



REGULAR ASSEMBLY MEETING 2025-19 (REORGANIZATION MEETING)

October 27, 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

1. Introduction of Exchange Students

2. ASSEMBLY REORGANIZATION

Swearing in of New Assemblymembers
Assemblymember Nathaniel "Nano" Brooks

ROLL CALL

Election of Deputy Mayor
Seat Reorganization

E. APPROVAL OF MINUTES

1. September 22, 2025 Regular Assembly 2025-18 Minutes - Draft

F. MANAGER'S REQUEST FOR AGENDA CHANGES

1. Removal of Public Hearing Item #4 Ordinance 2025-01(b)(M)

The City Manager requests that Item #4 – 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 Steel Street Facility; Funding Provided by*

General Funds and Hospital Funds be removed from the Public Hearing portion of the agenda.

This ordinance is duplicative of Ordinance 2025-01(b)(N), with the primary difference being the funding sources. Since the publication of the agenda, Bartlett Regional Hospital has approved full funding for the renovations, making the use of General Funds unnecessary. Therefore, Ordinance 2025-01(b)(M) is no longer required and is recommended for withdrawal.

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 2025-41 An Ordinance Authorizing the Eaglecrest Ski Area to Enter Into a Franchise and Permit Agreement with Alaska Rainforest Sanctuary, LLC dba Kawanti Adventures, for Operating the Alaska Zipline Adventure Canopy Tour.**

This ordinance authorizes a five-year Franchise Agreement for Kawanti Adventures to operate the Alaska Zipline Adventure Canopy Tour at Eaglecrest. This ordinance updates Ordinance 2023-22 to provide a new five-year timeframe and removes the requirement for annual renewal of the permit. This will allow Kawanti to pursue funding to make necessary upgrades and improvements to their infrastructure.

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

- 2) Ordinance 2025-01(b)(P) An Ordinance Appropriating \$320,200 to the Manager for the Wetlands Rescue Vehicle Capital Improvement Project; Funding Provided by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and Airport Capital Reserve Funds.**

This ordinance would appropriate \$300,200 of Federal Aviation Administration Airport Improvement Program grant funds and \$20,000 in local Airport matching funds to the Wetlands Rescue Vehicle CIP. This appropriation would provide for the purchase of a Marsh Master MM-2MX for wetland rescue and off-pavement emergency response. The vehicle would enhance access and patient extraction in tidal/wetland areas while preserving Aircraft Rescue and Firefighting vehicle readiness on paved surfaces.

The Airport Board of Directors approved this ordinance at the October 9, 2025 meeting.

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

3) Ordinance 2025-01(b)(Q) An Ordinance Appropriating \$1,097,875 to the Manager for the Motor Grader and Vacuum Truck Capital Improvement Project; Funding Provided by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and Airport Capital Reserve Funds.

This ordinance would appropriate \$1,037,875 of Federal Aviation Administration Airport Improvement Program grant funds and \$60,000 in local Airport matching funds to the Motor Grader and Vacuum Truck CIP. This appropriation would provide for the purchase of a motor grader and a glycol recovery vacuum truck. The new machinery would replace aging snow removal equipment, allowing for sustainable and reliable winter operations.

The Airport Board of Directors approved this ordinance at the October 9, 2025 meeting.

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

B) 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 — Transfer of Location & Ownership

Transfer From: Breeze-In Corporation d/b/a Douglas Island Breeze-In

Location From: 3370 Douglas Hwy

Transfer To: Juneau Supermarket LLC d/b/a Foodland IGA

Location To: 615 W. Willoughby Ave

License Type: Package Store License: #662

Liquor License — Renewal

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

License Type: Beverage Dispensary License: #3720 Location: 490 S. Franklin ST 1800 ft level - Mt. Roberts Tram

Licensee: Genuine Ventures LLC d/b/a Tracy's King Crab Shack

License Type: Restaurant/Eating Place (seasonal) License: #4584 Location: No Premises

Marijuana License — Renewal

Licensee: Prestige WorldWide Mgmt. LLC d/b/a Glacier Valley Enterprises

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

Licensee: Prestige WorldWide Mgmt. LLC d/b/a Glacier Valley Shop

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

Licensee: Taku Horticulture Company LLC d/b/a Taku Horticulture Company LLC

License Type: Standard Marijuana Cultivation Facility License: #12176 Location: 1758 Anka

St. Bldg A1.

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

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

Licensee: ForgetMeNot Enterprises, Inc. d/b/a Southeast Essentials

License Type: Marijuana Product Manufacturing Facility License: #13222

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.

I. PUBLIC HEARING

1. Ordinance 2025-01(b)(E) An Ordinance Transferring \$3,500,000 from CIP H51-113 Waterfront Seawalk to P41-105 Marine Park Improvements.

This ordinance would transfer \$3,000,000 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 reduced during the Public Works and Facilities Committee (PWFC) action on September 8, 2025, then subsequently adjusted to \$3 million during the September 29, 2025 Committee of the Whole meeting. Resolution 4030 would amend the amount in the ordinance title from \$3.5 million to \$3.0 million. The current project work is estimated to be \$10 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, September 8](#), and [September 29, 2025, meetings](#). The Committee of the Whole approved this request at the [September 29, 2025, meeting](#). The Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

A) Resolution 4030 A Resolution Amending the Title of Ordinance 2025-01(b)(E).

This Resolution amends the title of Ordinance 2025-01(b)(E) to reflect the revised appropriation amount of \$3,000,000 for Marine Park Improvements, as directed by the Assembly during the Committee of the Whole meeting on [September 29, 2025](#). The original ordinance requested \$3,500,000. The amended ordinance will be titled Ordinance 2025-01(b)(E)am.

The City Manager recommends that the Assembly adopt this resolution, provided that Ordinance 2025-01(b)(E) as amended is approved and adopted by the Assembly.

2. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

3. 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.

During the September 23, 2025 meeting, the Hospital Board of Directors passed a motion to pay for the Sobering Center renovations with hospital fund balance, the total of which will be applied to the voluntary repayment of the \$2 million general fund grant appropriated in fiscal year 2024.

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 Systemic Racism Review Committee reviewed this ordinance at

its [September 23, 2025, meeting](#).

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

- 4. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

- 5. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

- 6. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

7. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

8. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

9. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

10. 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 Systemic Racism Review Committee reviewed this ordinance at its [September 23, 2025, meeting](#).

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

11. 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 Systemic Racism Review Committee reviewed this ordinance at its September 23, 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 #816 Renewal El Sombrero Inc.

The CBJ Finance Department has recommended protest of liquor license renewal (#816 El Sombrero Inc.) per CBJ [20.25.025\(b\)\(1\)](#) for non-compliance with Sales Tax [*a 2024 4th Quarter outstanding balance of \$3,699.84 from the most recent filing following the sale of the building*]. Due to Municipal Elections and Assembly Reorganization, this recommended protest did not go before the Assembly Human Resources Committee for review and instead is before 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 November 3, 2025.

Clerk Note: *If the Licensee comes into compliance by close of business Monday, October 27, 2025, 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).*

L. STAFF REPORTS

1. October 7, 2025 CBJ Municipal Election Report to the Assembly

2. 2026 CBJ Assembly Meeting Calendar

Draft calendar for Assembly review and approval.

M. ASSEMBLY REPORTS

1. Mayor's Report**A) Visitor Industry Task Force 2.0 Charging Document**

[Materials will be added to the packet under Supplemental Materials prior to the Monday, October 27 meeting date]

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. City Attorney and City Manager Compensation**

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.

P. SUPPLEMENTAL MATERIALS**1. 2025-2026 CBJ Assembly Seniority List****2. 2025-2026 Assembly Committee and Liaison Appointments - Approved 10/27/2025****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.