# ASSEMBLY AGENDA/MANAGER'S REPORT
# THE CITY AND BOROUGH OF JUNEAU, ALASKA

September 21, 2020 7:00 PM

Zoom Webinar & FB Livestreamed
Meeting No. 2020-41 https://juneau.zoom.us/j/99930550951 or call: 1-346-248-7799 Webinar ID: 999 3055 0951

Submitted By:

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Duncan Rorie Watt
City and Borough Manager

## I. FLAG SALUTE

## II. ROLL CALL

## III. SPECIAL ORDER OF BUSINESS

A. **Instruction for Public Participation**

Anyone wishing to provide public comment during the meeting is asked to call the Municipal Clerk's public testimony request phone line at 586-0215 by 3 p.m. the day of the meeting or send an email to City.Clerk@juneau.org providing their name, email address, and phone number they will be calling from. Testimony time will be limited by the Mayor based on the number of participants. The public is encouraged to send comments in advance of the meeting to BoroughAssembly@juneau.org.

If you have not notified the Clerk's Office ahead of time you may still be able to participate. When attending the zoom webinar [*login info listed at top of agenda*] to speak on an item up for public hearing or a non-agenda item please hit the 'raise hand' button if participating via a computer/tablet; if participating by phone press *9 on your phone; this will place a 'raised hand' icon next to your phone number and will add you to the queue.

B. **Proclamation: Energy Efficiency Day**

C. **Proclamation: National Drive Electric Week**

D. **Census Update**

## IV. APPROVAL OF MINUTES

A. **April 22, 2020 Special Assembly Meeting #2020-19 DRAFT Minutes (Corrected)**

B. **April 27, 2020 Special Assembly Meeting 2020-21 Draft Minutes**

C. **April 27, 2020 Regular Assembly Meeting 2020-22 Draft Minutes**

D. **May 11, 2020 Special Assembly Meeting 2020-26 Draft Minutes**

## V. MANAGER'S REQUEST FOR AGENDA CHANGES

## VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

## VII. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

B. Assembly Requests for Consent Agenda Changes

C. Assembly Action

1. Ordinances for Introduction

a. **Ordinance 2019-06(AM) An Ordinance Appropriating to the Manager the Sum of $5,583,367 to Fund the City and Borough of Juneau and Bartlett Regional Hospital's Fiscal Year 2020 Public Employees' Retirement System (PERS) Contribution; Funding Provided by the Alaska Department of Administration.**

This ordinance would appropriate $5,583,367 for the State of Alaska's FY2020 6.62% PERS benefit rate paid on-behalf of the CBJ and BRH, distributed as follows:

| | |
|---|---|
| City and Borough of Juneau | $2,865,909 |
| Bartlett Regional Hospital | $2,717,458 |

Funding is provided by the Alaska Department of Administration, authorized by passage of HB39 during the 2019 legislative session.

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

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

b. **Ordinance 2019-06(AN) An Ordinance Appropriating to the Manager the Sum of $8,350,000 as Funding for the City and Borough of Juneau's Fiscal Year 2020 COVID-19 Related Costs; Funding Provided by Federal Revenue and State Revenue.**

This ordinance would appropriate $8,350,000 for the City and Borough of Juneau's FY2020 COVID-19 related costs. Funding is provided by federal

and state revenue. State revenue from the Department of Health and Social Services (DHSS) is provided to cover COVID-19 screening costs at the Juneau International Airport. Federal revenue is comprised of CARES Act and FEMA funding, and is estimated to be allocated as per the following table:

| | CBJ CARES | FEMA | Alaska DHSS | Total |
|---|---|---|---|---|
| Personnel | $ 7,246,353 | $ 0 | $ 115,330 | $ 7,361,683 |
| Commodities/Serv | $ 588,234 | $ 393,000 | $ 7,083 | $ 988,317 |
| Total | $ 7,834,587 | $ 393,000 | $ 122,413 | $ 8,350,000 |

The Assembly Finance Committee reviewed this request at its September 2, 2020 meeting, and recommended that the ordinance be introduced at the September 21 regular Assembly meeting.

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

c. **Ordinance 2019-07(B) An Ordinance Appropriating $1,015,700 from the Treasury for the Juneau School District's Fiscal Year 2020 COVID-19 Related Costs, Funding Provided by Federal Revenue and Miscellaneous Donations.**

This ordinance would appropriate $1,015,700 for the Juneau School District's FY2020 COVID-19 related costs. Funding is provided by federal revenue and miscellaneous donations. Federal revenue is comprised of pass-through funding from the Department of Education and Early Development (DEED) for contact tracing costs, the Department of Health and Social Services (DHSS) for childcare costs, JSD CARES Act funding, and CBJ CARES Act and FEMA funding, estimated to be allocated as per the following table:

| | JSD CARES | CBJ CARES/ FEMA | Alaska DEED | Alaska DHSS | Misc. Donations | Total |
|---|---|---|---|---|---|---|
| Personnel | $ 27,900 | $ 299,700 | $ 2,000 | $ 550,000 | $ 36,600 | $ 916,200 |
| Comms/Services | $ 56,800 | $ 6,500 | $ 0 | $ 0 | $ 36,200 | $ 99,500 |
| Total | $ 84,700 | $ 306,200 | $ 2,000 | $ 550,000 | $ 72,800 | $1,015,700 |

This request was approved at the School Board's September 8, 2020 meeting. The Assembly Finance Committee reviewed this request at its September 2 meeting, and recommended that the ordinance be introduced at the September 21 regular Assembly meeting.

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

d. **Ordinance 2020-10(A) An Ordinance Appropriating $949,000 from the Treasury for the Juneau School District's Fiscal Year 2021 COVID-19**

**Related Costs; Funding Provided by Federal Revenue.**
This ordinance would appropriate $949,000 for the Juneau School District's FY2021 COVID-19 related costs. Funding is provided by federal revenue comprised of JSD CARES Act funding and pass-through funding from the Department of Education and Early Development (DEED) for contact tracing costs, allocated as per the following table:

| | JSD CARES | Alaska DEED | Total |
|---|---|---|---|
| Personnel | $ 187,400 | $ 24,000 | $ 211,400 |
| Commodities/Services | $ 737,600 | $ 0 | $ 737,600 |
| Total | $ 925,000 | $ 24,000 | $949,000 |

The Assembly Finance Committee reviewed this request at its September 2 meeting, and recommended that an ordinance be drafted and introduced at the September 21 regular Assembly meeting.

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

e. **Ordinance 2020-09(M) An Ordinance Appropriating $1,653,000 to the Manager as Supplemental Funding for the Juneau School District's Fiscal Year 2021 COVID-19 Related Costs; Funding Provided by the CARES Act Special Revenue Fund.**

This ordinance would appropriate $1,653,000 as supplemental funding for the Juneau School District's FY21 COVID-19 related costs, estimated to be spent in the following categories:

| | |
|---|---|
| Technology | $ 830,000 |
| Supplies | $ 36,000 |
| Addl. Staff Time and Support | $ 237,000 |
| Transportation | $ 300,000 |
| Food Service | $ 250,000 |
| **Total** | $1,653,000 |

In an effort to maximize the effectiveness of both JSD and CBJ potential CARES dollars, JSD is proposing to shift the expenditures of the JSD CARES Act funds to the January - June, 2021 period, and instead utilize CBJ's CARES Act funding for expenditures through the end of the calendar year, since CBJ's allocation is set to expire on December 30, 2020. JSD's CARES Act funding does not expire until 2022.

Funding for this appropriation would be provided by the CARES Act Special Revenue Fund.

The Assembly Finance Committee will review this request at its September 30 meeting.

**The City Manager recommends the Assembly introduce this ordinance, refer it to the Assembly Finance Committee for review on September 30, and set it for public hearing at a Special Assembly meeting following Finance Committee review.**

f. **Ordinance 2020-09(L) An Ordinance Appropriating $383,775 to the Manager as a Grant to Travel Juneau for the Juneau Cares Campaign; Funding Provided by the CARES Act Special Revenue Fund.**

This ordinance would authorize a $383,775 grant to Travel Juneau for the Juneau Cares Campaign. This grant would support a community messaging campaign intended to demonstrate the visitor industry's commitment to the health of Juneau as a tourist destination. Building traveler confidence that the visitor industry keeps health and safety as its top priority is an important step in bringing tourists back to Juneau for the 2021 summer season.

Funding for this grant is provided by the CARES Act Special Revenue Fund.

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

g. **Ordinance 2020-09(I) An Ordinance Appropriating $2,300,000 to the Manager as a Grant to The Glory Hall to Construct an Emergency Shelter, Care Center, and Meal Distribution Facility; Funding Provided by the General Fund's Fund Balance.**

This ordinance would authorize a $2.3 million grant to The Glory Hall to construct an emergency shelter, care center, and meal distribution facility. Located in the Mendenhall Valley, the facility would be a component of a new Southeast Community Services Campus aimed at serving elders, youth, and low-income community members and people experiencing disabilities.

This facility would replace The Glory Hall's current downtown location. The full cost of the project is estimated to exceed $5.0 million. Of this amount, over $500,000 has been raised in local contributions from more than 200 donors. Additional anticipated support from the Rasmuson Foundation and the Alaska Mental Health Trust will be based on CBJ's level of commitment. If approved, funding for this project would be provided from the general fund's fund balance.

The Assembly Finance Committee reviewed this request at its September 2 meeting, and recommended that an ordinance be drafted and introduced at the September 21 regular Assembly meeting. Information on this topic was

also provided to the Assembly at its September 14 Committee of the Whole meeting.

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

h. **Ordinance 2020-47 An Ordinance Regarding Disclosure of Real Estate Values in Transactions.**

This ordinance would require the sales price of real estate transactions within the City and Borough of Juneau to be disclosed confidentially to the CBJ Assessor's Office. Mandatory price disclosure would increase the information available to the Assessor for the annual assessment process. Additional information will yield more accurate property assessments, and more accurate property assessments result in more equitable taxation between taxpayers.

If adopted, the required disclosure is not a public record and shall be kept confidential.

The Assembly Finance Committee reviewed this request at its September 2 meeting, and recommended that an ordinance be drafted and introduced at the September 21 regular Assembly meeting.

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

i. **Ordinance 2020-48 An Ordinance Amending the Uniform Sales Tax Code to Repeal a Tax Exemption for the Sale of Goods aboard Cruise Ships.**

This ordinance would repeal the tax exemption on the sale of goods and services aboard cruise ships within the City and Borough of Juneau. This exemption reduces municipal revenue, which effectively shifts the tax burden to other taxpayers. This exemption may also be a disincentive for cruise passengers to purchase similar goods and services from local small businesses. If adopted, the effective date of this ordinance would be delayed to January 1, 2022.

The Assembly Finance Committee reviewed this request at its September 2 meeting, and recommended that an ordinance be drafted and introduced at the September 21 regular Assembly meeting.

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

2. Resolutions

a. **Resolution 2899 A Resolution Recognizing and Embracing the Diversity and Cultural Values of Our Community and Holding it Accountable.**

This resolution is a culmination of the work of several entities in response to calls to act by our community. Paired with the creation of the System Racism Review Committee, this resolution demonstrates Juneau's ongoing commitment to diversity, cultural values, and inclusion. This resolution provides a foundation and framework as we move forward.

At its meeting on September 14, 2020, the Committee of the Whole requested this resolution be forwarded to the next regular Assembly meeting. The resolution presented today reflects the edits from the September 14, 2020 meeting, which were passed without opposition.

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

b. **Resolution 2900 A Resolution Approving Amendments to the Bylaws of the Board of Directors of Bartlett Regional Hospital.**

CBJ 40.05.030 requires the hospital board to recommend bylaws for the administration and government of the hospital; the bylaws become effective upon Assembly approval by resolution. The hospital board bylaws were last amended in 2017. The hospital board has proposed amendments, as provided in Attachment A to Resolution 2900. This resolution would accept the hospital board's recommended amendments to its bylaws that were approved by the board at its regular meeting, August 25, 2020. A summary of the amendments are provided in the attached document prepared by Megan Costello and Charles Bill. These amendments appear straight-forward.

The Human Resource Committee reviewed this resolution at its September 21, 2020, meeting and will forward its recommendation to the Assembly for action.

**The City Manager recommends Assembly action according to the recommendation of the Human Resources Committee.**

3. Other Items for consent

a. **Marijuana License Renewals**

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

**MARIJUANA LICENSE RENEWALS**
License Type: Retail Marijuana Store, License #13279
**Licensee: The Mason Jar LLC, d/b/a THE MASON JAR LLC**
Location: 2771 Sherwood Lane Unit E, Juneau

*(60-day comment period ends Sunday, October 11, 2020)*

License Type: Retail Marijuana Store, License #10800
**Licensee:The Fireweed Factory LLC, d/b/a The Fireweed Factory LLC**
Location: 237 Front Street, Juneau
*(60-day comment period ends Friday, October 16, 2020)*

License Type: Standard Marijuana Cultivation Facility, License #10266
**Licensee:The Fireweed Factory LLC, d/b/a The Fireweed Factory LLC**
Location: 8415 Airport Blvd, Space B, Juneau
*(60-day comment period ends Friday, October 16, 2020)*

License Type: Standard Marijuana Cultivation Facility, License #11605
**Licensee: Always Redeye LLC, d/b/a Stoned Salmon Farms**
Location: 2005 Anka Street, Juneau
*(60-day comment period ends Sunday, October 25, 2020)*

License Type: Standard Marijuana Cultivation Facility, License #15245
**Licensee: North Star Gardens, Inc., d/b/a North Star Gardens**
Location: 5310 Commercial Blvd, 2A, Juneau
*(60-day comment period ends Tuesday, October 13, 2020)*

License Type: Limited Marijuana Cultivation Facility, License #15209
**Licensee: Herb'n Legends LLC, d/b/a Herb'n Legends**
Location: 2771 Sherwood Lane Unit D, Juneau
*(60-day comment period ends Tuesday, October 20, 2020)*

CBJ staff from the Police, Fire, Finance, and Community Development departments reviewed these applications for compliance with CBJ laws and regulations and recommends the Assembly waive its right to protest the issuance of these licenses. 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 renewal of marijuana licenses #13279, #10800, #10266, #11605, #15245 and #15209.**

## VIIIPUBLIC HEARING

A. **Emergency Appropriation Resolution 2901 An Emergency Appropriation Resolution Appropriating up to $75,000 to the Manager for a Program to Sample and Test Wastewater for COVID-19; Funding Provided by the CARES Act**

**Special Revenue Fund.**

This emergency appropriation resolution would appropriate $75,000 to the Manager for the purpose of sampling and testing municipal wastewater for COVID-19. This testing will provide valuable information that can inform municipal policy. Wastewater testing won't provide perfect point in time information, but will be useful for trend analysis. An upward trend in COVID19 results in wastewater may indicate an upward trend in undiagnosed virus spread in the community. This information, used with other information in the CBJ Risk Evaluation system will help allow more proactive community response. The sooner this information is acquired, the better for trend analysis. For this reason, this is an emergency resolution.

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

B. **Emergency Appropriation Resolution 2905 An Emergency Appropriation Resolution Appropriating up to $700,000 to the Manager for the Juneau School District's Fiscal Year 2021 COVID-19 Related Costs; Funding Provided by the CARES Act Special Revenue Fund.**

This emergency resolution would appropriate $700,000 for the Juneau School District's FY21 COVID-19 related costs, estimated to be spent in the following categories:

| | |
|---|---|
| Technology | $200,000 |
| Curriculum | $300,000 |
| Maintenance and Facilities | $200,000 |
| **Total** | **$700,000** |

Additional funding is needed as soon as possible to help the School District safely resume education curriculums and mitigate the spread of COVID-19 within local schools and offices. For this reason, this is an emergency resolution.

Funding for this appropriation would be provided by the CARES Act Special Revenue Fund.

The Assembly Finance Committee reviewed this request at its September 2 meeting, and recommended that an emergency appropriation resolution be drafted and introduced at the September 21 regular Assembly meeting.

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

C. **Emergency Appropriation Resolution 2906 An Emergency Appropriation Resolution Appropriating up to $600,000 to the Juneau School District for K-5 Rally Programing During COVID-19; Funding Provided by the CARES Act Special Revenue Fund.**

This emergency resolution would appropriate $600,000 for the Juneau School District for K-5 RALLY programing. Expenditure of funds would be governed by an MOA between CBJ and JSD. The terms of the MOA would be consistent with the prioritization outlined at the September 14 Committee of the Whole meeting. In

addition, child care assistance grants will be made available for low-income families.

Funding for this appropriation would be provided by the CARES Act Special Revenue Fund.

The Committee of the Whole reviewed this request at its September 14 meeting, and recommended that an emergency appropriation resolution be drafted and introduced at the September 21 regular Assembly meeting.

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

D. **Emergency Appropriation Resolution 2907 An Emergency Appropriation Resolution Appropriating $2,000,000 to the Manager as Additional Funding for Phase 2 and 3 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.**

This Emergency Appropriation Resolution adds funding to the existing CBJ Business Sustainability Grant program. JEDC estimates that the total amount of eligible grants may exceed available grant funds by up to $2 million. Without additional funds, JEDC will be required to prorate all eligible grant awards to remain within the currently appropriated amount. This process of proration delays disbursement of funds to all applicants because every application must be fully processed before any disbursements can be made. Fully funding all estimated grant applications allows JEDC to move with greatest possible speed to disburse funds to affected small businesses.

Currently, without additional funds, JEDC anticipates prorated grant amounts would be disbursed in late October. If this Emergency Appropriation Resolution passes, JEDC could begin disbursing eligible grant awards as soon as tomorrow.

If the Assembly chooses to not pass this resolution tonight, the Manager will direct JEDC to disburse 75% of full disbursements, beginning tomorrow. The remainder of the disbursements would be scheduled once proration calculations are complete.

**The City Manager recommends the Assembly adopt this emergency resolution or delay action on it until the next Assembly meeting.**

E. **Emergency Appropriation Resolution 2908 An Emergency Appropriation Resolution Appropriating $400,000 to the Manager as Funding for Bartlett Regional Hospital's Planning for and Construction of Patient Intake and Triage During the COVID-19 Pandemic; Funding Provided by the CARES Act Special Revenue Fund.**

This emergency appropriation resolution would authorize $400,000 for patient intake and triage planning during the COVID-19 pandemic at Bartlett Regional Hospital (BRH). The pandemic has caused BRH to make operational changes that require improvements to the hospital’s entrances, HVAC, and infrastructure. The hospital’s

current patient entrances do not accommodate appropriate health guidelines for the safe admission and prioritization of patients. Temporary shelters are currently in place to aid in the assessment of individuals prior to entering the facility, but permanent solutions are required to mitigate the effects of COVID-19 on patient intake and triage throughout the remainder of the pandemic. Improvements to BRH's HVAC system are required to increase the number of isolation rooms and improve air handling systems throughout the facility. Pandemic-induced operational changes may also require enhancements such as electronic scheduling and telemedicine.

Funding for this appropriation is provided by the CARES Act Special Revenue Fund. The December 30 deadline for the expenditure of CARES Act funding is quickly approaching. For this reason, this is an emergency resolution. Alternatively, the Assembly could choose to not pass this ordinance and direct that BRH use its fund balance to pay for this work.

The Public Works and Facilities Committee reviewed this request at its August 31 meeting, and recommended that legislation be drafted and introduced at the September 21 regular Assembly meeting.

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

F. **Ordinance 2019-06(AL) An Ordinance Appropriating to the Manager the Sum of $88,969 as Funding for the City and Borough of Juneau's Fiscal Year 2019 and 2020 Public Employees' Retirement System (PERS) Past Service Liability Cost for Centennial Hall; Funding Provided by the General Fund's Fund Balance.**

In 2018, CBJ removed a classification of Centennial Hall employees from the State of Alaska's Public Employees' Retirement System. As the employer, CBJ is obligated to pay a percentage of the withdrawn employees' salaries on an ongoing basis until the unfunded past service liability cost is satisfied. This ordinance would appropriate general funds to pay this liability for fiscal years 2019 and 2020 as follows:

| **Fiscal Year** | **Rate** | **Cost** |
|---|---|---|
| FY2019 | 16.53% | $43,292.34 |
| FY2020 | 17.44% | $45,675.76 |
| **Total** | | **$88,968.10** |

This request was reviewed by the Assembly Finance Committee on August 5, 2020.

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

G. **Ordinance 2020-09(D) An Ordinance Appropriating to the Manager the Sum of $47,746 as Funding for the City and Borough of Juneau's Fiscal Year 2021 Public Employees' Retirement System (PERS) Past Service Liability Cost for Centennial Hall; Funding Provided by the General Fund's Fund Balance.**

In 2018, CBJ removed a classification of Centennial Hall employees from the State of Alaska's Public Employees' Retirement System. As the employer, CBJ is obligated to

pay a percentage of the withdrawn employees' salaries on an ongoing basis until the unfunded past service liability cost is satisfied. This ordinance would appropriate $47,746 of general funds to pay this fiscal year 2021 liability at a past service cost rate of 18.23%. All future ongoing indebtedness fees will be included in the operating budget and funded with hotel bed tax receipts.

This request was reviewed by the Assembly Finance Committee on August 5, 2020.
**The City Manager recommends the Assembly adopt this ordinance.**

H. **Ordinance 2020-09(E) An Ordinance Appropriating to the Manager the Sum of $196,832 as Funding for PFAS Contamination Cleanup at the Juneau International Airport; Funding Provided by the Airport Fund's Fund Balance.**

The Airport Board has approved Phase 2 of Cox Environmental's PFAS contract, which has to take place and be approved by ADEC before drilling/testing can occur. Cox Environmental has prepared a lump sum budget for the plan submittal to ADEC, and a plan for perimeter wells, testing, and monitoring at a cost of $196,831.60. The Airport requests supplemental spending authority for this work.

A PFAS update was provided at the March 2, 2020 Public Works and Facilities Committee meeting. This request was reviewed and approved by the Airport Board at its July 16, 2020, meeting.

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

I. **Ordinance 2020-09(F) An Ordinance Appropriating to the Manager the Sum of $50,000 as Funding for the Manager's Office to Support the Systemic Racism Review Committee; Funding Provided by the General Fund's Fund Balance.**

This ordinance would appropriate $50,000 for the Manager's Office to support the Systemic Racism Review Committee established under Ordinance 2020-32. The Committee is charged with evaluating pending legislation and existing code and policy, and making recommendations to the Assembly to reduce the perpetuation of systemic racism.

At its meeting on August 10, 2020, the Committee of the Whole requested this appropriating ordinance be drafted and introduced at the next regular Assembly meeting.

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

J. **Ordinance 2020-09(G) An Ordinance Appropriating to the Manager the Sum of $600,000 as Funding for the Voice-over-Internet-Protocol (VoIP) Phone System Replacement Capital Improvement Project; Funding Provided by the Fleet Fund's Fund Balance.**

CBJ's telephone system and handsets have been in continuous use for more than two decades, and modernization will bring future operational savings. CBJ Libraries have piloted new phone technology using voice-over-internet-protocol (VoIP), and the results have been very positive. Implementation of the new system is projected to save 20% annually in telephone system costs. Funding for the new system will be provided by

Fleet/Equipment Reserve Fund.

Information on this topic was provided to the Assembly Finance Committee at its September 2, 2020, meeting.

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

K. **Ordinance 2020-43 An Ordinance Appropriating up to $500,000 to the Manager for a COVID-19 Juneau ArtWorks Grant Program; Funding Provided by the CARES Act Special Revenue Fund.**

This ordinance appropriates $300,000 of CARES Act funding for the purpose of supporting artists who have been substantially negatively impacted by the COVID-19 pandemic. Proposals for the creation of artworks in any media would be evaluated and selected by a review committee, and the resulting artworks would become public property.

The Assembly Finance Committee reviewed this ordinance at its August 5, 2020, meeting, and moved to amend the language in the body of the ordinance to a reduced amount of $300,000. The Committee requested that the revised ordinance be introduced and set for public hearing at the next regular Assembly meeting.

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

L. **Emergency Ordinance 2020-45 An Emergency Ordinance Extending the Requirement for Use of Face Coverings on Capital Transit Buses and in Certain Areas of City and Borough of Juneau Facilities Open to the Public.**

Emergency Ordinance 2020-25 initially imposed a requirement that people wear a face covering when using Capital Transit and in CBJ-owned facilities that are open to the public. There are exceptions for people with disabilities and young children. Emergency Ordinance 2020-34 extended the timeframe to September 22, 2020, no other changes were made. This emergency ordinance would extend the face covering requirement for three more months unless terminated earlier by the Assembly.

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

M. **Emergency Ordinance 2020-46 An Emergency Ordinance Adopting the City and Borough of Juneau COVID-19 Mitigation Strategies and Providing for a Penalty.**

This emergency ordinance establishes mitigation strategies, provides for exemptions, and sets a penalty for violations. The mitigation strategies provide structure and certainty to the community by establishing clear and known responses to the pandemic in our community. Further, it balances the need to mitigate harm with the need to keep the economy open.

The City is currently at incident level high, after experiencing an increase in cases. This underscores the need for the adoption of this emergency ordinance.

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

N. **Emergency Ordinance 2020-49 An Emergency Ordinance Extending Use of a Face Covering in Certain Indoor Settings and Providing a Penalty**

Emergency Ordinance 2020-41 initially imposed a requirement that people wear a face covering when in a publicly accessible indoor location or an indoor communal area outside the home. There are exceptions for people with disabilities or young children. Emergency Ordinance 2020-41 expires on October 18, 2020. As the next scheduled Assembly meeting is October 26, 2020, we are asking the Assembly to extend the timeframes tonight. This emergency ordinance would extend the face covering requirement for three more months unless terminated earlier by the Assembly.

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

O. **Emergency Ordinance 2020-50 An Emergency Ordinance Suspending Enforcement of Witness Signatures on By-Mail Ballots for the 2020 Regular Election of the City and Borough of Juneau.**

This emergency ordinance waives the requirement for a witness signature for the 2020 municipal election, provided that the Election Official is able to properly verify the voter's signature. This emergency ordinance is appropriate given the current public health emergency.

The Committee of the Whole reviewed this request at its September 14 meeting, and recommended that an emergency ordinance be introduced at the September 21 regular Assembly meeting.

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

## IX. UNFINISHED BUSINESS

A. **Tyson Lee v. Vertical Bridge LLC and Planning Commission**

## X. NEW BUSINESS

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

There are eight property owners that are requesting that the Assembly authorize the Assessor to consider a late-filed exemption request for their property assessment. The action required by the Assembly is to determine whether or not the late-filed exemption requests will be heard. Evidence on the assessment itself or the merit of the request is not relevant. The Assembly should consider each request separately and determine whether or not the property owner was unable to comply with the 30-day filing requirement.

The burden of proof is upon the property owner to show the inability to file a timely exemption request. In this context, the word "unable" does not include situations in which a property owner forgot about, or overlooked, the assessment notice, was out of town during the period for filing an exemption, or similar situations. Rather, it covers situations that are beyond the property owner's control and would prevent a property owner from recognizing what is at stake and dealing with it. Examples of this would include physical or mental disability serious enough to prevent a person from dealing rationally with their private affairs. Disagreeing with the amount of the assessment does not constitute inability to submit a timely exemption request, nor does a notice of assessment being sent to a wrong address. The property owner is responsible for keeping a current, correct address on file with the assessor's office.

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.

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

B. **Hurlock Property Reacquisition and Lease Request**

In 2018, the Assembly adopted Ordinance 2018-42 authorizing the sale of 9290 Hurlock Ave to Alaska Legacy Partners (ALP) with the condition that they develop the property in accordance to their proposed use as a senior care facility. ALP has decided not to proceed with its planned senior care facility and wants to sell the property.

On August 18, 2020, the Division of Lands and Resources received a joint letter from Tlingit Haida Regional Housing Authority (Housing Authority) and ALP. The letter states that THRHA proposes to use this property for vulnerable homeless youth and that they are working with ALP towards a property transfer.

At the August 31, 2020 meeting, the Lands Committee provided a motion of support and referral to the Assembly for the Attorney to draft an Ordinance that would remove the condition that ALP use the property for senior care facility (assisted living) and add a condition that the property be used for homeless youth. If the Assembly requests this Ordinance, the Planning Commission will review the proposed use by the Housing Authority to ensure that it conforms to adopted plans and the Land Use Code and consider the issuance of a Conditional Use Permit (CUP).

As the Assembly hears appeals of Planning Commission actions, I recommend that it delay discussion or consideration of the details and merits of a homeless youth facility (assisted living) until the assembly public hearing of the Ordinance that would amend the property use conditions.

The City Manager requests a motion of support to pursue reacquisition of this property as proposed by ALP and the Housing Authority for the use as a homeless youth facility (assisted living) and request a draft Ordinance that would be set for public hearing after the CUP process.

C. **Homeless Population Day Services**

D. **Shawn Wille v. CBJ Planning Commission: Notice of Appeal regarding a Conditional Use Permit 2020-0017 for Transitional Housing located at 6205 Alaway Ave.**

On August 31, 2020, the Clerk's office received a timely filed appeal of a Planning Commission decision to grant a Conditional Use Permit USE#2020 0017 for Transitional Housing to be located at 6205 Alaway Ave.

In accordance with the Appeals Code, the Assembly must decide whether to accept or reject the appeal. If you determine, after liberally construing the notice of appeal in order to preserve the rights of the appellant, that there has been a failure to comply with the appellate rules, or if the notice of appeal does not state grounds upon which any of the relief requested may be granted, you may reject the appeal.

If the appeal is accepted, you must decide whether the Assembly will hear the appeal itself or if it will assign the appeal to a hearing officer. If you decide to hear the appeal yourselves, a presiding officer should be appointed.

In hearing an appeal, the Assembly would sit in its quasi-judicial capacity and must avoid discussing the case outside of the hearing process. (See CBJ 01.50.230, Impartiality.)

## XI. STAFF REPORTS

## XII. ASSEMBLY REPORTS

A. Mayor's Report

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

C. Presiding Officer Reports

## XIII CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

## XIV. EXECUTIVE SESSION

A. **Tyson Lee v. Vertical Bridge LLC and Planning Commission**

B. **Manager and Attorney Evaluations and Salaries**

## XV. SUPPLEMENTAL MATERIALS

A. Senior Citizen Hardship Exemption - Marvin Letter

## XVI. 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, TDD 586-5351, e-mail: city.clerk@juneau.org

**Office of the Mayor**
**City & Borough of Juneau, Alaska**

**PROCLAMATION**

**ENERGY EFFICIENCY DAY October 7, 2020**

WHEREAS, October has been designated as National Energy Action Month to encourage citizens to save energy, water, and money, strengthen U.S. energy security, and build a more robust economy; and

WHEREAS, a nationwide network of energy efficiency partners has designated the first Wednesday in October as national Energy Efficiency Day to emphasize the important role energy plays in our nation; and

WHEREAS, the Juneau Renewable Energy Strategy lays out a path to make Juneau a leader in energy efficiency and renewable energy to replace dependence on fossil fuels for space heating and transportation; and

WHEREAS, Juneau received world recognition for its leadership in emergency energy efficiency measures through our community response to the 2008 and 2009 avalanches which shut off most hydroelectricity supplies; and

WHEREAS, energy efficiency continues to be the cheapest, quickest, and cleanest way to meet our energy needs and reduce utility bills for residential, business, and industrial customers; and

WHEREAS, implementing energy efficiency and other clean energy policies and programs helps boost economic opportunities and job creation while continuing to move toward a sustainable future; and

WHEREAS, the City and Borough of Juneau, Juneau organizations, businesses, and residents implement clean energy policies and practices; and

WHEREAS, together Juneau residents can contribute to our community's sustainability efforts by learning more about energy efficiency and practicing smarter energy use in their daily lives;

Now, therefore, I, Beth A. Weldon, do hereby proclaim October 7, 2020, as Energy Efficiency Day as a means to celebrate Juneau's energy efficiency efforts and to urge the residents of Juneau to join together to support our clean energy goals, practice energy efficiency and conservation, and take steps to move our community toward increased energy efficiency in the future.

In witness whereof, I have hereto set my hand and caused the seal of the City and Borough of Juneau, Alaska, to be affixed this 21st day of September, 2020.

Beth A. Weldon, Mayor

**Office of the Mayor**
**City & Borough of Juneau, Alaska**

# PROCLAMATION

## National Drive Electric Week 2020

## September 26 - October 4, 2020

**Whereas,** the City and Borough of Juneau is a demonstrated leader in electric transportation boasting a dozen public and private charging stations and is a leading EV community in the United States; and

**Whereas,** the City and Borough of Juneau has received federal funding for additional purchases of electric buses that are helping Juneau accelerate electric bus transformation for Juneau's Capital Transit system; and.

**Whereas,** the Juneau Commission on Sustainability has assisted and advised on Juneau's electric public transportation efforts to make Juneau a leading electric bus community in the United States; and

**Whereas**, the City and Borough of Juneau, Alaska has demonstrated Alaskan and North American leadership with public policy supporting electric vehicles and the transformation of fossil fuel transportation to clean, sustainable, and locally produced hydropower that reduces the cost of transportation in Juneau but also keeps these energy dollars circulating in Juneau; and

**Whereas**, September 26 - October 4, 2020 has been designated as National Drive Electric Week throughout the United States to educate our citizens about the benefits of plug-in electric vehicles and to promote their adoption in which Juneau, Alaska was the first Alaska city to participate and 2020 marks the 7th year of participation in the National Drive Electric Week; and

**Whereas**, Juneau's Drive Electric Week is a Covid-free road rally event that will take place on Saturday, September 26 at 300 Egan Drive at the Juneau District Heating Lot for a line up at 11:00 AM with the EV road rally commencing shortly thereafter and the Juneau EV driving public is encouraged to attend and show their support for Juneau's electric vehicle transformation.

**Now, therefore**, I, Beth Weldon, on behalf of the City and Borough of Juneau Assembly, do hereby proclaim September 26 through October 4, 2020, as "National Drive Electric Week" in the City and Borough of Juneau and call upon all residents of Alaska's capital city to join me in supporting the aims and goals of National Drive Electric Week.

In witness whereof, I have hereto set my hand and caused the seal of the City and Borough of Juneau, Alaska, to be affixed this 21st day of September, 2020.

Beth A. Weldon, Mayor

**SPECIAL ASSEMBLY MEETING**
**THE CITY AND BOROUGH OF JUNEAU, ALASKA**
April 22, 2020 – *DRAFT* Meeting Minutes

**MEETING NO. 2020-19:** The Special Assembly Meeting of the City and Borough of Juneau Assembly was held virtually, and was called to order at 5:00 p.m. by Mayor Beth Weldon.

## I. CALL TO ORDER / ROLL CALL

**Assemblymembers Present:** Mayor Beth Weldon, Wade Bryson, Rob Edwardson, Maria Gladziszewski, Michelle Hale, Alicia Hughes-Skandijs, Loren Jones, Greg Smith, and Carole Triem.

**Assemblymembers Absent:** None.

**Staff Present:** City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, Municipal Attorney Robert Palmer, Municipal Clerk Beth McEwen, Interim Engineering/Public Works Director Robert Barr, Deputy Clerk Diane Cathcart, Finance Director Jeff Rogers, Budget Analyst Adrien Speegle, MIS Director Matt Scranton, and MIS Support Specialist II Craig Bergquist

## II. APPROVAL OF AGENDA

## III. SPECIAL ORDER OF BUSINESS

**A. Telephonic Public Participation**

**B. COVID-19 Update and Actions**

Incident Commander Mila Cosgrove provided a recap of the April 22, 2020 EOC update of the COVID-19 situation in Juneau (see attached report).

**C. Proclamation: 50/50/50 Day**

Mayor Weldon proclaimed April 22, 2020 as "50/50/50 Day" which commemorates 50 years of Earth Day, 50 years of Sea Week, and for State Policy calling for 50% Renewable Energy by 2025. Mayor Weldon encouraged Juneau residents to join her in celebrating Juneau's leadership on this Earth Day.

## IV. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

## V. AGENDA TOPICS

**A. Public Hearing: Ordinance 2020-08 An Ordinance Establishing the Rate of Levy for Property Taxes for Calendar Year 2020 Based Upon the Proposed Budget for Fiscal Year 2021.**

This ordinance establishes the mill rates for property taxes for 2020, which funds a significant portion of the City and Borough of Juneau's FY21 operating budget. The Charter

requires the Assembly to adopt, by ordinance, the tax levies necessary to fund the budget before June 15.

The mill levies presented in this ordinance support the Manager's FY21 Proposed Budget that will be reviewed by the Assembly Finance Committee. As part of the budget review process, the Assembly Finance Committee will review and recommend, to the Assembly, the final mill levies. The final mill levies must be adopted on or before June 15.

For FY21, the operating mill rate is set to increase by 1.00 mills in Service Areas from FY20, and the proposed debt service mill rate is set to remain unchanged. This ordinance proposes a total mill levy of 11.66; the components of which are:

| Operation Mill Rate by Service Area | Millage | Change from FY20 Adopted |
|---|---|---|
| Roaded Service Area | 2.45 | 0.00 |
| Fire Service Area | 0.31 | 0.00 |
| Areawide | 7.70 | 1.00 |
| Operating Total | 10.46 | 1.00 |
| Debt Service | 1.20 | 0.00 |
| Total | 11.66 | 1.00 |

**The City Manager recommends holding the charter required public hearing for this ordinance, followed by referral back to the Assembly Finance Committee for further review.**

**Public Testimony**

Mr. Frank Bergstrom shared with the Assembly that during these tough times, there should be no increase in property assessments for the levy. He added that it is inappropriate to increase taxes during an economic recession, and doing so would only inflict pain upon the community. He recommended that the Assembly balance their budget by eliminating the lower quartile or programs previously prioritized by the Assembly, per the CBJ Assembly Fiscal Sustainability Program Priority Ranking Results. Mr. Bergstrom said that by cutting some of these programs, the CBJ could achieve nominal savings of up to $20 million over the span of three years. He alternatively suggested cutting CBJ payroll by 20% through salary and wage cuts.

**Assembly Action**

**MOTION** by Mr. Bryson for the Assembly to refer Ordinance 2020-08 to the Assembly Finance Committee for further review, and asked for unanimous consent.

Objection by Mr. Bryson and in speaking to his objection, he said, that he does not think that this is the right time to increase the mill rate.

Members discussed the fact that while the Assembly is taking public testimony on this ordinance at this time, this is being referred back to the Assembly Finance Committee for additional review. It was noted that the final mill levy amounts coming out of the AFC review process may differ from those currently before the Assembly and those will be coming back for additional public testimony before adoption by the Assembly.

**Roll Call Vote on Ordinance 2020-08:**
Ayes: Edwardson, Gladziszewski, Hale, Hughes-Skandijs, Jones, Smith, Triem, Mayor Weldon.
Nays: Bryson.
*Motion passed. Eight (8) Ayes, One (1) Nay.*

**B. Public Hearing: Ordinance 2020-09 An Ordinance Appropriating Funds from the Treasury for FY21 City and Borough Operations.**

This ordinance appropriates $423,944,500 in expenditure authority for the City and Borough of Juneau's FY21 operating budget, excluding the School District. It is necessary to appropriate all transfers between funds that support operations, debt service and capital projects as well as the associated expenditures within the funds themselves. These transfers account for $121,919,800 of the FY21 operating budget. The total appropriated expenditure authorization, net of inter-fund transfers, is $302,024,700 million.

This ordinance also recognizes $385,351,500 of projected revenue and transfers-in and decreases fund balances, across all funds, by $38,593,000. The revenue and fund balance draw are sufficient to fund the budgeted expenditures. During the weekly Finance Committee meetings in April and May we will walk through the components of the budget and explain the changes from the prior year.

The Charter requires that a public hearing be held on the FY21 operating budget by May 1, 2020, and adoption by June 15, 2020.

**The City Manager recommends holding the charter required public hearing for this ordinance, followed by referral back to the Assembly Finance Committee for further review.**

**Public Testimony**
None.

**Assembly Action**

Members noted that the same comments as on the previous ordinance apply to this ordinance. While it may be proposed with these dollar amounts at this time, it will be up to the Assembly Finance Committee to determine whatever the final amounts will be proposed when it comes back to the Assembly for public testimony and action.

**MOTION** by Mr. Smith for the Assembly to refer Ordinance 2020-09 to the Assembly Finance Committee for further review, and asked for unanimous consent. *Hearing no objections, the motion passed by unanimous consent.*

**C. Public Hearing: Ordinance 2020-10 An Ordinance Appropriating Funds from the Treasury for FY21 School District Operations.**

This ordinance will appropriate to the School District an FY21 operating budget of $87,337,400. This is an overall decrease in the budget of $1,601,700 from the FY20 Amended Budget. The School District's operating budget is:

| | |
|---|---|
| General Operations | $71,122,400 |
| Special Revenue (pupil transportation, Food service, etc.) | $16,215,000 |
| **Total Budget** | $87,337,400 |

The FY21 school budget is supported with a combination of funding sources including CBJ local funding of $28,518,600. The local funding consists of: $26,842,100 for general operations, and $1,676,500 for programs and activities outside of the state funding cap. These programs and activities include:
$1,181,500 million for student activities, $50,000 for pupil transportation, $50,000 for food service, $95,000 for Community Schools and $300,000 for Kinder Ready.
The general operations support is an increase of $64,800 over FY20 Amended.
The other program and activities funding is flat to FY20 Amended, for a net funding increase of $64,800.

State statute requires the Assembly to determine the total amount of local educational funding support to be provided and provide notification of the support to the School Board within 30 days of the School District's budget submission. The district's budget was submitted March 27, 2020. To meet this timing provision, it is necessary for the Assembly to determine the amount of funding and provide notice in the month of April. This amount cannot subsequently be reduced, unless the amount exceeds the State funding CAP, but it can be increased. If the Assembly does not set the amount and furnish the School Board notice within 30 days, the amount requested by the School District is automatically approved. By Charter, the Assembly is required to appropriate the School District's budget no later than May 31, 2020.

On April 22, 2020 a meeting is scheduled for the Assembly to state, by motion, the amount of local funding to be provided to the School District.

**The City Manager recommends holding the charter required public hearing for this ordinance, followed by a motion to set the amount of local funding to be provided to the**

**School District, and then referral of the ordinance back to the Assembly Finance Committee for additional review**.

**Public Testimony**
None.

**Assembly Action**

**MOTION** by Mr. Jones for the Assembly to set the minimum amount of funding for the School District at $26,842,100, and asked for unanimous consent.

Mr. Jones spoke to this proposed budget, saying that it is generally envisioned that the Assembly set the minimum amount as the amount towards the CAP. He stated that the request from the Juneau School District is based on their count of students that they expect. Mr. Jones added that the $26,842,100 came from an assessment of total property value conducted by the state.

Ms. Hale asked for clarification that the amount required to be set at this time doesn't need to include the above the cap amounts. Mr. Jones replied that was correct, that this motion would fund to the cap and the Assembly Finance Committee can discuss anything outside the cap and add that in later if the Assembly chose to.

Ms. Gladziszewski clarified to the Assembly that if they agreed to this motion then they would be committing to funding to the CAP, and are not committing yet to funding anything above the CAP. This vote is different from other agenda items, as it does not refer the item to the AFC, but is a commitment from the Assembly at this time to fund to the cap.

Ms. Hale asked Mr. Jones to provide additional information on how this has been done in the past and if past Assembly's had acted upon the full amount, funding up to the cap plus any funding outside the cap, during this stage in the process. Mr. Jones shared that normal process has been to move the funding to the cap amount at this meeting and nothing else. That has set the ground level of the minimal amount to be funded, below which the Assembly can't go. He said in some years, the motion has been to fund to the required cap which has just been $11 or $12 million but that has almost always been rejected and the Assembly has always funded to the cap with this motion. As for the rest of it, the budget is still up for discussion in the Finance Committee. For this year, that will be scheduled for the May 18 Assembly Finance Committee meeting as it has to pass out of committee and be adopted no later than May 31.

Mr. Bryson shared that it would make sense to him to introduce a smaller number, given that the amount can be increased later. He said that he wouldn't use the minimum requirement of $11 or $12 million figure but that automatically funding to the CAP right now, in this current environment, would be a little short-sighted. Mr. Bryson then asked Mayor Weldon if it was

possible to reduce the proposed amount by 10%, to take $2.6 million off of the budget, which could allow for some wiggle room and be potentially increased later.

Mayor Weldon asked Mr. Rodgers to clarify what is the minimum amount the Assembly could give all the way to the cap and asked him to provide the range.
Mr. Rogers said that the minimum required local contribution to the School District is $14,916,200, and if the Assembly desired to fund to the CAP they would need to add $11,925,900 to that $14,916,200 minimum. He added that the School District has requested an additional $2,055,100 of funding outside the cap which would bring the total request to $28,897,200. The Assembly will be required under law to fund at least $14,916,200.

Mr. Smith and Ms. Triem asked process clarifying questions on how the formula would work in the case of decreased student enrollment from the projected enrollment numbers as well as how those funds are allowed to be spent.

Mr. Rogers and Mr. Jones provided clarification on how those procedures work as well as what has been done historically by past Assemblies and what was allowed to be funded within the amount below the cap (instruction and program related expenses) vs. what programs (such as activities) could only be paid from money outside the cap.

**AMENDMENT #1** by Mr. Bryson for the Assembly to amend the motion by reducing the $26,842,100 amount by 10% for a reduction of $2,684,200, leaving a total of $24,157,900.

Objection by Mr. Jones. Mr. Jones spoke to his objection, saying that while he understood Mr. Bryson's idea. Mr. Jones said he feels that the reduction would cause the School District to have to go back to their school budget process and come back to the Assembly Finance before May 18 and tell the Assembly what they will be cutting to make that budget amount work. He said that he believe that would be too onerous a task to require them to do so. He said that while he didn't think Mr. Bryson's number would be the final Assembly decision, taking off an additional $2,684,200 from the School District's budget which already received a reduction of $1,600,000 from last year's funds is a considerable amount and he didn't think the Assembly should raise the stress level of the School Board for something that the Assembly would probably end up funding anyway.

Objection by Ms. Hughes-Skandijs. She agreed with Mr. Jones, saying that the schools are an essential service, and she doesn't believe that the schools is the place where the Assembly should be making cuts. She said the Assembly will be looking that "above the cap" funding with extra scrutiny. She adds that funding the schools to the CAP is reasonable and good for the community.

Mr. Bryson clarified that he does not want to cut a school budget, saying that as a father of five he does not want the school budget to be cut. However, he added that the financial situation is going to become increasingly difficult, and if the Assembly doesn't start making

tough cuts now, then they may have to make larger cuts in later years. He also says that the 10% cut he is proposing is minor, and would possibly decrease to a 5% cut, but he believes that every reduction that they do now will reduce the need for drastic cuts in the future.

Mr. Smith said that he understands where Mr. Bryson is coming from with fiscal conservatism and he agrees with that, however, he agrees that funding our schools strongly is a continued value of Juneau and it sends a message to the schools that the Assembly will be there for the School District and our kids. He said that there is still time and room to work with the funds outside the cap.

Mr. Edwardson opposed the amendment. He said that while he knows exactly where Mr. Bryson is coming from, he believes that schools will be a vital part of Juneau's response to COVID-19. He said that there is a lot of uncertainty on how a lot of this will develop and he said that everything needs to be on the table. This is on the table now and a decision needs to be made at this time so he is opposed to the amendment.

Ms. Gladziszewski said that she appreciated where Mr. Bryson was coming from with his amendment and added that she agrees with his intent but ultimately believes that the Assembly would agree to fund to the CAP at a later point in time and this amendment would create angst everywhere, so they might as well do it now.

Mayor Weldon opposed the amendment for purposes of questions. She said that it seems odd that they are discussing this before meeting with the School District and asked about the timing of the process.

Mr. Watt explained that the state rules for schools setting their budget coinciding with the Charter 13.6 rules regarding timing always puts the Assembly in a "time trap" and only gives them 30 days to work on their budget  and he agrees that it feels like this each year. He said the May 31 deadline for the school budget vs. the June 15 for the overall CBJ budget deadline. They also try to act as early as they can on this so that the school district can work on staffing deadlines as well.

Mr. Jones also noted that the Manager submitted his budget on April 1 and the School District gave a presentation to the Assembly about their budget on April 1 as well.

Ms. McEwen asked for clarification on the amendment and if Mr. Bryson's comment about reducing the amount to a 5% reduction instead of 10% reduction was amending his amendment. Mr. Bryson clarified that the amendment was at the 10% reduction amount and not the 5% reduction amount.

**Roll Call Vote on Amendment #1 – Reduce the Proposed School District funding amount by 10%, making the total amount $24,157,900.**
Ayes: Bryson
Nays: Edwardson, Gladziszewski, Hale, Hughes-Skandijs, Jones, Smith, Triem, Mayor Weldon.
*Amendment failed. Eight (8) Nays, One (1) Aye.*

**Roll Call Vote on the motion to set the minimum amount of funding for the School District at $26,842,100:**
*Hearing no objections, the motion is passed by unanimous consent.*

**MOTION** by Mr. Jones to refer Ordinance 2020-10 back to the Assembly Finance Committee for further consideration.
*Hearing no objections, the motion is passed by unanimous consent.*

**D. Public Hearing: Resolution 2877 A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2021 through 2026, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2021.**
This resolution would adopt the Capital Improvement Program (CIP) for Fiscal Years 2021 through 2026, as required by Charter Section 9.4, and lists the capital projects that will be initially appropriated by ordinance in FY21.

The Public Works and Facilities Committee (PWFC) reviewed the preliminary CIP resolution at its meeting on March 2, 2020, and forwarded the plan to the Assembly.
**The City Manager recommends holding the charter required public hearing for this resolution, followed by referral back to the Assembly Finance Committee for further review.**

**Public Testimony**
None.

**Assembly Action**

**MOTION** by Ms. Hughes-Skandijs for the Assembly to refer Resolution 2877 back to the Assembly Finance Committee for further discussion.

Mr. Edwardson asked for clarification about the scheduling of this item before the Assembly Public Works and Facilities Committee (PWFC). Mr. Watt confirmed that the PWFC will be reviewing it again at its meeting on April 27. Additional discussion took place with Ms. Hale and Mr. Watt on the process and timing for the CIP.

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

## VI. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 6:26 p.m.

*Clerk's Note: Special Thanks to Lacey Davis from the Juneau Public Libraries for her work on preparing these minutes for approval.*

Signed: _____ Signed: _____

Elizabeth J. McEwen, Municipal Clerk Beth A. Weldon, Mayor

**THE CITY AND BOROUGH OF JUNEAU, ALASKA**
**SPECIAL ASSEMBLY MEETING**
*DRAFT* Meeting Minutes – April 27, 2020

**MEETING NO. 2020-21:** The Special Assembly meeting of the City and Borough of Juneau Assembly was held virtually over Zoom, and was called to order by Mayor Beth Weldon at 6:00 p.m.

## I. CALL TO ORDER / ROLL CALL

**Assemblymembers Present:** Wade Bryson, Robert Edwardson, Maria Gladziszewski, Michelle Hale, Alicia Hughes-Skandijs, Loren Jones, Greg Smith, Carole Triem, and Mayor Weldon.

Assemblymembers Absent: None

Staff Present: City Attorney Robert Palmer, City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, Municipal Clerk Beth McEwen, Deputy Clerk Diane Cathcart, EOC Director Robert Barr, Public Information Officer Lisa Phu, Community Development Director Jill Maclean, Risk Manager Jennifer Mannix, Lands Manager Greg Chaney, Port Engineer Erich Schaal, and Assistant City Attorney Emily Wright.

Special Guest: Dr. Anne Zink.

## II. APPROVAL OF AGENDA

*Hearing no objections, the agenda was approved.*

## III. SPECIAL ORDER OF BUSINESS

Ms. McEwen provided instructions for how the public could sign in via Zoom or call in and participate virtually in the meeting.

## IV. AGENDA TOPICS

### A. Alaska Chief Medical Officer Dr. Anne Zink

Alaska Chief Medical Officer Dr. Anne Zink joined the Special Assembly meeting, and thanked the Assembly for their time and allowing her to participate.
She expressed her appreciation for all of the hard work Juneau has been doing to help limit the spread of COVID-19 through testing and screening.

Dr. Zink shared Juneau-specific data with the Assemblymembers, noting the 27 current total cases, 18 total recovered cases, and 6 total hospitalizations, and 0 deaths.

Dr. Zink stated that cases in Juneau are following a similar trend seen worldwide—a case is introduced into the community via travel, and is followed by a spread resulting in secondary and community transmission.

Dr. Zink also spoke about the importance and critical nature of testing. She shared that she felt discouraged about Juneau's current lack of testing reagents. She adds that she has spoken to her federal colleagues about this lack of reagents, and is hopeful that we will receive some in the future.

Testing reagents would result in a faster turnaround time with the ability to conduct tests locally, rather than sending them out of town. Communities which have been able to open up quickly and safely have done so through aggressive testing procedures, thorough case investigation, and isolation. Testing capacity and effective quarantining will lead to a more focused, surgical approach that will result in reopening safely and effectively.

She shared that today CDC changed its clinical criteria for what constitutes a recovered case. Before, a clinical diagnosis for a recovered case required a week after onset of symptoms and 72 hours since their last fever with no antipyretic (Tylenol, ibuprofen, etc.). The CDC has changed so now it is 72 hours since the last fever, and ten days since onset of symptoms, extending it by three days.

The majority of testing done is being administered by hospitals and testing centers, and are not being sent to state or commercial labs. However, Alaska still has a lot of testing being done and sent to the state lab. Dr. Zink again stated that she wants to send reagents to our hospitals and testing facilities as soon as possible so that the turnaround time for testing is much faster.

Dr. Zink shared that 2.9% of the population has been tested so far, and 926 tests total have been administered. Dr. Zink encouraged Juneau to be mindful that the entire community does not have access to testing: unhoused residents, non-English speakers, those who are opposed to testing, etc. Congregate groups in particular are at high risk. Asymptomatic testing has been rolling out gradually, such as in Sitka over the weekend. The testing has been working with congregate settings such as Lemon Creek Correctional Center. They tested a lot of people in Wasilla on Sunday. Dr. Zink said that future places to administer testing would be other congregate setting such as fisheries. Dr. Zink and her team are currently thinking of other strategic ways to perform screenings and conduct tests. In accordance with Health Mandate 15, Dr. Zink shared that they are also looking at testing hospitalized patients and healthcare workers.

Dr. Zink shared with the Assembly the current COVID-19 dashboard data that specifically reflects data gathered in Juneau. She also mentioned that there is an internal dashboard that allows her team to look at more specific details regarding hospitalizations, pending test results, and the PPE burn rate. This data helps direct PPE to communities in need, and provides data to share with the federal government in order to receive supplies and federal support. Dr. Zink added that the federal government is also sending PPE to long-term care facilities.
After the slideshow presentation, Dr. Zink informed the Assembly and the community that she was ready and willing to answer their questions.

Mr. Edwardson asked Dr. Zink to explain how the testing and tracing Juneau currently has made us ready to start reopening.

Dr. Zink answered that the conversation regarding the appropriate number to determine reopening is ongoing and varied. The federal government is currently looking at tests per thousand, per month, and currently Juneau is at 22 per thousand, per month. Dr. Zink said that she has reviewed Juneau's positive test rate. She added that the WHO recommends that communities should have a positive test percentage below 10% before even thinking of reopening; the highest positive test rate Juneau has had was 3.4%, and we are currently at 2.1%. Dr. Zink said that this disease is complex, and waiting a full 28-day cycle to determine that the disease has been eliminated from the community may not be the most effective method. She mentioned how other communities and countries have seen a handful of cases consistently remain, and that it could be a very long time until cases reach zero.

Mr. Edwardson asked Dr. Zink if she thinks that Juneau currently has the capacity now to accomplish all she is wanting to do: widespread testing, faster turnaround times, aggressive contact tracing, etc.

Dr. Zink said she and her team believe that Juneau does have the capacity to do so. Sending tests out of town is still effective. She added that she hopes to get more resources and supplies out to Juneau in the future, and that Juneau has done a great job keeping case numbers down.

Ms. Hale asked Dr. Zink if she is aware of anyone who is primarily monitoring Juneau's numbers, someone who could potentially inform the community if there is a need to shut down again.
Dr. Zink answered that the number-specific data for Juneau shows that the community is doing a great job with this virus. However, she added that these numbers can only give a broad picture, and asks the community to ensure that they have the information they need to feel comfortable. Dr. Zink also said that the majority of cases in Juneau are the result of secondary transmission, not community transmission; and the test results and numbers her team have received have been reassuring.

Mr. Smith asked Dr. Zink about any perceived mixed messages, such as the separate state and city risk levels, and asked her to speak on that.

Dr. Zink said that the more we are aligned with our message, the easier it will be for the public to understand. She adds that it would be helpful for a community to send a consistent message along with small openings.

Mr. Bryson asked Dr. Zink why she and her team are recommending that they start Phase 1 reopening now. What factors led them to choose this week to reopen?

Dr. Zink shared that she and her team have been looking at four different factors: epidemiology, testing capacity, hospital and health care capacity, and the ability to track and trace. She says that from an epidemiological standpoint, Alaska has spent the past month in decline, which has been reassuring.

From a hospital capacity standpoint, Dr. Zink's team wanted to ensure that facilities can source most of their own PPE, adding that most hospitals and facilities have 60 days of supplies on hand. She also mentioned that Alaska has remained well below 50% capacity for ICU beds and ventilators for several weeks at a time. For contact tracing and investigation, Dr. Zink said that has been conducted on 100% of cases since Day 1.

Dr. Zink shared that the biggest setback so far has been testing capacity, but Alaska has recently made significant strides in administering widespread testing. Testing has been the only one out of the four to cause a delay in reopening, and Dr. Zink feels that Alaska is in a better place now to begin that process.

Ms. Triem asked Dr. Zink what are the components she will be looking at when considering future phases of reopening.

Dr. Zink said that she is looking at those four main factors to continue reopening, but also to close if needed. She said that it is important to monitor cases and their percentages, so that we can avoid an exponential growth curve. If there is a spike in cases that causes the hospitals to be overwhelmed or a limited supply of PPE, that would also result in closures. Dr. Zink points out that these are similar to the factors that constitute reopening, just done in reverse. She also mentioned that she and her team often review numbers on a regular basis with colleagues, University of Alaska, and the CDC to ensure that they also agree with their reopening strategies.

Ms. Gladziszewski asked Dr. Zink what Juneau-specific metrics the Assembly should be looking at to determine what the appropriate response should be moving forward.

Dr. Zink responded that if there was any messaging or information that Juneau specifically needed to receive, her team would communicate those concerns to Juneau. She recommended that Juneau learn how to apply the aforementioned four categories to the community's risk mitigation strategies.

Mayor Weldon asked Dr. Zink how many tests could be conducted in Alaska per day, and when does she expect more testing supplies to come to Juneau.

Dr. Zink said that it is difficult to answer how many tests can be conducted in a day, mostly because many communities send their tests to commercial labs, and her team is not aware of the testing capacities for those facilities. She says that over 7,000 tests a week can be run at the DPH lab in Anchorage and Fairbanks. She also added that Alaska is running at a fraction of what it is

capable of in terms of testing capacity, and they have the ability to order more swabs and testing supplies.

Ms. Hughes-Skandijs asked how Juneau could avoid doubling, or going into the exponential curve increase of positive cases.
Dr. Zink said that any doubling time that is shorter than ten days would be cause for concern. Acting early helps mitigate the spread of a doubling scenario.

Mr. Edwardson asked Dr. Zink how effective would Alaska be at "pushing down" the virus in the case of resurgence, given the information that we know and the information we don't know.
Dr. Zink answered that there is a lot of unknown information surrounding this virus, and that she learns something new every day; however, she does know that Alaska was effective at limiting the spread of the virus early on.

Mr. Watt asked for Dr. Zink to define terms she has used such as "cluster", "hot spot", and "spike", "outbreak", and "pocket".

Dr. Zink defined "pocket" as a contained group of cases that her team is watching, but are not connected to other cases. A "hot spot" is defined as exponential spread around a specific location. A "cluster" is an epidemiology term, a formalized way to look at who is associated with a specific case.

Ms. Gladziszewski asked Dr. Zink if there is a capacity for asymptomatic testing and possibly random sampling.

Dr. Zink answered that anyone who has symptoms should get tested, and shared that there is a capacity for targeted asymptomatic testing. She encourages any long-term care or healthcare facilities who are potentially at-risk to receive asymptomatic testing. She also encourages Alaskans to rely on the science and the data that supports safe social distancing strategies.

Mayor Weldon asked Dr. Zink to clarify who pays for testing, and how much testing costs.
Dr. Zink said that she has been working with health insurance providers such as Medicaid and Medicare, and shared that there should be no copay charge for receiving a COVID-19 test for anyone who is insured. At a state level, Dr. Zink says that there is no charge for the supplies they send out, and they are working so that those who are uninsured can still be tested. However, she did note that some clinicians are charging an assessment fee, but Public Health is working to write referrals to avoid those fees.

Mayor Weldon had a question regarding the outbreak at Lemon Creek Correctional Center, asking how they determined which inmates got tested.

Dr. Zink said that LCCC identified the inmate with the positive case, and then tested the people that they had been in contact with recently. She shared her team's long-term goal is to offer

testing at every correctional facility and every long-term facility in the state. They have identified LCCC and McLaughlin as the two places where they wanted to start testing every inmate in the facility, due to positive cases amongst staff.

## V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Due to time constraints, public participation on non-agenda items will be deferred to the 7 p.m. Regular Assembly Meeting.

## VI. ADJOURNMENT

The Special Assembly Meeting was adjourned at 7:08 p.m.

*Clerk's Note: Special Thanks to Lacey Davis for her work on preparing the minutes.*

Signed: _____ Signed:_____

Elizabeth J. McEwen
Municipal Clerk

Beth A. Weldon
Mayor

# THE CITY AND BOROUGH OF JUNEAU, ALASKA

*DRAFT* Meeting Minutes – April 27, 2020

**MEETING NO. 2020-22:** The Regular Meeting of the City and Borough of Juneau Assembly held as a virtual meeting via Zoom webinar, was called to order at 7:00 p.m. by Mayor Beth Weldon.

## I. FLAG SALUTE

## II. ROLL CALL

**Assembly Members Present:** Mayor Beth Weldon, Maria Gladziszewski, Loren Jones, Rob Edwardson, Wade Bryson, Carole Triem, Michelle Hale, Alicia Hughes-Skandijs, and Greg Smith

**Assembly Absent:** None.

**Staff Present:** City Manager Rorie Watt, City Attorney Robert Palmer, Deputy City Manager/Incident Commander Mila Cosgrove, Municipal Clerk Beth McEwen, Deputy Municipal Clerk Diane Cathcart, Deputy City Attorney Emily Wright, Lands Manager Greg Chaney, Library Director Robert Barr, Public Information Officer Lisa Phu, Community Development Director Jill Maclean, Deputy Port Engineer Erich Schaal

## III. SPECIAL ORDER OF BUSINESS

### A. Instruction for Public Participation

Ms. McEwen provided instructions for how the public could sign in via Zoom or call in and participate virtually in the meeting.

### B. COVID-19 Update and Actions

Incident Commander Cosgrove provided an update on the Juneau EOC COVID-19 statistics. She didn't go into a lengthy report since they just completed the Special Assembly meeting at 6 p.m. with Alaska's Chief Medical Officer Dr. Anne Zink. Ms. Cosgrove shared that the current case numbers in Juneau have consistently remained at 27; there has not been a new case of COVID-19 since April 21. The last known date of community transmission was on March 29.,All cases since that date have been the result of secondary transmission. She also added that the mobile testing center will be testing congregate groups in Juneau. Ms. Cosgrove noted that there is a task force working with the Juneau School District on planning for the 2020 high school graduation at the end of May.

Economic Stabilization Task Force (ESTF) Co-chair Max Mertz provided an update from the ESTF with recommendations regarding child care. In addition to the child care recommendations, there was CARES Act funding information related to unemployment as well as health insurance. Mr. Mertz also addressed the recommendations the ESTF has for daycare

facilities to use to ensure that they are operating safely, accompanied with CDC protocol guidelines. The third topic the ESTF sent information about was a link to the Chamber of Commerce website with a list of businesses that are helping other businesses to work through COVID-19 with the help of financial and legal professionals. The ESTF recommendation documents were provided as red folder documents sent to the Assembly earlier in the day.

Mr. Mertz answered Assemblymembers' questions regarding the ESTF recommendations, and Mr. Edwardson agreed to work with Mr. Mertz in regards to childcare facilities. Mr. Mertz also answered Assemblymembers' questions regarding unemployment benefits, clarifying the differences between the federal unemployment program and the state unemployment program.

**C. Census Reminder**

Ms. Cosgrove provided an update on the 2020 Census statistics for Juneau which were at 53.1% so far. She said that people could go online through the www.juneau.org link to the Census page. She said that they can complete it either electronically or by sending back their paper census documents but they did not need to do both.

**D. Recognition of Lands Manager Greg Chaney upon his Retirement**

City Manager Rorie Watt recognized outgoing Lands Manager Greg Chaney upon his retirement from CBJ. Mr. Chaney started working in the Parks Landscape and Maintenance Division, and moved over to the Community Development Department where he worked for 16 years. In 2013, Mr. Chaney moved to the Lands Division where he served for another seven years. In total, Mr. Chaney has held seven positions during his career with CBJ and as many CBJ employees do, they learn and grow and move up and around in the organization which provides for a depth and breadth of knowledge that benefits the whole organization. Mr. Watt said that one of Mr. Chaney's big accomplishments was to update the Land Management Policy which is a very long range vision document. He also worked on daily, thankless tasks such as researching graveyards, air quality control, and tree removal. Mr. Watt recognized Mr. Chaney for all his work on the Pedersen Hill subdivision project which Mr. Watt kindly referred to as the road of the future.

Mr. Chaney thanked the Assembly and the Manager for their well wishes and shared some of his great words of wisdom: Land is worth more than the appraised value and the way that land sales go are never predictable. He said in his experience there have been land sales in the borough for $1 to 2 Million dollars and no one bats an eyelash but when the city tries to sell a piece of land for $100,000, you can pack a room people with very passionate ideas about what should be done with that land. His other words of wisdom are that whatever the Assembly is looking at, the devil is always in the details.

Ms. Gladziszewski said that she first worked with Mr. Chaney when he was a Planner with the Community Development Department and she was serving on the Planning Commission and she wanted to thank him for all he has done for Juneau and for the community. She said that he is a true public servant and the people of Juneau don't realize how much he has done quietly and in the background for the whole community. She thanked him for all his service.

Mr. Watt led the Assembly in a virtual handshake to replicate the tradition of the person going down the row to shake the hands of each Assemblymember and staff at their final meeting.

## IV. APPROVAL OF MINUTES

*None.*

## V. MANAGER'S REQUEST FOR AGENDA CHANGES.

*None.*

## VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Mayor Weldon noted that for ease of technical purposes, public testimony on agenda items was also being allowed during this section.

Mr. Alex Marvel, with the Sandbar restaurant/bar, testified about the Governor's Phase 1 reopening plan. Mr. Marvel expressed that he was ready to reopen when the Governor said they were able to, but then had to wait for the Assembly. He said that he is dedicated to ensuring the safety of Juneauites, and is adhering to every guideline in the Governor's reopening plan. He encouraged the Assembly to allow businesses to reopen the following day, Tuesday, April 28 at noon.

Mr. Mark Smith, a Montana Creek area resident, encouraged the Assembly to keep in mind that citizens and businesses are also running into difficult times, and to look for revenue sources other than raising property taxes. He testified that while he appreciates Parks and Rec. and Eaglecrest, he suggests to the Assembly that those may be some places to take temporary cuts or reductions if that would help the budget. He also suggested that CBJ does have a bunch of land at Pederson Hill. If money is needed, sell some land to bring in revenue.

## VII. 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

**MOTION** by Ms. Gladziszewski to adopt the Consent Agenda and asked for unanimous consent. *Hearing no objection, the consent agenda was adopted.*

### 1. Ordinances for Introduction

### a. Ordinance 2020-18 An Ordinance Authorizing the Manager to Execute a Lease Agreement with AJT Mining Properties, Inc. for a Campground near Downtown Juneau.

On March 26, 2020, Emergency Ordinance 2020-17 was adopted, which gave the Manager authority to lease the Mill Campground for 180 days. This ordinance would authorize the Manager to lease the property for the Mill Campground for longer than 180 days.

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

**b. Ordinance 2020-19 An Ordinance Approving the City and Borough's Participation in a Proposed Refinancing by the Alaska Municipal Bond Bank of the Bond Bank's General Obligation Bonds that Provided Funds to Purchase the General Obligation Bond, 2010A of the City and Borough, Under a Loan Agreement between the City and Borough and the Bond Bank; and Authorizing a Revised Schedule of Principal and Interest Payments on the City and Borough's Bond, in Accordance with the Loan Agreement, if the Bond Bank Successfully Refinances its Bonds.**

This ordinance would authorize the issuance of up to $7.5 million in bonds to refund (refinance) the 2010B general obligation school/pool bonds. The original $7.58 million in bonds were sold June 1, 2010 through the Alaska Municipal Bond Bank to fund a portion of the Dimond Park Aquatic Center. The bonds were issued as Recovery Zone Economic Development Bonds (RZEDB) and receive a federal interest subsidy.

The amount to be refunded is $7.58 million of existing debt plus costs of issuance. At the time the bonds are issued in July 2020, the refunding will result in an estimated total savings of $100,000-$200,000 over the remaining life of the bonds. As part of the refunding, these bonds would no longer receive the federal interest subsidy, but the overall savings would outweigh the lost subsidy.

As a result of the COVID-19 pandemic crisis, market volatility has reduced potential savings to the lower end of the range. However, the financing team is optimistic that the market will recover and return higher savings as the pricing date in June approaches. The term of the new issue will be the same as the original (final payment December 2024).

These bonds qualify for 60% reimbursement under the State's School Construction Bond Debt Reimbursement Program. The reimbursement under the State's Debt Reimbursement Program is subject to annual appropriation by the Legislature. The debt service component of the property tax mill rate funds the remaining portion of the payments.

Additional detail will be forthcoming prior to public hearing.

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

**c. Ordinance 2020-21 An Ordinance Approving the City and Borough's Participation in Proposed Refinancings by the Alaska Municipal Bond Bank of the Bond Bank's Various General Obligation Bonds that Provided Funds to Purchase Various General Obligation and Revenue Bonds of the City and Borough, Under Loan Agreements between the City**

**and Borough and the Bond Bank; and Authorizing Revised Schedules of Principal and Interest Payments on the City and Borough's Bonds, in Accordance with the Loan Agreements, if the Bond Bank Successfully Refinances its Bonds.**

This ordinance would authorize the participation in the Alaska Municipal Bond Bank's "Exchange" refunding (refinance) of multiple bond issues: 2013 Bartlett Hospital Refunding, the 2013 GO CIP and 2014 GO CIP bonds, and the 2014 Seawalk and 2015 Cruise Ship Dock Expansion bonds. The original bonds were sold through the Alaska Municipal Bond Bank Authority (AMBBA).

| Bond | Issue Date | Original Principal | Current Principal | Refunding Principal |
|---|---|---|---|---|
| 2013 BRH (2004 Refunding) | 3/1/2013 | $23,660,000 | $18,130,000 | $8,715,000 |
| 2013I GO CIP | 3/1/2013 | $2,600,000 | $2,045,000 | $1,125,000 |
| 2014III GO CIP | 10/1/2014 | $11,210,000 | $9,160,000 | $1,420,000 |
| 2014IA Seawalk | 2/1/2014 | $6,055,000 | $5,130,000 | $890,000 |
| 2015B Cruise Ship Dock | 6/1/2015 | $20,595,000 | $16,545,000 | $7,045,000 |
| Total | | **$64,120,000** | **$51,010,000** | **$19,195,000** |

AMBBA is proposing a partial Exchange refunding based on various scheduled maturities that show substantial cost savings. Approximately $19.2 million in debt principal will be refinanced. In early March 2020, AMBBA estimated savings to CBJ of approximately $280,000 in a partial Exchange refunding.

As a result of the COVID-19 pandemic, considerable market volatility has erased much of the projected savings. The financing team is watching the markets and believes a bond sale later in the summer will benefit from some market recovery. The bond refunding transaction will not extend the original terms of the bonds.

Additional detail will be forthcoming prior to public hearing.

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

**d. Ordinance 2019-06(AB) An Ordinance Transferring $200,000 of Temporary 1% Sales Tax from the Debt Service Fund, to the Manager for the Purpose of Funding the Accounting Systems Upgrade Capital Improvement Project.**

These funds were initially authorized by the full Assembly on June 3, 2019 through the FY20 CIP Resolution 2845(e) for accounting system upgrades. The original appropriation was made to the Debt Service Fund, as management believed the project would be financed via a lease arrangement. Subsequently, management decided not to pursue a lease as there was adequate cash on hand to finance the project without one. As such, this ordinance would transfer the

original appropriation of $200,000 from the Debt Service Fund to the Accounting Systems Upgrade Capital Improvement Project (M15-004).

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

**2. Bid Award**

**a. Bid Award - Bid No. DH20-021 Statter Harbor Improvements Phase III(B)**

This project would fabricate and install approximately 850 linear feet of moorage floats, new retaining wall and gangway at Statter Harbor. The project will provide dedicated "for hire charter vessel" floats and will mitigate congestion at the transient facility.

Funding for this project is provided by the Commercial Passenger Vessel Excise Tax, Clean Vessel Act grant funding and the CBJ Harbor Enterprise funds.

Bids were opened on April 21, 2020. The bid protest period expired at 4:30 p.m. on April 22. Results of the bid opening are as follows:

| **RESPONSIVE BIDDERS** | **TOTAL BID** |
|---|---|
| Trucano Construction Company | $4,235,140 |
| Western Marine Construction | $4,635,150 |
| Pacific Pile & Marine | $4,748,570 |
| ***Engineer's Estimate*** | **$3,900,118** |

The Docks and Harbors Board recommended this bid award at a special public meeting held on April 22.

**The City Manager recommends award of this project to Trucano Construction Company in the total bid amount of $4,235,140.**

**3. Liquor License**

**a. Liquor License Renewals for Licenses: 11 licenses**

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

**2020-2021 Renewal of Liquor Licenses**

License Type: Restaurant/Eating Place, License #851
**Alaska Travel Adventures Inc. d/b/a Gold Creek Salmon Bake**
Location: No Premises, Juneau

License Type: Restaurant/Eating Place, License #3049
**Valley Restaurant LLC d/b/a The Valley Restaurant**
Location: 9320 Glacier Hwy., Juneau

License Type: Beverage Dispensary–Tourism, License #5649
**Tailwind JNU, LLC d/b/a Tailwind Concessions**
Location: 1873 Shell Simmons Drive Suite 220 (Outside Security), Juneau

License Type: Beverage Dispensary–Tourism, License #5631
**Tailwind JNU, LLC d/b/a Tailwind Concessions**
Location: 1873 Shell Simmons Drive Suite 220 (Inside Security), Juneau

License Type: Beverage Dispensary, License #648
**YC Juneau Hotel, LLC d/b/a Westmark Baranof Hotel**
Location: 127 N. Franklin St., Juneau

License Type: Beverage Dispensary, License #772
**NYT, Inc. d/b/a Rendezvous**
Location: 184 S. Franklin St., Juneau

License Type: Beverage Dispensary, License #4349
**Fishbone, LLC d/b/a Rockwell**
Location: 117 S. Franklin St., Juneau

License Type: Package Store, License #2066
**Fred Meyer Stores Inc. d/b/a Fred Meyer #158**
Location: 8181 Glacier Hwy., Juneau

License Type: Wholesale-General, License #3166
**The Odom Corporation d/b/a The Odom Corporation**
Location: 5452 Shaune Drive Bay 1, Juneau

License Type: Wholesale-Malt Beverage & Wine, License #4715
**The Odom Corporation d/b/a The Odom Corporation**
Location: 3143 Channel Drive, Juneau

License Type: Wholesale-Malt Beverage & Wine, License #5495
**White Mountain Beverage LLC, d/b/a K&L Distributors Alaska**
Location: 8420 Airport Blvd., Suite 201, Juneau

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 transfer and liquor license renewals.**

## VIII. PUBLIC HEARING

### A. Resolution 2891 A Resolution Instituting Measures to Protect Public Health Related to COVID-19.

State of Alaska Health Mandate 16 allows local governments the ability to choose different rules to allow for more precise control of COVID-19. Health Mandate 16 went into effect on April 24. It allowed certain sectors of the economy to gradually open, including increasing gathering limits from 10 to 20 people. This resolution would keep the gathering limit to 10 to provide time to evaluate the consequences of the other measures in Health Mandate 16.

**After considering the advice received tonight from Dr. Zink, the City Manager recommends that the Assembly discuss whether this resolution – as drafted, or as amended – is necessary.**

**Public Comment**

Mr. Zachary Warmbrook, a Mendenhall Valley resident, says that the current case numbers do not justify the restrictions advised by the city. He feels that restricting groups to 10 people instead of 20 is a "short-sighted, knee-jerk fear reaction" that will harm small businesses. Mr. Warmbrook asked the Assembly why they do not allow the citizens to decide if they want to follow restrictions. He adds that the Assembly should send out advisements, not regulations.

Mr. Phillip Moser, a Mendenhall Valley resident, expressed concern about the effects this resolution could have on small businesses in Juneau. He says that Juneau has not yet mitigated the risk of Coronavirus, and has only had a small number of cases. He also stated that if everyone in Juneau were to be infected with Coronavirus, taking the current mortality rate in Alaska of 2.6%, potentially up to 858 Juneau resident would be at risk of dying.

Mr. Craig Dahl, an Auke Bay resident, believes that the procedures outlined in the Governor's Health Mandate 16 would allow for a wide array of small businesses to reopen, and feels that it should be followed. He added that this mandate does not reopen businesses to operate normally, but reopens them under a new set of guidelines that would still slow the operation of businesses. Mr. Dahl says that the businesses who are willing to reopen and comply with the given protocols should be given the opportunity to do so.

Ms. April Gilbert, a Mendenhall Valley resident, says that she feel concerned that the Assembly would consider limiting the Governor's recommendations. She feels that there is not a big difference between gatherings of 10 or 20, but that there is a difference on whether business owners can provide for their families. Ms. Gilbert encourages the Assembly to not disregard the Governor's recommendations and to allow for social distancing with 20 people.

Ms. Debbie White, an Auke Bay resident, asked the Assembly to take the Governor's mandate into consideration. She says that Juneau residents should start working together to reopen the economy and reopening activities for young people and grandparents.

Mr. Frank Bergstrom, a Lemon Creek resident, mentioned that there are typically more than 20 people inside of Fred Meyer at one time, and cites this as an example of more than 20 people gathering safely.

**Assembly Action**

**MOTION** by Ms. Gladziszewski for the Assembly to discuss Resolution 2891.

Objection by Ms. Hale. Ms. Hale would rather the Assembly not pass this resolution, and instead advocates that they go with the Governor's Health Mandate 16.

Objection by Mr. Bryson. He agrees with Ms. Hale and thanked her for sharing her reasoning.

Ms. Hughes-Skandijs shared that she will be voting against this resolution for the exact reason that she voted for Juneau's Hunker Down measure, saying that it is based on the science. She says that she would like to make decisions based on the information shared by public health experts like Dr. Zink. Ms. Hughes-Skandijs also shares that those who might be in favor of passing this resolution are not necessarily doing so out of fear, they are doing what they believe to be responsible and reasonable. Conversely, she adds that those who are against this resolution are not disregarding the seriousness of the situations, they are doing what they think is right based on the facts that they have seen. Ms. Hughes-Skandijs encourages the community that we are all in this together, despite the differences.

Mr. Edwardson spoke in favor of this resolution, citing the amount of emails he has received, he believes the public deserves a thorough discussion on this issue. He sees Health Mandate 16 as Step 3, while Steps 1 and 2 have been completely ignored at both the State and Assembly levels. Mr. Edwardson shares that Step 1 would be the Assembly deciding whether there is a good public service reason to put residents at risk of getting sick or dying. He defines Step 2 as deciding what that specific reason would be, and mentions that the reasoning so far has been focused on small business. He says that some people equate losing their small business to being equal as getting sick or dying, and the comparison of those two things is an abuse of an analogy. Mr. Edwardson adds that while he trusts Dr. Zink and her team, they cannot answer the fundamental question of whether reopening businesses is worth lives.

Ms. Hale expressed appreciation for Ms. Hughes-Skandijs' words, and wished to clarify that this mandate does not relax social distancing or masking standards. She says that with this soft reopening, it is even more important to social distance and wear masks.

Ms. Triem spoke in favor of this resolution, saying that it is not an easy decision to make. She states that while she trusts Dr. Zink and the DHSS, she believes that they are making a decision for the entire state of Alaska, and are not considering Juneau specifically. She also references Dr. Zink's recommendation of widespread testing, which Juneau does not yet have and that makes

her hesitant to move forward with reopening. Ms. Triem also mentioned that the virus can still infect those who choose to stay home. The virus does not discriminate between those who go out and those who hunkered down. Ms. Triem says that she would like to go slower than the Governor's recommendation for the time being.

Mr. Bryson shared that business owners want to keep their staff and their customers safe, and will take the necessary precautions to do so. He adds that this is not a matter of profit, it is a matter of survival. Mr. Bryson also says that large corporate stores such as Fred Meyer, Costco, and Petco, are all still open and operating. Mr. Bryson feels that going at a slower pace would only hurt local small businesses. He also believes that not every business that can open will open, and lifting restrictions will not automatically open dozens of businesses in Juneau, but rather the reopening would be a slow and gradual process. Mr. Bryson believes that the message of the Assembly should consistently match the State's message, and tweaking or differing that message would be potentially confusing for Juneau residents. He mentions that with the passing of the previous Hunker Down mandate, the reasoning behind that was to listen to the health experts He believes that with this new mandate, the reasoning should remain the same and the Assembly should continue to listen to the experts on how to reopen businesses in a post-Covid world.

Ms. Gladziszewski shared that this is a very difficult decision to make without perfect information. She says that she found the data and information given by Dr. Zink and her team to be reasonable, and Dr. Zink's answers made her feel comfortable. She feels that as long as the outcomes are being closely monitored, steps can be taken to reinstate mandates if and when necessary. After listening to Dr. Zink's information, Ms. Gladziszewski feels confident in moving forward. Though she has a few concerns, she states that she will support the Governor's Health Mandate 16.

Mr. Smith said that he felt comforted by Dr. Zink's testimony tonight, and with knowing that Juneau has low rates of community transmission. He feels that the Assembly has taken the drastic action necessary to stomp out the virus early. He does not support the resolution.

Mr. Edwardson addressed that the health experts have acknowledged that more people will get sick. He also mentioned that someone had brought up fairness, and how Fred Meyer continues to operate with over 20 people at a time; he says that the decisions that they are making should not be rooted in fairness, it is whether the business is deemed as critical infrastructure or not, of which Fred Meyer was. Mr. Edwardson also states that while many residents say that he should trust the people of Juneau to make good decisions, those that make good decisions can still get sick. He added that we should not mistake the luck we have had with the virus (i.e. low case rates and transmissions) as a skill of being able to control it.

Mayor Weldon appreciated Ms. Hughes-Skandijs' words of wisdom, and has taken the information presented by Dr. Zink and her team into consideration. She feels that Juneau has done a great job with keeping Coronavirus at bay, and would like to continue sharing that message with the community. She said that businesses are wanting to keep their customers and

employees safe. She agreed with Ms. Hale's message to continue social distancing, washing hands, and wearing masks. Mayor Weldon opposes this resolution.

**Roll Call Vote on Resolution 2891:**
Ayes: Edwardson, Triem.
Nays: Bryson, Gladziszewski, Hale, Hughes-Skandijs, Jones, Smith, Mayor Weldon.
*Motion failed. Two (2) Ayes, Seven (7) Nays.*

### B. Ordinance 2020-11 An Ordinance Amending the Land Use Code Relating to Private Shared Access Requirements.

This ordinance would clarify the Private Shared Access standards regarding paving intersections, drainage, and utility agreements. On January 28, 2020, the Planning Commission recommended the Assembly adopt this ordinance.

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

**Public Comment**
*No public comment.*

**Assembly Action**

**MOTION** by Mr. Jones to adopt Ordinance 2020-11 and asked for unanimous consent.
*Hearing no objection, the ordinance was adopted.*

### C. Ordinance 2019-06 (U) An Ordinance Appropriating to the Manager the Sum of $16,000,000 as Funding for the Juneau International Airport Terminal Construction Capital Improvement Project; Funding Provided by Airport Revenue Bonds.

The issuance of these bonds was authorized by the full Assembly on June 24, 2019. Those bonds were sold in November, and the Airport began the project in January. At its February 5, 2020 meeting, this appropriation was presented as an information item to the Assembly Finance Committee.

This clean-up ordinance would appropriate $16,000,000 of Airport Revenue Bonds to the Terminal Construction Capital Improvement Project (CIP A50-102). These bonds are to be repaid with Airport Improvement Program (AIP) grants as well as Passenger Facility Charge (PFC) revenue. The debt service on these bonds ends in FY30.

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

**Public Comment**
*No public comment.*

**Assembly Action**

**MOTION** by Mr. Edwardson to adopt Ordinance 2019-06(U) and asked for unanimous consent.
*Hearing no objection, the ordinance was adopted.*

**D. Ordinance 2019-06(W) An Ordinance Appropriating to the Manager the Sum of $20,000 as Funding for the Youth Scholarship Program, Funding Provided by Juneau Community Foundation and Friends of Zach Gordon Youth Center.**

The Juneau Community Foundation, Friends of Zach Gordon Youth Center and Parks and Recreation collaborated last year to provide scholarships for youth activities in Juneau. This year, these funds have been increased and due to the COVID-19 situation, the organizations are coming together to determine the best way to use these funds to support low-income families with children during this challenging time.

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

**Public Comment**
*No public comment.*

**Assembly Action**

**MOTION** by Ms. Triem to adopt Ordinance 2019-06(W) and asked for unanimous consent.

Mr. Jones mentioned to Mayor Weldon that this sounds similar to the Youth Activities Board that is funded by the Assembly, and asked if there was a relationship to the YAB, and the differences between the two.

Mr. Watt answered that these funds are unrelated to the YAB funds. He confirmed that these are outside funds from the Juneau Community Foundation that are directed towards the Friends of Zach Gordon Youth Center.

*Hearing no objection, the ordinance was adopted.*

**E. Ordinance 2019-06(Y) An Ordinance Appropriating to the Manager the Sum of $200,000 as Funding for the Purchase of a Land Parcel Adjacent to the Bartlett Regional Hospital Campus; Funding Provided by Bartlett Regional Hospital Fund's Fund Balance.**

The property being proposed for purchase is adjacent to the hospital campus. This land could provide a secondary access to the campus. This would prove beneficial for traffic control and in the event access to the campus on Hospital Drive was not available. Land on the BRH campus is scarce and this acquisition will allow better and increased provision of services to the community.

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

**Public Comment**

*No public comment.*

**Assembly Action**

**MOTION** by Ms. Hale to adopt Ordinance 2019-06(Y) and asked for unanimous consent.
*Hearing no objection, the ordinance was adopted.*

**F. Ordinance 2019-06(Z) An Ordinance Appropriating to the Manager the Sum of $50,000 as Funding for the Purchase of Reusable EMS Gear for CCFR Front Line Responders in Response to the COVID-19 Pandemic; Funding Provided by Donations from Sealaska Corporation.**

This ordinance would provide funding from Sealaska Corporation in the amount of $50,000. The City and Borough of Juneau will receive a $50,000 donation for the purchase of reusable EMS gear for front line responders in response to the COVID-19 pandemic. This one-time appropriation will outfit approximately 48 first responders with EMS gear that can be regularly and easily decontaminated, protecting our providers as well as the public.

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

**Public Comment**
*No public comment.*

**Assembly Action**

**MOTION** by Mr. Bryson to adopt Ordinance 2019-06(Z) and asked for unanimous consent.
*Hearing no objection the ordinance was adopted.*

**G. Ordinance 2019-06 (AA) An Ordinance Appropriating to the Manager the Sum of $111,535 as Funding for the Bonnie Brae Trail to Treadwell Ditch Trail Reroute; Funding Provided by the US Department of Transportation, Federal Highway Administration, Federal Lands Highway Division.**

This ordinance would appropriate $111,535 for the construction of a portion of the Bonnie Brae Access Trail to the Treadwell Ditch. A section of the trail has been washed out for over 20 years. Trail users have created a new route through the muskeg, resulting in ongoing erosion and damage to the muskeg. This funding will replace the social trail with a 1,000-foot-long gravel trail that will prevent erosion and reduce maintenance. This federal grant requires an $11,568 match, which will be met through in-kind labor provided by Trail Mix, Inc.

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

**Public Comment**
*No public comment.*

**Assembly Action**

**MOTION** by Ms. Hughes-Skandijs to adopt Ordinance 2019-06(AA) and asked for unanimous consent. *Hearing no objection, the ordinance was adopted.*

## IX. UNFINISHED BUSINESS

## X. NEW BUSINESS

## XI. STAFF REPORTS

No Staff reports.

## XII. ASSEMBLY REPORTS

A. Mayor's Report

High school seniors and their parents have been asked to give input on how they would like to celebrate graduation. Mayor Weldon thanked the community for their efforts on flattening the curve, and encouraged residents to continue social distancing and wearing masks.

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

**Human Resources Chair** Mr. Bryson shared with the Assembly that the HRC will be meeting to interview for the Planning Commission via Zoom meeting on Thursday, April 30 at 5:30p.m.

**Lands Committee Chair** Mr. Edwardson said that the Lands Committee will be meeting on Monday, and he will try to see if he can get the ESTF to join in on the meeting.

**Public Works Committee Chair** Ms. Hale shared that PWFC had a meeting today at 12pm, and that it was Public Works Director Katie Koester's first meeting. They reviewed CIP prioritization, and discussed criteria to provide to the Finance Committee in future meetings. They also discussed the Augustus Brown Pool upper roof. $420,000 has already been appropriated towards those repairs. They also talked about the Douglas second crossing project, which has received a $250,000 expenditure from the CBJ which was then matched by a pre-MEPA DOT study. The next meeting is scheduled for June 1st.

**Committee of the Whole Chair** Ms. Gladziszewski said that the COW has not met for a long time. The next COW meeting is Monday, May 4.

**Assembly Finance Committee Chair** Mr. Jones said that the AFC meeting this week had been canceled. He is currently trying to put together a packet to be used by May 6. He said that one of the reasons for the delay was so the committee could get a better understanding of the CARES Act funding. The next scheduled meeting is May 6 at 5:00p.m.

**Visitor Industry Task Force Chair** Ms. Triem shared that the VITF virtually met on Thursday, where they approved the recommendation and report to the Assembly. Ms. Triem thanked the VITF for their incredible amount of hard work, and thanked staff for their continued support.

**Liaison Reports, Comments, and Questions:**

Mr. Smith reported that the Planning Commission met on April 14. They will also meet tomorrow. Mr. Smith said that he has been practicing his social distancing and wearing a mask.

Ms. Hughes-Skandijs said that Docks and Harbors met April 21 to see the results of the bid opening for Statter Harbor Phase 3. The following meeting has been canceled; however the Finance Committee for Docks and Harbors was still meeting on Wednesday. The Juneau Commission on Sustainability is currently not holding meetings. Ms. Hughes-Skandijs thanked everyone for the good work they are doing. It reminds her what a great community Juneau is.

Mr. Bryson had nothing to report.

Ms. Hale attended the Bartlett Regional Hospital Planning meeting on April 21, and there is a Hospital Board meeting tomorrow. There have been no Downtown Business Association or Juneau Commission on Aging meetings as of late. Ms. Hale had a request for staff to bring back to the Assembly a forecast that could determine whether this pandemic is expected to last 12 – 18 months. If so, Ms. Hale, would like to think about what CBJ services will be able to assist in the short and long term.

Ms. Triem shared that the Aquatics Board met last Thursday to hear from the manager about ways to use the CIP for the upcoming FY21 budget. The Aquatics Board will be writing a letter to the Assembly with their recommendations after there is more certainty regarding CARES Act funding.

Mr. Edwardson said that the Local Emergency Planning Committee met on April 8. The Airport Board met on Thursday and discussed CARES Act funding, and chose to go with Option 1. He also acknowledged that the empowered boards are working very hard, and appreciates their efforts.

Mr. Jones said that the Juneau School Board met on April 14, primarily discussing distance education. The JSD also had a meeting on Saturday, April 25, for a board training retreat conducted via Zoom.

Ms. Gladziszewski thanked the community for all the work they have done to help flatten the curve, and encouraged the community to understand that the social distancing is not over. She recommends going outside, and recently visited Cropley Lake at Eaglecrest.

C. Presiding Officer Reports

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

## XIV. EXECUTIVE SESSION

## XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 9:40p.m.

*Clerk's Note: Special Thanks to Lacey Davis for her work on preparing the minutes.*

Signed: _____ Signed:_____

Elizabeth J. McEwen
Municipal Clerk

Beth A. Weldon
Mayor

**SPECIAL ASSEMBLY MEETING**
**CITY AND BOROUGH OF JUNEAU, ALASKA**
*DRAFT* Meeting Minutes – May 11, 2020

**Meeting No. 2020-26:** The Special Assembly Meeting of the City and Borough of Juneau was called to order by Mayor Beth Weldon at 5:30 p.m. The meeting was held as a virtual only meeting via Zoom and broadcast on Facebook Live.

## I. CALL TO ORDER / ROLL CALL

**Assemblymembers Present:** Maria Gladziszewski, Loren Jones, Rob Edwardson, Wade Bryson, Carole Triem, Alicia Hughes-Skandijs, Greg Smith, Michelle Bonnet Hale, and Mayor Beth Weldon.

**Assemblymembers Absent:** None.

**Staff Present:** City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, Municipal Clerk Beth McEwen, Deputy Municipal Clerk Diane Cathcart, City Attorney Robert Palmer, Assistant City Attorney Emily Wright, Bartlett Regional Hospital Director Chuck Bill, Finance Director Jeff Rogers, Library Director Robert Barr, Code Compliance Officer Nate Watts, Executive Assistant Tricia Everson, Airport Manager Patty Wahto

## II. APPROVAL OF AGENDA

*The agenda was approved as presented.*

## III. AGENDA TOPICS

Mayor Weldon noted that before beginning the meeting topics, she wanted to send condolences to the family and friends of former Juneau Mayor and Lt. Governor Byron Mallot, who passed away last week; his leadership will be missed. She also expressed her condolences for the passing of City of Nome Mayor Richard Beneville who was not only recently reelected but was also elected to serve as the President of the Alaska Conference of Mayors.

### A. COVID-19 Update and Actions

Ms. Cosgrove provided an Emergency Operations Center report. Ms. Cosgrove shared that the case count has remained stable over the past 14 days. Juneau currently has 27 total confirmed cases, and 26 total recovered cases.

Ms. Cosgrove also provided an update on CBJ operations. There has been a slight uptick in airport screening. More people have been coming into town and receiving tests. Alaska Airlines will begin having up to nine flights a day beginning on June 1st.

Ms. Gladziszewski asked Ms. Cosgrove to clarify the current testing capacity, and why it remains at 50 people per day. Ms. Cosgrove answered that, the hospital is testing about 40-50 people a day; however this number is far lower than the capacity that the hospitals are capable of.

She also added that there are other healthcare providers in the community who are also administering tests. She says between Bartlett and CBJ, they perform about half of what is announced in the community on a day-to-day basis, resulting in Juneau having an additional testing capacity.

Ms. Hughes-Skandijs asked Hospital Administrator Chuck Bill if Juneau had received the Cepheid tests that Dr. Zink discussed at the last Assembly meeting she attended.

Mr. Bill confirmed that Juneau can begin using Cepheid tests. However there are only 70 tests available and he does not know when they will receive more. Due to their limited supply, the Cepheid tests are being reserved for patients who are scheduled for surgery.

Mr. Edwardson mentioned that with the summer season comes many fishermen travelling up to Juneau to work in the fisheries. He asked if 50 tests a day would be enough to limit the spread of COVID-19.

Mr. Bill said that 50 tests a day would not be enough, and there is a possibility that the testing capacity could be overwhelmed. He is optimistic that the number of tests per day will grow, but they have not received any updates from the test kit manufacturers that they would be receiving more anytime soon.

Mr. Bill also echoed Ms. Cosgrove's statements about Juneau having an additional testing capacity through other healthcare providers, but added that those tests typically have longer turnaround times. If they intend to test everyone that travels to Juneau, they would still be asking those visitors to quarantine for three days when they arrive. He said that the Cepheid tests have a turnaround time of about an hour, which would be a reasonable solution for travelers coming in on flights.

Mr. Jones asked Mr. Palmer to verify that the CBJ is not able to require someone to be subject to a medical exam solely because they travelled on an airplane, or because they are unhoused. Mr. Palmer said that there are a few exceptions to this: the first being if the CBJ has justifiable reason to believe that somebody has COVID-19 and is refusing to quarantine, they can petition the State Medical Officer to force that individual to be tested. The individual can refuse to receive a test, in which case there would be a hearing process in front of a judge.

Mr. Jones had a follow-up question, and asked if the testing capacity could be able to potentially test 400-500 people in a single day.

Ms. Cosgrove said that if there was a greater need for testing, she believed that CBJ could step up and do that. She added that the Division of Public Health (DPH) has indicated to them that they have plenty of supplies on hand to provide when needed. Mr. Bill added that with the 48-72 hours turnaround, he thinks we do have the ability to test people, but doesn't know what we will do with them for the 72 hour period.

Mr. Bryson asked what would need to happen to make the testing capacity go from 50 tests per day to 300-400 tests per day.

Ms. Cosgrove said that she would want to hear from the DPH to see if they were comfortable with using additional resources to test asymptomatic people. She added that it would be a logistical issue if raising the testing capacity is feasible. It will just require a lot of planning and processing.

Mr. Bryson asked how testing could be used. Ms. Cosgrove said that it is possible to test asymptomatic people, and that is better than not testing them at all. She says that testing is a gradual assessment of risk and risk mitigation over time. Ms. Cosgrove says that it is a balance of all factors.

Mayor Weldon asked Ms. Cosgrove how long people remain Persons Under Investigation (PUI). Ms. Cosgrove believes that it is a 14-day period where they are watched to see if they become symptomatic.

The Assembly took a brief break from 6:10-6:15p.m.

Alaska Chief Medical Officer Dr. Anne Zink then joined the meeting after the break along with U.S. Dept. of Homeland Security Dr. Alex Eastman who is a member of the Federal Emergency Management Agency (FEMA) Joint Incident Command (JIC).

Dr. Eastman introduced himself to the Assembly, and shared that he and his team have been travelling all over the world to locations that have been struggling with Coronavirus. He elaborates that he is here in Alaska not necessarily because it has been struggling with the virus, but because Alaska's geography, access/lack of access to particular resources, and tourism industry all contribute to Alaska potentially having a "mix" with this virus. Dr. Eastman says that his team is here to learn, and to provide whatever assistance they can from their combined experience from working in other communities.

Dr. Zink shared a presentation with the Assembly assembled by her epidemiology team that covers Juneau-specific data and information. There are currently 27 total confirmed cases, 26 total recovered cases, 6 total hospitalizations, and 0 deaths. She shared that the majority of confirmed cases since March have been the result of secondary transmission from known contacts. There have been 1,368 tests administered in Juneau, roughly 4.28% of the population.

Dr. Zink said that she has been actively working on getting more testing supplies to Juneau, specifically the Cepheid tests which are very limited in supply.

Ms. Gladziszewski asked Dr. Zink when Juneau would be likely to have the testing capacity to test every traveler.

Dr. Zink said that she has had discussions regarding travel, tourism, and keeping Covid out of Juneau by using a test-based strategy. She adds that Juneau has been incredibly proactive in monitoring the airport. Dr. Zink says that those discussions also mentioned using the existing screening and monitoring already in place, and adding a test-based strategy to potentially shorten the 14-day quarantine. She acknowledges the inherent risk associated with this potential decision, but said that there is also a benefit to it, such as the restoration of critical infrastructure and normalcy.

Ms. Triem asked Dr. Zink to clarify which phase of reopening Alaska is at, and how should people be behaving in accordance with the current reopening phase.

Dr. Zink answered that she noticed a lot of people were done with the mandates about a week before they were changed; and that people will make decisions based on their own accord. She adds that the more people who try to keep social bubbles relatively small, maintain social distancing, wash their hands, and wear masks, the better off we will be.

Ms. Hale noted that about 25% - 30% of Juneau's population are either at-risk or immunocompromised, including senior citizens. She mentioned that some of the senior citizens she knows benefit from physical activities, such as going to the pool, and quarantining at home has had negative effects on their health. Ms. Hale asks Dr. Zink if there has been any consideration given towards the population who still has to stay at home, while the rest of the population is able to enjoy the reopening of Juneau. She suggests that businesses could potentially have certain hours specifically for those who are immunocompromised to visit. Dr. Zink agrees with Ms. Hale's suggestion and believes it could minimize the risk of infection, while still maintaining a balance of quarantine and normal life. She says that we can support people in their personal decisions for their own health risk management. She adds that it is the responsibility of the State to continue to provide resources and information about COVID-19, but individual decisions are the responsibility of the individual.

Mr. Smith asked Dr. Zink if the implementation of a testing screening strategy for incoming travelers would be a worthwhile pursuit.

Dr. Zink said she thinks that testing is an added component to an approach, but does not consider a test to be an "end all-be all". She adds that a test-based strategy does not necessarily replace a quarantine-based strategy.

Dr. Eastman agreed with Dr. Zink, saying that testing is a part of an overall strategy that helps manage incoming travelers. He mentioned that he has performed enhanced screening for international incoming travelers in 13 airports around the country. That screening process involved a combination of factors: symptom checks, temperature screening, targeted questioning, and inquiring about travel history. Dr. Eastman says that we cannot base an entire strategy on testing, describing a test as a "snapshot in time" that cannot detect every aspect of the disease alone.

Mr. Smith had a follow-up question, asking Dr. Zink if we should expect quarantine to be lifted by next week.

Dr. Zink said that there are no plans to lift quarantine restrictions in totality, and she suspects that it will not be lifted by next week.

Mr. Bryson asked for Dr. Zink to clarify the legality surrounding COVID-19 testing and if CBJ could legally force residents and visitors to undergo testing for COVID-19.

Dr. Zink said that they would need to get their lawyers involved with that specific question, and forcing people to undergo testing could get into some constitutional issues. She said that the state has been encouraging residents and partnering with institutions, rather than forcing anyone to be tested. She added that she worries about the potential backlash in the community if testing were to be forced.

Mr. Bryson asked Dr. Zink if there would be a mandate that states when we can hug our loved ones again.

Dr. Zink said that she has been asked this question a lot, and encourages people to only hug those in their families and social bubbles.

Ms. Triem asked Dr. Zink when we can safely resume intrastate travel.
Dr. Zink told Ms. Triem that those conversations have been happening, and to stay tuned.

Ms. Gladziszewski asked Dr. Zink to explain how she came to the decision to implement Phases 1 and 2, and how Juneau could continue to avoid any exponential growth in cases. She also asked how she would know if Juneau had crossed a line that required reinstating restrictions.

Dr. Zink said that there are four metrics that her team looks at when considering reopening. The first is epidemiology, what the current case numbers are and where they are coming from. The second is testing, what the current testing capacity is across the state and regionally. The third metric is case investigation, the ability to investigate positive cases and following up with them to ensure that they quarantine. The fourth and final metric is hospital capacity, seeing if the hospitals have the capacity to care for residents in the case of an outbreak. Dr. Zink added that just because Alaska is opening up does not mean that they are giving up, and that every single case is investigated thoroughly.

Ms. Gladziszewski asked a follow up question regarding positive cases in the meat packing industry in the country, and how that same situation could happen in Alaska's fishing industry.

Dr. Eastman answered that he and his team were recently in Kansas to help the meat packing industry. He stated that the reason he is here in Alaska is to help mitigate the risk of this virus

with solutions that he used in Kansas, which helped them come back to operating at nearly-full capacity.

Mayor Weldon asked Dr. Zink what number of cases would she consider to be concerning for Juneau. And given that number, she asked if DPH had the capacity to quickly contract trace those cases.

Dr. Zink answered that there is not a magic number, and any cause for concern would depend on the cases themselves. She says if she saw four or five cases in one day that were the result of community transmission, then she would be concerned.

Dr. Eastman echoed Dr. Zink's statement that there is no magic number. He says it is a complicated balance of reviewing the number of cases, the ability of the healthcare system to care for these cases, and the desire to open Alaska's economy.

Mr. Jones asked how Juneau would be able to handle testing 400 – 500 incoming travelers. He also asked if they would perform contact tracing for those who have the clinical symptoms of COVID-19, but have a negative test.

Dr. Zink answered that there is adequate testing in Juneau. However we must go at least 28 days without a case before we can assume the virus has been eliminated, and Juneau is not there yet. She also said that approximately 1,300 people have been arriving into Alaska each day, a drastic decrease from the 40,000 per day from last year.

Dr. Zink says that COVID is difficult to clinically diagnose, and since there are not a lot of existing COVID-19 cases within the community, she claims it is likely that they were sick with something else. She states that the PCR test is definitely not perfect, but it is the best test that they currently have. Dr. Zink added that they will not be conducting contact tracing on individuals experiencing COVID-19 symptoms with a negative test result, and instead are focusing on known positive cases.

Mayor Weldon asked if asymptomatic testing would be a recommended part of the reopening plans. If so, she asked if the DHSS could assist Juneau in building their testing capacity to do so. Dr. Zink said that currently the state lab does accept tests for asymptomatic cases. The DHSS is partnering with communities on testing strategies.

Mayor Weldon also asked if the surgical ear loop masks are more effective than the cloth face coverings.

Dr. Zink said that cloth face coverings are fantastic, and effective in keeping any droplets from spreading.

Mayor Weldon asked for Dr. Zink to provide an update on if University of Washington would be compatible for Juneau to send tests to their lab.

Dr. Zink responded that she is waiting on an email back from the laboratory director at UW, and encourages the Assembly to contact UW directly.

Dr. Eastman said he would send the Assembly contact information for the UW lab.

Mayor Weldon and the entire Assembly thanked Dr. Zink and Dr. Eastman for their time and information they provided.

**Dr. Zink and Dr. Eastman left the meeting at 7:09 p.m.**

Mayor Weldon called on each Assemblymember to share their thoughts on all of this.

Mr. Jones said he has mixed thoughts. He understands what the epidemiologists are saying, and sort of understands those who are frustrated about hunkering down. He doesn't quite understand why they are so tired of hunkering down. He remembers when they were working really hard and wanted to take days off and turn off their cellphones; now they can do all of this, but people are upset about doing it. He is concerned about large gatherings, pools, gyms, and travel. He worries that we might run into constitutional issues regarding restricting travel.

Mr. Jones shared that he is not exactly sure what to do. He errs on the side of that we should not be doing things that increase the ability of large groups of people getting together. He added that sticking with the Governor might a possible solution, as Mr. Jones says he doesn't have any other effective alternatives.

Ms. Gladziszewski expressed that she wished there was a little more time before implementing Phase 2. She added that some of the guidelines didn't come out until Thursday. She also mentions that some guidelines contradict other guidelines, such as one guideline limited groups to 50, while another guideline about graduation restricts gatherings to 20.
Ms. Gladziszewski said that as a whole package, she is as comfortable as she can get, which is not very comfortable. That said, she added that this is not going to get any easier and there are no certainties. She is grateful for Dr. Zink and her team for answering questions thoughtfully and with notable consideration. She is concerned not only for Juneau but also the smaller Southeast Alaska communities. She says that she does not have an alternative to offer regarding this phase of reopening.

Mr. Edwardson said there isn't a right vs. wrong dichotomy here, but rather there is a selection of choices to make. He believes that the way to make good choices is to think about what is most important, and to him that is protecting peoples' lives. Mr. Edwardson shared that his decision regarding Phase 2 reopening would be similar to his decision last week: he wishes to have a discussion on policy. He says things like quarantine and travel restrictions should be treated as

public policy decisions, and make decisions that can make a difference. Mr. Edwardson said he is in favor of keeping the travel and quarantine restrictions in place, and added that the Assembly has the legal authority to make decisions regarding those restrictions.

Ms. Triem said that she believes Dr. Zink's decision-making is based on how individuals will behave, rather than what the rules are. She thinks that this way of decision-making would be beneficial to use when making their decisions, too. In terms of going forward, Ms. Triem said she does not have any strong opinions right now, and it is hard to say without knowing what the state's plans will be.

Ms. Hale mentioned that both Dr. Zink said and Commissioner Crum have asked to hear from communities on their ideas on travel restrictions. She says that the Assembly may need to have a special meeting to really discuss travel policies, particularly intrastate travel. She also suggested that maybe the City Manager could bring something to the Special Assembly meeting prior to the AFC meeting on Wednesday; something to allow the Governor to see the community's thoughts on this issue.

Ms. Hale would also like to hear what the plan for reopening CBJ facilities are, especially pools. She echoed the comment she made to Dr. Zink earlier in the meeting about senior citizens benefitting from using those facilities.

Mayor Weldon asked Ms. Cosgrove for an operational update on the pools, libraries, and museums.

Ms. Cosgrove shared that the Augustus Brown Pool is getting ready for a fairly large CIP project, and CBJ does not intend on bringing it back online prior to the CIP project. Dimond Park Aquatic Center is in the middle of a deep clean and will not be operational until at least June 1. She adds that DPAC started deep cleaning because no one expected the Governor to open pools up this quick.

She also said that it would be worth having a conversation regarding the cost effectiveness of opening the pools. Considering the cleaning restrictions in place, the level of staffing, pool attendance, and the potential revenue could all possibly make it difficult to reopen the pools at this time. She likes Ms. Hale's suggestion of making a specific time available for higher risk groups when the pools do reopen.

Ms. Cosgrove also shared that the libraries and museum could potentially be able to reopen next week. She added that some library staff members have been reassigned to other EOC tasks. She mentioned that the library is currently providing some community services through the mail, and believes the city museum is also offering services along those lines as well.

Mr. Watt added that the Health Mandates are complicated, and require for a public facing facility to implement their own risk mitigation plan: training staff, asking patrons questions, etc. These plans are not easy to implement and are a difficult aspect of reopening.

Ms. Hale appreciated Ms. Cosgrove's and Mr. Watt's feedback, and said that she asked the question because she is aware of how these closures have impacted the mental health of others.

Mr. Bryson shared that he has always has been willing to go with the State's plan, and has a lot of respect for Dr. Zink and Commissioner Krum. Mr. Bryson believes that the more the Assembly contradicts the State's strategy, the more they lose credibility on some level. He suggested that the Assembly follow Dr. Zink's advice. He agreed with Ms. Triem's point, adding that individuals have already chosen their own behavior towards this crisis, and no mandates have decided how they are going to behave. Mr. Bryson says the Assembly can urge and encourage the community to do the right thing, rather than force them to do it, which would result in a better community response. He added that people don't like to be told what to do, they like to be asked what to do.
Mr. Bryson also agreed with Ms. Hale to reach out to the Governor and express their concern about travel mandates. He added that there is an entire wave of college students who have not come home for the summer yet.

Ms. Hughes-Skandijs said that she is most concerned about allowing gatherings of up to 50 people. She said that she has said all along that she will listen to the experts, and trust their recommendations and data. She added that she does not have any alternatives to the Governor's plan, and agrees with Mr. Bryson's statement on potentially losing credibility if they contradict the Governor. As far as messaging, Ms. Hughes-Skandijs mentioned it is worth trying to talk people into wearing masks. Dr. Zink said if we all do a little bit, it allows us collectively to do a lot. Ms. Hughes-Skandijs said she will continue to carefully monitor the situation, and is willing to listen to any others' ideas.

Mr. Smith – He said his main concern is the importation of Coronavirus from outside the community. He believes Juneau's isolation has kept the case numbers down. He also mentioned that a lot of people would probably want to receive tests if more tests were readily available. He appreciates Dr. Zink and her team's information and messaging.

If there were to be any communication to the Governor, Mr. Smith suggested discussing testing those who are visiting from out of town, and asked how could they develop a testing strategy.

Mayor Weldon mentioned that she spoke with Ms. Cosgrove earlier regarding new messaging. She said that she is also concerned about allowing gatherings of up to 50 people, but also understands that was mainly for churches. She knows a number of churches that are not planning on reopening soon.

Mayor Weldon has heard from the local business community that these guidelines are still pretty strict. She believes that travel is a little different, and she agreed with Mr. Edwardson's frustration that they do not hear what the Governor says with much advance notice.
She adds that there is no Special Assembly meeting currently scheduled for Thursday, and that they may not hear from Governor until Monday.

Mr. Jones mentioned several board meetings that have either rescheduled or moved to virtual meetings only.

Ms. Gladziszewski does not want to meet on Wednesday prior to the AFC meeting, and suggested writing a letter on Thursday to express their concern to the Governor.

Ms. Hughes-Skandijs expressed concern, and believes it would be beneficial to discuss their concerns regarding the travel restrictions in the Governor's mandate.

Mr. Bryson does not know if holding a meeting regarding the travel restrictions would be helpful, and believes that focusing on AFC meetings would be a better use of their time and resources.

Ms. Hale liked the idea of Mayor Weldon and Ms. Gladziszewski working together on drafting a letter to be brought back on Wednesday.

Mr. Edwardson supports Mayor Weldon and Ms. Gladziszewski drafting a letter for ratification on Wednesday.

Ms. Hale said that there is no need to schedule a Thursday meeting.

Ms. Triem said she thinks they should schedule Thursday in case they need it, and agrees with Mr. Bryson's statement that they should focus their energy on Wednesday's AFC meeting.
Ms. Triem added that she was in favor of restricting gatherings to a smaller number than the Governor has proposed.

Ms. Hale understands the concern for gatherings of up to 50 people, but also understands the needs of churchgoers who are wanting to attend church in person again.

Mayor Weldon said that she and Ms. Gladziszewski will draft a letter with the City Manager to present to the Assembly on Wednesday, and asked Ms. McEwen to schedule a Thursday meeting.

Mr. Watt shared with the Assembly that the Legislative Budget and Audit Committee had been meeting all afternoon to debate the allocation of CARES Act funding, and they just voted to approve to disburse $568 Million to the communities. This information will be presented at the AFC meeting.

He also added that there is a House version of this bill currently in Washington, D.C., that would relax the expenditure guidelines to allow for the replacement of municipal revenue. He says that this is potentially good news on the financial front.

## IV. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

## V. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 7:57 p.m.

*Clerk's Note: Special Thanks to Lacey Davis for her work on preparing the minutes.*

Signed: _____
Elizabeth J. McEwen
Municipal Clerk

Signed:_____
Beth A. Weldon
Mayor

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2019-06(AM)**

**An Ordinance Appropriating to the Manager the Sum of $5,583,367 to Fund the City and Borough of Juneau and Bartlett Regional Hospital's Fiscal Year 2020 Public Employees' Retirement System (PERS) Contribution; Funding Provided by the Alaska Department of Administration.**

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 $5,583,367 to fund the City and Borough of Juneau and Bartlett Regional Hospital's fiscal year 2020 Public Employees' Retirement System contribution, distributed as follows:

| | |
|---|---|
| **Bartlett Regional Hospital** | |
| **Bartlett Regional Hospital** | **$ 2,717,458** |
| **City & Borough of Juneau** | |
| **General Fund:** | |
| Arboretum | $ 5,930 |
| Clerk's Office | 11,218 |
| Community Development | 118,074 |
| Finance | 218,295 |
| General Engineering | 99,297 |
| Human Resources | 35,330 |
| Law | 65,618 |
| Libraries | 102,901 |
| Management Information Systems | 86,392 |
| Manager's Office | 67,182 |
| Mayor & Assembly | 1,105 |
| Parks and Landscape | 18,246 |
| **Total General Fund** | **$ 829,588** |
| **Special Revenue Funds:** | |
| Capital City Fire | $ 344,117 |
| Capital Transit | 190,885 |
| Eaglecrest Ski Area | 38,490 |
| Lands & Resources | 17,832 |

| | |
|---|---|
| Parks and Recreation | 144,358 |
| Police | 567,288 |
| Streets | 114,000 |
| **Total Special Revenue Funds** | **$ 1,416,970** |
| | |
| **Enterprise Funds:** | |
| Airport | $ 149,848 |
| Docks | 48,160 |
| Harbors | 70,040 |
| Water | 69,611 |
| Wastewater | 154,455 |
| Waste Management | 5,990 |
| **Total Enterprise Funds** | **$ 498,104** |
| | |
| **Internal Service Funds:** | |
| Building Maintenance | $ 65,050 |
| Public Works Fleet | 31,284 |
| Self-Insurance | 24,913 |
| **Total Internal Service Funds** | **$ 121,247** |
| | |
| **Total City & Borough of Juneau** | **$ 2,865,909** |
| | |
| **Total Appropriation** | **$ 5,583,367** |

**Section 3. Source of Funds**

| | |
|---|---|
| Alaska Department of Administration | $ 5,583,367 |

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

Adopted this ___ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2019-06(AN)**

**An Ordinance Appropriating to the Manager the Sum of $8,350,000 as Funding for the City and Borough of Juneau's Fiscal Year 2020 COVID-19 Related Costs; Funding Provided by Federal Revenue and State Revenue.**

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 $8,350,000 as funding for the City and Borough of Juneau's fiscal year 2020 COVID-19 related costs.

**Section 3. Source of Funds**

| | |
|---|---|
| Federal Revenue | $ 8,227,587 |
| State Revenue | $ 122,413 |
| **Total Funding** | **$ 8,350,000** |

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

Adopted this ___ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2019-07(B)**

**An Ordinance Appropriating $1,015,700 from the Treasury for the Juneau School District's Fiscal Year 2020 COVID-19 Related Costs, Funding Provided by Federal Revenue and Miscellaneous Donations.**

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 $1,015,700 from the Treasury for the Juneau School District's fiscal year 2020 COVID-19 related costs.

**Section 3. Source of Funds**

| | |
|---|---|
| Federal Revenue | $ 942,900 |
| Miscellaneous Donations | $ 72,800 |
| **Total Funding** | **$ 1,015,700** |

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

Adopted this ___ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-10(A)**

**An Ordinance Appropriating $949,000 from the Treasury for the Juneau School District's Fiscal Year 2021 COVID-19 Related Costs; Funding Provided by Federal Revenue.**

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 $949,000 from the Treasury for the Juneau School District's fiscal year 2021 COVID-19 related costs.

**Section 3. Source of Funds**

| | |
|---|---|
| Federal Revenue | $ 949,000 |

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

Adopted this ___ day of _____, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(M)**

**An Ordinance Appropriating $1,653,000 to the Manager as Supplemental Funding for the Juneau School District's Fiscal Year 2021 COVID-19 Related Costs; Funding Provided by the CARES Act Special Revenue Fund.**

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 $1,653,000 as supplemental funding for the Juneau School District's fiscal year 2021 COVID-10 related costs.

**Section 3. Source of Funds**

| | |
|---|---|
| CARES Act Special Revenue Fund | $1,653,000 |

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

JUNEAU SCHOOL DISTRICT

SUPERINTENDENT'S OFFICE
10014 Crazy Horse Drive
Juneau, AK 99801-8529
(907) 523-1700

**MEMORANDUM**

**DATE:** **September 16, 2020**

**TO:** **City and Borough of Juneau Assembly**

**FROM:** **Dr. Bridget Weiss, Superintendent**

**RE:** **FY21 CBJ CARES funding request - UPDATE**

The School District would like to thank CBJ for their continued support through this pandemic. As mentioned in my memo on August 24, our needs are evolving as the school year progresses. Below are estimated costs through December based on an evaluation of district-wide needs.

In an effort to maximize the effectiveness of both JSD and CBJ potential CARES dollars, we are proposing to shift the expenditure of JSD CARES funds to January and later as our funds expire in 2022. As a result, the estimated costs below include some items originally included in our JSD CARES spending plans. Your consideration is appreciated.

| Department | Description | Childcare Em. Res. 2906 | Initial Request Em. Res. 2905 | Updated Request Ord. 2020-09(M) | Total |
|---|---|---|---|---|---|
| Technology | 1500 Chromebooks, 800 iPads;<br>Internet content filtering (federal requirement);<br>600 Zoom Education licenses;<br>Internet support to families (hotspots and neighborhood internet);<br>30 Document cameras for distance learning | | $200,000 | $830,000 | $1,030,000 |
| Maintenance and Facilities | Additional PPE, barriers and partitions, response to potential changes in industry/CDC recommendations for indoor spaces. | | $200,000 | | $200,000 |
| Supplies | Miscellaneous school and administrative supplies, postage, etc. | | | $36,000 | $36,000 |

JUNEAU SCHOOL DISTRICT

SUPERINTENDENT'S OFFICE
10014 Crazy Horse Drive
Juneau, AK 99801-8529
(907) 523-1700

| Department | Description | Childcare Em. Res. 2906 | Initial Request Em. Res. 2905 | Updated Request Ord. 2020-09(M) | Total |
|---|---|---|---|---|---|
| Curriculum | Online curriculum applications support distance learning. Staff training.<br>Five online curriculum programs for Pre-K to 5th grade.<br>Three online curriculum programs for 6-12th grade.<br>Four online curriculum/other programs for district-wide support for distance learning and student assessment.<br>Replacement of curriculum resources (textbooks, library books, etc.) damaged or lost before normal lifespan. | | $300,000 | | $300,000 |
| Additional Staff Time and Staff Support | Training for existing staff: online curriculum, distance/blended learning, social-emotional support.<br>Summer School: student and family support to prevent learning loss.<br>Additional Principal work days for distance/blended learning preparation.<br>Additional Food Service Supervisor work days to develop blended/distance meal service plan.<br>Blended Learning Team (non-principals) that developed our blended learning program outside of normal contract hours and trained staff in the program.<br>Information Technology staff additional hours and overtime to support device deployment and blended/distance learning for teachers, students, and families.<br>Additional temporary staff: HomeBRIDGE principal, HomeBRIDGE administrative staff additional hours. To support additional teachers, students, and families in the program.<br>Note: HomeBRIDGE is experiencing a surge in enrollment (from about 35 to over 300 | | | $237,000 | $237,000 |

JUNEAU SCHOOL DISTRICT

SUPERINTENDENT'S OFFICE
10014 Crazy Horse Drive
Juneau, AK 99801-8529
(907) 523-1700

| | | | | | |
|---|---|---|---|---|---|
| | students, the enrollment of a typical Juneau elementary school). | | | | |
| **Department** | **Description** | **Childcare Em. Res. 2906** | **Initial Request Em. Res. 2905** | **Updated Request Ord. 2020-09(M)** | **Total** |
| Transportation | The District is utilizing First Student's buses, drivers, and attendants to support our Food Service distribution program during distance learning.<br>NMS, our food service contractor, prepares meals daily at TMHS. First Student delivers the meals to the other schools and stays at the sites to distribute meals to families. First Student also delivers meals to homebound students. | | | $300,000 | $300,000 |
| Food Service | The District restarted its free meal program on September 8. Through waivers on file with DEED, we can offer meals to all children ages 1-18 and any student enrolled in a District school.<br>The cost of the meal exceeds the USDA reimbursement rate creating a shortfall in the program. We are in the process of applying for grants, but they will likely not cover the entire estimated cost. | | | $250,000 | $250,000 |
| RALLY | Sept. - Dec. payroll, enrollment must be kept low due to space and staff limitations. Estimated fee per student is $310/week without this support; given this support CBJ would be subsidizing child care to families. | Up to $600,000 | | | $600,000 |
| | **TOTAL** | **$600,000** | **$700,000** | **$1,653,000** | **$2,953,000** |
| | **Legislation Reference:** | **Childcare Em. Res. 2906** | **Initial Request Em. Res. 2905** | **Updated Request Ord. 2020-09(M)** | **Total** |

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(L)**

**An Ordinance Appropriating $383,775 to the Manager as a Grant to Travel Juneau for the Juneau Cares Campaign; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, the COVID-19 Grant to Travel Juneau is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Grant to Travel Juneau is being initiated by this ordinance and the grant expense was not accounted for in the FY20 or FY21 budget; and

WHEREAS, the COVID-19 Grant to Travel Juneau expense is incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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 $383,775 as funding for a grant to Travel Juneau for the Juneau Cares Campaign.

**Section 3. Source of Funds**

| | |
|---|---|
| CARES Act Special Revenue Fund | $383,775 |

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(I)**

**An Ordinance Appropriating $2,300,000 to the Manager as a Grant to The Glory Hall to Construct an Emergency Shelter, Care Center, and Meal Distribution Facility; Funding Provided by the General Fund's Fund Balance.**

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 two million three hundred thousand dollars ($2,300,000) as a grant to The Glory Hall to construct an emergency shelter, care center, and meal distribution facility.

**Section 3. Source of Funds**

| | |
|---|---|
| General Fund's Fund Balance | $2,300,000 |

**Section 4. The Glory Hall Grant Terms.** The grant is subject to the following terms and conditions:

(a) **Operations.** The grant recipient must comply with the following conditions:

(1) This will be a low-barrier shelter. The only restrictions will be for violence, theft, destruction of property, or extreme belligerence. CBJ's Chief Housing Officer (CHO) must be notified of any restrictions imposed, and must include a 10-minute "time out" before eviction.

(2) Minimum operating hours are 11:00 pm to 6:30 am the following day.

(3) The grant recipient will accept clients until 2:00 am.

(4) The grant recipient will be capable of handling a "rush" at opening, including clients who may be under the influence of various substances and/or struggling with mental health issues.

(5) The grant recipient will provide "amnesty boxes" for weapons and drugs. As a minimum, the grant recipient will collect enough information to recognize a unique individual and be able to enter that information into a database. The recipient may know the individual by name, or may need to collect basic information.

(6) The grant recipient will post the AKHMIS Consumer Notice (Attachment B3).

(7) The grant recipient will make a good faith effort to collect (in order of priority) some or all of the following information:

   a. A Case Conferencing Release of Information (Attachment B4).
   b. A Coordinated Entry Intake Assessment (Attachment B5).
   c. Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) (Attachment B6).

(8) The grant recipient will provide general oversight of the facility, providing a minimum of two (2) staff for every night the shelter is open. Staff will be highly recognizable so clientele knows who to address.

(9) Shelter attendance will be entered in AKHMIS within five (5) days of operations.

(10) Closure includes: awakening and escorting clients out, facility upkeep, such as trash, bathroom maintenance, etc. and laundering of sheets and blankets.

(11) The Glory Hall will provide information (location, hours of operations, etc.) and possible transportation to the facility for members of the community in need.

**Section 5. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: Finance
Presented: 09/21/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-47**

**An Ordinance Regarding Disclosure of Real Estate Values in Transactions.**

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 15.05 General Assessment, is amended by adding a new section to read:

**15.05.105 Transaction disclosures.**

(a) *Disclosure requirement.* When a deed, contract, or other document transferring legal or equitable title to real property is presented for recording with the State of Alaska, the grantee shall provide the assessor with a statement under signed oath by the grantee or agent that discloses

(1) The names of the grantor and grantee;

(2) The date of transfer;

(3) The date of sale;

(4) A legal description of the property transferred;

(5) The actual full amount paid or to be paid for the property;

(6) The terms of sale; and

(7) An estimate of the value of any personal property included in the sale.

(b) *Disclosure exemptions.* The disclosure required by subsection (a) does not apply to the following:

(1) An instrument that confirms, corrects, modifies or supplements a previously recorded instrument without added consideration;

(2) A transfer pursuant to mergers, consolidations or reorganizations of business entities;

(3) A transfer by a subsidiary corporation to its parent corporation without actual consideration or in sole consideration of the cancellation or surrender of a subsidiary stock;

(4) A transfer that constitutes a gift of more than one-half (1/2) of the actual value;

(5) A transfer with only nominal consideration between spouses or between a parent and child;

(6) An instrument the effect of which is to transfer the property to the same party; or

(7) A sale for delinquent taxes or assessments, or a sale or a transfer pursuant to a foreclosure.

(c) *Disclosure confidentiality*. The disclosure required by subsection (a) is not a public record and shall be confidential except that the disclosure required by subsection (a) shall be provided to the property owner of record and authorized agents or may be published in any appeal related to the full and true value of the property. Nothing in this subsection prevents the assessor from compiling the disclosures to determine property assessments.

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: Finance
Presented: 09/21/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-48**

**An Ordinance Amending the Uniform Sales Tax Code to Repeal a Tax Exemption for the Sale of Goods aboard Cruise Ships.**

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.** CBJ 69.05.040 Exemptions, is amended to read:

**69.05.040 Exemptions.**

The tax levied under this chapter shall not apply to the following transactions:

. . .

(4) Reserved. ~~Sales of goods which are transported into the City and Borough on a cruise ship, which do not leave the cruise ship, and where the entire transaction, both payment and delivery, take place on board the cruise ship, and sales of services where the entire transaction, both payment and performance of the service, take place on board the cruise ship. For purposes of this exemption, "cruise ship" means a commercial passenger vessel that carries passengers, but does not include any vessels:~~

~~(a) Authorized to carry fewer than 20 passengers;~~

~~(b) That do not provide overnight transportation for at least 20 passengers for hire; or~~

~~(c) That are operated by the United States, State of Alaska, or a foreign government.~~

. . .

**Section 3. Effective Date.** This ordinance shall be effective on January 1, 2022.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: Manager
Presented: 09/14/2020
Drafted by: R. Palmer III

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2899**

**A Resolution Recognizing and Embracing the Diversity and Cultural Values of Our Community and Holding it Accountable.**

WHEREAS, the City and Borough of Juneau Assembly finds discrimination against a person of the municipality a matter of public concern, threatening the peace, order, health, safety, and general welfare of the community; and

WHEREAS, the City and Borough of Juneau Assembly affirms the Supreme Court of Alaska statement released in June of 2020 addressed to fellow Alaskans that states, "that the ideals on which our society is founded are far from the reality of many people's lives…. We recognize that too often African-American, Alaskan Natives, and other people of color are not treated with the same dignity and respect as white members of our communities."; and

WHEREAS, the City and Borough of Juneau recognizes that social injustice and systemic racism are an outcome of institutional policies that legalize discrimination and create inequalities in education, health care, economic and political spheres, including but not limited to representation opportunities in decision making structures; and

WHEREAS, the City and Borough of Juneau recognizes within our own community that systemic racism and discrimination requires systematic change; and

WHEREAS, local protests and calls for action in our community create the moral imperative to act, and view all aspects of our political and social institutions through the lens of justice; and

WHEREAS, local protests and calls for action in our community require instituting procedures to check for and remove from our systems and structures measures that disadvantage diverse groups in our community; and

WHEREAS, efforts to institutionalize anti-racism and anti-discrimination measures throughout the City and Borough of Juneau is a fundamental aspect of change that benefits every segment of our community's structures and processes; and

WHEREAS, systematic, organized efforts to fight systemic racism and discrimination throughout the City and Borough of Juneau is an evolving and dynamic work requiring extensive discourse and planning; and

WHEREAS, the Juneau Human Rights Commission has prioritized four fundamental areas of human rights focus for our community: racial justice, economic justice, education justice, and health care justice; and

WHEREAS, the Assembly appreciates the efforts and commitment of the Juneau Human Rights Commission to prioritize continuing anti-racism and anti-discrimination conversations so that long-term priorities can be realized, hard won efforts can be upheld, and past efforts inform the present and impact the future.

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

**Section 1.** Upon adopting this resolution, the Assembly:

**A.** Proclaims its commitment to social justice, anti-racism and anti-discrimination measures to bring about change and healing; and

**B.** Commits to scheduling regular town hall meetings to consult with the community to review and update the equal rights anti-discriminatory policy pursuant to CBJ Code 41.05 to reflect the commitments made through this resolution; and

**C.** Commits to ~~extensive, thorough~~ internal audits, examinations and corrections of discriminatory factors in its administrative structures, ~~especially~~ to identify whether citizens and employees—including but not limited to, Alaskan Native, African American/Black, Hispanic, Asian American, and Pacific Islander—are afforded opportunities to make good faith claims of discrimination free from fear of retaliation; and

**D.** Commits to extending invitations for CBJ committee vacancies to historically under-represented populations including Alaskan Native, African American/Black, Hispanic, Asian American, and Pacific Islanders to ensure key voices are brought in as architects of change as it is only through such inclusive participation that new directions can emerge; and

**E.** Commits to creating an anti-racism and anti-discriminatory line item in the budget ~~for those who are committed to fully engage in~~ <u>that demonstrates CBJ's commitment to</u> the immersive nature of this evolving and dynamic work requiring extensive discourse and planning; and

**F.** Encourages employers to consider the civic and moral imperative nature of the work of the Juneau Human Rights Commission and support leave for commission members; and

**G.** Ensures that short and long-term systemic anti-racism and anti-discrimination measures and accountability systems are included in the CBJ strategic and comprehensive plans.

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Presented: 09/21/2020
Drafted by: R. Palmer III

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2900**

**A Resolution Approving Amendments to the Bylaws of the Board of Directors of Bartlett Regional Hospital.**

WHEREAS, the Board of Directors of Bartlett Regional Hospital is responsible for the administration and management of the hospital under the general direction of the Assembly; and

WHEREAS, CBJ 40.05.030 provides that the Bartlett Regional Hospital Board of Directors shall recommend bylaws for the administration and government of the hospital, which bylaws shall become effective upon approval of the Assembly by resolution; and

WHEREAS, the Assembly may accept the bylaws recommended by the Bartlett Regional Hospital Board of Directors, may reject such bylaws or may modify them; and

WHEREAS, at its regular meeting on August 25, 2020, the Bartlett Regional Hospital Board of Directors approved certain amendments to the bylaws consistent with CBJ ordinances and forwarded the same to the Assembly; and

WHEREAS, the Bartlett Regional Hospital Board of Directors recommends that the Assembly approve the amended bylaws attached to this resolution.

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

**Section 1.** The Assembly hereby approves the Bartlett Regional Hospital Board of Directors Bylaws, dated August 25, 2020 attached as Exhibit A.

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

# Bartlett Regional Hospital

***BOARD OF DIRECTORS***

***B Y L A W S***

## VOTING MAJORITIES

| | | |
|---|---|---|
| **BYLAWS** | **Recommendation to Adopt, Amend or Repeal (0131 - Page 3)** | **Prevailing vote of at least six members.** |
| **REMOVAL OF BOARD MEMBER** | **RECOMMENDATION (0144 - Page 4)** | **Prevailing vote of at least six members.** |
| **QUORUM - BOARD MEETING** | **(0162 – Page 10)** | **Five members of the board shall constitute a quorum.** |
| **VOTING** | **(0172 – Page 12)** | **Prevailing vote of at least five members.** |
| **APPOINTMENT OF ADMINISTRATOR** | **(0211 - Page 16)** | **Prevailing vote of [at least six members] ~~majority of~~ the [entire] Board.** |

***BOARD OF DIRECTORS BYLAWS***

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**0111 NAME**

The governing body of the Bartlett Regional Hospital shall be known as the Board of Directors.

**0112 PURPOSE**

1. To provide for the management of facilities, personnel and services designed to diagnose and treat patients. Quality patient care shall be provided to all persons without discrimination on the basis of race, color, religion, national origin, age, sex, sexual orientation, sexual stereotyping, gender identity, disability, pregnancy, parenthood, marital status, or change in marital status.

2. To provide appropriate facilities and services to best serve the needs of patients; to improve the standards of health care; to encourage education and training of hospital employees and staff appointees; and to maintain the quality of patient care that is achievable with resources available.

3. To carry on education activities for the promotion of health in the community.

4. To manage, operate or participate insofar as hospital policy, circumstances and available funds may warrant, any activity designed and carried on to promote general health in the community.

**BOARD OF DIRECTORS – 0100**
**AUTHORITY & GENERAL POWERS – 0120**

## 0121 AUTHORITY

The Board of Directors is constituted, authorized, and governed by the Charter and Ordinances of the City and Borough of Juneau.
(CBJ Charter, Article III, Section 3.15; C.B.J. Chapter 40.05)

## 0122 GENERAL POWERS

Subject to state laws and other City and Borough Ordinances, CBJ 40.05.020 provides in part that the Board of Directors shall be responsible for the operation of all licensed hospitals owned or leased by the City and Borough according to the best interests of the public's health, shall make and enforce all rules and regulations necessary for the administration of hospitals under its management, shall prescribe the terms under which patients shall be admitted thereto and shall establish and enforce standards of operation. The Board shall, within the hospital appropriation, establish and may amend the pay plan for hospital employees.

## 0123 CONTRACTING AUTHORITY

The Board is responsible for approving all contracts for supplies, services, or professional services, or amendments thereto, relating to the Board's power and authority as established by CBJ 40.05.020. No contract may be approved unless the contract complies with the CBJ Charter and CBJ Municipal Code. Unless otherwise provided by law, the Board may delegate to the CEO authority to negotiate and/or execute all contracts, or may establish parameters by contract type and/or dollar amount, for the exercise of such authority with or without approval of the Board.

## 0131 LEGISLATIVE

**1.** The Board of Directors shall recommend bylaws and provide policies and procedures for the administration and governance of the hospitals, which bylaws shall become effective upon approval of the City and Borough Assembly by resolution. The Assembly may accept the bylaws recommended by the Board, may reject such bylaws or may modify them. A manual of bylaws shall be maintained. (CBJ 40.05.030) Policies and procedures shall become effective after being adopted by the Board of Directors. A manual of policies and procedures of the BRH Board shall be maintained and established as the Board Manual.

**2.** At least annually, the Governance Committee shall review the bylaws as expeditiously as is reasonable under the circumstances.

**3.** The Governance Committee's recommended revisions to the bylaws, if any, shall be reviewed by the Board at a regular meeting and final Board action taken at a subsequent Board meeting.

**4.** Any changes approved by the prevailing vote of at least six members of the Board shall be submitted to the CBJ Assembly for approval by resolution.

## 0132 EVALUATION

The Board of Directors shall annually evaluate its performance against the strategic plan and against the goals and objectives established by the Board.

**0141 NUMBER AND APPOINTMENTS**

The Board of Directors shall consist of nine members appointed by the Assembly for staggered three-year terms. Board members shall serve at the pleasure of the Assembly. Up to two members of the hospital Board of Directors may be physicians in the community appointed from a list of those names submitted by the hospital medical staff. Terms shall commence on January first.
(CBJ 40.05.010)

**0142 EXPECTATIONS**

A voting member shall show willingness to give as much time as is reasonably requested or required. The applicant must be willing to accept responsibility for governance, including availability to participate actively in board and committee activities; to provide effective governance and to utilize experience in organizational and community activities.

**0143 TERM**

The term of membership shall be three years and until a successor takes office, except that a member appointed to fill a vacancy shall serve for the un-expired term.

**0144 VACANCY**

In addition to the vacancy provisions set out in CBJ 40.05.050, the following provisions shall apply:

**1.** A recommendation to the Assembly for removal of a board member may be made upon the prevailing vote of at least six members of the Board.

**2.** A Board member may resign at any time by giving written notice to the Assembly, with a copy to the President of the Board. Such resignation shall take effect on the date of receipt or at any later time specified.

**0145 COMPENSATION**

**1.** Board members shall not be compensated for services rendered in their capacities as board or board committee members. However, nothing herein contained shall be construed to preclude any board member or committee member from receiving reimbursement for expenses incurred in serving the hospital as a board member.

**2.** Before any reimbursement for expenses is made, receipts of such expenses must be submitted to the Administrator.

**3.** The Board of Directors may maintain membership in any local, state or national group or association organized and operated for the promotion of the public health and welfare or the advancement of the efficiency of hospital administration and, in connection therewith, the hospital will pay dues and fees thereto.
(CBJ 40.05.070)

**0146 TRAINING**

The Board shall provide training to board members on the duties and functions of the Board, the general operations of the hospital, and the history of the hospital and its relationship with the community.

1. Each new board member will be given, not later than their first regular meeting as a board member and for their use and possession for the duration of their term, a copy of CBJ Title 40 Hospitals, the Board Bylaws, the Board Manual and any other documents as deemed appropriate.

2. The Board shall provide ongoing education on board governance, compliance responsibilities, and the health care industry.

## 0151 ORGANIZATION MEETING

The Board shall elect annually from its members a President, Vice President, Secretary and such other officers as it deems necessary.
(CBJ Section 40.05.040)

## 0152 OFFICERS

1. The officers of the Board shall be a President, a Vice President, and a Secretary.

2. Officers shall be elected annually according to the schedule in the Board Manual, and each shall **[take office immediately after election]. [Officers shall]** hold office for a one year term and until successors shall have been elected. Officers shall serve at the pleasure of the Board.

3. Any officer may resign their office at any time by giving written notice to the Board. Such resignation shall take effect on the date of receipt or at any later time specified.

4. The President shall preside at all meetings of the Board, and shall be an ex-officio voting member of all committees ~~except the nominating committee~~. The President shall be the Chairperson of the Executive Committee.

5. The Vice-President shall act as President in the absence of the President, and when so acting, shall have the power and authority of the President. The Vice President shall succeed to the office of President for the unexpired term if that office becomes vacant.

6. The Secretary shall ensure the retention of minutes of all meetings of the Board and board committees, and shall ensure appropriate public notice is given for all meetings of the Board and its committees in accordance with these bylaws or as required by law. The Secretary shall ensure that the records and reports of the Board are kept as required by law.

7. Upon a vacancy in the office of Vice President, or Secretary, the Board shall hold an election at its next regular meeting to fill such vacancy for the unexpired term.

## 153 COMMITTEES

1. The President shall establish the following standing committees: an Executive Committee, a Finance Committee, a Governance Committee, Compliance and Audit Committee, a Planning Committee, a Quality Committee and a Joint Conference Committee. The Board shall assign such duties and responsibilities to the committees or appoint such other committees as it deems necessary.

2. The President shall appoint the Chair and members of all committees.

3. With the exception of the Executive Committee, committees of the Board shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board, and act in an advisory capacity, but shall not take action on behalf of the Board.

4. Unless otherwise determined by the Board, committees shall consist of no fewer than two board members and shall serve until the committee is discharged.

5. A board member may request or refuse appointment to a committee and the refusal to serve on any one committee shall not be grounds for failure to appoint that board member to another committee.

6. A committee shall be convened by the Chair or designee who shall report for the committee. The chair shall ensure that minutes will be kept and submitted for Board review.

7. The Board may assign the functions of any management and/or board committee, except the Executive Committee, to combined or new committees, or to the Board acting as a Committee of the Whole.

8. The Administrator shall, unless otherwise expressly provided, be a non- voting ex-officio member of all Board committees.

## 154 COMMITTEE FUNCTIONS

### 1. Executive Committee

The Executive Committee shall consist of the President, Vice President, Secretary, and~~, when appropriate,~~ the Immediate Past President. The President shall be Chair of the Executive Committee and in their absence the Vice President shall be Chair. The Immediate Past President shall serve as an ex-officio voting member on the Executive Committee ~~only for a term of one year~~ following their last term as President. The Executive Committee shall be empowered to transact all regular business of the hospital during the interim between meetings of the Board, provided that any action it may take shall not conflict with the policies of the Board. Any action taken by the Executive Committee shall be reported at the next regular meeting of the Board and may be rescinded by Board action at the meeting.

### 2. Finance Committee

The Finance Committee shall consist of a chair and two members appointed by the President. The duties and responsibilities of the Finance Committee are to review and make recommendations to the Board concerning all matters affecting the financial condition of the hospital, including but not limited to, the annual budget and capital budget matters referred to the committee by the President.

**A.** The Finance Committee will review the annual budget prepared, and submitted to the Board, by the hospital administrator.

**B.** ~~Not later than April 1,~~ **[T]**he Finance Committee will complete its review **[in a timely fashion],** and forward the budget to the Board for approval and submission to the City and Borough Manager, as provided in CBJ 40.25.020.

**C.** The year-end audited financial reports by an outside auditing firm shall be reviewed by the Finance Committee and the committee shall report conclusions to the Board at the next board meeting.

**3. Governance Committee**

The Governance Committee shall consist of a chair and two members appointed by the President. The duties and responsibilities of the Governance Committee are to assist and make recommendations to the Board in the areas of Board governance, development, performance and effectiveness.

**A.** The Committee will review Board bylaws and forward its recommended revisions, if any, to the Board on at least an annual basis and will periodically review and make recommendations to the Board, as needed,for revisions to the Board manual.

**B.** The Committee will monitor current standards, regulations and general expert commentary on corporate governance practices and procedures and will review and make recommendations to the Board on all matters of governance, including governance practices and procedures.

**C.** The Committee will review and make recommendations to the Board for Board member training and education, and will establish criteria for, and guide the Board in, an annual self-evaluation of Board performance.

**4. Compliance and Audit Committee**

The Compliance and Audit Committee shall consist of a chair and two members appointed by the President. The duties and responsibilities of the Compliance and Audit Committee shall be to assist and make recommendations to the Board in its oversight of the Hospital's Compliance Program.

**A.** The Committee will oversee and ensure the Hospital's development and implementation of Compliance Program guidelines and procedures, and the Hospital's compliance education and training. The Committee will oversee and ensure the Hospital's maintenance of internal controls, systems, processes, resources and channels of communication for identifying, reporting and investigating compliance violations or concerns, and implementing corrective action.

**B.** The Committee will oversee and review periodic reports regarding compliance activities and investigations and ensure the conduct of regular internal and/or external audits and surveys to verify adherence to the Hospital's compliance guidelines and procedures.]

**5. Planning Committee**

The Planning Committee shall consist of a Chair and two members appointed by the President. The Planning Committee shall provide information to the Board on changes and trends in the health care field that may influence the growth and development of the hospital.

**A.** The Committee may assist in the preparation and modification of long- range and short-range plans to ensure that the total hospital program is attuned to meeting the health care needs of the community served by the hospital. Any plan should coordinate the hospital services with those of other health care facilities and related community resources.

**B.** The Board shall provide for institutional planning by including the Administration, the Medical Staff, the Nursing Department, other department/services, and appropriate advisors in the planning process with participation at the Planning Committee meetings.

**C.** Maintenance and building issues will be referred to the Planning Committee.

**6. Quality Committee**

The Quality Committee shall consist of a Chair and two members appointed by the President.

**A.** The Quality Committee shall provide information to the Board concerning the hospital quality assurance program and the mechanisms for monitoring and evaluating quality, identifying and resolving problems, and identifying opportunities to improve patient care.

**B.** One member of the Quality Committee shall be appointed annually by the Board to serve as Board liaison to the staff Quality Improvement Committee (QIC)

**C.** The Board shall meet its quality assurance goals by involving the Administration, the Medical Staff, the Nursing Department, and appropriate advisors regarding quality assurance through participation on the Quality Committee.

**7. Joint Conference Committee**

The Joint Conference Committee shall consist of the Executive Committee of the Board, the Executive Committee of the Medical Staff and representatives from Administration. The President of the Board will chair the Joint Conference Committee. In the absence of the Board President, the Board Vice President will serve as Chair of the Committee.

The purpose of this Committee is to provide a forum for communications between the Medical Staff and the Board of Directors.

**8. Ad Hoc Committees**

Ad hoc committees may be appointed by the President for special tasks. Upon completion of the task for which appointed, such ad hoc committees shall be discharged.

## 0155 BOARD CALENDAR

The Board shall conduct its business by reference to a calendar which specifies the month or date that decisions, resolutions, deliberations, notices, and reports must be made, instituted or received by the Board.

## 0161 PARLIAMENTARY AUTHORITY

Meetings shall be conducted under Robert's Rules of Order, using the edition currently adopted by the City and Borough of Juneau, and such amendments of these rules as may be adopted by the Board

## 0162 QUORUM

Five members of the Board shall constitute a quorum, and no business shall be conducted in the absence of a quorum, other than to adjourn a meeting to a later date. (CBJ Charter 3.12(e))

## 0163 PRESIDING OFFICER

The President shall preside at all meetings of the Board. In the absence, disability, or disqualification of the President, the Vice President shall preside. In the absence, disability, or disqualification of the President and Vice President, the Secretary shall preside. In the absence, disability, removal, or disqualification of the President, Vice President, and Secretary, the person with the longest period of current consecutive service on the Board shall preside.

## 0164 CALL OF MEETINGS

1. Regular meetings shall be held ~~at least once a month, as provided~~ **[in accordance with]** CBJ 40.05.060.

2. Special meetings not regularly scheduled may be called by the President or upon the presentation of a petition requesting such a meeting and endorsed by a majority of the voting members of the Board.

3. All meetings of the Board and committees of the Board shall be open to the public, except as otherwise provided by law.

4. **[All meetings of the Board and the committees of the Board may be held virtually or telephonic in accordance with the CBJ code or Assembly rules, as amended.]** ~~A member may participate via telephone in a Board meeting, or a Committee meeting, if the member declares that circumstances prevent physical attendance at the meeting. If the President participates by telephone, the Vice-President will preside at the meeting. No more than the first three members for a Board meeting, or one member for a Committee meeting, to contact the Administrator may participate via telephone at any one meeting. A member participating by telephone shall be counted as present for purposes of quorum, discussion and voting. If the telephone connection is lost and the member is necessary to achieve a quorum, the meeting shall be at ease, recess or adjourn as necessary until the connection is established or restored.~~

## 0165 NOTICE

1. The President shall notify each Board member, in writing and no later than three days in advance of the meeting, of the time, date, location, and, to the extent it is known, the agenda of any regular meeting. Notice of the time, date, location and purpose of a special Board meeting shall be given to board members no later than twenty-four hours in advance of the meeting.

**2.** Reasonable public notice shall be given for all meetings. Notice of all Board meetings and committee meetings shall be **[conducted in accordance with CBJ Code. Notice shall also be made on the BRH website.]** ~~delivered to newspapers of general circulation in the municipality and to the commercial radio and television stations operating in the municipality at least 24 hours prior to such meetings.~~

In calling a special meeting this notice shall state the business for the transaction of which the special meeting has been called and no business other than that stated in the notice shall be transacted at such special meeting.

## 0171 CONFLICT OF INTEREST

Board members shall be governed by the CBJ Charter, Section 15.1 and CBJ Chapter 01.45 with respect to conflict of interest.

## 0172 MOTIONS/VOTING

**1.** The prevailing vote of at least five members of the Board shall be required for official action except that the prevailing vote may be reduced by one vote for every two members of the board who are present but who do not vote because of a conflict, as more fully set out in CBJ Charter 3.16(e).

**2.** A board member with a declared conflict of interest on an issue shall be excused from voting by the President and must abstain from any discussion and/or the vote on the issue. If the President declares a conflict of interest, the President shall excuse themselves.

**3.** A vote may be taken by voice, show of hands or roll call. If one or more members are participating telephonically, the vote of all members shall be taken by voice or roll call. Proxy voting shall not be permitted. At the request of any member, the Board shall be polled.

## 0173 EXECUTIVE SESSIONS

**1.** If permitted subjects are to be discussed at a meeting in executive session, the meeting must first be convened as a public meeting and the question of holding an executive session to discuss matters that come within the exceptions set forth below shall be determined by a majority vote of the Board. The motion to convene in executive session must clearly and with specificity describe the subject of the proposed executive session without defeating the purpose of addressing the subject in private. No subjects may be considered at the executive session except those mentioned in the motion calling for the executive session unless auxiliary to the main question. No action may be taken at the executive session, except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations.

The following subjects may be considered in an executive session:

**A.** Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity;

**B.** Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;

**C.** Matters which by law, municipal charter, or ordinances are required to be confidential.

**D.** Matters involving consideration of government records that by law are not subject to public disclosure.

**2.** Any executive session where the subject to be discussed tends to prejudice the reputation and character of any person shall require advance notification of the person and the opportunity for the person to request a public discussion.

**3.** Board members participating via telephone in a meeting in which an executive session is called, may participate in the executive session only after verifying, on the record and before the session, that the member is alone, in a private place and able to maintain and safeguard the private status of the telephone call for the duration of the session. If at any time the privacy of the call becomes in question any member or invited attendee in the session may request re-verification of the caller's privacy status.

## 0174 HEARING OF PUBLIC

Members of the public present at the meeting of the Board shall be offered a reasonable opportunity to be heard in accordance with Board policy.

## 0176 ADJOURNMENT

The Board may at any time recess or adjourn a meeting to a time and place certain. Upon resuming, the Board shall commence business at the point in the agenda where the motion to recess or adjourn was adopted.

## 0177 CODE OF ETHICS

Members of the Board, including ex officio members, shall at all times abide by and conform to the CBJ Conflict of Interest Code (CBJ 01.45) and to the following code of ethics in their capacity as board members:

**1.** Members of the Board of Directors will conduct the business affairs for the Hospital in good faith and with honesty, integrity and due diligence.

**2.** Members of the Board of Directors will exercise proper authority and good judgment in their dealings with staff, patients, and the general public and will respond to all in a responsible, respectful, and professional manner.

**3.** Each member of the Board of Directors will use his or her best efforts to regularly participate in board activities and will perform his or her duties in a responsible manner.

**4.** Upon termination of service, a retiring board member will promptly return to the Hospital all property entrusted to the Board member for the purpose of fulfilling his or her responsibilities. The Board of Directors must act at all times in the best interests of the Hospital and not for personal or third-party gain or financial enrichment. When encountering potential conflicts of interest, board members will consult and adhere to CBJ 01.45, including, as required, removing themselves from all discussion and voting on the matter. Board members shall avoid placing, or the appearance of placing, their own self-interest or any third-party interest above that of the Hospital which shall include:

**A.** Not using board membership or the Hospital's staff, resources or property for personal or third-party gain; not representing that their authority as a board member extends any further than that to which it actually extends;

**B.** Not engaging in any outside business, professional or other activities that would materially adversely affect the Hospital;

**C.** Not soliciting or accepting gifts, gratuities, free trips, honoraria, personal property, or any other item of value from any person or entity as a direct or indirect inducement to provide special treatment to such donor with respect to matters pertaining to the Hospital;

**D.** Providing goods or services to the Hospital as a paid vendor only after full disclosure to the Board.

## 0181 OFFICIAL MINUTES

**1.** The Board shall keep minutes of all of its board meetings and board committee meetings and a record of all proceedings of the Board.

**2.** All minutes shall be filed in the office of the Administrator in a minutes book as the permanent record of the acts of the Board.

**3.** The minutes shall show the time and place, the members present, the members absent, the subjects considered, the actions taken, the vote taken, and any other information required by law.

**4.** Motions to convene and the subject matter(s) to be discussed in executive session shall be clearly reflected in the minutes.

**5.** Copies of all written reports received at a Board or committee meeting shall be attached to the minutes for that meeting.

## 0211 APPOINTMENT

The Chief Executive Officer of the hospital shall be a hospital administrator appointed by the Board, after consultation with the CBJ City Manager, only upon affirmative vote of a **[at least six members]** ~~majority~~ of the **[entire]** Board. (CBJ 40.10.010) (40.05.020(d))

## 0212 VACANCY

Whenever a vacancy occurs, the succession plan as described in the Board Manual will be implemented.

## 0213 DUTIES AND RESPONSIBILITIES

In addition to the duties and responsibilities set out in CBJ 40.10.020:

**1.** The Administrator shall have the duties and responsibilities with respect to the Board as described in the Board Manual.

**2.** The Administrator shall fulfill the duties set forth in the administrator's job description.

## 0241 ANNUAL EVALUATION

Annually, or more frequently as the Board deems necessary, the Board shall review the performance of the Administrator. The President of the Board shall inform the Administrator of the results this evaluation. Minutes of the Board meeting shall document the evaluation of the Administrator.

## 0321 MEDICAL STAFF ORGANIZATION AND BYLAWS

The Board serves as the Governing Body for the hospital. The Medical Staff is responsible to the Board for the clinical and scientific work of the hospital and shall, with approval of the Board, adopt bylaws, rules, regulations and policies for the proper conduct of its work and eligibility for appointment to the hospital medical staff. The Medical Staff bylaws shall be submitted to the Board for its approval and shall not become effective until approved by the Board. The bylaws shall include provisions for hearings on applications for membership on the Medical Staff that are consistent with the requirements of due process, federal law, state law, and these bylaws. When the Medical Staff reviews or revises its bylaws, rules, regulations and policies it will submit its recommendations for amendment to the Board for its review and approval. (CBJ 40.15.040)

Neither the Medical Staff nor the Board may unilaterally amend the staff bylaws.

## 0322 SELF-GOVERNING

The Medical Staff shall be self-governing with respect to the professional work performed in the hospital. It shall:

**1.** Designate one of its members as Chief of Staff.

**2.** Hold regular meetings in accordance with Medical Staff bylaws, for which minutes and records of attendance shall be kept.

**3.** Review and analyze at regular intervals the clinical experience of the Hospital. Medical records of patients shall be the basis for such review and analysis. (CBJ 40.15.050)

**0351 ACTIONS AND DECISIONS**

In accordance with the Medical Staff bylaws adopted pursuant to CBJ 40.15.030 the Board, after appropriate action by the Medical Staff, shall take action or make a decision on Medical Staff matters, including applications for membership, clinical privileges and professional discipline matters.

**03~~6~~[5]2 REVIEW OF ACTIONS AND DECISIONS**

The Medical Staff bylaws shall include procedures for hearings whereby the applicant or member of the Medical Staff shall be afforded a hearing in connection with a request for a review of a decision or action taken pursuant to Section 0351 of these bylaws.

**03~~6~~[5]~~5~~ [3] REAPPLICATION FOLLOWING DENIAL OR REVOCATION**

If an application for membership on the Medical Staff or renewal of membership is denied by the Board, or if the Board revokes the membership of a staff member, the applicant may reapply for appointment to the Medical Staff after the expiration of two years from the date of such denial, unless the Board provides otherwise in the formal written denial.

## 0371 BOARD OBLIGATION TO THE MEDICAL STAFF

The Board, through the administrator, shall ensure that the Medical Staff is provided with the administrative assistance necessary to conduct quality assurance activities in accordance with the hospital's Quality Review Plan. This includes the services of the medical record department, and any other administrative or technical assistance deemed necessary and appropriate to facilitate the Medical Staff's conduct of quality review activities. The nature and the frequency of submission of required reports shall be in accordance with the hospital's Quality Review Plan and the Medical Staff bylaws, rules and regulations.

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
LAW DEPARTMENT

# MEMORANDUM

DATE: September 14, 2020

TO: CBJ Assembly Human Resources Committee

FROM: Megan J. Costello, Assistant Municipal Attorney
Charles Bill, CEO, Bartlett Regional Hospital

SUBJECT: BRH Board Bylaw Revisions

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Attached with Resolution 2900 are the BRH Hospital Board Bylaws, with proposed Amendments from the BRH Board on August 25, 2020. Under CBJ Code, the BRH Hospital Bylaws will become active when adopted by the CBJ Assembly. The last BRH Board Bylaw revisions were adopted in 2017.

The Bylaw amendments as proposed by the BRH Board are fairly straightforward and minor, but are summarized and listed below:

**Bylaw 152 Officers (2):**

The suggested clarification was based on BRH Board questions regarding when Board Officers take possession, which is not outlined in the Board manual or the Board Bylaws.

**BRH Hospital Board Recommendation:**

Bylaw 152 Officers (2):

> Officers shall be elected annually according to the schedule in the Board Manual, and each shall **[take office immediately after election]. [Officers shall]** hold office for a one year term and until successors shall have been elected. Officers shall serve at the pleasure of the Board.

**Bylaw 152 Officers (4):**

This section references a Nominating Committee. The details of the Nominating Committee are not located anywhere in the Board Bylaws or Policy Manual. The BRH Board recommends that the reference to a Nominating Committee be removed and that the BRH Board not use designated Nominating Committees for officer positions. Votes for the officer positions would continue to be annually elected as referred to in the Board Bylaws and the Board manual.

**BRH Hospital Board Recommendation:**

Bylaw 152 Officers (4):

The President shall preside at all meetings of the Board, and shall be an ex-officio voting member of all committees ~~except the nominating committee~~. The President shall be the Chairperson of the Executive Committee.

**Bylaw 154 (1) Executive Committee**.

The BRH Board recommends removal of the current language that limits the past President to serving as the ex-officio voting member for only one year, and to also remove the "when appropriate" language.

**BRH Hospital Board Recommendation:**

Bylaw 154 (1) Executive Committee:

"The Executive Committee shall consist of the President, Vice President, Secretary, and~~, when appropriate,~~ the Immediate Past President. The President shall be Chair of the Executive Committee and in their absence the Vice President shall be Chair. The Immediate Past President shall serve as an ex-officio voting member on the Executive Committee ~~only for a term of one year~~ following his or her last term as President. The Executive Committee shall be empowered to transact all regular business of the hospital during the interim between meetings of the Board, provided that any action it may take shall not conflict with the policies of the Board. Any action taken by the Executive Committee shall be reported at the next regular meeting of the Board and may be rescinded by Board action at the meeting."

**Bylaw 154 (2) Finance Committee.**

The BRH Board recommendation is to remove the specific time limit for BRH Board Finance Committee's proposed budget to allow for some flexibility, with the understanding that BRH will have to prepare the budget with enough time to meet the City budget procedure.

**BRH Hospital Board Recommendation:**

Bylaw 154 (2) Finance Committee:

"~~Not later than April 1,~~ The Finance Committee will complete its review **in a timely fashion**, and forward the budget to the Board for approval and submission to the City and Borough Manager, as provided in CBJ 40.25.2020."

**Bylaw 0164 Call of Meetings**

This section revision is to reference the CBJ Assembly rules and CBJ code, to accommodate current Covid19 issues and allow for future changes to the Assembly rules and CBJ Code.

**BRH Hospital Board Recommendation:**

Bylaw 0164 Call of Meetings:

1. Regular meetings shall be held ~~at least once a month, as provided~~ **[in accordance with]** CBJ 40.05.060.

2. Special meetings not regularly scheduled may be called by the President or upon the presentation of a petition requesting such a meeting and endorsed by a majority of the voting members of the Board.

3. All meetings of the Board and committees of the Board shall be open to the public, except as otherwise provided by law.

4. **[All meetings of the Board and the committees of the Board may be held virtually or telephonic in accordance with the CBJ code or Assembly rules, as amended.]** ~~A member may participate via telephone in a Board meeting, or a Committee meeting, if the member declares that circumstances prevent physical attendance at the meeting. If the President participates by telephone, the Vice- President will preside at the meeting. No more than the first three members for a Board meeting, or one member for a Committee meeting, to contact the Administrator may participate via telephone at any one meeting. A member participating by telephone shall be counted as present for purposes of quorum, discussion and voting. If the telephone connection is lost and the member is necessary to achieve a quorum, the meeting shall be at ease, recess or adjourn as necessary until the connection is established or restored.~~

**Bylaw 0165 Notice (2).**

The BRH Board recommends revising this section with the understanding that the CBJ is undergoing a planned revision to their notice requirements in the CBJ Charter to allow for internet

advertising or social media platforms should a local newspaper become unavailable. The recommendation in this section allows for the planned change to the CBJ code by specifying that notice will occur in accordance with CBJ code, with the addition of advertising on the BRH website.

**BRH Hospital Board Recommendation:**

Bylaw 0165 Notice (2):

Reasonable public notice shall be given for all meetings. Notice of all Board meetings and committee meetings shall **be conducted in accordance with the CBJ Code.** ~~delivered to newspapers of general circulation in the municipality and to the commercial radio and television stations operating in the municipality at least 24 hours prior to such meetings.~~ **Notice shall also be made on the BRH website.** In calling a special meeting this notice shall state the business for the transaction of which the special meeting has been called and no business other than that stated in the notice shall be transacted at such special meeting.

**Bylaw 0211 Appointment**

The BRH Hospital Board recommends revising the bylaws to require six votes of the entire BRH Board before appointing the CEO of the hospital.

**BRH Hospital Board Recommendation:**

Bylaw 0211 Appointment:

The Chief Executive Officer of the hospital shall be a hospital administrator appointed by the Board, after consultation with the CBJ City Manager, only upon affirmative vote of a **[at least six members]** ~~majority~~ of the **[entire]** Board. (CBJ 40.10.010) (40.05.020(d))

In addition to the substantive changes (above), the formatting was fixed and typos/page numbers corrected in the Table of Contents. Notably, the section headers in the Table of Contents for the Medical Staff section were updated to reflect the headers in the actual bylaws.

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

August 12, 2020

City & Borough of Juneau
Attn: City Clerk
Via Email: mcb_notice@juneau.org

| | |
|---|---|
| **License Number:** | 13279 |
| **License Type:** | Retail Marijuana Store |
| **Licensee:** | The Mason Jar LLC |
| **Doing Business As:** | THE MASON JAR LLC |
| **Physical Address:** | 2771 sherwood Lane<br>Unit E<br>Juneau, AK 99801 |
| **Designated Licensee:** | Dennis Lavigne |
| **Phone Number:** | 907-723-6508 |
| **Email Address:** | denny@akmasonjar.com |

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

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 me 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,

Glen Klinkhart, Interim Director
907-269-0350

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

August 17, 2020

City & Borough of Juneau
Attn: City Clerk
Via Email: mcb_notice@juneau.org

| | |
|---|---|
| **License Number:** | 10800 |
| **License Type:** | Retail Marijuana Store |
| **Licensee:** | The Fireweed Factory LLC |
| **Doing Business As:** | THE FIREWEED FACTORY LLC |
| **Physical Address:** | 237 Front Street<br>Juneau, AK 99801 |
| **Designated Licensee:** | Paul V Disdier |
| **Phone Number:** | 907-957-2670 |
| **Email Address:** | thefireweedfactory@gmail.com |

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

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 me 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,

Glen Klinkhart, Interim Director
907-269-0350

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

August 17, 2020

City & Borough of Juneau
Attn: City Clerk
Via Email: mcb_notice@juneau.org

| | |
|---|---|
| **License Number:** | 10266 |
| **License Type:** | Standard Marijuana Cultivation Facility |
| **Licensee:** | The Fireweed Factory LLC |
| **Doing Business As:** | THE FIREWEED FACTORY LLC |
| **Physical Address:** | 8415 Airport Blvd. Space B<br>Juneau, AK 99801 |
| **Designated Licensee:** | Paul V Disdier |
| **Phone Number:** | 907-957-2670 |
| **Email Address:** | thefireweedfactory@gmail.com |

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

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 me 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,

Glen Klinkhart, Interim Director
907-269-0350

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

August 26, 2020

City & Borough of Juneau
Attn: City Clerk
Via Email: mcb_notice@juneau.org

| | |
|---|---|
| **License Number:** | 11605 |
| **License Type:** | Standard Marijuana Cultivation Facility |
| **Licensee:** | Always Redeye LLC |
| **Doing Business As:** | STONED SALMON FARMS |
| **Physical Address:** | 2005 Anka Street<br>Juneau, AK 99801 |
| **Designated Licensee:** | Casey Wilkins |
| **Phone Number:** | 907-957-3877 |
| **Email Address:** | alwaysredeyellc@gmail.com |

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

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 me 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,

Glen Klinkhart, Interim Director
907-269-0350

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

August 14, 2020

City & Borough of Juneau
Attn: City Clerk
Via Email: mcb_notice@juneau.org

| | |
|---|---|
| **License Number:** | 15245 |
| **License Type:** | Standard Marijuana Cultivation Facility |
| **Licensee:** | North Star Gardens, Inc. |
| **Doing Business As:** | NORTH STAR GARDENS |
| **Physical Address:** | 5310 COMMERCIAL BLVD<br>2A<br>Juneau, AK 99801 |
| **Designated Licensee:** | Jamie Letterman |
| **Phone Number:** | 907-723-7243 |
| **Email Address:** | jamie@thundercloud9.buzz |

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

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 me 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,

Glen Klinkhart, Interim Director
907-269-0350

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

August 21, 2020

City & Borough of Juneau
Attn: City Clerk
Via Email: mcb_notice@juneau.org

| | |
|---|---|
| **License Number:** | 15209 |
| **License Type:** | Limited Marijuana Cultivation Facility |
| **Licensee:** | Herb'n Legends LLC |
| **Doing Business As:** | HERB'N LEGENDS LLC. |
| **Physical Address:** | 2771 Sherwood Lane Unit D<br>Juneau, AK 99801 |
| **Designated Licensee:** | Jacob Miller |
| **Phone Number:** | 907-209-8889 |
| **Email Address:** | jakemiller@gci.net |

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

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 me 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,

Glen Klinkhart, Interim Director
907-269-0350

Presented by: The Manager
Presented: 09/21/2020
Drafted by: R. Palmer III

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Appropriation Resolution Serial No. 2901**

**An Emergency Appropriation Resolution Appropriating up to $75,000 to the Manager for a Program to Sample and Test Wastewater for COVID-19; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, consistent with Charter 9.10(b), upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly by resolution may make an emergency appropriation upon approval by all Assemblymembers present or by seven of its membership, whichever is the lesser number; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, since March the community has had more than 277 confirmed COVID-19 cases; and

WHEREAS, a wastewater COVID-19 detection system would help the community identify and mitigate the spread of COVID-19; and

WHEREAS, a program to sample and test wastewater for COVID-19 is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, a program to sample and test wastewater for COVID-19 was not accounted for in the FY20 budget; and

WHEREAS, expenses for a program to sample and test wastewater for COVID-19 are incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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

**Section 1. Emergency Appropriation.** There is appropriated to the Manager the sum of seventy-five thousand dollars ($75,000.00) for a program to sample and test wastewater for COVID-19.

**Section 2. Source of Funds**:

| | |
|---|---|
| CARES Act Special Revenue Fund | $75,000.00 |

**Section 3. Effective Date.** This resolution shall become effective upon adoption. However, Section 1 of this resolution is conditioned upon the City and Borough of Juneau receiving CARES Act funding from the State of Alaska.

Adopted this _____ day of September, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Appropriation Resolution Serial No. 2905**

**An Emergency Appropriation Resolution Appropriating up to $700,000 to the Manager for the Juneau School District's Fiscal Year 2021 COVID-19 Related Costs; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, consistent with Charter 9.10(b), upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly by resolution may make an emergency appropriation upon approval by all Assemblymembers present or by seven of its membership, whichever is the lesser number; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, since March the community has had more than 291 confirmed COVID-19 cases; and

WHEREAS, support to the Juneau School District ("JSD") for COVID-19 related costs would help the community safely resume education curriculums and mitigate the spread of COVID-19; and

WHEREAS, support to JSD for COVID-19 related costs is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, support to JSD for COVID-19 related costs was not accounted for in the FY20 budget; and

WHEREAS, expenses for JSD's COVID-19 related response are incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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

**Section 1. Emergency Appropriation.** There is appropriated to the Manager the sum of seven hundred thousand dollars ($700,000) for the Juneau School District's fiscal year 2021 COVID-19 related costs.

**Section 2. Source of Funds**

| | |
|---|---|
| CARES Act Special Revenue Fund | $700,000 |

**Section 3. Effective Date.** This resolution shall become effective upon adoption. However, Section 1 of this resolution is conditioned upon the City and Borough of Juneau receiving CARES Act funding from the State of Alaska.

Adopted this _____ day of September, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Presented: 09/21/2020
Drafted by: E. Wright

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Appropriation Resolution Serial No. 2906**

**An Emergency Appropriation Resolution Appropriating up to $600,000 to the Juneau School District for K-5 Rally Programing During COVID-19; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, consistent with Charter 9.10(b), upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly by resolution may make an emergency appropriation upon approval by all Assemblymembers present or by seven of its membership, whichever is the lesser number; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, as of September 21, 2020, the Juneau School District ("JSD") has not yet started in-person classrooms, and teaching is being conducted through a virtual platform; and

WHEREAS, the COVID-19 Child Care Relief Program adopted by Resolution 2893 did not account for K-5 childcare needs; and

WHEREAS, the provision of a full day RALLY program at the K-5 level is necessary to ensure that parents can return to work and the economy can begin to return to normal; and

WHEREAS, the provision of a full day RALLY program at the K-5 level is necessary to ensure that children have a safe and appropriate supervision during the day; and

WHEREAS, additional staff are needed to assure appropriate social distancing measures are taken, to ensure appropriate student to staff ratios are met, and to clean and sanitize the childcare spaces; and

WHEREAS, this appropriation will provide funding to ensure approximately 250 children can participate in the full day K-5 RALLY program; and

WHEREAS, this appropriation will provide funding to allow the Juneau School District to provide additional RALLY tuition assistance to low-income families who may also qualify for and utilize the state childcare assistance program; and

WHEREAS, the funding appropriated by this resolution and program expenses were not accounted for in the FY20 budget; and

WHEREAS, the City and Borough of Juneau and the Juneau School District will enter into a Memorandum of Agreement as a condition of receiving this appropriation which sets forth the policies supported and advanced by the Assembly for RALLY utilizing these funds; and

WHEREAS, the COVID-19 K-5 RALLY program expenses were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 and were not accounted for in the FY20 budget.

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

**Section 1. Emergency Appropriation.** There is appropriated to the Juneau School District the sum of six hundred thousand dollars ($600,000.00) for a full day K-5 RALLY program during COVID-19 to be granted and used consistent with this resolution**.**

**Section 2. Source of Funds**:

| | |
|---|---|
| CARES Act Special Revenue Fund | $600,000.00 |

**Section 3**. **K-5 RALLY Program during COVID-19, Program Purpose and Terms.** The program is subject to the following terms and conditions:

(a) The City and Borough of Juneau (CBJ) and the Juneau School District (JSD) shall enter into a Memorandum of Agreement (Agreement) setting forth the policies for the program. No funding will be disbursed prior to the signing of the Agreement.

(b) The Assembly has reviewed the enrollment prioritization list as presented at the September 14, 2020, Committee of the Whole, (Attachment A) and supports this programing matrix.

(c) The Assembly has reviewed and discussed the funding challenges faced by parents and directs that the program allocate additional grants to low-income families to offset costs not covered by state, tribal, or federal childcare assistance programs.

(d) To ensure children have access to childcare and parents can return to work, the Assembly directs the CBJ and the JSD enter into an Agreement which lays out the enrollment prioritization (b, above), general funding allocation for all children, and additional grants for low-income families (c, above). Upon signing, funding is available for expenditures incurred up to December 30, 2020.

(e) The Assembly directs that the JSD provide updates to the Assembly regarding program participation and use of the funds on or before November 15, 2020.

**Section 4. Effective Date.** This resolution shall become effective upon adoption. However, Section 1 of this resolution is conditioned upon the City and Borough of Juneau receiving CARES Act funding from the State of Alaska.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240| Facsimile: 586-5385

DATE: September 14, 2020

TO: Maria Gladziszewski, Chair, Assembly Committee of the Whole

FROM: Mila Cosgrove, Deputy City Manager

RE: COVID-19 K-5 Childcare – RALLY Options

**Background:**

The Assembly requested that the Manager's Office provide a framework for K-5 Childcare options in light of COVID-19 operational constraints for the Juneau School District. One option before the Assembly is to fund or partially fund JSD RALLY care. This issue is time sensitive and a decision of whether to proceed and how to prioritize access and funding should be determined in the near term.

**Proposed prioritization for enrollment:**

The purpose of prioritizing enrollment for RALLY is to assure that those families most in need of care have access to services. Enrollment criteria has been designed to provide an alternative to children being left at home alone or solely under the care of older siblings who may also need to be focusing on their own school work.

1. Children who are enrolled in the Juneau School District and living with a single parent/adult caretaker whose work requires that they be away from home on all school days from 8:00 am – 4:30 pm.
2. Children who are enrolled in the Juneau School District and living with more than one parent/adult caretakers, all of whose work requires that they be away from home on all school days from 8:00 am – 4:30 pm.
3. Children who are enrolled in the Juneau School District and living with one or more parents/adult caretakers all of whose work requires that they be away from home on a regular basis on most school days from 8:00 am – 4:30 pm.
4. Children who are enrolled in the Juneau School District in grades K-2 and whose parents certify that having the child at home while they telework is a hardship to effectively working from home.
5. Children who are enrolled in the Juneau School District in grades 3-5 and whose parents certify that having the child at home while they telework is a hardship to effectively working from home.
6. Children who are enrolled in the Juneau School District
7. Children who are not enrolled in the Juneau School District.

**Proposed funding strategies:**

Care should be taken to assure that RALLY is an affordable option for families across all income levels. At the existing staff to child ratio, JSD has set the RALLY tuition rate at $1,310 per child per month – an amount that puts care outside the reach of most families. If fully enrolled, the cost per child is $1,111, an amount still outside the reach of many families.

Part of the problem is the way childcare tuition assistance is calculated for the RALLY program. State of Alaska Childcare Assistance support is available to families who meet certain federal poverty guidelines. The Assistance level available is based on faulty data that will not be corrected until the next rate schedule study. For this reason, as well as the desire to keep RALLY affordable for families who were not anticipating paying for full day care for children who would normally be in school, it is recommended that the rate for RALLY be set at $515.00 per month through the end of the calendar year.

If that is the set amount, and the program is fully enrolled, the amount of funding required would be:

| **RALLY Program** | | | | | |
|---|---|---|---|---|---|
| Staffing | | 1,111 | 1,120,000 | 1,400,000 | 2,520,000 |
| Revenue Collected | | -515 | -520,000 | -650,000 | -1,170,000 |
| **Total** | **252** | 596 | 600,000 | 750,000 | 1,350,000 |

To help further offset the cost of the program for the lowest income families, the Assembly could grant child care awards to help offset costs not covered by State of Alaska Childcare Assistance. This would need more exploration to assure there are not unintended consequences to that that type of funding.

**Requested Action:**

The Assembly should decide if it intends to offset the cost of providing RALLY services to the community. If the answer is affirmative, the Assembly could decide to prepare an emergency appropriate resolution for the September 21st Assembly meeting authorizing funding up to $600,000. That would allow the RALLY program to begin offering services to a greater sector of the community in the most expeditious manner. In the alternative, the Assembly could also forward this discussion to the next Assembly Finance Committee meeting.

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Appropriation Resolution Serial No. 2907**

**An Emergency Appropriation Resolution Appropriating $2,000,000 to the Manager as Additional Funding for Phase 2 and 3 of a COVID-19 Business Sustainability Grant Program; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, consistent with Charter 9.10(b), upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly by resolution may make an emergency appropriation upon approval by all Assemblymembers present or by seven of its membership, whichever is the lesser number; and

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider economic support to businesses suffering interruptions due to COVID-19 related business closures; and

WHEREAS, on April 9, 2020, the Centers for Disease Control and Prevention (CDC) renewed the No Sail Order and Other Measures related to cruise ships to prohibit certain cruise ships from transporting passengers to ports in the United States; and

WHEREAS, since early March, 2020, the State of Alaska issued COVID-19 Health Mandates that reasonably restricted travel, gatherings, close personal interactions, schools, and medical and dental procedures; and

WHEREAS, since early March 2020, the Assembly issued COVID-19 directions regarding travel quarantines (Res. 2886), hunkering down (Res. 2885), and cloth face coverings (Res. 2890); and

WHEREAS, the public health mandates and directions protected the health of the people in the City and Borough of Juneau and nearby communities; and

WHEREAS, COVID-19 caused severe economic harm to businesses in the City and Borough of Juneau because people were encouraged to hunker down, businesses were mandated to close or severely limit operations, and nearly all of the forecasted cruise ship tourism has been canceled; and

WHEREAS, failing to protect the economically vulnerable businesses from the severe loss of revenue would result in further adverse impacts to Juneau's economic and social service network; and

WHEREAS, the COVID-19 Business Sustainability Grant Program is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Business Sustainability Grant Program is being created by this ordinance and program expenses were not accounted for in the FY20 budget; and

WHEREAS, the COVID-19 Business Sustainability Grant Program expenses are incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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

**Section 1. Emergency Appropriation.** There is appropriated to the Manager the sum of two million dollars ($2,000,000) as additional funding for Phase 2 and 3 of a COVID-19 Business Sustainability Grant Program to be granted to the Juneau Economic Development Council (Grant Administrator) and used consistent with the grant terms outlined in the original grant appropriating ordinance 2019-06(AG)(d).

**Section 2. Source of Funds**

| | |
|---|---|
| CARES Act Special Revenue Fund | $2,000,000 |

**Section 3. Effective Date.** This resolution shall become effective upon adoption. However, Section 1 of this resolution is conditioned upon the City and Borough of Juneau receiving CARES Act funding from the State of Alaska.

Adopted this _____ day of September, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: September 21, 2020
Drafted by: Finance

**RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Appropriation Resolution Serial No. 2908**

**An Emergency Appropriation Resolution Appropriating $400,000 to the Manager as Funding for Bartlett Regional Hospital's Planning for and Construction of Patient Intake and Triage During the COVID-19 Pandemic; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, consistent with Charter 9.10(b), upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly by resolution may make an emergency appropriation upon approval by all Assemblymembers present or by seven of its membership, whichever is the lesser number; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, since March the community has had more than 291 confirmed COVID-19 cases; and

WHEREAS, support to Bartlett Regional Hospital ("BRH") for planning and construction costs related to the intake and triage of patients during the COVID-19 pandemic would help ensure the safety of the community and hospital staff; and

WHEREAS, support to BRH for planning and construction costs for patient intake and triage during the COVID-19 pandemic is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, support to BRH for planning and construction costs for patient intake and triage during the COVID-19 pandemic was not accounted for in the FY20 budget; and

WHEREAS, expenses for BRH's planning and construction costs for patient intake and triage during the COVID-19 pandemic are incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

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

**Section 1. Emergency Appropriation.** There is appropriated to the Manager the sum of four hundred thousand dollars ($400,000) as funding for Bartlett Regional Hospital's planning for and construction of patient intake and triage during the COVID-19 pandemic.

**Section 2. Source of Funds**

| | |
|---|---|
| CARES Act Special Revenue Fund | $400,000 |

**Section 3. Effective Date.** This resolution shall become effective upon adoption. However, Section 1 of this resolution is conditioned upon the City and Borough of Juneau receiving CARES Act funding from the State of Alaska.

Adopted this _____ day of September, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: August 24, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2019-06(AL)**

**An Ordinance Appropriating to the Manager the Sum of $88,969 as Funding for the City and Borough of Juneau's Fiscal Year 2019 and 2020 Public Employees' Retirement System (PERS) Past Service Liability Cost for Centennial Hall; Funding Provided by the General Fund's Fund Balance.**

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 $88,969 as funding for the City and Borough of Juneau's fiscal year 2019 and 2020 PERS past service liability cost for Centennial Hall.

**Section 3. Source of Funds**

| | |
|---|---|
| General Fund's Fund Balance | $88,969 |

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: August 24, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(D)**

**An Ordinance Appropriating to the Manager the Sum of $47,746 as Funding for the City and Borough of Juneau's Fiscal Year 2021 Public Employees' Retirement System (PERS) Past Service Liability Cost for Centennial Hall; Funding Provided by the General Fund's Fund Balance.**

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 $47,746 as funding for the City and Borough of Juneau's fiscal year 2021 PERS past service liability cost for Centennial Hall.

**Section 3. Source of Funds**

General Fund's Fund Balance $47,746

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: August 24, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(E)**

**An Ordinance Appropriating to the Manager the Sum of $196,832 as Funding for PFAS Contamination Cleanup at the Juneau International Airport; Funding Provided by the Airport Fund's Fund Balance.**

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 $196,832 as funding for PFAS contamination cleanup at the Juneau International Airport.

**Section 3. Source of Funds**

| | |
|---|---|
| Airport Fund's Fund Balance | $196,832 |

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: August 24, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(F)**

**An Ordinance Appropriating to the Manager the Sum of $50,000 as Funding for the Manager's Office to Support the Systemic Racism Review Committee; Funding Provided by the General Fund's Fund Balance.**

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 $50,000 as funding for the Manager's Office to support the Systemic Racism Review Committee.

**Section 3. Source of Funds**

General Fund's Fund Balance $50,000

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: August 24, 2020
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-09(G)**

**An Ordinance Appropriating to the Manager the Sum of $600,000 as Funding for the Voice-over-Internet-Protocol (VoIP) Phone System Replacement Capital Improvement Project; Funding Provided by the Fleet Fund's Fund Balance.**

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 $600,000 as funding for the Voice-over-Internet-Protocol (VoIP) Phone System Replacement Capital Improvement Project.

**Section 3. Source of Funds**

| | |
|---|---|
| Fleet Fund's Fund Balance | $600,000 |

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

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth A. McEwen, Municipal Clerk

Presented by: Hale
Presented: 08/24/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2020-43**

**An Ordinance Appropriating up to $500,000 to the Manager for a COVID-19 Juneau ArtWorks Grant Program; Funding Provided by the CARES Act Special Revenue Fund.**

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider a COVID-19 Juneau ArtWorks Program to support artists suffering interruptions due to COVID-19; and

WHEREAS, on April 9, 2020, the Centers for Disease Control and Prevention (CDC) renewed the No Sail Order and Other Measures related to cruise ships to prohibit certain cruise ships from transporting passengers to ports in the United States; and

WHEREAS, since early March, 2020, the State of Alaska issued COVID-19 Health Mandates that reasonably restricted travel, gatherings, close personal interactions, schools, and medical and dental procedures; and

WHEREAS, since early March 2020, the Assembly issued COVID-19 directions regarding travel quarantines (Res. 2886), hunkering down (Res. 2885), and cloth face coverings (Res. 2890); and

WHEREAS, the public health mandates and directions protected the health of the people in the City and Borough of Juneau and nearby communities; and

WHEREAS, many of the workers in the creative sector are sole proprietors or are dependent on gig work; and

WHEREAS, COVID-19 caused severe economic harm to artists in the City and Borough of Juneau because people were encouraged to hunker down, businesses and venues were mandated to close or severely limit operations, and nearly all of the forecasted cruise ship tourism has been canceled; and

WHEREAS, in the spirit of the Work Projects Administration of the 1930s, this program delivers funding to artists who have lost gigs, had contracts or events cancelled, been laid off, or have otherwise been put in a vulnerable position due to the necessary restrictions to control the COVID-19 pandemic; and

WHEREAS, the COVID-19 Juneau ArtWorks Program is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Juneau ArtWorks Program is being created by this ordinance and program expenses were not accounted for in the FY20 budget; and

WHEREAS, the COVID-19 Juneau ArtWorks Program expenses are incurred during the period that begins on March 1, 2020, and ends on December 31, 2020.

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

**Section 1. Classification.** This ordinance is a non-code ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of three hundred thousand dollars ($300,000.00) for the COVID-19 Juneau ArtWorks Program to be granted to the Juneau Arts and Humanities Council (Grant Administrator) and used consistent with this ordinance**.** This is an appropriation for the fiscal year beginning July 1, 2020, and ending June 30, 2021.

**Section 3. Source of Funds**:

| | |
|---|---|
| CARES Act Special Revenue Fund | $300,000.00 |

**Section 4**. **COVID-19 Juneau ArtWorks Program Terms.** The program is subject to the following terms and conditions:

(a) **Administration**. The Manager is authorized to execute a grant agreement with the Grant Administrator for disbursement of COVID-19 Juneau ArtWorks Program funds. The Grant Administrator is responsible for assuring the program funds are disbursed only to eligible artists. The Grant Administrator shall be provided a reasonable administration fee of 12% of the grant, which shall be deducted from the grant. The Grant Administrator shall provide the Manager with program status reports at reasonable intervals. The Manager shall provide updates to the Finance Committee or Assembly. The Grant Administrator shall return all unencumbered monies existing on November 1, 2020, promptly back to the City and Borough of Juneau.

(b) **Eligible artists.** In the spirit of the Work Projects Administration of the 1930s, this program is only for artists who have lost gigs, had contracts or events cancelled, been laid off, or have otherwise been put in a financially vulnerable position due to the necessary restrictions to control the COVID-19 pandemic. An artist must affirm that their finances have been significantly harmed because of COVID-19.

(c) **Assertion of need.** An applicant shall disclose if the applicant has applied for or received any other grant or forgivable loan. An applicant that has received any other grant or forgivable loan must provide satisfactory documentation that a Juneau ArtWorks grant is still necessary to sustain artist operations. An applicant that applied

for or received any other CARES Act funding from the CBJ may be eligible if the combined CBJ grant amounts do not exceed the amount the entity is eligible for under this program.

(d) **Sales and property tax compliance.** An artist with any sales or property tax delinquency as of March 1, 2020, is not eligible for a grant. However, an artist that first executes a confession of judgment with the City and Borough of Juneau for all outstanding sales taxes debts is eligible for this program. An artist that is fully compliant with a confession of judgment payment plan is also eligible.

(e) **Application.** The Grant Administrator should create a simplified application process to make the funds accessible to artists quickly. Grant awards constitute commissions for artworks in any media, including visual artworks, live performances, written artworks, and recorded artworks. The Grant Administer shall determine the required timeline for completion of artworks, but it is the intention that funds are distributed when grant applications are selected, rather than when proposed artworks are complete. The Grant Administrator must field a panel representing the spectrum of the community to adjudicate the applications for selection. Selection criteria will place priority on those artists or groups of artists for whom other funding has not been forthcoming, projects that engage the greatest number of unemployed or underemployed creative workers, projects that result in lasting benefit for the community, and projects that capture the zeitgeist of the COVID-19 public health emergency.

(f) **Ownership of work.** Ownership of the artwork may be negotiated according to the type of artwork it is, but the presumption is the artwork belongs to the City and Borough of Juneau or another public entity.

(g) **Exceptions.** The Grant Administrator, after receiving direction from the Manager or designee, has the authority to make reasonable exceptions that match the intent of this grant program.

**Section 5. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Presented: 09/21/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Ordinance Serial No. 2020-45**

**An Emergency Ordinance Extending the Requirement for Use of Face Coverings on Capital Transit Buses and in Certain Areas of City and Borough of Juneau Facilities Open to the Public.**

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assembly members; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is caused by the SARS-Cov-2 virus ("virus"), a new strain of the coronavirus that has not been previously identified in humans and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization ("WHO") declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, as of September 11, 2020, there have been 316 confirmed cases in the City and Borough of Juneau, including cases classified as caused by community spread; and

WHEREAS, Alaska continues to experience a substantial increase in COVID-19 cases; and

WHEREAS, the Centers for Disease Control and Prevention, and the State of Alaska (Health Alert 10), also recommend everyone wear a cloth face covering when in a public setting where other social distancing measures are difficult to maintain; and

WHEREAS, public health officials have advised that in addition to practicing social distancing and staying home as much as possible, additional measures that include the covering of an individual's nose and mouth will minimize asymptomatic individuals with COVID-19 from unknowingly spreading the disease; and

WHEREAS, the Assembly strongly urges the use of a cloth face covering or a physical barrier (i.e. Plexiglas separator) for any businesses with employees that interact with the public, especially grocery stores, gas stations, and retail stores; and

WHEREAS, Emergency Ordinance 2020-25 initially imposed the face covering requirement for Capital Transit and CBJ facilities through June 30, 2020 and was extended through Emergency Ordinance 2020-34 to September 22, 2020.

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

**Section 1. Classification.** This ordinance is a non-code ordinance.

**Section 2. Face Covering Requirement**.

(A) **Capital Transit Bus Cloth Face Covering Requirement**. A person entering, riding, or using a Capital Transit bus must wear a face covering that covers their nose and mouth. A person violating this section is prohibited from entering, riding, or using a Capital Transit bus.

(B) **City and Borough of Juneau Indoor Facility Open to the Public**.

(1) **Notice**. The Manager is required to identify and conspicuously post notices for those City and Borough of Juneau public facilities or areas of public facilities in which people are required to wear a face covering. The Manager should post face covering notices in public facilities and areas of public facilities in which maintaining six feet separation between people is difficult or where there are insufficient physical barriers to keep people six feet apart.

(2) **Cloth Face Covering Requirement**. This requirement only applies to indoor facilities owned by the City and Borough of Juneau and open to the public. A person entering or occupying an indoor City and Borough of Juneau facility or area of an indoor facility must wear a cloth face covering when required by notice posted by the Manager. A person violating this section is prohibited from entering, occupying, or remaining in the indoor City and Borough of Juneau facility or area of an indoor facility.

(C) **Provision of Face Covering.** For people who cannot afford or locate a face covering, the Manager shall make a face covering available on every Capital Transit bus and at any City and Borough of Juneau facility that requires a face covering.

(D) **Reasonable Accommodations.** Any person who chooses not to comply with this ordinance or who has been denied a City and Borough of Juneau service because of this ordinance may contact the Manager's Office, or designee, and seek a reasonable accommodation such as making an appointment, meeting outside, or interacting without meeting in person.

**Section 3. Exceptions.** The following individuals and areas of a City and Borough of Juneau facility are exempt from the cloth face covering requirements of this ordinance:

(1) any child aged two years or less;

(2) any child aged 12 years or less unless a parent or guardian supervises the use of the face covering;

(3) any individual who has a physical disability that prevents the wearing or removing of a face covering;

(4) any individual who is deaf and uses facial and mouth movements to communicate;

(5) any individual who has been advised by a medical professional that wearing a face covering may pose an unreasonable risk;

(6) any individual who has trouble breathing or is otherwise unable to remove a face covering without assistance;

(7) individual offices where people can easily stay six feet apart.

**Section 4. Effective Date.** This ordinance shall be effective immediately and expire 90 days after its adoption unless terminated earlier by the Assembly by motion.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

Presented by: COW
Presented: 09/21/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Ordinance Serial No. 2020-46**

**An Emergency Ordinance Adopting the City and Borough of Juneau COVID-19 Mitigation Strategies and Providing for a Penalty.**

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assemblymembers; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, since March the community has had more than 284 confirmed COVID-19 cases as of September 4, 2020; and

WHEREAS, the COVID-19 Mitigation Strategies will help provide structure and certainty as the community balances the needs to mitigate harm and keep the economy open; and

THEREFORE 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. COVID-19 Mitigation Strategies.**

(a) **Adoption.** The City and Borough of Juneau COVID-19 Mitigation Strategies identified in Exhibit A are adopted.

(b) **Determination of Incident Risk Level.** The Manager is authorized to determine which Incident Risk Level best fits the City and Borough of Juneau based on a comprehensive range of public health factors related to COVID-19.

(c) **Public Notice.** The Manager shall conspicuously identify the Incident Risk Level on the City and Borough of Juneau's webpage and widely distribute public notice when the level changes.

(d) **Exemptions.**

(1) **Exemption Request**. An entity or person may request an exemption from the COVID-19 Mitigation Strategies by submitting a site specific COVID-19 Mitigation Plan to the CBJ Emergency Operations Center by emailing covidquestions@juneau.org. The Emergency Operations Center may issue an exemption if the COVID-19 Mitigation Plan has sufficient measures and policies to mitigate the spread of COVID-19 in light of the Incident Risk Level.

(2) **Public Records**. All exemption requests, communication, and responses are presumptively public records. If an entity or person requests that the City and Borough of Juneau withhold any information contained in your COVID-19 Mitigation Plan from public release because the information is protected under AS 40.25.120(a), you must submit the following information with the request:

(A) Identify each set of discrete information that the entity or person asserts is confidential;

(B) Identify each specific legal authority that the entity or person asserts applies to each such set of information; and

(C) For each such set of information, explain why the entity or person asserts the information is confidential based on each legal authority the entity or person asserts applies to that information.

Should the City and Borough of Juneau receive a request for records under the Public Records Act applicable to any item marked confidential, the City and Borough of Juneau should notify the person or entity asserting confidentiality as soon as practicable prior to making any disclosure. The person or entity asserting confidentiality acknowledges it has five (5) calendar days after receipt of notice to notify the City and Borough of Juneau of its objection to any disclosure, and to file any action with any competent court to protect its interests. Should the person or entity asserting confidentiality fail to notify the City and Borough of Juneau of its objection or to file suit within five (5) calendar days, the CBJ may disclose the records.

(e) **Violation.** A person who violates a mitigation strategy in Exhibit A shall be subject to a civil fine not to exceed $25.00 per violation, which shall be considered incorporated into CBJC 03.30.070(a); payment of the civil fine shall be accepted in satisfaction of the violation; and the violation shall be subject to CBJC 03.30.070(b)-(c) and CBJC 03.30.075-03.30.085. In addition to a civil fine, the City and Borough of Juneau may use all available civil enforcement options (i.e. injunction, revocation of certificate of occupancy, civil lawsuit, etc.) to assure compliance with this ordinance.

(f) **Amendments.** The Manager shall advise the Assembly if new and relevant information about COVID-19 is discovered that warrant revisions to the COVID-19 Mitigation Strategies in Exhibit A.

**Section 3. Effective Date.** This ordinance shall be effective immediately after its adoption and be in effect for 180 days.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

# Exhibit A to EO 2020-46

## City and Borough of Juneau COVID-19 Mitigation Strategies

| Incident Risk Level | Masks/Face Coverings | Social Distancing | Large Gatherings | Restaurants, Bars, | Personal Services, Gyms | Travel |
|---|---|---|---|---|---|---|
| Very High | Masks/Face coverings required outside the home. | Residents are required to stay at home except as needed for groceries, medical care, and essential workforce needs. | Outdoor gatherings limited to no more than 10 people with proper social distancing. Indoor communal events not allowed. | Restaurants and bars limited to delivery and curbside pickup if allowed by law. | Personal Services and Gyms closed. | Critical Infrastructure and essential travel only. |
| High | Masks/Face coverings must be worn indoors and outdoors in public areas where 6ft of social distancing cannot be maintained. | 6 feet of distance must be maintained. Keep social bubble contained to family members. | Indoor gatherings should be limited to 20* people with safety measures (masks required). Outdoor gatherings with 6ft distancing recommended. | Bars closed for indoor service. Restaraunts reduce capacity to sunrue physical distancing not to exceed 50% with reservations required. Delivery/curside pickup if allowed up law | Personal Services by appointment only, one customer per service provider, no waiting areas. Gyms, no group activities, limit capacity to 25% | Interstate: Follow provisions of Health Mandate 10. Intrastate: Travelers coming from other communities with Moderate to High alert levels are required to test and follow strict social distancing protocols until negative test results arrive. |
| Moderate | Masks/Face coverings must be worn indoors in public areas where 6ft of social distancing cannot be maintained. Masks/face coverings recommended when: outdoors and 6 feet of distance can't be maintained from others. | 6 feet of distance must be maintained. Keep social bubble limited to family members and critical contacts. | Indoor gatherings should be limited to 50* people with safety measures (masks required). Outdoor gatherings with 6ft distancing recommended. | Bars not to exceed 50% capacity. Strongly recommend restaurants reduce capacity to ensure physical distancing between parties, recommend reservations required. Recommend deliver and curbside pickup if allowed by law. | Personal Services by appointment only, no waiting areas. Gyms, small group activities outdoors, limit capacity to 50%. | Interstate: Follow provisions of Health Mandate 10. Intrastate: Travelers coming from other communities with Moderate to High alert levels are strongly encouraged to test and follow strict social distancing protocols until negative test results arrive. |
| Minimal | Masks/Face coverings must be worn indoors in public areas where 6ft of social distancing cannot be maintained. | 6 feet of distance must be maintained. Keep social bubble limited to family members and a few other key contacts. | Limit gathering size so a minimum distance of 6 feet can be maintained. Outdoor gatherings recommended. | Follow all Public Health State Mandates in reopen responsibly plan. | Follow all Public Health State Mandates in reopen responsibly plan. | Follow provisions of Health Mandate 10. |

*Exemptions can be requested with approved COVID mitigation plans in place.

DRAFT Version 2 August 31, 2020

Presented by: The Manager
Presented: 09/21/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Ordinance Serial No. 2020-49**

**An Emergency Ordinance Extending Use of a Face Covering in Certain Indoor Settings and Providing a Penalty.**

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assembly members; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is caused by the SARS-Cov-2 virus ("virus"), a new strain of the coronavirus that has not been previously identified in humans and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization ("WHO") declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, as of September 11, 2020, there have been 316 confirmed cases in the City and Borough of Juneau, including cases classified as caused by community spread; and

WHEREAS, Alaska continues to experience a substantial increase in COVID-19 cases; and

WHEREAS, the Centers for Disease Control and Prevention, and the State of Alaska (Health Alert 10) recommend everyone to wear a cloth face covering when in a public setting where other social distancing measures are difficult to maintain, which can minimize asymptomatic individuals with COVID-19 from unknowingly spreading the disease; and

WHEREAS, Emergency Ordinance 2020-41 initially imposed the face covering requirement through October 17, 2020.

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

**Section 1. Classification.** This ordinance is a non-code ordinance.

**Section 2. Face Covering Mandate.**

(A) **Requirement**. All individuals must wear a mask or cloth face covering over their nose and mouth when they are indoors in public settings or communal spaces outside the home. This ordinance is subject to the conditions and exceptions stated below.

(B) **Context**. The settings included in this ordinance include, but are not limited to, the public and communal spaces within the following:

(1) Grocery stores, pharmacies, and all other retail stores.

(2) Restaurants, cafes, bars, and breweries – including food preparation, carry-out, and delivery food operations. There is a limited exception for customers while they are eating or drinking in one of these settings.

(3) Buses, taxis, and other forms of public transportation when passengers are present.

(4) Personal care facilities.

(5) Child care facilities.

(6) Communal areas of offices where people from multiple households are present.

(7) Elevators and indoor communal spaces in other buildings.

(C) **Employment**. Employers are responsible to make sure employees who are present in the workplace have access to and wear masks or cloth face coverings when in direct contact with customers, members of the public, or other employees. Masks are not required when the only direct contact is between members of the same household or when employees are not near others (within six feet).

(D) **Exceptions.** This ordinance does not apply to the following categories of people or activities:

(1) Any child under the age of 2 years. These very young children should not wear a face covering because of the risk of suffocation.

(2) Any child under the age of 12 years unless a parent or caregiver supervises the use of face coverings by the child to avoid misuse.

(3) Any child in a child care or day camp setting, although such settings may provide their own requirement for use for children age 2 years old or older.

(4) Any individual for whom wearing a mask or cloth face covering would be contrary to his or her health or safety because of a medical condition or mental health condition, and any individual unable to tolerate a mask due to a physical or mental disability.

(5) Individuals who are speech impaired, deaf, or hard of hearing, or individuals communicating with someone who is deaf or hard of hearing, where facial or mouth movements are an integral part of communication.

(6) Any individual who has trouble breathing or otherwise unable to remove the face covering without assistance.

(7) Individuals who are exercising, if mask wearing would interfere with their breathing.

(8) Individuals who are incarcerated, in police custody, or inside a courtroom; these individuals should follow guidance particular to their location or institution.

(9) Individuals performing an activity that cannot be conducted or safely conducted while wearing a mask (for example, a driver experiencing foggy glasses, a dental patient receiving care, an equipment operator where there is a risk of dangerous entanglement).

(10) Musicians, presenters, ministers, and others communicating to an audience or being recorded, for the duration of their presentation/practice/performance where mask usage impairs communication, and so long as safe physical distancing is maintained.

(E) **Proof of Medical Reason or Disability**. If a person declines to wear a mask or face covering because of a medical condition or disability as described above, this ordinance does not require them to produce medical documentation verifying the stated condition or disability. Businesses may wish to consider accommodating such individuals through curbside or delivery service or by allowing the individual inside without a mask if doing so will not place others at risk.

(F) **Enforcement Policy**. The City and Borough of Juneau reserves the right to use all available enforcement options to assure compliance with this ordinance. However, employers will not be subject to fines based on non-compliance by customers so long as there is a clearly posted sign informing customers that they are required to wear face coverings. Brief removal of a face covering, such as is necessary to eat, drink, or

scratch an itch does not constitute a violation of this ordinance (although hand washing/sanitizing is recommended after such activities). Additionally, violation of this ordinance does not create grounds for residents to harass individuals who do not comply with it.

(G) **Violation.** A person who violates the face covering requirement of Section 2 shall be subject to a civil fine not to exceed $25.00, which shall be considered incorporated into CBJC 03.30.070(a); payment of the civil fine shall be accepted in satisfaction of the violation; and the violation shall be subject to CBJC 03.30.070(b)-(c) and 03.30-075-03.30.085.

**Section 3. Effective Date.** This ordinance shall be effective immediately and expire 90 days after its adoption unless terminated earlier by the Assembly by motion.

Adopted this _____day of _____, 2020.

Attest: Beth A. Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk

Presented by: COW
Presented: 09/14/2020
Drafted by: R. Palmer III

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Emergency Ordinance Serial No. 2020-50**

**An Emergency Ordinance Suspending Enforcement of Witness Signatures on By-Mail Ballots for the 2020 Regular Election of the City and Borough of Juneau.**

WHEREAS, CBJ Charter 5.4(a) provides the Assembly may adopt an emergency ordinance to meet a public emergency by an affirmative vote of at least six assembly members; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau ("CBJ") received its first positive case of COVID-19; and

WHEREAS, since March the community has had more than 316 confirmed COVID-19 cases as of September 11, 2020; and

WHEREAS, on May 18, 2020, the CBJ Assembly authorized the regular October 2020 municipal election to be conducted by mail; and

WHEREAS, on June 29, 2020, the CBJ Assembly authorized Ordinance 2020-24, amending the election code to account for the upcoming by-mail election; and

WHEREAS, CBJ 29.07.370(e)(1)(ii) provides that a by-mail ballot shall not be counted if the witness authorized by law to attest the voter's certificate failed to properly execute the witness certificate on the envelope, except that a ballot cast in person and accepted by an election official may be counted despite failure of the election official to properly sign and date the witness' declaration; and

WHEREAS, the witness signature requirement may disenfranchise certain voters who are unable to socially distance or otherwise find a qualified witness as the result of the pandemic; and

WHEREAS, CBJ 29.07.370(e)(3) requires the election official to review by-mail ballots and verify the signature of the voter, providing safeguards in ensuring the registered voter casted the by-mail ballot; and

WHEREAS, given the safeguards in place and the potential impact of disenfranchising voters during a public health emergency, the witness signature requirement of CBJ 29.07.370(e)(1)(ii) should be suspended during the regular October 2020 municipal election.

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

**Section 1. Classification.** This ordinance is a non-code ordinance.

**Section 2. Suspension of Witness Signature Requirements.** The Election Official is authorized to accept and count by-mail ballots without a proper witness certificate on the ballot envelope, provided that the Election Official is able to properly verify the voter's signature on the ballot certification.

**Section 3. Effective Date.** This ordinance shall be effective upon adoption.

Adopted this _____ day of _____, 2020.

_____
Beth A. Weldon, Mayor

Attest:

_____
Elizabeth J. McEwen, Municipal Clerk

# 2020 2nd Late File Hardship List:

| Name | Parcel Number | Property Address |
|---|---|---|
| Patricia Conners-Allen | 4B3201020200 | 15790 Glacier Hwy |
| Helene Keso | 7B1001060140 | 4020 Ridge Way |
| Martha Quinn | 5B2501050132 | 9210 Long Run Drive |
| | | |

# 2020 2nd Late File Senior Exemption List

| Name | Parcel Number | Property Address |
|---|---|---|
| Janet M Beauchamp | 4B3201010110 | 15605 Glacier Hwy |
| Debra Bergmann | 4B1901010060 | 1210 Mendenhall Peninsula Rd |
| Kimalie Christian | 5B2101291110 | 9950 Stephen Richards Dr #111 |
| Paul H Grant | 1C030J100190 | 313 Coleman Rd |
| Rita Marvin | 5B2401550340 | 8477 Thunder Mountain Rd #34 |

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File - Hardship Exemption TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 4B3201020200 |
| Applicant | Patricia Conners-Allen |
| Site Address | 15790 Glacier Highway |

**Hardship Exemption Filing deadline:** April 30,2020
**Late-File Application submitted:** *August 18,2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***

***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*

***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

Elgee Rehfeld
Alaska's CPA Firm

Partners
George Elgee, CPA
Robert Rehfeld, CPA
Karen Tarver, CPA
Sarah Griffith, CPA
Mark Mesdag, CPA

CBJ-Assessor's

AUG 18 2020

Dear Pat:

There is an additional property tax exemption available to senior citizens allowable by the City and Borough of Juneau. This exemption is the CBJ Senior Citizen/Disabled Veteran Homeowners Hardship Exemption, exempts any property tax liability that exceeds 2% of your gross income.

We have determined that you are eligible and would benefit from this exemption. We have calculated your gross income and have filled out the application on your behalf. Please review our calculation on the 2nd page of the packet we have prepared. Please sign the enclosed form where indicated and mail or deliver the application before April 30, 2020. Anything filed after this date will not be accepted by the CBJ.

Mail to: City and Borough of Juneau
Assessor's Office
155 South Seward Street
Juneau, AK 99801

Sincerely,

Elgee Rehfeld

08/18/2020

Elgee Rehfeld, LLC

Dear Assembly
Please accept this late file application.
I sincerely thought this was filed
mid April 2020. Covid 19 has made our
lives difficult. Thankyou for your
consideration

Patricia G. Connors-Allen

**Kim Campbell**

**From:** Patricia Conners-Allen[redacted]
**Sent:** Tuesday, April 21, 2020 8:48 AM
**To:** Assessor Office
**Cc:** Dr. Patricia Conners-Allen
**Subject:** LETTER TO THE ASSEMBLY

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

20 April 2020

Dear Juneau Assembly:

My application for Senior Citizen Sales Tax Exemption card was received six days past the deadline. I began this process a few months earlier, but complications regarding [redacted] After many changes in our house and finding additional help [redacted] I hope you will consider this information when considering if I applied within the deadline.

Sincerely,

Patricia G. Conners-Allen

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File - Hardship Exemption TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 7B100106140 |
| Applicant | Helene Keso |
| Site Address | 4020 Ridge Way |

**Hardship Exemption Filing deadline:** April 30,2020
**Late-File Application submitted:** *May 26, 2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

> ***Per 69.10.020***
> ***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*
>
> ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
>
> ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

CBJ-Assessor's Office
MAY 26 2020



5/22/2020

CBJ
Atten: Property Tax Office and Assembly Members

Please consider my application for hardship regarding my 2020 Property Taxes

I had put the wrong form w/ the June 30, 2020 due date on my calender.

So much going on that I made a mistake and hope that this can be corrected

Thank you,

Helene Leso

[redacted]

[redacted]

4020 Ridge Way
Juneau, AK 99801

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File - Hardship Exemption TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 5B2501050132 |
| Applicant | Martha J Quinn |
| Site Address | 9210 Long Run Drive |

**Hardship Exemption Filing deadline:** April 30,2020
**Late-File Application submitted:** *August 11, 2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant's declared income and household size would have qualified them for the hardship exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

> ***Per 69.10.020***
> ***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*
>
> ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
>
> ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

Dear CBJ Assembly Members,

In early June I wrote you a letter asking that you accept my tardy application for a "Senior Citizen Property Exemption". I explained that I had been distracted by the pandemic. I guess I was still distracted. I have been grateful for the Property Exemption since I was sixty-five, and I'm now seventy-nine. I meant to be applying for the Property Tax Hardship Exemption. I didn't realize my error until Friday when I got notification that my $150,000 had been granted and looked back at my letter. I hope you will be able to forgive my mess ups and grant me the Hardship Exemption.

Respectfully,

Martha Quinn
9210 Long Run Drive

Sent from my iPad

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File – Senior Citizen Exemption TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 4B3201010110 |
| Applicant | Janet M Beauchamp |
| Site Address | 15605 Glacier Hwy |

**Senior Citizen Exemption Filing deadline:** March 31, 2020

**Late-File Application submitted:** *09/14/2020*

**Explanation for late-file:** Applicant was not aware of Senior Exemption for property tax being different from sales tax exemption. The applicant requests to be accepted this year since applicant is beyond the age requirement for this exemption.

The Assessor's Office has reviewed the application and determined that the applicant would have qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***

***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

- ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
- ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File – Senior Citizen Exemption TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 4B1901010061 |
| Applicant | Debra Bergmann |
| Site Address | 1210 Mendenhall Peninsula Rd |

**Senior Citizen Exemption Filing deadline:** March 31, 2020
**Late-File Application submitted:** *August 7, 2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***
***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

- ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
- ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

6/31/20

To The Assembly

I neglected to apply for my property tax exemption by March 31 because I didn't realize there was a deadline for it. So I was ignorant of the whole process. I should have applied last year for this but last summer we were so ~~business~~ that I never thought busy of it! This summer our business ~~is not~~ very slow so I have the time now to take care of the paperwork.

Thank you for your consideration in this matter.

Debra Bergmann
1210 Mendenhall Pen Rd
Juneau, AK 99801
[redacted]

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File Senior Citizen/ Disabled Veteran TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 5B2101291110 |
| Applicant | Kimalie Christian |
| Site Address | 9950 Stephen Richards Memorial Drive Space 111 |

**Senior Citizen/ Disabled Veteran Exemption Filing deadline:** 3/31/2020
**Late-File Application submitted:** *9/16/2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***

***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

- ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
- ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

9-16-20

Dear Sirs
Sorry to get this in late
Last year when the very
nice lady told me about
turning 65 years old, she
didnt give me all the info,
anyway Im 65, my # is
5B2101291110
Taxs owed are $285.69
hope you can help -
Thank you
Tinali's Christian

have a great day

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File – Senior Citizen Exemption TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 1C030J100190 |
| Applicant | Paul H Grant |
| Site Address | 313 Coleman St |

**Senior Citizen Exemption Filing deadline:** March 30, 2020
**Late-File Application submitted:** *9/18/2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***
***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

- ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
- ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

Please find attached my application for the senior property tax exemption. It was not filed earlier because, while I learned of it some time ago, I became distracted by a number of covid-related issues. [redacted] My business has been going through changes as the legal profession moves to an online model, and those were distracting. My teen-age son has been living here full time as he transitions to online school, so I have been preoccupied with that. The bottom line is that I became distracted by all these things and just didn't get it in on time.

I hope this is a sufficient explanation. Thanks for your consideration.

Paul

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File Senior Citizen/ Disabled Veteran TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 5B2401550340 |
| Applicant | Rita Marvin |
| Site Address | 8477 Thunder Mountain Rd #34 |

**Senior Citizen/ Disabled Veteran Exemption Filing deadline:** 3/31/2020

**Late-File Application submitted:** *08/25/2020*

**Explanation for late-file:** This application was late because there was a previous exemption from her late husband. When he passed away last year, she did not realize she needed to reapply in her name.

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***

***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

- ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
- ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

Regional Housing Authority

August 18, 2020

Dan Bleidorn
City and Bureau of Juneau (CBJ)
155 S. Seward Street
Juneau, AK 99801

Re: Hurlock Avenue Property

Dear Mr. Bleidorn,

Tlingit Haida Regional Housing Authority (THRHA) is a partner in the coalition seeking support for our vulnerable homeless youth and is requesting the City and Borough of Juneau (CBJ) consider a transfer of the property located at 9290 Hurlock to THRHA to provide housing for this effort.

COVID has exacerbated the environmental conditions that impact our youth. The housing market in Juneau is tight and expensive. For youth transitioning out of foster care, juvenile justice, adult corrections, or unstable family situations, securing affordable housing can be extremely challenging. The Juneau Coalition on Housing & Homelessness (JCHH) identified the need for a youth homeless shelter/transitional housing a priority. THRHA applied and received a HUD CARES Act grant to provide renovation funds for a shelter. We are working with Zach Gordon Youth Center and partners to develop and provide shelter programming. These funds must be expended by the end of this calendar year. As partners, we have also applied for the Youth Homeless Demonstration Program grant and are hopeful to receive funding.

The property located at 9290 Hurlock Avenue was identified by the JCHH as a prime location due to several factors including its ideal location and that it was initially designed and built to address youth transitional housing needs and has a long history of this service. This property could provide immediate short-term housing and supportive services while more permanent solutions are secured.

The Hurlock property was purchased by Alaska Legacy Partners (ALP) in October 2018 for another public purpose to support our elderly population. Given the decision of ALP not to proceed with their proposed project, ALP and THRHA mutually agree that the transfer of the Hurlock property and associated loan back to CBJ to be reassigned via a long term lease to THRHA is in the public interest of the Juneau community and CBJ.

In order to meet the tight timeframe of not only the need to provide service to our homeless youth but to utilize COVID HUD repair funds which must be expended by the end of the year, we are recommending CBJ release ALP from the loan and ALP will return the property to CBJ contingent upon a long term lease to THRHA. The Committee of the Whole could then direct the issuance of a long term lease to THRHA for the purpose of providing youth homeless services for the nominal fee of $1 with the expectation THRHA will seek funding to repair and maintain the building and the Zack Gordon Youth Center will provide programing. The resolution to approve this lease should consider including the First

Right of Refusal for THRHA to acquire the property should the opportunity arise and consistent with the best public interest of CBJ and the community.

THRHA is committed to the housing needs of Juneau and the outlying communities in Southeast and believes this proposal is a step in the right direction not only for the Hurlock property but for CBJ to address the needs of our homeless youth. Please feel free to reach out directly to me at jpata@thrha.org or 202-277-9146 with questions or concerns. We look forward to the CBJ's response.

Sincerely,

Jacqueline Pata

Jacqueline Pata
President/CEO
Tlingit Haida Regional Housing Authority

Garrett Schoenberger
Managing Partner
Alaska Legacy Partners, LLC

Paul Simpson
Managing Partner
Alaska Legacy Partners, LLC

ALASKA LEGACY
PARTNERS

# MEMORANDUM

**CITY/BOROUGH OF JUNEAU**

Lands and Resources Office
155 S. Seward St., Juneau, Alaska 99801
Dan.Bleidorn@juneau.org
(907) 586-5252

**TO:** **Rob Edwardson, Chair of the Assembly Lands Committee**
**FROM:** **Dan Bleidorn, Lands & Resources Manager** *Daniel Bleidorn*
**SUBJECT:** **Tlingit Haida Regional Housing Authority Hurlock Property Request**
**DATE:** **August 27, 2020**

On August 13, 2018, the Assembly adopted Ordinance 2018-42 authorizing the sale of 9290 Hurlock to Alaska Legacy Partners (ALP) with the condition that they develop the property in accordance to their proposed use as a senior care facility. ALP has decided not to proceed with its planned senior care facility and wants to sell the property.

On August 18, 2020, the Lands Office received a letter from Tlingit Haida Regional Housing Authority (THRHA) stating that they are interested in using this property for vulnerable homeless youth. THRHA is working with the Juneau Coalition on Housing & Homelessness (JCHH), which has "identified the need for a youth homeless shelter/transitional housing a priority. THRHA applied and received a HUD CARES Act grant to provide renovation funds for a shelter. We are working with Zach Gordon Youth Center and partners to develop and provide shelter programming. These funds must be expended by the end of this calendar year."

THRHA and ALP have proposed the following:

1. That the CBJ forgoes collection of the $352,000 that ALP owes the CBJ in exchange for the CBJ obtaining title of the property again, and
2. That THRHA pay ALP approximately $165,000 in exchange for selling the property to the CBJ, and
3. That the CBJ would lease the property back to THRHA for vulnerable homeless youth at less than fair market value, which is in the public interest for the community. As owner of the property, and through the lease process, the City could continue to insure that this property is utilized for this specific use.

If the Assembly is supportive of the concept, an ordinance would be drafted for further consideration of such a transaction. THRHA would be required to obtain any necessary permits, which may include the need for a conditional use permit.

**Staff requests a motion of support and referral to the Assembly for the Attorney to draft an ordinance authorizing the use of the Hurlock property for vulnerable homeless youth as proposed by THRHA and ALP.**

**Attachments:**
1. Letter from Jackie Pata, Tlingit Haida Regional Housing Authority
2. Letter from Brian Wilson, Alaska Coalition on Housing and Homelessness
3. Letter from Hazel LeCount and Gus Marx, Juneau Coalition on Housing and Homelessness
4. Letter from President Richard J. Peterson of Central Council of the Tlingit & Haida Indian Tribes of Alaska

**OFFICE OF THE MUNICIPAL CLERK**
155 S. Seward St., Room 202
Phone: (907)586-5278 Fax: (907)586-4552
email: city.clerk@juneau.org

# Notice of Appeal

This appeal is governed by CBJ 01-50, the Municipal Appellate Code. This code establishes the standards and procedures for appeals.[1] Anyone who files an appeal should be familiar with the appellate code. The clerk can give you a copy of the code.

Attach a copy of the decision being appealed. Do not attach any other documents, exhibits, or additional pages to this form, except for any pages needed to continue the answers to the requested information below. The clerk will accept this form only if the appropriate filing fee is attached. The fee to file an appeal to the assembly is $500.00. To be timely, an appeal must be filed within 20 days of the date the decision being appealed is filed with the clerk.

## Action Being Appealed

*Board decisions are appealable: board recommendations and most staff decisions are not.*

- ❑ Agency Appealed From:

CBJ Planning Commission

- ❑ Description and Date of Decision:

Approval of a Conditional Use Permit case number USE20200017 received 7/2/2020, and approved 8/11/2020.

## Concerned Parties

*Identify the people who have an interest in the action being appealed: yourself and others.*

| ❑ Party Filing Appeal | Mailing Address | Telephone | Fax | Email |
|---|---|---|---|---|
| Shawn Wille | 1311 Brittany Place Juneau AK 99801 | 907-321-1266 | | spwille1264@gmail.com |

| ❑ Parties Who Won the Decision Appealed | Mailing Address | Telephone | Fax | Email |
|---|---|---|---|---|
| Tlingit and Haida Indian Tribes of Alaska | 324 Village Street Juneau AK 99801 | | | |

1 01.50.070 STANDARD OF REVIEW AND BURDEN OF PROOF. (a) The appeal agency may set aside the decision being appealed only if:
(1) The appellant establishes that the decision is not supported by substantial evidence in light of the whole record, as supplemented at the hearing;
(2) The decision is not supported by adequate written findings or the findings fail to inform the appeal agency of the basis upon which the decision appealed from was made; or
(3) The agency failed to follow its own procedures or otherwise denied procedural due process to one or more of the parties.

RECEIVED
AUG 31 2020
C&B OF JUNEAU

-over-

CBJ CLERK
AUG 31 2020
RECEIVED

(b) The burden of proof is on the appellant. (Serial No. 92-36 1
2 (part), 1992).



## Issues on Appeal[2]

*Concisely describe the legal and factual errors that form the basis for your appeal. Do not argue them: argument will be heard later.*

The Planning Commission approved the request for inappropriate reasons and based on inappropriate and incorrect findings.

The Planning Commission relied on non-relevant evidence and acted on evidence that is not visible nor proven.

## Relief Requested

*What should the Assembly do with the action being appealed: send it back, modify it, or something else?*

Reverse the decision and deny the Conditional Use Permit.

Signature 8/31/20

**Signature** **Date**

*If you are representing any group, or a person other than yourself, you must sign a notarized statement that you are*

-over-

*authorized to represent them.*

---

2 01.50.030(b)(5) COMMENCEMENT OF ACTION.
The notice of appeal shall include a concise statement of the legal and factual errors in the decision that form the basis of the appeal.

**CITY AND BOROUGH OF JUNEAU**
**Treasury Division**
155 South Seward
Juneau, AK 99801
(907) 586-5218

086207
RECEIPT NUMBER

DATE 8/31/2020

REC'VD FROM: NAME Shawn Wille

ADDRESS 1311 Brittany Place

CITY Juneau

STATE AK ZIP 99801

DESCRIPTION

ARS ☐ BUS TAX ☐ REA TAX ☐ POLICE CIT ☐ SALES TAX ☐ HBR ☐ UTL ☐ G/L ☐

OTHER

| CODE | AMOUNT |
|---|---|
| Appeal filing fee | |
| 1.11003010.4420.0009 | $500.00 |

RECEIVED

AMOUNT $ 500.00

CREDIT CARD ☐

CASH ☐ CHECK ☒ # 5357

REC'VD BY: Beth McEwen

TREA CASH 10/88

SHAWN P WILLE
1311 BRITANY PL
JUNEAU, AK 99801-9584

5357
89-7227/3252

8/31/20
Date

PAY to the order of C. B. J. $ 500.00

Five hundred and no/100 Dollars

Security Features Details on Back

TRUE NORTH
FEDERAL CREDIT UNION
www.truenorthfcu.org

For Appeal Fee [redacted]

Harland Clarke COLONIAL CLASSIC®

Planning Commission

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

**PLANNING COMMISSION**
**NOTICE OF DECISION**

Date: August 13, 2020
Case No.: USE2020 0017

Northwind Architects, LLC
126 Seward Street
Juneau, AK 99801

| | |
|---|---|
| Proposal: | A Conditional Use Permit for Transitional Housing |
| Property Address: | 6205 Alaway Avenue |
| Legal Description: | USS 2121 TR E |
| Parcel Code No.: | 5B1301070020 |
| Hearing Date: | August 11, 2020 |

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated July 31, 2020, and APPROVED WITH CONDITIONS the Conditional Use Permit for Transitional Housing located at 6205 Alaway Avenue in a General Commercial Zoning District, to be conducted as described in the project description and project drawings submitted with the application and with the following conditions:

1. Prior to the issuance of a building permit, the applicant shall submit a revised parking plan meeting parking & circulation standards in CBJ 49.40.
2. Prior to issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces, and all necessary ADA striping and signage will be installed.
3. Prior to the issuance of a temporary certificate of occupancy, all pavement markings, including directional arrows, parking space stripes, and other markings shown on the project site plan, shall be applied to the parking and circulation area shown on the site plan in a medium designed for such purposes
4. Prior to the issuance of a temporary certificate of occupancy, one or more covered bicycle racks providing spaces for at least four (4) bicycles shall be provided. The rack(s) shall be permanently affixed to the ground, building, or other permanent fixture, and shall be located so that parked

bicycles do not encroach into a pedestrian walkway or vehicle area. Covered bicycle racks shall, at a minimum, be designed in accordance with the standards listed in the Juneau Non-Motorized Transportation Plan.

5. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. Exterior lighting shall be designed and located to minimize offsite glare. Approval of the plan shall be at the discretion of the Community Development Department, according to the requirements of CBJ 49.40.230(d).

Attachments: July 31, 2020, memorandum from Laurel Christian, Community Development, to the CBJ Planning Commission regarding USE2020 0017.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ 49.20.120).

Effective Date: The permit is effective upon approval by the Commission, August 11, 2020.

Expiration Date: The permit will expire 18 months after the effective date, or February 11, 2022 if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Project Planner: Laurel Christian

Laurel Christian, Planner II
Community Development Department

Michael LeVine, Chair
Planning Commission

Filed With Municipal Clerk

8/17/2020
Date

cc: Plan Review

**NOTE:** The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Office of the Assessor
155 South Seward Street
Juneau, Alaska 99801

| Late File Senior Citizen/ Disabled Veteran TO ASSEMBLY | |
|---|---|
| Assessment Year | 2020 |
| Parcel Identification # | 5B2401550340 |
| Applicant | Rita Marvin |
| Site Address | 8477 Thunder Mountain Rd #34 |

**Senior Citizen/ Disabled Veteran Exemption Filing deadline:** 3/31/2020
**Late-File Application submitted:** *08/25/2020*
**Explanation for late-file:**

Please see letter of explanation for late-file, attached.

The Assessor's Office has reviewed the application and determined that the applicant would have been qualified for the exemption had been it been filed in a timely manner.

City and Borough code places the authority for approving late file exemption claims with the Assembly:

***Per 69.10.020***

***(C):*** *The assembly, for good cause shown, may waive the claimant's failure to make timely application for an exemption under subsection (A) or CBJ* 69.10.021 *and authorize the assessor to accept the application as if timely filed. "Good cause" shall mean:*

- ***(i)*** *extraordinary circumstances beyond the control of the claimant, including but not limited to a medical condition or disability, impaired mental capacity, illiteracy, family emergency, death in the family, or other similar serious condition or event, that substantially impaired the claimant's ability to file a timely application;*
- ***(ii)*** *extraordinary circumstances for a finding of good cause do not include late filing due to the claimant's inadvertence, oversight, or lack of knowledge regarding the filing requirements or deadline, financial hardship, or reliance on misinformation provided by a professional such as a real estate broker, banker, attorney, or accountant.*

Reply Reply All Forward

Mon 9/21/2020 1:35 PM

Mary Grant

**RE: Rita Marvin Conversation**

To Jillian Ferguson

Retention Policy CBJ Inbox 90 day retention (90 days) Expires 12/20/2020

You replied to this message on 9/21/2020 2:18 PM.

Please create a new assembly packet for this appeal and include the below email.

Mary Grant
Assessor
City & Borough of Juneau
(907) 586-0330

**From:** Jillian Ferguson <Jillian.Ferguson@juneau.org>
**Sent:** Monday, September 21, 2020 11:43 AM
**To:** Mary Grant <Mary.Grant@juneau.org>
**Subject:** Rita Marvin Conversation

I have spoken with Rita Marvin. She explained that when her husband has passed away, and had let the tax office know previously. It wasn't until after she received her tax bill that she called to see why she no longer had an exemption on her property. I did let her know that I would need in writing why she was filing late along with the application, but she doesn't use email, and didn't include one in the mail in application. She let me know over the phone that she would email me through her phone number, but I don't know that she understood my email address.

*Jillian Olson*

Assessors Office
Administrative Assistant II
155 S. Seward Street
Juneau, Alaska 99801
907-586-5220