REGULAR ASSEMBLY MEETING 2025-20
AGENDA - UPDATED 11/17/2025 1:30PM

November 17, 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. October 27, 2025 Regular Assembly (Reorg) 2025-19 Minutes - Draft

[These minutes will be added to the packet under Supplemental Materials prior to the November 17 meeting.]

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 2025-43 An Ordinance Authorizing the Manager to Lease an 8.0 Acre

Fraction of the Parcel of Land near 10020 Crazy Horse Drive at a Reduced Rate to Juneau Animal Rescue for the Purpose of Operating an Animal Shelter.

Juneau Animal Rescue (JAR) submitted a proposal to lease an 8.00-acre fraction of the CBJ parcel located at 10020 Crazy Horse Drive for less than fair market value, for the purpose of constructing and operating a new permanent animal shelter. CBJC 53.09.270(b) authorizes the lease of CBJ land "to a private, nonprofit corporation at less than the market value provided the disposal is approved by the assembly by ordinance, and the interest in land or resource is to be used solely for the purpose of providing a service to the public which is supplemental to a governmental service…" The fair market value lease rate has been determined to be $3,000 per month, and the proposed lease rate shall be $10.00 per year with a term of 35 years.
The Lands Housing and Economic Development (LHED) Committee reviewed this application at the January 27, 2025, meeting and passed a motion of support for granting this lease. The CBJ Assembly reviewed the proposal and passed a motion of support at its Regular Assembly Meeting on July 28, 2025.

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

2) **Ordinance 2024-01(b)(BC) An Ordinance Appropriating $1,316,554 to the Manager for the City and Borough of Juneau's Fiscal Year 2025 Operating Costs; Funding Provided by Various Sources.**

This ordinance appropriates $1,316,554 for the City and Borough of Juneau's FY2025 operating costs. The following funds require supplemental budget authority in FY2025:

Risk Management: this ordinance appropriates $1,298,432 of Risk Management funds for health insurance claims that exceeded budget estimates.

Pandemic Response: this ordinance provides budget authority to transfer residual funds of $14,077 from the Pandemic Response Fund to the General Fund. This final housekeeping transfer closes the Pandemic Response Fund.

Downtown Parking: this ordinance appropriates $2,510 for the purchase and installation of cameras at the Downtown Parking Center that exceeded budget estimates. This expense is funded by greater than anticipated parking revenue.

Capital Projects: this ordinance provides budget authority to transfer $1,535 of general funds from the Parks and Recreation Capital Improvement Projects Fund to the General Fund. This is a housekeeping transfer that corrects a historical accounting entry.

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

3) Ordinance 2025-42 An Ordinance Amending the Comprehensive Plan by Adopting the Downtown Douglas/West Juneau Area Plan.

On August 12, 2025, the Planning Commission recommended that the City and Borough Assembly adopt the Downtown Douglas / West Juneau Area Plan as an addendum to the CBJ Comprehensive Plan. The Commission added the following recommendations:

- Plan p. 7: Delete the first paragraph under "Downtown Douglas. The current wording seems to indicate a historical record, but does not discuss Alaska Native stewardship.
- Plan p. 25: Delete Action C under Goal 4.2, as the transfer of Mayflower Island to DIA is underway and this goal was written prior to the Assembly's stated intent to transfer.
- Plan p. 27: Move content to follow "Equity" language on p. 4 to better reflect the equity discussion in the context of Alaska Native land use.
- Plan p. 29: Delete Goal 5.3 and Action A to ensure these parcels are treated the same as any parcel in the CBJ in terms of land use and regulation.
- Appendices: Delete four "Steering Committee Mapping Exercise" maps.
- Appendices: Move Traffic Calming graphics to follow p. 11, Goal 1.2, and remove street names.

On November 3, 2025, the Assembly Lands, Housing, and Economic Development Committee discussed the recommendations and favorably moved the Downtown Douglas / West Juneau Area Plan to the full Assembly for consideration and adoption into the Comprehensive Plan.

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

B) Resolutions

1) Resolution 4031 A Resolution Supporting the Juneau Coordinated Transportation Coalition's Prioritization of Projects for Grant Funding by the Alaska Department of Transportation & Public Facilities.

On August 28, 2025, the Juneau Coordinated Transportation Coalition (JCTC) met and reviewed nominations for funding for the FY2025 Alaska Department of Transportation Human Services Transportation Service Grant. To be considered for grant funding, each community must prioritize their projects and that priority list must be endorsed by motion or resolution by the local municipal government.

This year SAIL requests capital for a replacement ADA vehicle for its SAIL/ORCA program. The request is for $95,700.
JCTC made a recommendation to the CBJ Public Works and Facilities Committee (PWFC) to make the replacement ADA vehicle for the SAIL/ORCA program the top priority for the grant program.

The PWFC, at their September 8, 2025, regular meeting, voted to forward a Resolution of support for the SAIL application to the full Assembly.

Upon approval, the resolution would serve as an addendum to the CBJ 2020 Juneau Coordinated Human Services Transportation Plan.

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.
Marijuana License — Renewal
Licensee: Alaskan Coffee Pot LLC d/b/a Alaskan Coffee Pot
License Type: Retail Marijuana Store License: #25190 Location: 159 S. Franklin St. Juneau AK 99801

Clerk Note: The CBJ Finance Department has removed their protest because the licensee has paid their account balance in full. This item was moved from New Business to the Consent Agenda.

D) Bid Awards

1) Bid Award - Statter Harbor Breakwater Geotechnical Investigation (DH26-007)

Bids opened for the subject project [DH26-007] on October 28, 2025. The bid protest period expired at 4:30 p.m. October 29, 2025. Results of the bid opening are:

BIDDERS	BASE BID	ADDITIVE ITEMS	TOTAL BID
Discovery Drilling Inc.	$557,110	$882,868	$1,439,978
Engineer Estimate	$680,000	$1,444,000	$2,124,000

This contract is in support of the US Army Corps of Engineer's feasibility engineering study to replace the existing Statter Harbor breakwater. The project requires a qualified geotechnical driller to collect subsurface soils to depths of 100 feet below mudline in 150 feet of water in Auke Bay. The Contractor is to provide geotechnical drilling and sampling equipment for 2 borings in the base bid with the additive items providing the option of up to 6 borings in total.
The Docks & Harbors Board reviewed and recommended bid award at its October 30, 2025 regular Board meeting.

The City Manager recommends the Assembly approve DH26-007 (Statter Harbor Breakwater Geotechnical Investigation) award to Discovery Drilling Inc. for $1,439,978. Funding is provided by Harbors Enterprise.

E) Transfers

1) Transfer Request 2605 A Transfer of $2,360,000 from Various CIPs to CIP R72-187 Blackerby Subdivision Reconstruction.

This request would transfer $2,360,000 from various CIPs to a new CIP Blackerby Subdivision. The waterline in the subdivision is severely corroded and has the potential for catastrophic failure. The line has a significant repair history, most recently experiencing two breaks in a one-week period in October. This transfer would provide for the replacement of the failing waterline while simultaneously rebuilding the aged roadway infrastructure. Due to the severity of this project, the goal is to begin work in the spring. All other projects transferring funds will retain sufficient funding for currently scheduled project work.

The Public Works and Facilities Committee reviewed this request at its November 3, 2025 meeting.

The Manager recommends approval of this transfer.

I. PUBLIC HEARING

1. Ordinance 2025-13(c) An Ordinance Amending the Election Procedures: Ranked Choice Voting.

Assemblymember Adkison proposed this ordinance to implement ranked choice voting for CBJ elections. If passed, ranked choice voting would apply to single-member races beginning with the October 6, 2026 municipal election. This ordinance was reviewed by the Assembly Human Resources Committee at its March 3rd meeting and forwarded to the Assembly Committee of the Whole. The Committee of the Whole discussed Ordinance 2025-13 at its June 2nd and August 4th meetings and forwarded it to the June 9th Regular Assembly meeting for introduction. Public testimony was taken at the July 28th Regular Assembly meeting and again at the August 18th Regular Assembly meeting, where Ordinance 2025-13(c) was set for additional public hearing and final action by the Assembly at its November 17th Regular meeting.

The Systemic Racism Review Committee reviewed this ordinance at its July 15, 2025 meeting.

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

2. 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 Systemic Racism Review Committee reviewed this ordinance at the October 28, 2025, meeting.

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

3. **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 Systemic Racism Review Committee reviewed this ordinance at the October 28, 2025, meeting.

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

4. **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 Systemic Racism Review Committee reviewed this ordinance at the October 28, 2025, meeting.

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

J. UNFINISHED BUSINESS

K. NEW BUSINESS

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

There are **9** 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

P. SUPPLEMENTAL MATERIALS

1. October 27, 2025 Regular Assembly (Reorg) 2025-19 Minutes - Draft

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.

Presented by: The Manager
Presented: 11/17/2025
Drafted by: Law Department

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-43

An Ordinance Authorizing the Manager to Lease an 8.0 Acre Fraction of the Parcel of Land near 10020 Crazy Horse Drive at a Reduced Rate to Juneau Animal Rescue for the Purpose of Operating an Animal Shelter.

WHEREAS, Juneau Animal Rescue ("JAR"), a non-profit organization, provides animal welfare and shelter for stray, abandoned, and surrendered pets throughout Juneau, Alaska; and

WHEREAS, JAR has been operating a facility on their privately-owned land at 7705 Glacier Highway since 1984; and

WHEREAS, JAR urgently seeks a location to construct a new shelter to meet the needs of the community; and

WHEREAS, JAR requests to lease roughly 8 acres of City and Borough of Juneau land at the end of Crazy Horse Drive, a fraction of U.S. Survey 1041, for the purpose of constructing and operating a new permanent shelter with areas for offices, public adoption, training/education, vehicle loading/unloading, animal isolation, animal housing, veterinary medical, and outside exercise; and

WHEREAS, JAR will be responsible for obtaining all of the necessary permits including those needed for filling any wetlands at this location; and

WHEREAS, CBJC 53.09.270(b) authorizes the lease of City and Borough of Juneau land "to a private, nonprofit corporation at less than the market value provided the disposal is approved by the assembly by ordinance, and the interest in land or resource is to be used solely for the purpose of providing a service to the public which is supplemental to a governmental service…"; and

WHEREAS, the Manager has determined that the annual market value for the entire 8.0 acres is $3,000 per month; and

WHEREAS, the Lands Housing and Economic Development Committee, at its meeting on January 27, 2025, passed a motion of support for the proposed lease to Juneau Animal Rescue; and

WHEREAS, the Assembly of the City and Borough of Juneau at its regular assembly meeting on July 28, 2025, passed a motion of support for the proposed lease to Juneau Animal Rescue pursuant to CBJC 53.09.260(a) and 53.09.270.

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

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

Section 2. Authorization. The Manager is authorized to lease a fraction of U.S. Survey 1041, comprising 8.0 acres, more or less, to Juneau Animal Rescue. The final lease shall be subject to the following essential terms and conditions:

(A) **Term.** The lease term shall be for a period of 35 years, but may be terminated by the CBJ if, for any period or periods totaling more than 18 months, the property is not used for the authorized purpose, or as otherwise authorized by the lease agreement.

(B) **Renewal Options.** The lease term shall be renewable for one additional thirty-five-year term. If the lease is terminated prior to the complete lease term, a new ordinance is required to lease the property.

(C) **Adjustment of Rental.** The rent shall not be adjusted during the lease term unless authorized by ordinance.

(D) **Use of Premises.** The leased premises shall be solely used for a non-profit animal shelter.

E) **Hold Harmless.** The lease agreement shall provide that Juneau Animal Rescue indemnify, defend, and hold harmless the City and Borough of Juneau, its officers, volunteers, and employees for any claim related to or arising out of Juneau Animal Rescue's use, operation, or maintenance of the leased premises.

(F) **Rent.** Pursuant to CBJC 53.09.270(b), rent shall be $10.00 per year for the entire 8.0 acres, an amount less than the fair market value. The Assembly finds that the proposed use is for the purpose of providing a service to the public which is supplemental to governmental service or is in lieu of a service which could or should reasonably be provided by the State or the City and Borough.

(G) **Other terms and conditions.** The Manager may include other lease terms and conditions as the Manager determines to be in the public interest.

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

Adopted this ________ day of ________________________, 2025.

Beth A. Weldon, Mayor

Attest:

Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager
Introduced: November 17, 2025
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2024-01(b)(BC)

An Ordinance Appropriating $1,316,554 to the Manager for the City and Borough of Juneau's Fiscal Year 2025 Operating Costs; Funding Provided by Various Sources.

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 $1,316,554 for the City and Borough of Juneau's fiscal year 2025 operating costs, distributed as follows:

Internal Service Funds:	
Risk Management	$ 1,298,432
Total Internal Service Funds	**$ 1,298,432**
Special Revenue Funds:	
Pandemic Response Fund	$ 14,077
Downtown Parking Fund	$ 2,510
Total Special Revenue Funds	**$ 16,587**
Capital Project Funds:	
Parks & Recreation Capital Projects	$ 1,535
Total Capital Project Funds	**$ 1,535**
Total Appropriation	**$ 1,316,554**

Section 3. Source of Funds

Risk Management Funds	$ 1,298,432
Pandemic Response Funds	$ 14,077
Downtown Parking Funds	$ 2,510
General Funds	$ 1,535
Total Source of Funds	**$ 1,316,554**

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

Adopted this ___ day of _________, 2025.

____
Beth A. Weldon, Mayor

Attest:

____
Breckan L. Hendricks, Municipal Clerk

(907) 586-0715
CDD_Admin@juneau.org
www.juneau.org/CDD
155 S. Seward Street • Juneau, AK 99801

DATE:	November 6, 2025
TO:	Beth Weldon, Mayor
BY:	Scott Ciambor, Planning Manager Community Development Department
THROUGH:	Katie Koester, AICP, City Manager
FILE NO.:	AME2019 001
PROPOSAL:	A Text Amendment to adopt the *Downtown Douglas / West Juneau Area Plan* as part of the CBJ Comprehensive Plan

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This memorandum provides details on the draft *Downtown Douglas / West Juneau Area Plan* planning process and includes attachments that provide a copy of the plan, Planning Commission notice of recommendation**,** agency comments, and public comments.

These materials and more can be found on the CDD website at: [CDD – NPC – Douglas – West Juneau – City and Borough of Juneau]

PURPOSE OF THE DOWNTOWN DOUGLAS / WEST JUNEAU PLAN

The Plan seeks to maintain the small town feel of Downtown Douglas, while enhancing connectivity to West Juneau and the greater community, and honoring the island's rich and diverse history and culture. The Plan provides a framework to guide the City and Borough of Juneau (CBJ) Assembly, departments, the Planning Commission, and other CBJ boards and commissions that will refer to this document to:

- Make informed decisions concerning future growth and development while maintaining a positive quality of life for residents; Plan for projects more efficiently;

- Assign appropriate resources to community needs;
- Identify needs for new or revised zoning and/or development regulations; and
- Identify infrastructure priorities.

The Plan also provides a framework to guide individuals, private companies, and other stakeholders when making investment and development decisions, and when questions affecting community development arise.

STEERING COMMITTEE, COMMUNITY ENGAGEMENT, AND PUBLIC INPUT

Most of this information is available on the Downtown Douglas / West Juneau Area Plan website.

- 2019: Assembly approved budget for Douglas area plan
- January 2020: Corvus Designs awarded contract for public visioning process
- February 2020: Planning Commission appointed 9 members to Steering Committee
- 2020-2023: COVID delays, public focus groups, Steering Committee meetings
- August 2024: Project work resumed
- December 2024: Planning Commission appointed 2 committee members to fill vacancies
- May 2025: Open House, online survey, and public comment period
- June 2025: Steering Committee considered public input, finalized draft Plan

PLANNING COMMISSION ACTION AND NOTICE OF RECOMMENDATION

With the draft *Downtown Douglas / West Juneau Area Plan* available, the Commission held the following public meetings on the topic:

- 7.22.2025: Introduction to draft *Downtown Douglas / West Juneau Area Plan*, continued to August 12, 2025, Planning Commission meeting; and

- 8.12.2025: Continued discussion of draft *Downtown Douglas / West Juneau Area Plan*.

Planning Commission Notice of Recommendation

At the 8.12.2025 Regular Meeting, the Commission provided the following recommendation to the Assembly:

> The Planning Commission, at its regular public meeting, adopted with amendments the analysis and findings listed in the attached memorandum dated July 14, 2025, and

recommended that the City and Borough Assembly adopt the Downtown Douglas/West Juneau Area Plan as an addendum to the CBJ Comprehensive Plan.

The Commission, concerned about clarity and ensuring historical context around the Alaska Native settlement in the area, made the following amendments:

- Plan p. 7: Delete the first paragraph under "Downtown Douglas. The current wording seems to indicate a historical record, but does not discuss Alaska Native stewardship.
- Plan p. 25: Delete Action C under Goal 4.2, as the transfer of Mayflower Island to DIA is underway and this goal was written prior to the Assembly's stated intent to transfer.
- Plan p. 27: Move content to follow "Equity" language on p. 4 to better reflect the equity discussion in the context of Alaska Native land use.
- Plan p. 29: Delete Goal 5.3 and Action A to ensure these parcels are treated the same as any parcel in the CBJ in terms of land use and regulation.
- Appendices: Delete four "Steering Committee Mapping Exercise" maps.
- Appendices: Move Traffic Calming graphics to follow p. 11, Goal 1.2, and remove street names.

LANDS, HOUSING, AND ECONOMIC DEVELOPMENT COMMITTEE
On November 3, 2025, the Assembly Lands, Housing, and Economic Development Committee discussed the recommendations and favorably moved the Downtown Douglas / West Juneau Area Plan to the full Assembly for consideration and adoption into the Comprehensive Plan.

STAFF RECOMMENDATION
Staff recommends the Assembly adopt an Ordinance amending the Comprehensive Plan by adopting the Downtown Douglas / West Juneau Area Plan with recommended changes.

ATTACHMENTS
- Attachment: Planning Commission Notice of Recommendation with Draft DD/WJ Plan, Agency Comments, and Public Comments (link)

Presented by: The Manager
Presented: 11/17/2025
Drafted by: Law Department

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-42

An Ordinance Amending the Comprehensive Plan by Adopting the Downtown Douglas/West Juneau Area Plan.

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

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

Section 2. Amendment of Section. CBJC 49.05.200, Comprehensive plan, is amended to read:

49.05.200 Comprehensive plan.

***

(b) The comprehensive plan adopted by the assembly by ordinance contains the policies that guide and direct public and private land use activities in the City and Borough. The implementation of such policies includes the adoption of ordinances in this title. Where there is a conflict between the Comprehensive Plan and any ordinance adopted under or pursuant to this title, such ordinance shall take precedence over the Comprehensive Plan.

(1) *Plan adopted.* There is adopted as the Comprehensive Plan of the City and Borough of Juneau, that publication titled The Comprehensive Plan of the City and Borough of Juneau, Alaska, 2013 Update, including the following additions:

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(O) Lemon Creek Area Plan, dated December 18, 2017; ~~and~~

(P) Blueprint Downtown Area Plan, dated January 6, 2025~~.~~; and

(Q) Downtown Douglas/West Juneau, dated December 15, 2025.

***

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

Adopted this ________ day of ________________________, 2025.

____
Beth A. Weldon, Mayor

Attest:

____
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager
Presented: 11/17/2025
Drafted by: Law Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 4031

A Resolution Supporting the Juneau Coordinated Transportation Coalition's Prioritization of Projects for Grant Funding by the Alaska Department of Transportation & Public Facilities.

WHEREAS, the City and Borough adopted the 2020 Juneau Coordinated Human Services Transportation Plan, to identify available transportation services and to lay out strategies to address gaps in transportation services provided to the elderly, individuals who have disabilities, or individuals who qualify as low-income and use public transportation for traveling to and from work; and

WHEREAS, the Alaska Department of Transportation & Public Facilities makes available grant funding for mobility projects; and

WHEREAS, in order to be considered for grant funding, each community must prioritize its projects and that priority list must be endorsed by the local government; and

WHEREAS, the Juneau Coordinated Transportation Coalition is a coalition of community partners working to improve the effectiveness and efficiency of transportation in Juneau; and

WHEREAS, one of the Juneau Coordinated Transportation Coalition's main roles is to rank funding requests from member agencies proposing transportation and mobility projects and submit those recommendations to the Assembly; and

WHEREAS, the Juneau Coordinated Transportation Coalition and related agency representatives held a regular Juneau Coordinated Transportation Coalition meeting on August 28, 2025, and voted on the priority list for FY2025 Alaska Department of Transportation Human Services Transportation Service Grant funding as follows:

1. SAIL Replacement ADA Vehicle for SAIL/ORCA Program Participants.

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

Section 1. The City and Borough endorses the following prioritized list to be considered for Alaska Department of Transportation and Public Facilities grant funding:

1. SAIL Replacement ADA Vehicle for SAIL/ORCA Program Participants.

Section 2. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this _______ day of _______________________, 2025.

____
Beth AWeldon, Mayor

Attest:

____
Breckan L. Hendricks, 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

October 8, 2025

Licensee: Alaskan Coffee Pot, LLC.
DBA: Alaskan Coffee Pot
VIA email: joe_acp@hotmail.com
Local Government: Juneau (City and Borough of)
Via Email: di.cathcart@juneau.gov; city.clerk@juneau.gov; mcb_notice@juneau.org
Community Council:
Via Email:

BCC: amco.admin@alaska.gov

Re: Retail Marijuana Store License Combined Renewal Notice

License Number:	#25190
License Type:	Retail Marijuana Store
Licensee:	Alaskan Coffee Pot, LLC.
Doing Business As:	Alaskan Coffee Pot
Physical Address:	2219 Dunn St. Juneau, AK 99801
Designated Licensee:	Joe Markey
Phone Number:	907-723-5312
Email Address:	joe_acp@hotmail.com

☒ **License Renewal Application** ☐ **Endorsement Renewal Application**

Dear Licensee:

After reviewing your renewal documents, AMCO staff has deemed the application complete for the purposes of 3 AAC 306.035(c).

Your application will now be sent electronically, in its entirety, to your local government, your community council (if your proposed premises is in Anchorage or certain locations in the Mat-Su Borough), and to any non-profit agencies who have requested notification of applications. The local government has 60 days to protest your application per 3 AAC 306.060.

At the May 15, 2017 Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications. However, the board is required to consider this application independently if you have been issued any notices of violation for this license, if your local government protests this application, or if a public objection to this application is received within 30 days of this notice under 3 AAC 306.065.

If AMCO staff determines that your application requires independent board consideration for any reason, you will be sent an email notification regarding your mandatory board appearance. Upon final approval, your 2025/2026 license will be provided to you during your annual inspection. If our office determines that an inspection is not necessary, the license will be mailed to you at the mailing address on file for your establishment.

Please feel free to contact us through the marijuana.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(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.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. 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 license renewal, 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.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

Kevin Richard, Director
907-269-0350

Presented by:	The Manager
Introduced:	November 17, 2025
Drafted by:	Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU, ALASKA

SERIAL NUMBER T-2605

It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that $2,360,000 be transferred:

From: CIP

R72-165	Dudley Street (Loop Rd to End)	$	(750,000)
R72-183	Nowell Avenue Sewer Infrastructure	$	(720,000)
R72-169	10th, F, W. 8th Streets Reconstruction	$	(400,000)
R72-167	Dogwood Lane	$	(220,000)
R72-162	Crow Hill Surface and Utility Rehabilitation	$	(150,000)
R72-175	Eyelet Court Improvements	$	(120,000)

To: CIP

R72-187	Blackerby Subdivision Reconstruction	$	2,360,000

The $2,360,000 consists of:

General Sales Tax	$	2,360,000

Moved and Approved this______________day of ________________, 2025.

____

Katie Koester, City Manager

Attest:

____

Breckan L. Hendricks, Municipal Clerk

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

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-13(c)

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

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

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

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

Chapter 29.07 ELECTION PROCEDURES

***

<u>29.07.155 General procedures for ballot count, ranked choice voting.</u>

<u>(a) All regular or special CBJ elections for single-member races shall be conducted by ranked-choice voting.</u>

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

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

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

(c) When counting ballots,

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

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

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

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

(e) In this section,

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

(2) “Inactive ballot” means a ballot that is no longer tabulated, either in whole or in part, because it does not rank any continuing candidate, contains an overvote at

the highest continuing ranking, or contains two or more sequential skipped rankings before its highest continuing ranking;

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

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

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

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

***

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

Adopted this ________ day of ______________________, 2025.

____
Beth A. Weldon, Mayor

Attest:

____
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager
Presented: 10/27/2025
Drafted by: Law Department

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 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.

WHEREAS, in 1975 and 1983, the federal Land and Water Conservation Funds were used to develop Eaglecrest Ski Area, which imposed permanent restrictions prohibiting conversion of any property interest, like a lease, to private use, *see* 54 U.S.C.A. § 200305(f)(3); 36 C.F.R. § 59.3; LWCF Financial Assistance Manual at page 103 (3/11/2021); and

WHEREAS, the CBJ Charter allows the Assembly to authorize franchises by ordinance, CBJ Charter 5.2(c); and

WHEREAS, Black's Law Dictionary defines franchise as "To grant (to another) the sole right of engaging in a certain business or in a business using a particular trademark in a certain area"; and

WHEREAS, the Eaglecrest Ski Area solicited statements of interest from local companies for Eaglecrest Ski Area Summer Development and only received one response to develop the Zipline activity from the current Permittee, Alaska Rainforest Sanctuary, LLC, dba Kawanti Adventures due to the specialized nature of the activity and infrastructure required; and

WHEREAS, in 2023, Eaglecrest entered into an annually renewable franchise agreement with Alaska Rainforest Sanctuary, LLC, dba Kawanti Adventures as set forth in Ordinance 2023-22; and

WHEREAS, in 2025 Alaska Rainforest Sanctuary, LLC, dba Kawanti Adventures expressed interest in a long-term partnership with the CBJ and Eaglecrest Ski Area; and

WHEREAS, Alaska Rainforest Sanctuary, LLC, dba Kawanti Adventures continues to work closely with Eaglecrest during the planning and construction of the lower terminal and gondola; and

WHEREAS, Alaska Rainforest Sanctuary, LLC, dba Kawanti Adventures intends to close for the 2026 season to update their facilities, with the intention of providing visitors with an improved experience in 2027; and

WHEREAS, it is in the best interests of Eaglecrest and Alaska Rainforest Sanctuary, LLC, dba Kawanti Adventures to provide a longer-term franchise and permit so that improvements can be realized; and

WHEREAS, the following franchise authorization is in the best interest of the public.

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. Franchise Terms. The franchise with Alaska Rainforest Sanctuary, LLC dba Kawanti Adventures (Permittee) is subject to the following essential terms:

(a) **Application of 11 CBJAC 07, Commercial Use of Eaglecrest Ski Area.** The provisions of 11 CBJAC 07.010-100 apply to this franchise and permit authorization except for the annual permit renewal provisions which are modified in section (b) below. The terms of the five-year permit will be as set forth below. If the provisions of 11 CBJAC 07 are in conflict with a provision of this ordinance, the ordinance takes precedent.

(b) **Term.** The initial franchise and permit term is five years, beginning November 1, 2025, and ending October 31, 2030. Permittee may request to renew this franchise and permit authorization for one additional five year term by sending written notice to the Ski Area Manager by 30 days prior to expiration, which shall be granted so long as the Permittee is in good standing and a renewal is in the best interest of Eaglecrest Ski Area as determined by the Board of Directors.

(c) **Authorized location.** Permittee is authorized to use that portion of Eaglecrest Ski Area that begins approximately 50 yards west of the base of the Ptarmigan Chairlift and ends approximately 150 yards southeast of the Base Lodge at Eaglecrest for the purposes of operating the existing Alaska Rainforest Sanctuary Canopy Tour. The Tour consists of a series of platforms in trees connected by ½ inch steel cable and constructed in conformance with the Association for Challenge Course Technology (ACCT) guidelines. Any subsequent alterations, repairs, and/or improvements shall also conform to these guidelines, as applicable. Permittee also is authorized, upon application to and approval by the Ski Area Manager, to construct additional platforms and cables to expand or add to the Canopy Tour in other suitable trees. Permittee also is authorized, upon application to and approval by the Ski Area Manager, to conduct additional tours or operations on the permitted premises, provided that such tours and operations comply with the applicable conditions of this permit. Permittee is also authorized to construct and use an entry and exit path to and from the Canopy Tour location.

(1) **Facilities and restrooms.** During construction and operations, as applicable, Permittee is authorized to use the following for the purpose of supporting the Canopy tour:

a. Use of Eaglecrest's parking lot for Permittee vehicles and Permittee's employee and customer vehicles.

b. Use of a designated passenger drop-off and pick-up zone near Eaglecrest Lodge.
c. Use of the lodge's public restrooms.
d. Exclusive use of the Porcupine Lodge main entrance foyer, restroom facilities, rental shop area as well as the slope side entrance and foyer during the Canopy Tour operating season. Shared use of the Porcupine Lodge boardroom sink and hot water will also be allowed during the Canopy Tour operating season.
e. Use of Eaglecrest-provided internet communications, heat, hot water, sink for washing dishes, storage space, and electricity reasonably adequate to meet Permittee's needs.

(d) **Revocation.** This franchise and permit authorization is revocable upon violation of any of terms of this ordinance or upon failure to comply with other applicable permits, laws, and regulations. This franchise authorization will be revoked for nonperformance in the event that the business does not operate for a summer season without prior written approval from CBJ.

(e) **Compliance with other laws and regulations.** Permittee shall comply with all applicable City and Borough of Juneau, State of Alaska, and federal permits, laws and regulations. Permittee shall ensure compliance and is responsible with this franchise authorization by Permittee's agents, employees, customers, and guests.

(f) **Insurance.** Permittee shall maintain insurance for the risk and the amounts specified below, and shall supply the CBJ Risk Manager—who may modify these requirements on an annual basis when in the best interest of the CBJ—with current certificates of insurance:

(i) $4,000,000 in commercial general liability insurance (aggregate) and $2,000,000 (per occurrence), naming the CBJ as additional insured.
(ii) Comprehensive Automobile Liability Insurance. The coverage shall include all owned, hired, and non-owned vehicles to a one million dollar ($1,000,000) combined single limit coverage, naming the CBJ as additional insured.
(iii) Workers compensation insurance, if there are any employees. The policy must include employer's liability coverage of $1,000,000 per injury and illness, and $1,000,000 policy limits. This policy shall be endorsed to waive subrogation against CBJ.
(iv) Property insurance. Against all risks of loss to any tenant improvements or betterments, at full replacement cost with no coinsurance penalty provision.

(g) **Primary coverage.** For any claims related to this contract, the Permittee's insurance coverage shall be primary and non-contributory as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers shall be excess of the Permittee's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

(h) **Indemnity.** Permittee agrees to indemnify, defend, and hold harmless the City and Borough of Juneau from any and all claims for injury and damage to persons or property related to or arising out of the Permittee's activities unless such injury or damage is caused by the gross negligence of the City and Borough of Juneau, its agents, employees, officers, or anyone acting on its behalf.

(i) **Hours of operation and group size**. Permittee is authorized to operate a maximum of 20 tours per day, seven days a week. Any change in the number of tours must be approved by the Ski Area Manager.

(j) **General permit fees.** Permittee shall pay CBJ an annual permit fee in the amount of eight per centum (8%) of Permittee's annual gross revenues for the annual permit period ending September 30. For purposes of this paragraph, "gross revenues" are defined as the total amount of sales invoiced by Permittee pursuant to this permit. Gross revenues do not include sales taxes or any royalties or commissions, or similar fees or charges, allowed or remitted by Permittee to any tour brokers, agents, or cruise ship companies.

(k) **Fees charged by Permittee.** Pursuant to 11 CBJAC 07.040(b)(3)(A), Permittee must submit to the Ski Area Manager a schedule of fees and charges to customers prior to the beginning of each summer operating season.

(l) **Monthly revenue reports**. Permittee must submit to the Ski Area Manager a complete revenue report detailing the gross revenues for each month of operation. Reports are due on or before the last day of the following month. (For example, the February 2027 report will be due on or before March 31, 2027). Reports shall contain a breakdown of the gross receipts by the activity which produced such receipts.

(m) **Audit and inspection of records.** The CBJ may once per annual term cause an audit of Permittee's gross revenues to be made by a Certified Public Accountant of the CBJ Finance Director's selection or a CBJ auditor. If the audit reports that less gross revenues were reported by the Permittee in a given year period than were actually received, Permittee shall bear the cost of the audit and remit the amount of the underpayment to the Eaglecrest Ski Area. Otherwise, the Eaglecrest Ski Area shall bear the cost of the audit. The Eaglecrest Ski Area shall have the right at all reasonable times during the term of this franchise authorization, upon 10 days written notice, to inspect, review, and copy, records of Permittee that are necessary to verify Permittee's compliance with its fee obligations.

(n) **Ownership, maintenance, and removal of improvements.** All improvements installed by Permittee are the property of Permittee. Permittee shall keep Permittee's improvements in neat, clean, sanitary and safe condition. Permittee must remove improvements on or before the date of permit expiration, or within 30 days after permit termination. At any time during the term of this franchise authorization, upon Permittee's consent, Eaglecrest Ski Area may purchase the improvements or consent to allow improvements to remain on site after expiration or termination.

(o) **Taxes and impositions.** During the term of this franchise and permit authorization, Permittee shall pay all CBJ taxes which may be imposed or assessed, including tax on sales and services and business personal property. Nothing in the preceding sentence shall affect Permittee's legal rights to appeal any tax imposed or assessed on it by CBJ.

(p) **Permit transfer.** Pursuant to 11 CBJAC 07.030(e), business may only be conducted under this franchise authorization by Alaska Rainforest Sanctuary, LLC dba Kawanti Adventures and this franchise authorization and permit may not be sold, assigned, leased, rented, mortgaged or otherwise transferred unless Permittee's entire business interest in Alaska Rainforest Sanctuary, LLC is transferred to another party. The Permittee or the transferee shall submit a written application which shall be approved if application satisfies all of the reasonable requirements applicable to an original application. No credit will be given to the transferee for any permit payments made to CBJ by the Permittee.

(q) **General operating requirements.** Pursuant to 11 CBJAC 07.080(b), Permittee is responsible to the CBJ for their actions and those of agents, employees, and customers while engaged in franchise authorization activities, and the following operating requirements apply to the permit unless otherwise addressed:

- (i) Signs may be posted in accordance with CBJC 49.45 *et. seq*. and with the Ski Area Manager's written permission and Board of Director approval, which must not be unreasonably withheld.
- (ii) The Permittee must promptly notify the Ski Area Manager of any accident, injury, or claim relating to the franchise activity.
- (iii) Permittee shall promptly dispose of all litter found on and near the authorized location.
- (iv) All vehicles under the control of the Permittee shall be lawfully operated and parked while the Permittee is engaging in franchise activities. The Permittee is responsible for following all parking restrictions and requirements.

(r) **Casualty.** Should the authorized location be destroyed or so badly damaged by fire or other casualty during the initial term or any renewal term of this franchise authorization making the premises unusable for the intended purposes, the franchise authorization is terminated.

(s) **Permittee's confidential information.** The parties acknowledge that as a result of Permittee's operations under this franchise authorization, CBJ may acquire information regarding Permittee's business that may be protected as confidential under state or CBJ law. Permittee acknowledges and understands that the CBJ is subject to the Alaska Public Records Act (A.S. 40.25.120) and that all documents received, owned, or controlled by the CBJ in relation to this franchise authorization must be made available for the public to inspect upon request, unless an exception applies. It is Permittee's sole responsibility to clearly identify any documents Permittee believes are exempt from disclosure under the Public Records Act by clearly marking such documents "Confidential." Should the CBJ receive a request for records under the Public Records Act applicable to any document marked "Confidential" by Permittee, the CBJ will notify Permittee as soon as practicable prior to making any disclosure. Permittee acknowledges it has five (5) calendar days after receipt of notice to notify the CBJ of its objection to any disclosure, and to file any action with any competent court Permittee deems necessary in order to protect its interests. Should Permittee fail to notify the CBJ of its objection or to file suit, Permittee shall hold the CBJ harmless of any damages incurred by Permittee as a result of the CBJ disclosing any of Permittee's documents in the CBJ's possession. Additionally, Permittee may not promise confidentiality to any third party on behalf of the CBJ, without first obtaining express written approval by the CBJ.

(t) **Choice of law, jurisdiction.** The Superior Court for the State of Alaska, First Judicial District at Juneau, Alaska shall be the exclusive jurisdiction for any action of any kind and any nature arising out of or related to a franchise agreement. Venue for trial in any action shall be in Juneau, Alaska. The laws of the State of Alaska shall govern the rights and obligations of the parties. Permittee specifically waives any right or opportunity to request a change of venue for trial pursuant to A.S. 22.10.040.

(u) **Other terms.** The Eaglecrest Ski Area may add additional terms that are in the best interest of the City and Borough of Juneau.

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

Adopted this ___ day of November, 2025.

____

Beth A. Weldon, Mayor

Attest:

____

Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager
Introduced: October 27, 2025
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 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.

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 $320,200 for the Wetlands Rescue Vehicle Capital Improvement Project (A50-118).

Section 3. Source of Funds

Federal Aviation Administration	$ 300,200
Airport Capital Reserve Funds	$ 20,000

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

Adopted this ________ day of ____________, 2025.

____
Beth A. Weldon, Mayor

Attest:

____
Breckan L. Hendricks, Municipal Clerk

Presented by: The Manager
Introduced: October 27, 2025
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 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.

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 $1,097,875 for the Motor Grader and Vacuum Truck Capital Improvement Project (A50-119).

Section 3. Source of Funds

Federal Aviation Administration	$ 1,037,875
Airport Capital Reserve Funds	$ 60,000

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

Adopted this ________ day of ____________, 2025.

____
Beth A. Weldon, Mayor

Attest:

____
Breckan L. Hendricks, Municipal Clerk

2025 4th Late File Exemption List to the Assembly

Late File Senior & Disabled Veteran Exemptions:

Name	**Parcel Number**	**Property Address**
Rodolfo Estigoy	5B1301122480	6590 Glacier Hwy Sp 248
Harvey Giles	5B2501600081	4384 Taku Blvd
Vivianne Louie	4B2301080060	3610 Spartan St
Marlyn Olson	2D050K030120	2300 Old Lawson Creek Rd
Dale Sams	8B3701010160	19150 Bonnie Pl

Late File Senior & Disabled Veteran Hardship Exemptions:

Name	**Parcel Number**	**Property Address**
Patricia Harris	4B2001050011	925 Fritz Cove Rd
Tamara Mulick	3B3901000090	22891 Glacier Hwy
Kathryn Polk	5B2501210180	3821 Autumn Ct
Beth Potter	1C040A120070	621 East St

ASSEMBLY MINUTES 2025-19
DRAFT - MINUTES
October 27, 2025 at 6:00 PM

Centennial Hall Ballroom #3/Zoom Webinar

MEETING NO. 2025-19: The Regular Meeting of the City and Borough of Juneau Assembly was called to order at 7:02 p.m. by Mayor Weldon. The meeting was conducted as a hybrid format, allowing for both in-person attendance and virtual participation via Zoom webinar

A. FLAG SALUTE – Led by Deputy Mayor Smith

B. LAND ACKNOWLEDGEMENT – Led by Ms. Hall

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

C. ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Deputy Mayor Greg Smith Assemblymembers Alicia Hughes-Skandijs, Christine Woll, Paul R. Kelly (Zoom), Ella Adkison, Neil Steininger, and Maureen Hall.

Assemblymembers Absent: None

Staff Present: Deputy Manager Robert Barr, City Attorney Emily Wright, Municipal Clerk Breckan Hendricks, Emergency Programs Manager/Incident Commander Ryan O'Shaughnessy, and Finance Director Angie Flick.

D. SPECIAL ORDER OF BUSINESS

1. Introduction of Exchange Students

Mayor Weldon introduced Rotary and AFS exchange students. The Rotary Youth Exchange Officer, Mr. DeWitt, reported that two Rotary exchange students, Gabriele from Italy and Yvan from France, were unable to attend because they were traveling to Project Amigo in Colima, Mexico, where they are participating in a service program supporting the education of children of migrant farm workers. Three AFS exchange students then spoke. Rey from Indonesia, Tullitsiaq from Greenland, and Daniel from Spain, each introducing themselves and sharing their favorite American foods.

2. <u>ASSEMBLY REORGANIZATION</u>

Swearing in of New Assemblymembers

City Attorney Wright administered the oath of office to newly elected Assemblymember Nathaniel “Nano” Brooks and to returning Assemblymembers Greg Smith and Ella Adkison.

ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Deputy Mayor Greg Smith Assemblymembers Alicia Hughes-Skandijs, Christine Woll, Paul R. Kelly (Zoom), Ella Adkison, Neil Steininger, Maureen Hall, and Nano Brooks.

Assemblymembers Absent: None

Election of Deputy Mayor

NOMINATION by Ms. Hughes-Skandijs to elect Greg Smith as the Deputy Mayor and asked for unanimous consent. ***Hearing no objection, Mr. Smith was elected Deputy Mayor by unanimous consent***.

Seat Reorganization

Assemblymembers selected their seats for the upcoming term in order of seniority, with each making their preferred seating choice.

E. APPROVAL OF MINUTES

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

MOTION by Mr. Kelly to approve the September 22, 2025 Assembly meeting minutes and asked for unanimous consent. ***Hearing no objection, the motion passed by unanimous consent***

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.

MOTION** by Deputy Mayor Smith to remove Ordinance #2025-01(b)(M). **Hearing no objection, the motion passed by unanimous consent, and Public Hearing Item 4 was removed from the agenda.

Mr. Barr noted that the outstanding sales tax issue for El Sombrero's liquor license renewal had been resolved and advised that the item be moved from New Business to the Consent Agenda with a recommendation of no protest.

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.)

Carol Bookless, a Douglas resident, said Telephone Hill reflects Juneau's housing crisis, noting CBJ owns enough residential land for everyone to have a second house, criticized undervaluation of properties, and called high-density development unrealistic.

Tony Tangs, a downtown Juneau resident, criticized the lack of public input and the missing "do-nothing" option promised in planning.

Joe Carson, a Telephone Hill resident, presented a petition from 847 people urging a pause on evictions and demolition until a credible plan exists.

Mary Alice McKean, a downtown Juneau resident, called the city's plan for 150 units unrealistic due to no geotechnical analysis, high costs, and better alternative sites.

Larry Talley, a downtown flats resident, warned demolition would destroy 15 housing units, worsening Juneau's housing crisis and cited expensive redevelopment.

Joshua Adams said private renovation, not government projects, should preserve homes and urged regulating short-term rentals to add housing.

Jackie Farnsworth, a Douglas Harbor resident, stressed Telephone Hill's historic value, including an 1882 house and potential historic district eligibility.

Paige Bridges, a Carroll Way resident, urged a Section 106 historic review before evictions, warning bypassing it could lead to litigation, and suggested allowing tenants to buy homes.

Kim Metcalfe, a Gold Street resident, recommended halting demolition and selling homes as-is to tenants, redirecting the $5–9M demolition budget to public services.

Bruce Simonson, a Star Hill resident, criticized the rushed process, called Telephone Hill a community asset, and advocated a multi-stakeholder preservation plan.

Caitlin Riley, a downtown Juneau resident, opposed demolition without secured contractors, realistic costs, or guaranteed affordable housing, and stressed historic value.

Michael Busey, a downtown Juneau resident, highlighted emotional impact on long-term families and urged the Assembly to clarify plans before proceeding.

Susan Clark, a downtown Juneau resident, pointed out financial mismanagement and escalating costs, and suggested selling homes instead of demolition.

Skip Gray, a Twin Lakes resident, emphasized the neighborhood's historic and aesthetic value and lack of comparable sites in Juneau.

Nancy Spear, a Fritz Cove resident, questioned future residential availability amid many Airbnbs and urged caution before demolition.

Paul Burke, a (Telephone) Hill resident, focused on eviction's emotional toll and proposed a historic museum to preserve the site and attract tourism.

H. CONSENT AGENDA

1. **Public Request for Consent Agenda Changes Other Than Ordinances for Introduction** - None

2. **Assembly Request for Consent Agenda Changes** - None

3. **Assembly Action**

   <u>**MOTION**</u> by Deputy Mayor Smith to adopt the consent agenda as amended. ***Hearing no objection, the motion was adopted by unanimous consent***

   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
Tranfer 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 theSeptember 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.

Public Comment – None

Assembly Action

MOTION by Ms. Hughes-Skandijs to adopt Ordinance 2025-01(b)(E) An Ordinance Transferring $3,500,000 from CIP H51-113 Waterfront Seawalk to P41-105 Marine Park Improvements.

OBJECTION by Ms. Woll to the project due to the high cost, suggesting it could be done incrementally. Mayor Weldon questioned whether the $10 million project cost had changed. Deputy City Manager Barr and Director Verelli confirmed the cost had not changed, noting the high cost was due to constructing the stage over water. Mayor Weldon maintained his objection, citing the project's large price tag.

Roll Call Vote on Ordinance 2025-01(b)(E)

Yeas: Hughes-Skandijs, Adkison, Steininger, Kelly, Smith

Nays: Woll, Hall, Brooks, Weldon

Motion passed: 5 Yeas, 4 Nays

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.

Public Comment – None

Assembly Action

MOTION by Ms. Woll to adopt Ordinance Resolution 4030 A Resolution Amending the Title of Ordinance 2025-01(b)(E). ***Hearing no objection, the motion passed by unanimous consent.***

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.

Public Comment – None

Assembly Action

MOTION by Mr. Brooks to adopt 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. ***Hearing no objection, the motion passed by unanimous consent.***

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.

Public Comment – None

Assembly Action

Ms. Hall and Mr. Steininger declared their affiliations with St. Vincent de Paul. Both stated, after consulting the City Attorney, that their participation did not constitute a personal or financial conflict, and they did not recuse.

MOTION by Ms. Adkison to adopt 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. ***Hearing no objection, the motion passed by unanimous consent.***

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.

[Clerk Note: Public Hearing Item #4 was removed during Manager Request for Agenda Changes]

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.

Public Comment – None

Assembly Action

MOTION by Mr. Steininger to adopt Ordinance 2025-29 An Ordinance Amending City and Borough of Juneau Code Relating to Reports of Outside Employment by Borough Employees. ***Hearing no objection, the motion passed by unanimous consent.***

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.

Public Comment – None

Assembly Action

MOTION by Ms. Hall to adopt 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. ***Hearing no objection, the motion passed by unanimous consent.***

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.

Public Comment – None

Assembly Action

Ms. Hall, Mr. Steininger, and Mr. Brooks declared their affiliations with St. Vincent de Paul. All stated, after consulting the City Attorney, that their participation did not constitute a personal or financial conflict, and they did not recuse.

MOTION by Mr. Kelly to adopt 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. **Hearing no objection, the motion passed by unanimous consent.**

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.

Public Comment – None

Assembly Action

<u>MOTION</u> by Deputy Mayor Smith to adopt 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. ***Hearing no objection, the motion passed by unanimous consent.***

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.

Public Comment – None

Assembly Action

<u>MOTION</u> by Ms. Hughes-Skandijs to adopt 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.

OBJECTION by Mr. Brooks for the purpose of a question. Mr. Brooks questioned whether the $15,000 funding was from the general fund or airport funds and whether FAA matching funds could apply. Airport Manager Andres Delgado confirmed the funds came from the airport capital reserve budget. Mayor Weldon also asked about the need for an elevator in the departure lounge. Mr. Delgado explained it allows ADA-compliant ground boarding without exiting the TSA-secured area. Mr. Brooks withdrew his objection after the explanation.

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

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 his 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.

Public Comment – None

Assembly Action

MOTION by Ms. Woll to adopt 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. ***Hearing no objection, the motion passed by unanimous consent.***

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.

Public Comment – None

Assembly Action

MOTION by Mr. Brooks to adopt Ordinance 2025-38 An Ordinance Amending Chapter 3.15, Special Offices, to Include Non-Departmental Office Designation. ***Hearing no objection, the motion passed by unanimous consent.***

J. UNFINISHED BUSINESS - None

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).*

[Clerk Note: Protest of Liquor License #816 was removed during Manager Request for Agenda Changes]

L. STAFF REPORTS

1. October 7, 2025 CBJ Municipal Election Report to the Assembly
Clerk Hendricks provided a statistics memo and answered questions regarding voter registration. She confirmed the ballot system prevents duplicate or fraudulent voting through barcodes, signature verification, and personal identifiers, noting that while the State of Alaska’s voter list may be extensive, there is no reason to believe this has led to any instances of voter fraud.

2. 2026 CBJ Assembly Meeting Calendar

Draft calendar for Assembly review and approval.

MOTION by Deputy Mayor Smith to adopt the calendar and requested unanimous consent. ***Hearing no objection, the motion passed by unanimous consent.***

M. ASSEMBLY REPORTS

1. **Mayor's Report**

Mayor Weldon provided the committee list.

<u>MOTION</u> by Deputy Mayor Smith to approve the 2025-2026 Assembly Committee and Liaison Appointments as presented and asked for unanimous consent. ***Hearing no objection, the motion was passed by unanimous consent.***

A) Visitor Industry Task Force 2.0 Charging Document

Mayor Weldon noted that the Visitor Industry Task Force item is being deferred for further review.

Mayor Weldon shared that her planned Washington, D.C. trip scheduled for December 4th was canceled due to the federal government shutdown, delaying discussions with NRCS regarding View Drive buyouts and other flood-related agency consultations until early 2026.

Mayor Weldon reminded the public of the upcoming Thursday, October 30th “All Things GLOF (Glacial Lake Outburst Flood)” meeting at 6:00 p.m. in Assembly Chambers.

2. **Committee, Liaison Reports, Assemblymember Comments and Questions**

Deputy Mayor Smith reported that the Committee of the Whole met on September 29 to hear presentations from Goldbelt on the Aaní project, from Chief Bos on JPD’s internal review, and on Coast Guard housing efforts, outburst-flood mitigation, and the marine park project approved earlier in the evening.

Ms. Woll reported that the next Finance Committee meeting would be held on November 5 to review ballot-initiative impacts and begin early budget discussions.

Ms. Hughes-Skandijs reported that the Public Works & Facilities Committee reviewed marine park pricing options and the legislative-priority process.

Ms. Adkison reported no recent Human Resources Committee meeting.

Ms. Hughes-Skandijs reported no liaison activity due to travel.

Ms. Woll noted the Planning Commission’s work on legislative-priority rankings and upcoming rezone items. She also highlighted UAS’s new in-state tuition policy and reiterated her priority for short-term rental regulation.

Ms. Adkison reported no liaison updates.

Mr. Steininger reported on Eaglecrest's gondola project updates, an upcoming board retreat, and Parks & Recreation capital-priority discussions.
Ms. Hall reported on the Juneau Commission on Aging and Juneau School District facilities issues, including the Dzantik'i Heeni playground fundraising effort.

Ms. Hughes-Skandijs added remarks welcoming Mr. Brooks and thanking former Assemblymember Bryson for his service.

Mr. Kelly reported on SEASWA (Southeast Alaska Solid Waste Authority) scheduling delays, leadership transitions within the Housing & Homelessness Coalition, and Travel Juneau updates, including postponement of the Visitor Industry Convention and a proposed tourism attraction seeking support.

Deputy Mayor Smith reported that Docks & Harbors continued work on capital priorities and marine-passenger fee proposals; JEDC will soon release new economic indicators; and Title 49 committee work has resumed, including review of Phase 1, Wave 2 and upcoming work on dimensional standards. He also summarized key elements of Phase 1, Wave 2 at Ms. Woll's request.

Deputy City Manager Barr introduced Marc Wheeler as the new Parks & Recreation Director. Director Wheeler offered brief remarks and expressed enthusiasm for the role.

3. **Presiding Officer Reports** - None

N. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None

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.

MOTION by Deputy Mayor Smith 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. ***Hearing no objection, the Assembly recessed into Executive Session at 8:47p.m.***

The Assembly came out of Executive Session at 9:15p.m.

MOTION by Ms. Adkison for City Manager Katie Koester, for the approval of a 3% COLA increase with a one-time $2,750 lump-sum payment, effective July 14, 2025, and a 3.5% merit increase effective September 8, 2025. This results in an annual salary of $228,384 retroactive to July 14, 2025, and $236,371.20 retroactive to September 8, 2025. She noted that the increases mirror those provided to unrepresented CBJ employees and are consistent with MEBA and unrepresented employees. ***Hearing no objection, the motion was passed by unanimous consent.***

<u>**MOTION**</u> by Ms. Adkison for City Attorney Emily Wright, for the approval of a 3% COLA wage increase effective on July 14, 2025, and a 7.75 merit increase effective on August 25th, 2025. This would make Ms. Wright's annual salary $193,648 retroactive to July 14th, 2025, and $208,665.60 through active to August 25th, 2025. She explained that the COLA aligns with unrepresented CBJ employees and MEBA, and the merit increase ensures Ms. Wright reaches the same compensation level as her predecessor at the time of his departure. ***Hearing no objection, the motion was passed by unanimous consent.***

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

There being no further business to come before the Assembly, the meeting adjourned at 9:17p.m.

Signed: _____________________________	Signed: __________________________
Breckan L. Hendricks,	Beth A. Weldon,
Municipal Clerk	Mayor