds for current planned work.

The Manager recommends approval of this transfer.

2) Transfer Request 2601 A Transfer of \$3,668,830 from Various CIPs to CIPs R72-184 Taku Boulevard - Loop to Poplar, R72-185 Calhoun Pedestrian Bridge, and R72-186 Bear Creek Culvert - 1st Douglas.

This request would transfer \$3,668,830 from various CIPs to new CIPs Taku Boulevard - Loop to Poplar, Calhoun Pedestrian Bridge, and Bear Creek Culvert - 1st Douglas. This transfer would provide funding for projects that are ready to begin work repairing and replacing street infrastructure. Calhoun Avenue Improvements, Hospital Drive Improvements and Tongass Boulevard – Trinity to Loop are ready to be closed and remaining funds are not needed. All other projects transferring funds will retain sufficient funding for currently scheduled project work.

The Public Works and Facilities Committee reviewed this request at the [August 4, 2025](#)

[meeting.](#)

The Manager recommends approval of this transfer.

3) Transfer Request 2602 A Transfer of \$27,244 from CIP A50-102 Terminal Construction to CIP A50-104 Ramp Improvements & RON.

This request would transfer \$27,244 of Airport Funds from the Terminal Construction CIP to the Ramp Improvements & RON CIP. These funds would contribute toward the modification of previously installed light poles on the 121 apron to meet Federal Aviation Administration (FAA) height requirements. The modification work is not FAA reimbursable. The work associated with the design correction is estimated to cost \$72,244. DOWL and Morris Engineering Group have offered to provide a total of \$45,000 to offset the costs, leaving \$27,244 remaining to be covered by Airport funds. The Terminal Construction CIP will retain sufficient funds for current project work.

The Airport Board approved this request at the [September 11, 2025 meeting.](#)

The Manager recommends approval of this transfer.

4) Transfer Request 2603 A Transfer of \$100,00 from CIP D24-101 Emergency Services Grant Coordination to D24-102 HESCO Maintenance and Repairs.

This request would transfer \$100,000 of Sales Tax funds from the Emergency Services Grant Coordination CIP to the HESCO Maintenance and Repairs CIP. These funds were appropriated through the Fiscal Year 2026 CIP Resolution 3093(b) to support work performed by the Grants Manager position. This position was eliminated in FY26, and these funds are no longer necessary. The funds would be used toward ongoing HESCO barrier maintenance and repairs.

The Manager recommends approval of this transfer.

I. PUBLIC HEARING

1. Ordinance 2025-01(b)(F) An Ordinance Appropriating \$735,000 to the Manager for the Dzantik'i Heeni Playground Capital Improvement Project; Funding Provided by General Funds.

This ordinance would appropriate \$735,000 of general funds to the Dzantik'i Heeni Playground CIP. These funds would contribute toward the design and construction of ADA improvements at the Dzantik'i Heeni School playground. Project work would include the design and installation of safety surfacing for the pre-K and K-5 play equipment, a concrete ADA sidewalk, and fencing around the playground to create a safer and more accessible facility for children of all abilities. This appropriation does not cover the cost of playground equipment. The Juneau School District will spearhead fundraising efforts for the playground equipment.

This project was discussed at the Joint Assembly and Juneau School District Facilities Committee meeting on May 6, 2025. This project was discussed and referred to the

Assembly Finance Committee at the Regular Assembly Meeting on July 28, 2025. The Assembly Finance Committee reviewed this ordinance at the [August 6, 2025, meeting](#). The Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025, meeting](#).

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

2. Ordinance 2025-39 An Ordinance Authorizing the Negotiation and Execution of a Purchase of Two Floors of the Michael J. Burns Building and Formation of a Commercial Condominium Association.

The current City Hall is not large enough to house the CBJ downtown workforce, which has led the CBJ to lease office space since the 1980s. The buildings that the CBJ has historically leased are either no longer available for lease or have lease rates and building conditions that are unfavorable as office spaces. The Burns Building is large enough for CBJ offices and Assembly Chambers. The 2023 Proposition 1, a general obligation bond to build a new city hall, was estimated to cost a total of \$43.3 million dollars. The acquisition of the Burns Building is a cost-effective solution to meet the need for CBJ offices and provides the opportunity for the existing City Hall and leased office space to be redeveloped to meet the community goals. The Alaska Permanent Fund Corporation has agreed to sell the CBJ two floors of their building in order to provide the community with City Hall for appraised value (\$9.3M with \$2.7M dedicated to a sinking fund to cover future capital needs at the facility). The CBJ has worked closely with the Alaska Permanent Fund Corporation (APFC) to establish a partnership which meets the needs of both the CBJ and the Corporation. At the February 24, 2025, meeting, the Committee of the Whole (COW) reviewed the appraisal of the Burns Building which valued the acquisition of two floors as a business condo at \$9.3 million. The COW reviewed a draft letter of intent and provided a motion of support to enter into negotiations with the APFC for the purchase of two floors of the Burns Building.

This ordinance was introduced and referred to the Assembly Committee of the Whole at the Regular Assembly Meeting on [August 18, 2025](#). The Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025, meeting](#). The Committee of the Whole reviewed this ordinance at its [September 8, 2025, meeting](#).

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

3. Ordinance 2025-01(b)(I) An Ordinance Appropriating \$150,000 to the Manager for Assembly Chamber Audiovisual Upgrades; Funding Provided by General Funds.

This ordinance would appropriate \$150,000 for Assembly Chamber audiovisual upgrades. Assembly Chamber's audiovisual system is outdated and is not easy for viewers to hear or see the meetings. The replacement of this audiovisual equipment will allow the public to have a better listening and visual experience.

The Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025, meeting](#).

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

4. Ordinance 2025-26 An Ordinance Amending Title 19 Building Regulations.

The rewrite of Title 19 – Building and Fire Codes is a multi-step and multi-agency process. On a three-year cycle, the International Code Council updates and publishes the codes, most recently in 2024. The State of Alaska Fire Marshal reviews and amends the code for any specific safety measures necessary for Alaska. The Building Division incorporates those amendments into Title 19 and reviews the code for items that may need to be amended that are specific to Juneau. The process is similar for the Plumbing and Electrical Codes, which are adopted by the Alaska Department of Labor.

This ordinance brings CBJ into compliance with its deferred jurisdiction mandate to meet or exceed the requirements adopted by the State Fire Marshal, and Department of Labor. We are currently three code cycles behind the State, putting the city's deferred status in jeopardy.

The Lands, Housing and Economic Development Committee discussed the purpose of the rewrite, and the items related specifically to Juneau at the [August 4, 2025, meeting](#) and passed a motion to support the adoption of the ordinance. The Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025, meeting](#).

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

5. Ordinance 2025-01(b)(C) An Ordinance Appropriating up to \$77,000 to the Manager for Fiscal Year 2026 Airport Operations; Funding Provided by Airport Funds.

This ordinance would appropriate \$77,000 of Airport funds to increase the Maintenance Mechanic II (PCN 116003) FTE from .38 to 1.0. The Airport has added 91,000 square feet of buildings in recent years, and the current position's FTE is not sufficient to monitor and maintain the total square footage of buildings. To meet maintenance demands, the Airport has relied on the .38 FTE, outsourcing maintenance professionals, or work has been delayed. Increasing the FTE will be more cost efficient in the long run and decrease the time it takes to make repairs. This increased FTE would be split 50% terminal buildings and 50% snow removal equipment buildings. If this FTE is not increased, repairs and ongoing maintenance would continue to experience delays or not be completed.

The Airport Board approved this request at the [August 14, 2025 meeting](#) and the Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025,](#)

meeting.

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

6. Ordinance 2025-01(b)(D) An Ordinance Appropriating \$1,007,116 to the Manager for the Aircraft Rescue and Fire Fighting Truck Capital Improvement Project, and Deappropriating \$1,007,116 from the Manager for the Aircraft Rescue and Fire Fighting Truck Capital Improvement Project; Funding Provided by Airport Funds.

\$1,007,006 of Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant funds were appropriated via FY25 Ordinance 2024-01(b)(F) to the Aircraft Rescue and Fire Fighting (ARFF) Truck Capital Improvement Project. The Airport has since been notified that the public cooperative used for the procurement process is not recognized by the FAA; therefore, the grant can no longer be used for the truck. The truck is expected to be received no later than March 2026. The truck is essential to maintaining the Airport's Index C rating which permits commercial jet service in Juneau. As received, Passenger Facility Charge (PFC) 10 funds would restore airport fund balance.

The Airport Board of Directors approved this request at the [August 14, 2025 board meeting](#) and the Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025, meeting](#).

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

7. Ordinance 2025-01(b)(G) An Ordinance Transferring \$103,546 from the General Fund to the Marine Passenger Fee Fund for Unspent Assembly Grant Awards for the Ambassador Program Between FY2020 and FY2025, Reimbursed by the Downtown Business Association.

This ordinance would transfer a total of \$103,546 from the General Fund to the Marine Passenger Fee Fund. The Downtown Business Association reimbursed the CBJ unused Assembly grant funds from fiscal years 2020-2025 for the Ambassador Program. These grants were funded by the Marine Passenger Fee Fund and this ordinance would return the reimbursed funds to their original source. The following table details the unspent funds by fiscal year:

FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
\$3,920.99	COVID	\$13,380.11	\$34,108.31	\$20,622.73	\$31,513.58

The Systemic Racism Review Committee reviewed this ordinance at its [August 19, 2025, meeting](#).

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

ordinance.

J. UNFINISHED BUSINESS

K. NEW BUSINESS

1. Recommended Protest of Restaurant/Eating Place Liquor License #2641 Renewal Spice LLC. d/b/a Spice

The CBJ Finance Department has recommended protest of liquor license renewal (Spice LLC d/b/a Spice LL#2641) due to non-compliance with Sales Tax filings and payment. This recommended protest went before the Assembly Human Resources Committee for review and to forward a recommendation to the full Assembly on whether to let the recommended protest stand or to waive the right to protest.

The State of Alaska Alcohol & Marijuana Control Office (AMCO) allows local governing bodies a 60-day comment period on all liquor and marijuana licenses throughout the borough. AMCO's 60-day comment period from the local governing body to recommend protest or to waive protest ends Tuesday, October 21, 2025.

Clerk Note: *If the Licensee comes into compliance by close of business September 22nd, staff will notify the Assembly, the protest will be removed, and this license will move from New Business to the Consent Agenda (Liquor/Marijuana Licenses).*

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

There are 7 property owners that have requested the Assembly authorize the Assessor to consider a late-filed exemption for their property assessment. The Assembly should consider each request separately and determine whether the property owner was unable to comply with the April 30 filing requirement. A.S. 29.45.030(f); CBJC 69.10.021(d). The burden of proof is upon the property owner to show the inability to file a timely exemption request. If the Assembly decides to accept one or more late-filed exemption requests, those applications will be referred to the Assessor for review and action.

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

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

L. STAFF REPORTS

M. ASSEMBLY REPORTS

1. Mayor's Report

2. Committee, Liaison Reports, Assemblymember Comments and Questions

3. Presiding Officer Reports

N. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

O. EXECUTIVE SESSION

1. Executive Session for City Manager and City Attorney Evaluation and Compensation Process

Suggested Motion: *I move that the Assembly enter into Executive Session for the purpose of discussing personnel matters which may tend to prejudice the reputation or character of those persons being discussed, namely City Manager Katie Koester and City Attorney Emily Wright.*

2. Executive Session for Eaglecrest Board Appointments

Suggested Motion: *I move that the Assembly enter into Executive Session for the purpose of discussing matters which may tend to prejudice the reputation or character of those persons being discussed, specifically regarding candidates for the Eaglecrest Board appointments.*

P. SUPPLEMENTAL MATERIALS

Q. 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.

R. ADJOURNMENT

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