

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

April 6, 2020 7:00 PM

Assembly Chambers
Meeting No. 2020-16

Submitted By:

Duncan Rorie Watt
City and Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

- A. **Telephonic Public Participation - Instructions**
- B. **Census Message**
- C. **COVID-19 Update**
- D. **AmeriCorps Proclamation**

IV. APPROVAL OF MINUTES

- A. **February 3, 2020 Regular Assembly Meeting 2020-06**
- B. **February 24, 2020 Regular Assembly Meeting 2020-07**

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 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 introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

b. **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 introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

2. Resolutions

a. **Resolution 2882 A Resolution Authorizing the Manager to Convey an Access and Drainage Easement for the Twilight Cafe at 324 Willoughby Avenue.**

The owners of Twilight Café applied to purchase a five foot wide easement across City property that would provide better access to Willoughby Avenue. The applicants would be responsible for all expenses associated with improving the easement. On January 6, 2020, the Lands Committee passed a motion of support to grant this easement for fair market value.

The City Manager recommends the Assembly adopt this resolution.

3. Bid Award

a. **BE20-146 Hospital Drive Reconstruction**

This project includes reconstruction of Hospital Drive from Glacier Highway to the Johnson Youth Center at 3252 Hospital Drive. Work also includes connecting the water main on Hospital Access Road to the water main on Salmon Creek Lane and the resurfacing of the upper half of Hospital Access Road.

Project bids were opened on March 26, 2020. The bid protest period expired at 4:30 p.m. on April 1, 2020. Results of the bid opening are as follows:

RESPONSIVE BIDDERS TOTAL BID

Admiralty Construction, Inc.	\$1,061,175
Southeast Earthmovers, Inc.	\$1,238,607
Arete Construction Corp.	\$1,514,941
ENCO Alaska	\$1,656,315
Engineer's Estimate	\$1,130,945

The City Manager recommends award of this project to Admiralty Construction, Inc. for the total amount bid of \$1,061,175.

4. **Liquor License**

a. **Liquor License Renewals for Licenses: 3313 & 1416**

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: Club, License #3313

Fraternal Order of Eagles Aerie #4200 d/b/a Fraternal Order of Eagles #4200

Location: 2055 Jordan Ave #1, Juneau

License Type: Restaurant Eating Place, License #1416

Taku Glacier Lodge, Inc., d/b/a Taku Glacier Flightseeing/Salmon Bake

Location: Taku Valley Lot 75, 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

hard copy upon request to the Clerk's Office.

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

5. Other Items for consent

a. **City-State Project (CSP) Capitol Avenue Reconstruction**

Capitol Avenue Reconstruction rebuilds and resurfaces Capitol Avenue from West Willoughby Avenue to West Ninth Avenue, and upgrades utilities. Narrow right-of-way limits the width of street development. CBJ Engineering and Public Works proposes establishing a one-way traffic lane from Willoughby to Ninth, and addition of a sidewalk. This approach serves the majority of vehicle traffic on the road, improves Willoughby intersection deficiencies, maintains direct access to Village Street, and improves pedestrian safety and connectivity. CCFR, Alaska Waste, and AEL&P will continue to be involved in design to assure accommodation for their larger vehicles. Other improvements include a mid-block fire hydrant, improved connectivity between the Distin stairway and the West Eighth Street trail, and improves lighting along the route. This project is currently funded with \$600,000 Areawide Street Sales Tax and \$50,000 from the Water Enterprise Fund. Design will be completed in the summer of 2020, and construction is expected in the summer or fall of 2020.

VIIIPUBLIC HEARING

A. **Ordinance 2019-07(A) An Ordinance Appropriating and De-Appropriating Funds from the Treasury for FY20 School District Operations**

The FY2020 school enrollment is above the level originally used to determine the Juneau School District (JSD) funding for the FY20 approved school budget.

This results in \$1,215,000 more of state revenue and an increase of \$279,500 to the contribution amount that CBJ is allowed to fund under the state cap.

The Board of Education passed a budget revision increasing state and local funding for the FY20 District's Operating Fund at its February 11, 2020, meeting.

Additionally, JSD has received notice from the Department of Education and Early Development that it will receive \$16,600 as a supplemental grant derived from proceeds from the PFD Education Raffle Fund.

Lastly, in the FY20 CBJ budget proceedings, the Assembly also approved additional funding of \$300,000 to JSD for Kinder Ready. As a housekeeping measure, the funding is now being appropriated for FY20 School District

Operations.

The total increase in expenditures authorized in this ordinance is \$1,811,100. \$1,231,600 is funded with state revenue and \$579,500 is funded from local general government revenues.

The City Manager recommends the Assembly adopt this ordinance.

B. Ordinance 2019-06(V) An Ordinance Appropriating to the Manager the Sum of \$1,583,735 as Funding for the Replacement of Buses for Capital Transit; Grant Funding Provided by Alaska Department of Transportation and Public Facilities, with Local Match Funding Provided by the Equipment Replacement Reserve Fund's Fund Balance.

This ordinance would appropriate grant funding in the amount of \$1,350,000 as provided by federal funds through the Alaska Department of Transportation and Public Facilities. A local match requirement of \$233,735 will be funded from the Equipment Replacement Reserve fund balance.

These funds will be used by Capital Transit for the purchase of electric buses and associated charging infrastructure.

The Public Works and Facilities Committee reviewed this topic at its meeting on January 15, 2020 and referred it to the Assembly.

The City Manager recommends the Assembly adopt this ordinance.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. Forbidden Peak Brewery Late-File Export Manufacturing Exemption

Forbidden Peak Brewery started operation in the fall of 2019, and the business was unaware of its potential eligibility for the Export Manufacturing Business Personal Property Tax Exemption. Under the authority of CBJ 69.10.020, the business has requested that the Assembly allow the Assessor to accept an untimely filed application.

B. Emergency Resolution 2889 An Emergency Appropriation Resolution Appropriating \$200,000 to the Manager for an Emergency Rental Assistance Program; Funding Provided by the Affordable Housing Fund.

COVID-19 continues to change our community. To protect the public health and welfare, social distancing requirements have been implemented, including the closure of non-essential businesses and ordering people to hunker down. Many people who work in businesses that have closed are people that rent. As a result, demand on existing rental assistance programs is up and expected to rise. This

resolution would provide funds to support the rental assistance program currently offered by the nonprofit Alaska Housing Development Corporation.

This topic was discussed at the Special Assembly meeting on April 2.

This emergency appropriation resolution is set for public hearing and Assembly action.

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

XV. ADJOURNMENT

XVI. SUPPLEMENTAL MATERIALS

- A. RED FOLDER - City Attorney Memo re: Status of CBJ Legislation re: COVID-19
- B. RED FOLDER - Alaska Housing Development Corporation re: COVID-19 Rental Assistance Program
- C. RED FOLDER - Economic Stabilization Task Force
- D. RED FOLDER - Emergency Operations Center Update

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org