# THE CITY AND BOROUGH OF JUNEAU, ALASKA
## REGULAR ASSEMBLY MEETING
Meeting Minutes – January 25, 2021

**MEETING NO. 2021-04:** The Regular Meeting of the City and Borough of Juneau Assembly held virtually via Zoom webinar was called to order by Mayor Beth Weldon at 7:00p.m.

## I. ROLL CALL
**Assemblymembers Present:** Maria Gladziszewski, Wade Bryson, Loren Jones, Carole Triem, Alicia Hughes-Skandijs, Christine Woll, Greg Smith, Michelle Hale, and Mayor Beth Weldon.

**Assemblymembers Absent:** None.

**Staff Present:** City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, City Attorney Robert Palmer, Municipal Clerk Beth McEwen, Deputy Clerk Diane Cathcart

## II. SPECIAL ORDER OF BUSINESS
A. **Instruction for Public Participation**
Municipal Clerk McEwen explained the process for anyone from the public comment wishing to provide public testimony.

B. **Update on COVID-19 Vaccine Strategy by Alison Gottschlich, Public Health Nurse Manager, State of Alaska, Division of Public Health**
Ms. Cosgrove addressed the community's questions regarding vaccines and vaccine distribution. She introduced Alison Gottschlich, the Public Health Nurse Manager for Juneau's local Division of Public Health (DPH), and the team lead for the COVID-19 Vaccine Task Force.

Ms. Gottschlich provided an update on the vaccine rollout process, and said that Juneau has received 4,700 first doses of the vaccine, and 1,100 people who have received the two dosages. She said that DPH anticipates to receive more vaccines every month. Due to the limited number of available vaccines, vaccine rollout is being administered through a phased approach. There is a state allocation committee that reviews national recommendations for vaccine eligibility, and adapts those recommendations for Alaska's vaccine distribution. Alaska is currently in Phase 1b, Tier 1, which includes healthcare workers, those in long-term care facilities, and individuals over the age of 65 years old. The next phase will be Phase 1b, Tier 2 which will include essential workers who are over the age of 50 years old, as well as people living and working in congregate settings. Ms. Gottschlich said that there is not yet an anticipated date for when that tier will open.

Ms. Gottschlich shared that there is a local vaccine planning committee that is comprised of the Juneau Public Health Center, CBJ, BRH, CCTHA, SEARHC, and CCFR. Ms. Gottschlich said that they are all working together on coordinating local vaccine efforts. She described the general process for vaccine rollout as local providers submitting a survey to the Alaska Department of Health and Social Services that requests the amount of vaccines they want to receive; then the

Federal Government informing the AKDHSS on how many vaccines they will receive for the allocation for that month. AKDHSS then determines how they will disperse the vaccines to each Alaskan community, however this responsibility is being shifted to the local vaccine task force. As of right now, Ms. Gottschlich does not know how many vaccines will be included in the February allocation.

Ms. Gottschlich explained that there is a list of local providers on the CBJ Vaccine website and the State Vaccine website. The State has requested providers to update their vaccine eligibility information on the Vaccine websites every Wednesday, and she recommended those looking to get a vaccine to check the websites regularly.

Mr. Smith asked if Ms. Gottschlich could speak to vaccine safety and the reactions that people may have after receiving the vaccine. Ms. Gottschlich assured the public that the process in developing this vaccine was thorough, and DHSS is confident in the safety of the vaccine. She said that twenty-two million doses of this vaccine has been administered throughout the United States, and it is being closely monitored to ensure safety and efficiency. The CDC has reported 11 cases of anaphylactic shock per million doses. She added that anaphylaxis is a reaction that occurs almost immediately, and can be effectively treated with epinephrine.

Ms. Gladziszewski mentioned the difference between Federal Vaccine Regulations (which include those with pre-existing conditions) and State Vaccine Regulations (which do not include those with pre-existing conditions). She asked Ms. Gottschlich if the State would consider changing their vaccine allocation regulations, or is that regulation set until the next Tier opening. Ms. Gottschlich said that was a difficult question, and that the State has determined the allocation to those with pre-existing during the Tier 3 phase. She recommended those interested in the reasoning behind that decision to review the recent DHSS meeting minutes.

Mayor Weldon thanked Ms. Gottschlich for joining the Assembly meeting, and expressed appreciation for the information she provided.

## III. APPROVAL OF MINUTES

**A. January 15, 2020 Special Assembly Meeting with BRH Board Draft Minutes**
**B. June 24, 2020 Special Assembly Meeting #2020-33 Draft Minutes**
**C. October 1, 2020 Special Assembly Meeting #2020-43 Draft Minutes**
**D. November 23, 2020 Regular Assembly Meeting #2020-46 Draft Minutes**
**E. December 14, 2020 Regular Assembly Meeting #2020-47 Draft Minutes**
**F. December 15, 2020 Special Assembly Meeting #2020-48 Draft Minutes**

**MOTION** by Ms. Hale to approve the aforementioned Assembly meeting minutes.
*Hearing no objections, the minutes were approved with Unanimous Consent.*

## IV. MANAGER'S REQUEST FOR AGENDA CHANGES

None.

## V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Mary Ellefson and Tom Wagner, Juneau residents. Ms. Ellefson spoke as a member of the Glory Hall Board, and shared that the Glory Hall seeks to improve their efforts to provide food, shelter, and compassion to those in need. She provided a brief update on the new Glory Hall project, which she reported as proceeding as planned with their target opening date being July 1, 2021. They have raised nearly $4 Million and are about $250,000 away from their goal. They anticipate to reach that fundraising goal by May 2021. She added that they are continuing seven day a week trash pickup downtown, and have collaborated with the Juneau Coalition on Housing and Homelessness to coordinate in providing services. Mr. Wagner shared that they are grateful to JPD and BRH staff for their help and support. He thanked CBJ and the citizens of Juneau for their support, and looked forward to providing further updates in the future.

Ms. Gladziszewski asked Mr. Wagner to describe the services that are being offered at the current Glory Hall facility. Mr. Wagner said that the current Glory Hall is housing sixteen people per night and providing meals for anyone who visits the facility. He explained that social distancing protocols have limited the number of people they are able to house in the facility. The new facility will be able to house up to 40 individuals.

Mr. Bryson asked Mr. Wagner if the capacity of the new Glory Hall would increase after COVID-19 protocols are lifted in the future. Mr. Wagner explained that the Glory Hall is designed for 40 individuals, and later stated that the Executive Director had just informed him that there are 12 additional overflow housing spaces available in the new location.

## VI. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction
*None.*

B. Assembly Requests for Consent Agenda Changes
*None.*

C. Assembly Action
**<u>MOTION</u>** by Mr. Jones for the Assembly to approve of the Consent Agenda, and asked for unanimous consent.

Mr. Smith noted for the record that he does contract work for the Alaskan Kush Company, and is abstaining from that portion of the Consent Agenda. *Hearing no objections, the Consent Agenda was approved by unanimous consent with Mr. Smith recused from the Alaskan Kush Company vote.*

1. Ordinances for Introduction

a. **Ordinance 2020-09(AH) An Ordinance Appropriating $75,000 to the Manager for Consulting Services to Explore the Joint Facility and Expansion Concept at Centennial Hall; Funding Provided by the General Fund's Fund Balance.**

This ordinance would appropriate $75,000 for consultant services to explore the expansion of Centennial Hall into a joint facility with the Juneau Arts and Culture Center (JACC). The consultant will develop conceptual options for an expansion of Centennial Hall into a joint facility that serves as a performing arts, civic, and convention center including a professional cost estimate. The information obtained from the consultant would enable the Assembly to make an informed decision whether to proceed with the expansion concept.

Funding for this request would be provided by the General Fund’s fund balance.

The Public Works and Facilities Committee reviewed this request at the December 7, 2020 meeting. The Assembly Finance Committee reviewed this request at the January 6, 2021 meeting.

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

b. **Ordinance 2020-09(AI) An Ordinance Appropriating $75,000 to the Manager for a Homeless Youth Navigator Position; Grant Funding Provided by the Alaska Department of Labor and Workforce Development.**

This ordinance would appropriate $75,000 for a homeless youth navigator position to assist youths struggling with housing issues, food insecurity and unemployment. This position would provide support to youths at the Zach Gordon Youth Center (ZGYC) and Hurlock youth shelter, dependent upon operational funding for the latter. This position is an expansion of existing services currently provided by ZGYC, with the added benefit of available rental assistance through a partnership with Tlingit Haida Regional Housing Authority.

Funding for this request would be provided by a grant from the Alaska Department of Labor and Workforce Development.

The Assembly Finance Committee reviewed this request at the January 6, 2021 meeting.

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

c. **Ordinance 2020-09(AJ) An Ordinance Appropriating $325,000 to the Manager to Operate a Youth Shelter and Rapid Rehousing Facility; Grant Funding Provided by the U.S. Department of Health and Human Services, Juneau Community Foundation, and Friends of Zach Gordon Youth Center.**

This ordinance would appropriate $325,000 to operate a youth shelter and rapid rehousing facility at the Hurlock Street property. The Zach Gordon Youth Center (ZGYC) and Tlingit Haida Regional Housing Authority (THRHA) are partnering to help address the community need for emergency sheltering and rapid rehousing for runaway and homeless youth. This initiative is endorsed by the CBJ Assembly Taskforce on Homelessness.

Grant funding for this request would be provided by the following organizations:

| | |
|---|---|
| U.S. HHS Family and Youth Services Bureau | $200,000 |
| Juneau Community Foundation | $100,000 |
| Friends of ZGYC | $ 25,000 |

The Committee of the Whole reviewed this request at the November 9, 2020 meeting. The Assembly Finance Committee reviewed this request at the January 6, 2021 meeting.

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

**d. Ordinance 2020-09(AK) An Ordinance Amending Ordinance 2019- 06(AI) Related to the Appropriation Fund Source for COVID-19 Testing Equipment.**

This ordinance would shift the cost of COVID-19 testing equipment from CBJ's CARES Act funding to Bartlett Regional Hospital's CARES Act funding. This reappropriation of funds would increase the unobligated funds available in CBJ's CARES Act Special Revenue Fund.

This ordinance is necessary to maximize CBJ's allocation of CARES Act funding for utilization in other programs.

The Assembly reviewed this request at the December 22, 2020 Special Assembly meeting. The Assembly Finance Committee reviewed this request at the January 6, 2021 meeting.

**The City Manager recommends the Assembly introduce this ordinance, refer it to the Assembly Finance Committee, and set it for public hearing at the next Assembly meeting.**

**e. Ordinance 2020-09(AL) An Ordinance Appropriating $700,000 to the Manager as Supplemental Funding for the COVID-19 Emergency Individual Assistance Grant Program; Funding Provided by the CARES Act Special Revenue Fund.**

If the Assembly adopts Ordinance 2020-09(AK) deappropriating $700,000 from CBJ's CARES Act funding, the Assembly has financial capacity to approve a supplemental appropriation for the Individual Assistance Program.

2,348 people have applied for this program. The current $2,000,000 appropriation is estimated to provide grants for 943 applicants.

Approximately 1,405 applicants remain eligible for Individual Assistance, but there are insufficient funds. The proposed supplemental appropriation of $700,000 would provide awards to approximately 330 additional applicants.

The Assembly Finance Committee reviewed this request at the January 6, 2021 meeting.

**The City Manager recommends the Assembly introduce this ordinance, refer it to the Assembly Finance Committee, and set it for public hearing at the next Assembly meeting.**

**f. Ordinance 2021-01 An Ordinance Providing for a Property Tax Abatement Program to Incentivize the Development of Housing in Downtown Juneau.**

This ordinance would use the existing tax abatement structure created for assisted living units to create a downtown Juneau tax abatement program, which is an Assembly goal. To qualify for this program, at least four new residential units would need to be added to a parcel in the downtown Juneau area. Any condemned or uninhabitable existing dwelling unit that is renovated up to current code for a residential dwelling unit would qualify as a new unit for this program. For the purposes of this ordinance, the downtown Juneau area is the same as the Title 49 Fee in lieu of parking map.

This topic has been reviewed by numerous Assembly committees since the spring of 2018. Most recently, the Lands and Resources Committee reviewed tax abatement for downtown on August 10, 2020, December 7, 2020, and January 11, 2021.

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

2. Resolutions

**a. Resolution 2938 A Resolution Authorizing the Manager to Convey a Utility Easement across Chicken Yard Park in Lots 5 and 6, Block 113, Juneau Townsite.**

The owners of 626 Fifth Street were granted parking and access easements across the city-owned property known as Chicken Yard Park by the Assembly in 2019. The CBJ received an application from this property owner for a supplemental easement across City property to install an electric car charging station within the existing parking easement. On September 1, 2020, the Parks and Recreation Advisory Committee provided a recommendation in favor of granting this easement. At its November 9, 2020 meeting the Lands and Resources Committee passed a motion of support to the Assembly for granting this easement.

**The City Manager recommends this Assembly adopt this resolution.**

3. Liquor License

**a. Liquor License Renewals for Licenses: 188, 1690 and 828**

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

**<u>Liquor License Renewal</u>**
License Type: Restaurant Eating Place, License #188
**Licensee: Bullwinkle's, Inc. d/b/a Bullwinkle's Pizza**
Location: 318 Willoughby Ave, Juneau

License Type: Restaurant Eating Place, License #1690
**Licensee: Bullwinkle's, Inc. d/b/a Bullwinkle's Pizza**
Location: 9108 Mendenhall Mall Rd., Juneau

License Type: Package Store, License #828
**Licensee: Thibodeau's Market Inc., d/b/a Thibodeau's Douglas Depot**
Location: 1017 3rd Street, Douglas

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

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

4. Other Items for consent

**a. Marijuana License Transfer for License 16213**

CBJ received notice of the following Alcohol Marijuana Control Office (AMCO) marijuana license transfer of controlling interest application [Copies of all documents relating to a license are available upon request from the Municipal Clerk's Office]:

**<u>MARIJUANA LICENSE TRANSFER</u>**

License Type: Retail Marijuana License, License #16213
**Licensee: Alaskan Kush Company, LLC d/b/a Alaskan Kush Company**
Location: 159 S. Franklin St., Juneau

CBJ staff from the Police, Fire, Finance, and Community Development departments reviewed this transfer application for compliance with CBJ laws and regulations and recommends the Assembly waive its right to protest the issuance of this license transfer of controlling interest. In the event the Assembly does protest the issuance of a license, CBJ Code 20.30 requires notice, with specificity regarding the nature and basis of the protest, to be sent to the licensee and provides the licensee an opportunity to exercise its right to an informal hearing before the Assembly.

**The City Manager recommends the Assembly waive its right to protest the transfer of AMCO license 16213.**

b. **CSP-2020-0009 CBJ Delta Drive, Tongass Boulevard, and Douglas 4th Street**
These are CBJ projects to improve infrastructure in and near Delta Drive, Tongass Boulevard, and Douglas' 4th Street. The projects include: sidewalk additions on Delta Drive and Tongass Boulevard, drainage improvements on Tongass Boulevard, and utility repairs on Douglas' 4th Street.

The Planning Commission recommended approval of these projects at its meeting on January 12, 2021.
**The City Manager recommends the Assembly approve these projects.**

**c. CSP-2020-0010 ADOT/PF Vanderbilt Hill Road Resurfacing**
This is an Alaska DOT/PF project to repair Vanderbilt Hill Road between Egan Drive and Glacier Highway. The project includes minor structural improvements, drainage repairs, resurfacing, replacement and repair of guardrail, striping, and new signs. The project is estimated to cost $1.8 million and will be completed during the spring through fall of 2021. Typical road sections for the project show a 56-foot-wide travel way, with no sidewalks, and lighting dispersed throughout the project area and concentrated near intersections. The existing right-of-way width varies from 190 feet to 90 feet.

The Planning Commission tentatively approved this project at its meeting on January 12, 2021. CBJC 49.15.580(b). Pursuant to AS 35.30.010(c), the Assembly may modify or disapprove of this project, by resolution, prior to March 4, 2021.
**The City Manager recommends the Assembly affirm the Planning Commission's decision to approve this project.**

**d. CSP 2020-0011 CBJ Calhoun Reconstruction**
On January 12, 2021, the Planning Commission recommended denial of this project. The Planning Commission recommends the Assembly direct and fund a traffic study of Calhoun Avenue and surrounding area, including pedestrian, bicycle, vehicle, and emergency vehicle movements, and consideration of one-way operations.

As presented to the Planning Commission, this project would have included replacement of the water utility, replacement of the combined sewer and storm water systems, widening of the sidewalk when possible, construction of a curb separating the sidewalk from the driving surface, and resurfacing for two-way traffic.

**The City Manager recommends the Assembly refer this project to the Public Works and Facilities Committee.**

5. Transfers

**a. Transfer Request T-1035 A Transfer of $500,000 from Various Capital Improvement Projects to CIP P47-073 Centennial Hall Renovation Phase II.**

This transfer of $500,000 to the Centennial Hall Renovation Phase II CIP will provide for the completion of the design of renovations to Centennial Hall. The transfer consists of sales tax funding and comes from the following projects:

| Project | Sales Tax |
|---|---|
| Mt. Jumbo Gym Roof | $250,000 |
| Deferred Bldg. Maintenance | $250,000 |
| **Transfer Total** | **$500,000** |

The Assembly Finance Committee reviewed this request at its January 6, 2021 meeting. The Public Works and Facilities Committee reviewed this request at its January 11, 2021 meeting.

**The City Manager recommends approval of this transfer.**

**b. Transfer Request T-1032 A Transfer of $304,398 from Various Capital Improvement Projects to CIP P46-114 DPAC Maintenance.**

This transfer of $304,398 to a new DPAC Maintenance CIP will provide for maintenance and repairs relating to the pool deck, lighting, and other damaged areas. The transfer closes out three completed CIPs, and consists of the following funding:

| Project | Sales Tax | Bond Proceeds | Total |
|---|---|---|---|
| Dimond Loop Field Repair | $0 | $149,220 | $149,220 |
| ZGYC & AB Pool Improvements | $55,000 | $0 | $55,000 |
| AB Pool Covers | $100,178 | $0 | $100,178 |
| **Transfer Total** | **$155,178** | **$149,220** | **$304,398** |

The Parks and Recreation Aquatics Board is in agreement with the proposed closeouts and transfer of funds to the new CIP to address the maintenance needs of the Dimond Park Aquatic Center.

The Public Works and Facilities Committee reviewed this request at the January 7, 2021 meeting.
**The City Manager recommends approval of this transfer.**

## VII. PUBLIC HEARING

A. **Ordinance 2020-60(b) An Ordinance Authorizing the Manager to Convey Approximately 22,000 Square Feet of Property Located at Lot 2, USS 3559 to the Owners of the Adjacent Property Located at 11259 North Douglas Highway.**

Dwight Scott Williams and Carol Colp submitted an application to purchase City property on USS 3559 LT 2, which is adjacent to their property located at 11259 N. Douglas Highway.

At the November 9, 2020 meeting, the Lands Committee provided a motion of support for this land disposal. The Planning Commission provided a positive recommendation with the condition that the new lot created by this sale meet the dimensional requirements of the Rural Reserve zoning district.

The purchase price of the property shall be the fair market value, which has been determined to be $34,600.00.

**The City Manager recommends the Assembly adopt this ordinance.**

**Public Comment:**
None.

**Assembly Action:**
**MOTION** by Ms. Woll for the Assembly to adopt Ordinance 2020-60(b) and asked for unanimous consent. *Hearing no objections, Ordinance 2020-60(b) was adopted by unanimous consent.*

## VIII. UNFINISHED BUSINESS

A. **Junk Cars at 4650 River Road**

A property owner on River Road (Back Loop area) has been illegally operating a junk yard for a number of years. The Community Development Department tried different strategies to encourage the property owner to abate the various Title 49 violations to no avail. In 2019, the CBJ filed suit to resolve the Title 49 violations. Despite the property owner's promises to abate the junkyard in various court filings, no substantial change has occurred. There are approximately 350 cars and large vehicle parts on the property. The Superior Court in Juneau recently granted the CBJ's motion for summary judgment, attached, which resolves any lingering arguments about the Title 49 violations. The CBJ is now in a position to let a public contract to partially clean up the property and then recover the public funds expended through a trust account and lien process.

**The City Manager recommends the Assembly, by motion, authorize use of the junk vehicle fund to initially cover the cost of partially removing vehicles from the property.**

**MOTION** by Ms. Gladziszewski to direct the Manager to prepare an appropriating ordinance in the amount of $150,000 from the waste management fund to be used for this purpose.

Ms. Triem asked Mr. Watt to clarify how much this fund would cover the removal of junk cars from the property. Mr. Watt said that it is difficult to determine the market price for the disposal of junk vehicles. The intent would be to do a solicitation with $150,000 from the waste management fund. The “wild card” to consider in this process in determining the value of scrap and junk metal.

Ms. Hale mentioned that the Assembly has received complaints from residents in the area regarding loud activity late at night. She asked Mr. Palmer if the neighbors would have the option to enforce the CBJ Noise Ordinance.

Mr. Palmer said that there are a couple options available: they are in a court process right now, and if there are identifiable concerns in the neighborhood, those are issues they could potentially raise in the court process. He believes that there is a good need for the Assembly to continue going after this issue, and he will work with the PC and CDD attorney to take action next week.

Mr. Smith asked for a reminder as to when this all began. He said this could explain to the listening public that the property owner has had many opportunities to fix this issue. Mr. Palmer said that neighbors have reported that this has been ongoing issue for at least seven years. CDD previously tried enforcement measures to get the owner to voluntarily comply, but that did not work. CBJ sued the property owner in the spring of 2019. Through a stipulation of promises and agreements, the property owner vowed to clean up his property by agreed-upon deadlines that were never met. Mr. Palmer said that some vehicles had been removed, but later it was discovered that they were just moved to other illegal junkyard properties. The property owner received a Summary Judgement Order from the Superior Court in November because the property owner had numerous opportunities to stop and change this conduct, and failed to do so.

Mr. Watt added that CBJ does not desire to take cleanup action on private property, this is a last resort effort. He explained that this issue has gone on for a number of years, and has used up lot of valuable staff and attorney resources. Mr. Watt said that they have found themselves in a situation in which it is appropriate to use heavy force to uphold Title 49 code on private property, to protect the neighbors in the area.

Mr. Bryson wished to express the frustration experienced by the neighbors and CBJ staff. He echoed Mr. Watt’s sentiments of not wanting to be in this position, and said that if the Assembly does not act definitively it would send a message to the community that they will not enforce their own regulations. Mr. Bryson believes that the Assembly failed a year and a half ago when this issue was brought up, and felt that they should have forced the cleanup at that time. He referenced the multiple instances of the property owner failing to comply with City instructions, and it is time for the City to step in.

Ms. Gladziszewski echoed Mr. Bryson's concerns, and recalled when she received her first email on this issue six years ago when she first joined the Assembly.

*Hearing no objections, the motion passed by unanimous consent.*

B. **Lemon Creek Park Planning**
Staff provided a memo on Lemon Creek Park planning at the PWFC on January 11, 2021.
**The City Manager requests a motion of support to expend existing CIP funds on the Eagles Edge playground in accordance with the memo to the PWFC.**

**MOTION** by Mr. Jones pass a motion to support expending existing CIP funds on the Eagle's Edge playground in accordance with the memo to the PWFC in the packet, and asked for unanimous consent. *Hearing no objection, the motion passed by unanimous consent.*

C. **Systemic Racism Review Committee Process Recommendations from HRC**
Mr. Bryson shared that the HRC agreed to interviewing all SRRC applicants on Saturday, February 6, starting at 9a.m. during which they would hold 14 minute interviews. They decided the next step after Executive Session that day, they would choose candidates to move onto the second interview. HRC proposed a second round of interviews on either Tuesday, February 9, Wednesday, February 10, or Thursday, February 11 which would feature nine minute interviews. The HRC is still deciding on what questions to ask during interviews. Mr. Bryson advised Assemblymembers to submit five proposed interview questions to Deputy Clerk Di Cathcart, with the intention to formulate five to seven consistent interview questions.

**MOTION** by Mr. Bryson for the Assembly to submit their top five questions from the list provided by First Alaskan Institute or their own suggested questions to the Deputy Clerk by Sunday, January 31.

Ms. Gladziszewski said that she recalled the motion at the HRC meeting included Mr. Bryson creating a list from the submitted questions, then presenting that list to be voted on by the Assembly. Mr. Bryson said that sounded correct, and after the questions were compiled he would get them to the Assembly to vote on.

Ms. Hale said that she thought that there was already a compiled list. Mr. Bryson explained that the list she was referring to was the written question list for applicants.

**Amendment #1** by Ms. Gladziszewski to add that Mr. Bryson will compile the submitted interview questions, and create a list to present to the Assembly for consideration. Mr. Bryson agreed to add the amendment to his motion, as that was his intention. *Hearing no objections, the motion, as amended, passed by unanimous consent.*

**<u>MOTION</u>** by Mr. Bryson for the fourteen minute initial interviews to take place on Saturday, February 6 at 9:00a.m., followed by Executive Session to determine who would move forward to secondary interviews and he asked for unanimous consent. *Hearing no objections, the motion passed by unanimous consent.*

Assemblymembers discussed the scheduling for the secondary interviews.

**<u>MOTION</u>** by Mr. Bryson for the secondary interviews to take place on Tuesday, February 9, and asked for unanimous consent.

Objection by Mr. Jones. In speaking to his objection, he said that while either date would interfere with other meetings, February 11 would only conflict with one meeting – the Airport Board, whereas February 9 would interfere with two meetings - the School Board and the Planning Commission meetings.

**Amendment 1** by Mr. Bryson to change the date of the motion to Thursday, February 11. *Hearing no objections, the motion passed by unanimous consent.*

## IX. NEW BUSINESS
No new business.

## X. STAFF REPORTS
No staff reports.

## XI. ASSEMBLY REPORTS
A. **Mayor's Report**
Mayor Weldon shared that she wrote a letter to the Governor and Senator Murkowski, Sullivan, and Representative Young to ask for their support in pushing the CDC guidance of cruise ships. She said that she appreciated the Racial Equity training, and added that the training featured good discussions and encouraged self-reflection. She appreciated First Alaskans Institute for their help and support, and thanked them.

Mayor Weldon reminded the Assembly that there will be a presentation on income tax considerations for the Alaska Municipal League on February 2 at 12:00pm. Mayor Weldon also participated in a cocktail hour with the Four A’s, an AIDS awareness group, where they discussed their clean syringe program. She and the Assembly had a Zoom meeting in place of the usual breakfast meeting with the Juneau Delegation, and she later went to the Alaskan Committee annual meeting.

B. **Committee Reports, Liaison Reports, Assembly Comments and Questions**

**Committee of the Whole Chair Jones** shared that the COW last met on January 11 and reviewed the Visitor Industry Task Force (VITF) report, and the City Manager gave a report on the Cruise Protocol issue. There was also a discussion regarding the Juneau Economic Plan. The next COW meeting is scheduled on February 1 and the first hour will be a joint meeting with the Docks & Harbors Board. There will also be a discussion afterwards for the process on the Norwegian Cruise Line project.

**Assembly Finance Committee Chair Triem** reported that the AFC forwarded two CARES Act funding ordinances that were introduced tonight to be referred back to the AFC. The AFC will discuss those ordinances at their next scheduled meeting on February 3.

**Lands, Housing, and Economic Development Committee Chair Gladziszewski** reported that LHEDC last met on January 11 to discuss Downtown tax abatement, and forwarded that ordinance to the Assembly. They also reviewed the Housing Action Plan. The next scheduled meeting is February 1.

**Public Works and Facilities Committee Chair Hale** shared that PWFC last met on January 11 to discuss transfers and funding for Lemon Creek Park, as well as curbside electric vehicle charging. The next scheduled meeting is February 1, and they have a work session scheduled on February 8.

**Human Resources Committee Chair Bryson** shared that the HRC met prior to tonight’s Assembly meeting to discuss the Systemic Racism Review Committee, specifically regarding SRRC member appointments.
The Human Resources Committee recommended the following appointments:

- Travis Mead to Seat-3A to the LEPC, with a term beginning immediately and ending December 31, 2022.
- Scott Griffith to the Glacier Swim Club Representative Seat on the Aquatics Board with a term beginning immediately and ending June 30, 2022.
- Elizabeth Peterson to the Utility Advisory Board with a term beginning immediately and ending May 1, 2022.
- Stuart Cohen to the Utility Advisory Board with a term beginning immediately and ending May 1, 2023.

*Hearing on objections, the committee members were appointed by unanimous consent.*

The Human Resources Committee discussed an ordinance that would update the Marijuana Code and forwarded it to the Assembly for introduction.

**Assembly Liaison Reports, Comments and Questions**
Ms. Woll shared that the Juneau Commission on Aging met last week, and continue to refine an executive summary to go with their Senior Survey. Travel Juneau met last week and reported that their website has seen an uptick in activity ever since the start of vaccine rollout.
The Downtown Business Association also met this month but she missed that meeting, but she heard they held officer elections. Ms. Woll also attended the Eaglecrest Board meeting this

month, and said that they are doing a great job with developing COVID-19 mitigation strategies. Eaglecrest has reported record-breaking sales for season passes.

Mr. Smith shared that he attended Chamber Board of Directors retreat where they discussed the CBJ budget, CARES Act expenditures, and Downtown homelessness. LEPC met and talked about the Roche machine at BRH and the vaccination process. They also highlighted that the state has opened up individual assistance for homeowners that had significant damage from the storms at the beginning of last December. The next scheduled meeting is February 10.

Mr. Smith reported that the Airport Board met and talked about the float pond and baggage conveyor belt repairs. Ms. Woll sat in on the meeting. The next scheduled meeting is on February 11, although that may have to change due to the SRRC Assembly HRC joint meeting. Mr. Smith also attended the Governor's Arts and Humanities Awards, and was impressed with the amount of entries that were from Juneau. Bill Legere from KTOO received an award for Distinguished Service to the Humanities Leadership Award, Kathy Ruddy posthumously received the Lifetime Achievement in Humanities Award, the City and Borough of Juneau received the Leadership in the Arts Award, Dale D'Armond posthumously received an award, and the Juneau Radio Center received the Arts Business Leadership Award. Mr. Smith said it was really great to see Juneau recognized for its commitment to the arts.

He also mentioned that he was glad to see a peaceful transition of power last week, in reference to the Presidential Inauguration.

Ms. Hughes-Skandijs attended the Juneau Commission on Sustainability retreat where they reorganized their officers and committees; she noted similarities between the JCOS retreat and the Assembly retreat last November.

She reported that the Docks & Harbors Operations Committee met on January 20 and reviewed several projects to consider under the Governor's proposed bond initiative. They will meet on January 28, and their newly-appointed member, Ms. Derr will be joining that meeting. Ms. Hughes-Skandijs said she could not attend the UAS Campus Council as she was attending a PWFC meeting, though she looked forward to meeting with them in March.
She shared that she got to go skiing this weekend, but otherwise she mostly attended lots of Zoom meetings.

Mr. Bryson shared that PRAC met earlier this month and received a report on the Mendenhall Glacier Visitor's Center, and the USFS has reopened public comment on the project. The Amalga Cabin is now available for rental recreational use. Mr. Bryson thanked Ms. Woll for sitting in on his behalf at the Eaglecrest Board Meeting so he could spend time with visiting family members.

Ms. Hale attended the Fred Meyer Intersection meeting on January 7 with people from many different agencies. The Department of Transportation informed them that they will be implementing short term safety improvements for that intersection. She shared that DOT has been considering the bike path near the McNugget intersection as a possible access road. DOT will have more information in March or April.

Ms. Hale also attended the Housing and Homelessness Coalition meeting on January 21. Jesse Perry will be doing Point in Time count on January 28, and will specifically focus on those who are in locations that are not intended for human habitation: cars, bridges, etc. They also had a discussion determining which services will still need to be provided at the Downtown Glory Hall after the opening of the new Glory Hall on July 1.

Ms. Hale reminded the Assembly that there is a BRH Board meeting on January 26, and reported that she attended BRH testing equipment meetings. She reported that the Roche machine is operational, but they do not have connectivity to the hospital data systems. She said that Mr. Barr has done an extraordinary job in trying to get this up and running.

Ms. Triem reported that the Aquatics Board met on January 6 to review their budget recommendations. Ms. Triem attended the Racial Equity Dialogue and found it very positive. She also attended the Municipal Climate Change Planning Cohort on January 22, which she described as a series of meetings focused on community involvement. She also shared that she did quite a bit of cross-country skiing last week.

Ms. Gladziszewski reported that the Juneau School Board met the day following the introduction of more in-person schooling. Superintendent Weiss thanked everyone for stepping up to make it happen, including the community for keeping cases low to allow this to happen. David Means will be doing the budget again this year. The School Board passed their legislative budget priorities, which included "early, adequate, and predictable funding of public education". The next School Board meeting is scheduled for February 9.

Ms. Gladziszewski reported that the Sister Cities Committee met for first time in many months, and they are looking forward to getting back to work. Ms. Gladziszewski shared that she did some cross-country skiing at Eaglecrest.

Mr. Jones reported that the Planning Commission met couple weeks ago and the next meeting is scheduled for January 26. At the previous meeting, the PC denied the Calhoun Avenue project process, which was referred to PWFC by Assembly Action at tonight's meeting. There will be a Title 49 meeting on January 28 at 12:00pm to finish up parking regulations. Mr. Jones attended the JEDC Visitor's Product Cluster meeting on January 19, they discussed vendors who are trying to plan for the summer without cruise ships. The next Visitor's Product Cluster meeting is scheduled on February 16. Downtown Blueprint will have a meeting on January 30 to review all the chapters and prepare to send their report to the Planning Commission.

Mr. Jones said he attended a number of AML meetings over the past week regarding the historical aspect of the state budget. He also reminded Assemblymembers to register for Southeast Conference, which will be held from February 9 to February 11 via Zoom.

Mayor Weldon said that all Assemblymembers can attend the Southeast Conference and to contact Ms. Phillips to register. Ms. Hale noted that there will be an AML Board meeting tomorrow. Mayor Weldon reported that the Alaska Conference of Mayors will meet tomorrow as well.

C. **Presiding Officer Reports**

**1. Wille and Weldon v. Planning Commission and CCTHITA**

This appeal relates to a Planning Commission decision granting a conditional use permit for transitional housing at 6205 Alaway Avenue (Lemon Creek/Midtown) for the Central Council of the Tlingit and Haida Indian Tribes of Alaska. This appeal has been referred to a hearing officer.
**No action is needed at this time.**

Mr. Palmer reported that Mr. Scott Brandt-Erichsen was hired as the hearing officer for this appeal and no action was needed at this time.

**2. Sealaska Heritage Institute v. Planning Commission**

On May 13, 2020, the CBJ Planning Commission granted a conditional use permit to the Sealaska Heritage Institute for an arts campus building and plaza. The parties are trying to resolve this case and have until March 15, 2021, to provide an update to the Assembly.
**No action is needed at this time.**

## XII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

## XIII. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 8:36p.m.

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|---|---|
| Signed: ______________________ | Signed: ______________________ |
| Elizabeth J. McEwen | Beth A. Weldon |
| Municipal Clerk | Mayor |