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

November 27, 2017 7:00 PM

City Hall Assembly Chambers
Regular Meeting 2017-21

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. **Municipal Employee of the Year Gary Gillette**

IV. APPROVAL OF MINUTES

A. **November 6, 2017 Regular Meeting 2017-20**

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 2017-35 An Ordinance Amending the Traffic Code Relating to Electric Vehicles and Providing for a Penalty.**

This ordinance would authorize the manager to issue permits for use of the municipal-owned electric charging stations. The permit would allow the use of the station while the vehicle is being actively charged, but would not excuse the driver from complying with any and all other parking regulations applicable in the area where the vehicle is parked.

Revenue collected from the EV permit would be used to help offset the cost of future EV charging operations and infrastructure.

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

2. Bid Award

   a. **Pederson Hill Subdivision - Phase 1**

   This project will construct a new residential subdivision in the Mendenhall Valley.

Bidders	Total Bid
Coogan Construction	$2,566,547.00
Arete Construction Corp.	$2,656,048.00
CBC Construction, Inc.	$2,658,401.13
Glacier State Contractors	$2,664,434.50
K & E Alaska, Inc.	$2,753,427.00
Engineer's Estimate	$3,219,106.00

The City Manager recommends that the project be awarded to Coogan Construction for the total amount bid of $2,566,547.

3. Liquor License

   a. **Liquor License Transfer Thibodeau's Douglas Depot Package Store License #828**

   The below liquor license transfer is before the Assembly to either protest or waive its right to protest.

   Package Store Liquor License #828 Transfer
   From: Thibodeau's Market Inc. d/b/a Thibodeau's Liquor, Location: No Premises
   To: Thibodeau's Market Inc. d/b/a Thibodeau's Douglas Depot, Location: 1017 3rd Street, Douglas, AK 99824

   The Finance, Police, Fire, and Community Development Departments have reviewed the above liquor license and found it to be in compliance with CBJ Code.

   In the event the Assembly does protest the transfer of this license, CBJ

Code 20.25 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 their right to an informal hearing before the Assembly. The sixty-day comment period for local governing body action on this license will expire as of Monday, December 25, 2017.

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

4. Transfers

   a. **Transfer T-995 Transfer of $200,000 from the Statter Harbor Breakwater Safety CIP to the Harris Harbor Restrooms CIP.**

   The CBJ Docks and Harbors Board requests a transfer of funds from CIP account H51-106 (Statter Breakwater Safety Improvements) to a new CIP H51-115 titled Harris Harbor Restrooms.

   The request is to transfer $200,000 to a new CIP to allow rehabilitation of the former toilet facility to provide two ADA compliant restrooms with showers near the top of the access ramp to Harris Harbor.

   The first phase of the Statter Breakwater Safety Improvements project is currently under contract. The Board desires to complete the first phase prior to embarking on further phases of this project and has determined that the lack of restroom and shower facilities at Harris Harbor has long been a deficiency in providing adequate services to harbor users and is a high priority.

   Currently there is $587,684 in the H51-106 account. If the transfer is approved the account balance would be $387,684.

   The Docks and Harbors Board approved this transfer request at its regular meeting of November 2, 2017.

   The City Manager recommends this transfer be approved.

VIIIPUBLIC HEARING

A. **Ordinance 2017-06(S) An Ordinance Appropriating to the Manager the Sum of $1,513,730 as Funding for the Replacement of Buses for Capital Transit; Grant Funding Provided by Alaska Department of Transportation and Public Facilities, and by the Equipment Replacement Reserve's Fund Balance.**

This ordinance would appropriate $1,513,730 for the replacement of three buses and four Care-a-Van vehicles for Capital Transit. Grant funding in the amount of $1,210,985 is provided by federal funds through the Alaska Department of

Transportation and Public Facilities and the local match requirement of $302,745 funded from Equipment Replacement Reserve Fund Balance. This funding will replace three 35' New Flyer Buses (model year 2003) purchased in FY03, which have each provided over 13 years of service and over ½ million miles. The funds are from the Federal Transit Administration and come through the State of Alaska Department of Transportation and Public Facilities. The replacement of these buses is in the Capital Transit 2014 Transit Development Plan and adopted by the Statewide Transportation Improvement Plan (STIP). It is planned to replace these three buses from our current contract with GILLIG, LLC.

The Public Works and Facilities Committee reviewed this appropriation ordinance at its November 20, 2017, meeting and recommended forwarding it to the Assembly for approval.

The City Manager recommends this ordinance be adopted.

B. **Ordinance 2017-06(T) An Ordinance Appropriating to the Manager the Sum of $2,148,195 as Funding for the Replacement of Buses for Capital Transit; Grant Funding Provided by Alaska Department of Transportation and Public Facilities, and by the Equipment Replacement Reserve's Fund Balance.**

This ordinance would appropriate $2,148,195 for the replacement of three buses, four Care-a-Van vehicles and three electric support vehicles for Capital Transit. Grant funding in the amount of $1,718,556 is provided by federal funds through the Alaska Department of Transportation and Public Facilities and the local match requirement of $429,639 funded from Equipment Replacement Reserve Fund Balance. This funding will replace three 35' New Flyer Buses (model year 2006) purchased in FY06, which have each provided their useful service life of 12 years of service and ½ million miles. The funds are from the Federal Transit Administration and come through the State of Alaska Department of Transportation and Public Facilities. The replacement of these buses is in the Capital Transit 2014 Transit Development Plan and adopted by the Statewide Transportation Improvement Plan (STIP) under the FTA Section 5339 monies available for capital expenses. It is planned to replace these three buses from our current contract with GILLIG, LLC.

The Public Works and Facilities Committee reviewed this appropriation ordinance at its November 20, 2017, meeting and recommended forwarding it to the Assembly for approval.

The City Manager recommends this ordinance be adopted.

C. **Ordinance 2017-06(U) An Ordinance Transferring $55,449 of Unexpended FY17 Marine Passenger Fees from the General Fund to the Open Space Waterfront Land Acquisition Capital Improvement Project.**

This ordinance would transfer $55,449 of unexpended Marine Passenger Fee revenues, budgeted for specific purposes in FY17 and not expended by the fiscal

year end, to the Open Space Waterfront Land Acquisition CIP. This transfer is consistent with the Assembly's direction on the disposition of unexpended MPF funds.

The amounts below are the result of monies appropriated from the Marine Passenger Fee Fund for specific purposes in the FY17 budget but were not fully expended by the end of FY17.

Franklin Dock Enterprises	$ 20,285
Downtown Business Association	1,738
Capital City Fire Rescue	33,426
Total	**$55,449**

For accounting purposes, the funds will first be refunded to the Marine Passenger Fee Fund and then be transferred to the Open Space Waterfront Land Acquisition CIP.

The City Manager recommends this ordinance be adopted.

D. **Ordinance 2017-06(V) An Ordinance Appropriating to the Manager the Sum of $1,334,074 to begin Reconstruction of the Project Playground Rebuild Capital Improvement Project; Funding Provided by a Partial Insurance Settlement from Lexington Insurance Company.**

This appropriation will create a new CIP to design and construct a new playground. This is the initial property insurance reimbursement and represents the total loss value of our insurance claim from the April fire. There are no requirements by the insurance company for how these funds may be spent.

Since our property insurance policy covers replacement costs, CBJ is also eligible for additional insurance funds, if needed as the project progresses. Additional funds may be reimbursed by our insurance company for reconstruction of "like kind and quality" to the original playground facility. CBJ Risk Management is working closely with Engineering and Parks and Recreation staff to ensure that we make the most of our available insurance coverage.

The Assembly Public Works and Facilities Committee forwarded this request to the full Assembly at its October 23, 2017, meeting.

The City Manager recommends this ordinance be adopted.

E. **Ordinance 2017-06(W) An Ordinance Appropriating to the Manager the Sum of $15,500 as Funding for the Local Emergency Planning Committee; Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.**

This ordinance appropriates $15,500 from the Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management under the FY2018 Local Emergency Planning Committee grant (LEPC), awarded to CBJ.
These funds are provided to reimburse the City and Borough of Juneau for Juneau LEPC program implementation expenses incurred in direct support of the goals and activities of this grant. Funding supports payroll, benefits, increasing community awareness, involvement, and planning for chemical, and all-hazards events through outreach supplies, media campaigns, training, and event room rentals to help our community prepare for and mitigate through planning and preparedness for potential events. There is no match requirement for this grant.

The City Manager recommends this ordinance be adopted.

F. **Ordinance 2017-32 An Ordinance Authorizing the Manager to Convey a Fraction of Lot 3, USS 3566, Located across Egan Drive from Centennial Hall, to the Alaska Department of Transportation and Public Facilities.**

The Alaska Department of Transportation and Public Facilities has applied for a direct, negotiated sale of 507 square feet (a fraction of Lot 3, USS 3566) across Egan Drive from Centennial Hall in order to facilitate the State's reconstruction of Egan Drive between Tenth Street and Main Street. The project is intended to widen the sidewalks to ADA standards, add bike lanes as appropriate, and update intersections and pedestrian facilities.

The Assembly approved the negotiation of this disposal pursuant to CBJ 53.09.260 at its July 31, 2017, meeting. The Lands Committee confirmed its support of the project at its meeting on August 7, 2017. The Planning Commission provided a recommendation to the Assembly for the sale of this lot at its August 8, 2017, meeting.

If this ordinance is approved, the City will dispose of this property to the DOT for $15,210, fair market value as determined by appraisal.

The City Manager recommends that this ordinance be pulled. The Department of Transportation and Public Facilities and the Lands Department have decided on a revised, more efficient course of action that will ultimately require this ordinance be amended and re-introduced.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. **Supplement Agreement with F & W Construction for the Juneau International Airport Snow Removal Equipment Building Phase 1b**

The Juneau International Airport is requesting approval of a supplemental

agreement with F & W Construction for Phase 1b of the Snow Removal Equipment Building (SREB). Phase 1a had a contract amount of $13.5m, primarily funded by the FAA. Phase 1b adds a vehicle wash bay and maintenance area, which are not eligible for FAA funding. They will be funded from existing sales tax funding, and a State legislative grant.

The Airport Board and Public Works and Facilities Committee have concurred with the public interest finding for a supplemental agreement with F&W Construction for Phase 1b of the SREB. The Airport Board approved this action at its November 14, 2017, meeting. The Public Works and Facilities Committee approved this action at its November 20, 2017, meeting.

The City Manager recommends this supplemental agreement be approved.

XI. STAFF REPORTS

XII. ASSEMBLY REPORTS

A. Mayor's Report

B. Committee and Liaison Reports

C. Presiding Officer Reports

XIII. ASSEMBLY COMMENTS AND QUESTIONS

XIV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XV. EXECUTIVE SESSION

A. **Attorney Evaluation**

XVI. ADJOURNMENT

XVII. SUPPLEMENTAL MATERIALS

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