

THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - January 8, 2018

MEETING NO. 2018-01: The Regular Meeting of the City and Borough of Juneau Assembly, held in the Assembly Chambers of the Municipal Building, was called to order at 7:00 p.m. by Mayor Ken Koelsch.

I. FLAG SALUTE

II. ROLL CALL

Assembly Present: Mary Becker, Rob Edwardson, Maria Gladziszewski (telephonic), Norton Gregory, Loren Jones, Jesse Kiehl, Ken Koelsch, Jerry Nankervis, and Beth Weldon.

Assembly Absent: None.

Staff Present: Rorie Watt, City Manager; Mila Cosgrove, Deputy City Manager; Amy Mead, Municipal Attorney; Laurie Sica, Municipal Clerk; Beth McEwen, Deputy Clerk; Kirk Duncan, Parks and Recreation Director; Kristi West, Eagle Valley Center Manager; Rob Steedle, Community Development Director; Beth McKibben, Planning Manager; Teri Camery, Senior Planner; Jill Mclean, Senior Planner; Allison Eddins, Planner; Bob Bartholomew, Finance Director; Roger Healy, Engineering and Public Works Director; Scott Ciambor, Chief Housing Officer; Patty Wahto, Airport Manager; Travis Wolfe, Firefighter.

III. SPECIAL ORDER OF BUSINESS

IV. APPROVAL OF MINUTES

A. December 18, 2017 Regular Meeting 2017-23

Hearing no objection, the minutes of the December 18, 2017 Regular Assembly Meeting 2017-23 were approved.

B. December 28, 2017 Special Meeting 2017-24

Hearing no objection, the minutes of the December 28, 2017 Special Assembly Meeting 2017-24 were approved.

V. MANAGER'S REQUEST FOR AGENDA CHANGES

Mr. Watt requested a change to the manager's recommendation for Ordinance 2018-01 regarding airport parking operations, to introduce the ordinance, refer the matter to the Committee of the Whole on March 7, and to set the matter for a public hearing at the April 2 regular Assembly meeting. Hearing no objection, it was so ordered.

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Rich Moniak asked the Assembly to support U.S. Senate Resolution 361, co-sponsored by U.S. Senator from Alaska Dan Sullivan, which "asserts that Congress is unified in its condemnation of North Korea's dangerous pursuit of nuclear weapons and Congress should be appropriately consulted prior to any use of military force and the Senate recognizes that Congress possesses the authority under Article 1 of the Constitution of the United States to declare war, and affirms that the authorization of Congress is needed prior to any pre-emptive or preventative ground war on the Korean Peninsula."

Steve Davis supported Mr. Moniak's comments. He said this is a local issue. Our federal guardsmen have visited IRAQ. It is Congress's authority to declare wars, and he did not support continued "continuing resolutions." Lots of money is spent in these areas that can be better spent nationally for schools, hospitals and transportation. He asked for the Assembly's support for Senator Sullivan's resolution. He said it is a courageous act to assert the right of the Congress to make war.

William Quayle said he would like to see the pedicab regulations changed to match the need to access the Whale Park and explained the need to cross Egan Drive when he takes tourists sightseeing in his pedicab. He also said there was never a peace treaty with North Korea so we have continually been at war with them.

Tony Newman said that twenty years ago parents formed Juneau Community Charter School and on Saturday, January 13, a reunion will be held from 6-9 pm at the JDHS commons. He invited the Assembly, the public and former students and their families.

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 Nankervis, to adopt the consent agenda, as presented, with the revised action on Ordinance 2018-01 to introduce, refer to the COW on March 7 and set for public hearing on April 2. Hearing no objections, the consent agenda was adopted as amended.

1. Ordinances for Introduction

a. Ordinance 2017-06(Z) An Ordinance Appropriating to the Manager the

Sum of \$290,765 as Funding for the Juneau International Airport Construct Snow Removal Equipment Building Capital Improvement Project; Funding Provided by the Federal Aviation Administration.

This ordinance would appropriate \$290,765 to the Construct Snow Removal Equipment Building (SREB) capital improvement project A50-086. Funding is provided as follows:

Federal Aviation Administration grant: \$290,765

Local matching funds have previously been appropriated.

The Airport Board approved this action at its October 10, 2017, regular meeting.

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

- b. Ordinance 2017-06(AA) An Ordinance Appropriating to the Manager the Sum of \$131,938 as Funding for the Juneau International Airport Taxiway A Rehabilitation Design and Taxiways E and D-1 Re-Alignment Design Capital Improvement Project; Funding Provided by Sales Tax Revenue.

This ordinance would appropriate \$131,938 to the Taxiway A Rehabilitation Design and Taxiways E and D-1 Re-alignment Design capital improvement project A50-090. Funding is provided as follows:

Sales Tax Revenue: \$ 131,938

This funding will be used to match a Federal Aviation Administration grant.

The Public Works and Facilities Committee approved this action at its November 20, 2017, meeting.

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

- c. Ordinance 2018-01 An Ordinance Amending the Airport Operations Code Relating to Parking, Standing, and Stopping for the Active Loading and Unloading of Passengers and Providing for a Penalty.

The Airport Operations Committee determined that vehicles parking and waiting at the curb for passengers to load and unload presents both a public safety problem as well as a security compliance issue. After its meeting on September 29, 2017, the Committee directed staff to consider an amendment to the Airport code to address the issue.

At its meeting on October 10, 2017, the Airport Board considered staff's recommendation to amend the Airport parking code to prohibit the standing or parking of vehicles unless actively engaged in the loading and unloading of passengers and the proposed \$100 fine, and approved moving the issue forward to the Assembly. The relevant minutes from the October 10 meeting have been included in the agenda packet.

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

2. Bid Award

a. BID BE18-098 Downtown Street Improvements - Phase II

Bids were opened on December 12, 2017. The protest period expired on December 15, 2017. Results of the bid opening were as follows:

Responsive Bidders	Total Bid
CBC Construction	\$1,736,902.50
K & E Alaska	\$1,813,429.90
Admiralty Construction	\$1,843,075.00
Arete Construction	\$1,953,924.00
Glacier State Contractors	\$2,307,342.50
Engineer's Estimate	\$1,996,980.00

The City Manager recommends award of the project to CBC Construction for the total amount bid of \$1,736,902.50.

3. Liquor License

a. Liquor License Renewal #4842 - Up the Creek dba Twisted Fish Beverage Dispensary License

2018-2019 Renewal

Up the Creek d/b/a Twisted Fish Beverage Dispensary License #4842

Location: 550 S. Franklin Street, Juneau

The above Beverage Dispensary liquor license renewal is before the Assembly for one of the following actions: to protest, waive its right to protest, or refer this matter to the Assembly Human Resources Committee for additional review and recommendation.

Staff from the Community Development, Fire, Police, Finance, and Engineering/Public Works departments have reviewed this license for

code compliance and recommend the Assembly waive its right to protest this license renewal.

CBJ Code 20.25.025 sets out the basis by which the Assembly may protest a license renewal. The Assembly has until February 4, 2018, to take final action on this liquor license.

The City Manager recommends the Assembly waive its right to protest the renewal of liquor license #4842.

VIIIPUBLIC HEARING

- A. Ordinance 2017-06(X) An Ordinance Appropriating to the Manager the Sum of \$250,000 as Funding for the Manager's Office Operating Budget; Funding Provided by the Sales Tax Fund's Fund Balance.

This ordinance would appropriate \$250,000 of unrestricted sales tax revenue. The CBJ strongly supports and welcomes cruise ship tourism, and will continue to work cooperatively with the industry to address impacts caused by the visitation of approximately one million visitors to the CBJ per year. At the same time, the CBJ must defend its marine passenger and port development fees against the constitutional challenges raised by the industry in the litigation brought by the Cruise Lines International Association (CLIA).

These funds would be appropriated in FY18 as a reserve to be used by the City Attorney at the direction of the Assembly to defend the ongoing litigation by CLIA. The Assembly Finance Committee took up this matter at its meeting on December 13, 2017.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Edwardson, to adopt Ordinance 2017-06(X). Hearing no objection, it was so ordered.

- B. Ordinance 2017-06(Y) An Ordinance Appropriating to the Manager the Sum of \$400,000 to begin Replacement of the Maier Drive Forcemain Emergency Repair Capital Improvement Project; Funding Provided by an Insurance Settlement from Lexington Insurance Company.

The CBJ has received initial funding from our insurance company for \$400,000 to begin the replacement of the failed Maier Drive sewer forcemain. These funds need to be appropriated into a CIP in order to spend them. The funds will be

appropriated into the existing CIP created to begin the planning and design work for the forcemain repair.

The Public Works and Facilities Committee approved this action at its November 20, 2017, meeting.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Gregory, to adopt Ordinance 2017-06(Y). Hearing no objection, it was so ordered.

C. Ordinance 2017-29 An Ordinance Amending the Land Use Code Relating to Development in the Vicinity of Eagle Nests and Eagle Habitat.

This ordinance would amend CBJ Title 49 to delete the prohibitions of development near eagle nests and eagle habitat. Existing CBJ code prohibits development within 330 feet of eagle nests on public land and within 50 feet of eagle nests on private land during the nesting period. This ordinance would remove those development prohibitions.

The existing CBJ code related to eagles is difficult to enforce and is unnecessary. The CBJ does not have an inventory of eagle nests nor the capability to determine if a nest is in use or will be used in the future. Although the U.S. Fish and Wildlife Service provided this information to the CBJ in the past, the USFWS has not had the personnel to make those determinations for many years. This ordinance is anticipated to reduce costs of development near eagle nests and habitat without any adverse impact on eagles because the eagle population in Juneau is healthy.

CBJ staff has consulted with the USFWS. The Planning Commission recommends the Assembly adopt this ordinance. The Lands Committee reviewed this ordinance at its meeting on November 20, 2017, and unanimously moved that it go before the full Assembly.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Weldon, to adopt Ordinance 2017-29.

Mr. Kiehl objected. He said this issue arose several years ago and the same concern was cited, difficulty of enforcement. Just because it is difficult doesn't mean this ordinance is not needed. Removing the restrictions is a poor idea, for the eagles and for our tourism economy. Eagles return to the same nesting sites, and removing their reproductive habitat will have an outsized impact on their population. This runs at odds with Juneau's brand and our tourism economy. He spoke about Oprah Winfrey's visit to Juneau and her taking a picture of bald eagles that was widely distributed in her magazine and on social media. He thought status quo that allowed responsible development with a variance and local biologists speaking to specific nests was a better approach.

Mr. Jones supported Mr. Kiehl's comments.

Mr. Nankervis said that the Alaska Department of Transportation at the 7-mile topped some trees near the Marine Highway office and some eagles have since moved into those trees. The eagles are taking advantage of this type of development.

Roll call:

Aye: Becker, Gregory, Nankervis, Weldon, Koelsch

Nay: Edwardson, Gladziszewski, Jones, Kiehl

Motion passed 5-4

D. Ordinance 2017-34 An Ordinance Amending the Comprehensive Plan by Adopting the Lemon Creek Area Plan.

The Lemon Creek Area Plan was reviewed by the Assembly Committee of the Whole at its November 20 and December 4, 2017, meetings. At the latter meeting, the Committee of the Whole voted to send the Plan, as amended, to the full Assembly for adoption as an addendum to the Comprehensive Plan.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Jones, to adopt Ordinance 2017-34. Hearing no objection, it was so ordered.

The Assembly thanked the citizens that participated and the CBJ staff that worked diligently on this planning effort.

- E. Ordinance 2017-36 An Ordinance Amending the City and Borough Code Relating to Criminal Offenses and Penalties.

State law requires that if a municipality prescribes a penalty for a violation of a municipal ordinance and there is a comparable state crime under either AS 11 (the state's criminal code) or AS 28 (motor vehicle and driving offenses) with elements that are similar to the municipal ordinance, the municipality may not impose a greater punishment than that imposed for a violation of the state crime. This provision applies to all municipalities, including home rule.

This ordinance would amend CBJ Code to make it consistent with state law, including changes required by SB 54.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Kiehl , to adopt Ordinance 2017-36. Hearing no objection, it was so ordered.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

- A. Liquor License #2533 - Jack and Arlene Tripp d/b/a Viking Restaurant and Lounge
- Staff from the Finance and Engineering/Public Works departments recommend the Assembly file a mid-cycle protest of the Jack and Arlene Tripp dba Viking Restaurant & Lounge Liquor License #2533 in accordance with AS 04.11.480 which states the following:

"The local governing body may protest the continued operation of a license during the second year of the biennial license period by sending the board and the licensee a protest and the reasons for the protest by January 31 of the second year of the license. The procedures for action on a protest of continued operation of a license are the same as the procedures for action on a protest of a renewal application...."

The basis for staff's recommendation of protest is listed below:

- Sales Tax is recommending protest based on the unfiled July – November 2017 monthly sales tax returns, plus unremitted sales taxes, liquor taxes and associated late filing fees, late payment penalty and interest.

- Utility Billing is also recommending protest due to the account being 2 months delinquent on their utility payments.
- CBJ Code 20.25.025 provides the licensee an opportunity for an informal hearing before the Assembly as follows:

“(b) If the assembly or committee or a subcommittee thereof recommends protest of the issuance, renewal, transfer, or continued operation of a license it shall state the basis of the protest and the applicant shall be afforded notice and an opportunity to be heard at an abbreviated informal hearing before the assembly to defend the application. For the purposes of this subsection, notice shall be sufficient if sent at least ten days prior to the hearing by certified first class mail to the applicant's address identified on the state license application. At the conclusion of the hearing, the assembly decision to protest the application shall stand unless the majority of the assembly votes to withdraw the protest.”

Your packet contains copies of the notice sent to the licensee as well as the CBJ Code sections and Alaska Statutes pertaining to this matter. The Assembly Human Resources Committee also considered this matter at its meeting immediately preceding this Assembly meeting and will provide a recommendation to the Assembly for action.

The City Manager recommends the Assembly act in accordance with the recommendation from the Human Resources Committee following action at its January 8, 2018, meeting.

Public Comment:

None.

Assembly Action:

Mr. Kiehl said the issues for protest remain, the HRC met and discussed this before this meeting.

MOTION, by Kiehl, to protest the license #2533 for Jack and Arlene Tripp, d/b/a Viking Restaurant and Lounge, mid-cycle due to the following reasons: lack of filing monthly sales tax returns for July - November 2017, plus unremitted sales taxes, liquor taxes and associated late filing fees, late payment penalty and interest; and unpaid utility bills for two months still outstanding. Hearing no objection, it was so ordered.

B. Eagle Valley Center Ropes Course Lease

Southeast Alaska Independent Living (SAIL) has applied to lease the Ropes Course at the Eagle Valley Center. This facility is located at 24600 Amalga Harbor Road and is managed by the CBJ Parks and Recreation Department.

SAIL plans to maintain and upgrade the course to make it more accessible for people with mobility restrictions. Since the Ropes Course was not advertised for general leasing, as stipulated in CBJ§53.09.260 Negotiated sales, leases, and exchanges, the Assembly needs to determine if SAIL's proposed lease should proceed by direct negotiation or if Parks should invite other groups to submit proposals to lease the facility. No competing inquiries have been received at this time. Completing this lease will make SAIL eligible for additional grant funding that will help support its mission.

The City Manager recommends that the Assembly adopt the following motion:

The Assembly authorizes the City Manager to commence lease negotiations with Southeast Alaska Independent Living (SAIL) to lease the Eagle Valley Center Ropes Course.

Public Comment:

Tristan Knudson Lombardo, Assistant Director of Southeast Alaska Independent Living (SAIL), said he has been working with Parks and Recreation on the Ropes Course for over a year to open it back up to the community. He thanked the P&R staff Kristi West and Kirk Duncan who have done amazing work at the lodge. SAIL wants to be part of this "crown jewel" in the community.

Mr. Gregory said he was a member of SAIL's non-profit board and may have a conflict. Ms. Mead said no conflict existed.

Assembly Action:

MOTION, by Becker, to authorize the City Manager to commence lease negotiations with Southeast Alaska Independent Living (SAIL) to lease the Eagle Valley Center Ropes Course. Hearing no objection, it was so ordered.

XI. STAFF REPORTS

Scott Ciambor, Chief Housing Officer said the Assembly appropriated \$75,000 to open a cold weather shelter from 11:30 pm to 6:30 am on nights that temperatures dip below 32 degrees. The operation has been open for 17 nights in December. 309 people have used the facility during that time, averaging about 18 people per night.

Mr. Edwardson asked about volunteer staff. Mr. Ciambor said with the cooperation of The Glory Hole and AWARE, the shelter is operating with 2 staff per night. It was initially difficult to get the staffing but those issues have been alleviated for the rest of the winter.

Mr. Nankervis asked how the shelter operations were affecting the incidence of people sleeping in doorways downtown. Mr. Ciambor said that JPD routinely performs "wake

up" service in the early mornings the officers report that this facility has helped with the issue of people sleeping outside.

Mr. Ciambor said January 24, 2018 is the date for the annual "Point in Time" count of homeless persons across the nation. Last year there were 215 people experiencing homelessness, with 156 individuals in emergency shelters or transitional housing, and 59 unsheltered. He said 59 is a large number for a community of this size with this climate. On the same day, the 7th annual "Project Homeless Connect" will take place at the Juneau Arts and Culture Center. At this event, people are provided with the count survey, and services are provided, such as food, services and advice. This event is coordinated by the Juneau Homeless Coalition.

Mr. Jones asked if people in the new Housing First facility will be counted in the "Point in Time" survey and Mr. Ciambor said no, they are considered permanently housed.

Mr. Ciambor spoke about the housing and homeless coordinator position, funded by the Alaska Mental Health Trust Authority (AMHTA). The job opening has closed, interviews are being held, and the position will be filled soon and will participate in Project Homeless Connect.

Mr. Ciambor said AMHTA will hold its annual meeting in Juneau on January 24 and 25, and will be touring the newly opened cold weather shelter, Housing First and potentially Project Homeless Connect.

The Assembly thanked Mr. Ciambor for his efforts.

XII. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Koelsch said a letter on the transboundary issues was written and sent, and is available to the Assembly by e-mail and filed in the manager's office.

Mayor Koelsch said a letter was sent to the federal delegation concerning NOAA and the two current Juneau jobs being vacated being advertised in Juneau and Seattle. There was a quick response from the federal delegation and response from Senator Sullivan's office to the Department of Commerce to see what can be done concerning potential relocation of local jobs to Seattle.

Mayor Koelsch said he has talked with the City Manager and Attorney about the new goals added this year to the ongoing list of Assembly goals and requested a strategy for achieving these goals be presented to the Assembly at the next meeting on January 22.

Mayor Koelsch said he would like to hear an update from the Assembly Public Safety and the Assembly Mining committees at a future meeting.

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

Eaglecrest Board: Liaison Gregory reported on the January 4 board meeting and said progress is being made on the Nordic ski cabin. Recruiting is ongoing for a new lift operations manager and mechanic. Operations have been scaled back to weekends only with only the Porcupine lift working until more snow. He spoke about events being held at the ski area. Dave Scanlan is working with field house to develop a new rate structure. The Eaglecrest by-laws have been amended.

Parks and Recreation Advisory Committee: Liaison Gregory said the PRAC has been discussing its master plan, Project Playground, Eagle Valley Center contract with SAIL and the sunset date of the Aquatics Board.

Mining Committee: Chair Gregory said the committee held its initial meeting on January 3 as a full committee and discussed the components of a Conditional Use Permit. The next meeting is set for January 18 and the committee will meet with Bob Loeffler, the author of the Jade North report in the near future, along with Jim Clark and Guy Archibald.

Aquatics Board: Liaison Weldon said the board met January 5 and are still reviewing the list of options regarding the sunset date of the board and methods to enhance revenue.

Planning Commission: Liaison Weldon said the next meeting is set for January 23.

Affordable Housing Commission: Liaison Gladziszewski said the commission met on January 2 and will provide recommendations for use of the Juneau Affordable Housing Fund to the Assembly Finance Committee on January 10. The next meeting is set for February 6.

Bartlett Regional Hospital Board: Liaison Gladziszewski said the board met on December 21 and heard committee reports. She said the Hospitalist program has proven successful with improved documentation of cases and the ability of the hospital to retain more complex cases. This success has generated more funding from the rural demonstration project. The next meeting is set for January 23.

Public Works and Facilities Committee: Chair Jones said the PWFC met today and discussed the 1% sales tax spending plan and potential changes, forwarding it to the Finance Committee. There was a discussion about electric vehicles, an update on transit and a vehicle wash bay. The next meeting is set for January 29.

Downtown Business Association: Liaison Jones said the next meeting is January 9.

School Board: Liaison Jones said the next meeting is January 9. There will be a work session at 4:30 with UAS and the regular meeting starts at 6 pm.

Mr. Jones complimented the citizens and staff involved in the Lemon Creek area plan - they worked through some difficult issues.

He noted that January 23-25 would be a busy time with the AMHTA meetings, the Homeless Point in Time Count and the Alcohol and Marijuana Control Board would also be meeting during this time.

Human Resources Committee: Mr. Kiehl said the HRC met prior to this meeting and hearing no objections, the Assembly accepted the following recommendations from HRC for board appointments:

Juneau Economic Development Council:

Susan Murray reappointed to the environmental seat for a term expiring November, 30, 2020.

Local Emergency Preparedness Committee:

The Assembly reconfirmed all current appointments and terms of all members with the exception of Seat 2, Chief Ed Mercer, to be replaced by Lt. Scott Erickson.

Finance Committee: Chair Kiehl said the next meeting is set for January 10.

UAS Campus Advisory Council: Liaison Kiehl said the council met today and is working on post secondary credentials to increase all types of degrees. PETAS program to prepare indigenous teachers for rural schools is a vital program to UAS and they did not receive a grant for its continuance, so they are reallocating the budget to cover this program. Recruitment is open for the Dean of the College of Education. The College of Arts and Sciences Dean position is closed and received 46 applicants. It is time for accreditation and it is a time consuming process but vital to the success of the school.

Mr. Kiehl asked to receive a copy of the federal resolution referred to by two previous speakers. He would like to see the resolution distributed to the assembly for consideration. Hearing no objection it was so ordered.

Alaska Committee: Liaison Becker said the next meeting is January 10 and the legislative reception will be held January 17 at Centennial Hall from 5 - 6:30, the AC annual meeting will be held January 20.

Airport Board: Liaison Becker said the next meeting is set for January 9.

Chamber of Commerce: Liaison Becker said the Chamber meets every Thursday and will hold its retreat on January 26. She spoke about a "Look Local First" Campaign that is a joint effort of CofC, Travel Juneau, JEDC and the Juneau Radio Center. They will be seeking \$5000 quarterly from CBJ.

Committee of the Whole: Chair Nankervis said that the committee forwarded a resolution on annexation to the full Assembly on January 22. The next meeting is set for January 18 with AVISTA / Hydro One at 2 pm. The next regular meeting is set for January 29 and tentative topics include RecycleWorks, snow storage, marijuana update, essential public facilities, energy strategy and the Meander Way Riverbank stabilization. There is a special January 31 COW set to meet with some of the Assembly's empowered boards (TBA).

Public Safety Task Force: Chair Nankervis said the group met on January 22 and heard a presentation from Gastineau Human Services on re-entry assessments. The next meeting is set for January 16.

Mr. Nankervis said he enjoyed the holiday break and hoped others appreciated the break from the meeting schedule.

Mayor Koelsch congratulated JPD Sergeant Jeremy Weske upon his promotion to Lieutenant.

CBJ / JSD Joint Facilities Committee: Chair Becker said the committee met in December and asked the school for more information. In response to Mr. Jones, she said she was not aware of a letter sent by Mr. Coffee to the School Board about the work of the committee.

Ms. Gladziszewski reminded the Assembly that there would be a Full Assembly sitting as the HRC on January 31 to interview candidates for the Bartlett Hospital Board and the Planning Commission - applications are due for those positions to the Clerk's Office by January 22.

C. Presiding Officer Reports

Mr. Jones said there was a joint stipulation of the issues and an amendment to the record in the 7th Day Adventist v Assessor appeal, and the hearing is still set for March 5.

Ms. Mead updated the Assembly on the progress of the appeals before the Office of Administrative Hearings, including SEAL Trust v Assessor, Granite Mountain v Planning Commission 1 and Granite Mountain v Planning Commission 2.

XIIICONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

XIV.EXECUTIVE SESSION

None.

XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting adjourned at 8:10 p.m.

Signed: _____
Laurie Sica, Municipal Clerk

Signed: _____
Kendell D. Koelsch, Mayor