THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - December 19, 2016

MEETING NO. 2016-38: 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. ROLL CALL

Assembly Present: Maria Gladziszewski, Norton Gregory, Loren Jones, Jesse Kiehl, Ken Koelsch, Jerry Nankervis, Beth Weldon and Debbie White.

Assembly Absent: Mary Becker.

Staff Present: Rorie Watt, City Manager; Mila Cosgrove, Deputy City Manager; Amy Mead, Municipal Attorney; Laurie Sica, Municipal Clerk; Roger Healy, Engineering and Public Works Director; Carl Uchytil, Port Director; Beth McKibben, Planning Manager.

II. SPECIAL ORDER OF BUSINESS

A. UAS Chancellor Caulfield

University of Alaska Southeast Chancellor Rick Caulfield introduced John Pugh, Chancellor Emeritus and Marshall Lind, Chancellor Emeritus and said they were present to thank the Assembly, the community and all of Southeast Alaska for the support to UAS in recent weeks and months. Last Wednesday the University of Alaska Board of Regents voted 11 - 0 to support UAS in becoming the lead university across the entire system for teacher education and educational leadership. Mr. Caulfield, Mr. Pugh and Mr. Lind spoke about the decision, the past and the future of UAS within the UA system.

III. APPROVAL OF MINUTES

A. November 28, 2016 Regular Assembly Meeting 2016-36

Hearing no objection, the minutes of the November 28, 2016 Regular Assembly Meeting 2016-36 were approved as corrected by Ms. Gladziszewski.

B. December 8, 2016 Special Assembly Meeting 2016-37

Hearing no objection, the minutes of the December 8, 2016 Special Assembly Meeting 2016-37 were approved.

IV. MANAGER'S REQUEST FOR AGENDA CHANGES

Mr. Watt changed his recommendation for Ordinance 2016-44, under Ordinances for Introduction on the consent agenda, that the ordinance be introduced and referred to the January 23 regular Assembly meeting, to allow the matter to be discussed at the January 9 Committee of the Whole meeting. Hearing no objection, it was so ordered.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

William Quayle said that when and if the new pedicab regulations are brought up, he would like to see the fee be $400 or less and he would like to see no limits to the areas that they can be used. He would like to see $1 million insurance coverage requirement, with a $25 per bike fee and no fee for seniors. If the fee is sky high, please amend the fee. The fees need to be commensurate with the number of people that an operator can carry.

Rebecca Gaguine spoke about the lack of affordable housing in Juneau. She works at AWARE, and being homeless in Juneau in the winter is not possible. Please take this issue seriously, our vulnerable population is getting larger, not smaller.

VI. CONSENT AGENDA

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

None.

B. Assembly Requests for Consent Agenda Changes

Ms. White requested that Resolution 2780 Adopting the Housing Action Plan, be removed from the Consent Agenda. Hearing no objection, it was so ordered.

C. Assembly Action

MOTION, by Nankervis, to adopt the consent agenda, as amended by Mr. Watt and with the removal of Resolution 2780, the Housing Action Plan. Hearing no objections, the consent agenda was adopted as amended.

1. Ordinances for Introduction

a. Ordinance 2016-09(Z) An Ordinance Appropriating to the Manager the Sum of $459,909 Plus Interest through January 10, 2017, as Funding for IRS Arbitrage Rebate (Related to Tax-Exempt Bonds); Funding Provided by the Debt Service Fund's Fund Balance.

The 2006 CBJ General Obligation bonds have arbitrage rebate owed in the amount of $487,103.60 including interest of $72,180.40 on the rebate liability of $414,923.20. The total liability needs to be paid within 60 days from December 5, 2016, the date the recently refunded (refinanced) bonds were officially retired. The Debt Service Fund Balance has $490,000 available from prior interest earnings and a sales tax funding allocated to pay school bond debt.

The Assembly Finance Committee forwarded this request to the Assembly at its December 14, 2016, regular meeting.

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

b. Ordinance 2016-44 An Ordinance Amending the City and Borough Code Relating to Camping in the Downtown Juneau Area.

This ordinance narrowly defines a geographic area in downtown Juneau from which camping is prohibited. Businesses in the downtown Juneau area are experiencing a noticeable and significant increase of unauthorized people camping in doorways, and campers leaving refuse behind. The primary purpose of this ordinance is to prohibit camping on private property without permission of the property owner.

Importantly, this ordinance primarily regulates business property because those business property owners and tenants are generally not present during the evenings when the camping is occurring. This ordinance would give the CBJ and business owners a tool to minimize the unauthorized camping.

The City Manager recommends this ordinance be introduced and referred to the Committee of the Whole, and set for public hearing at the next regular assembly meeting.

c. Ordinance 2016-45 An Ordinance Amending the Official Land Use Maps of the City and Borough to Change the Land Use Designation of Two Parcels Located on a Fraction of USMS 164 near the End of St. Ann's Avenue in Downtown Douglas from Natural Area Park to Medium Density Residential.

In July 2016, CDD received a rezone application for a parcel located near the end of St. Ann's requesting a rezone from D-5 to D-18. The rezone was recommended for approval by the Planning Commission on September 13, 2016, and the rezone ordinance, 2016-41, was introduced at the November 7, 2016, regular Assembly meeting.

However, as staff continued its work on the proposed rezone, it was discovered that the Comprehensive Plan Map designations of both the parcel to be rezoned, and the parcel adjacent to it, were incorrectly designated as Natural Park Area. Natural Park Area is defined as "CBJ-owned lands suitable for community recreational purposes, which are not to be zoned for residential, commercial, or industrial development." The subject parcels in this ordinance are privately held and suitable for development.

Staff forwarded a recommendation to the Planning Commission that the Land Use Maps be amended to change the parcels' designation from Natural Park Area to Medium Density Residential. The Planning Commission considered the map amendment issue at its meeting on November 30, 2016, and approved making the recommendation to the Assembly.

This ordinance would amend the Land Use Maps of the Comprehensive Plan to change the map designation of both parcels from Natural Park Area to Medium Density Residential.

Ordinance 2016-41, addressing the rezone, will be brought forward for public hearing concurrent with the public hearing on this ordinance.

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

2. Resolutions

a. Resolution 2778 A Resolution in Support of Proposed Changes to Alaska Statute Chapters 30.30 and 05.25 Relating to Improving the Management and Prevention of Derelict Vessels.

The substance of this resolution was drafted by the Alaska Association of Harbormasters and Port Administrators (AAHPA), of which CBJ Docks and Harbors is a member. Since 2014, an Abandoned and Derelict Vessel *ad hoc* task force consisting of federal, state, Alaska Native, and non-profit organizations have met to recommend changes to Alaska statutes addressing this public nuisance. Some of the recommended proposed legislative changes include a funding mechanism to address abandoned and derelict vessels and vessel insurance requirements to cover salvage costs.

A complete copy of the amendments being proposed to the legislature can be found here: http://www.juneau.org/harbors/documents/AlaskaCleanHarbors.pdf

The Docks & Harbors Board reviewed this resolution at its meeting on October 26, 2016, and recommended forwarding it to the full Assembly for its consideration.

The City Manager recommends this resolution be adopted.

b. Resolution 2779 A Resolution Authorizing the Manager to Apply for, and Enter into, a Loan Agreement with the State of Alaska Department of Environmental Conservation, through its Alaska Drinking Water Fund, for the Douglas Highway Water System Replacement.

This resolution would authorize the City Manager to enter into loan agreements with the Alaska Department of Environmental Conservation for the Douglas Highway Water System Replacement, in the amount of $3,000,000.

The Douglas Highway Water System Replacement Project involves the replacement of failing water infrastructure within Douglas Highway from the Juneau Douglas Bridge to Lawson Creek Bridge, and is intended to be completed before Alaska DOT resurfaces the roadway in 2018/2019.

The terms of the low interest loans under the Alaska Revolving Loan Fund managed by ADEC are 20-year repayment at a 1.5-percent interest rate. The project loans would be re-paid with water utility customer revenues.

The Public Works and Facilities Committee passed a motion of support for this resolution at its November 21, 2016, regular meeting and recommended forwarding it to the full Assembly for approval.

The City Manager recommends this resolution be adopted.

3. Bid Award

a. Bid Award for Auke Bay Loading Facility Boat Yard

This project develops needed office and work space for the boat repair facility at the Auke Bay Loading Facility. The work includes construction of an office space addition to an existing building; a new boat repair shop building; and erection of a new fabric covered boat shelter.

A public bid opening occurred on December 8, 2016. The Docks and Harbors Board reviewed the bids at its regular board meeting on December 15, 2016. Bid information will be provided in a red folder.

The City Manager recommends the bid be awarded to Alaska Commercial Contractors in the amount of $373,766.

b. Bid Award - Headworks Improvements BE17-033

Bids were opened on the subject project on December 13, 2016. The bid protest period expired at 4:30 p.m. on December 14, 2016. Results of the bid opening are as follows:

RESPONSIVE BIDDERS	TOTAL BID
Carver Construction	**$2,422,930**
Dawson Construction	$2,663,000
North Pacific Erectors	$2,996,791
Alaska Commercial Contractors	$3,487,000
RSCI	$3,648,500
Engineer's Estimate	$3,443,707

Project Manager: Lori Sowa, CBJ Engineering

Project Description: **Mendenhall Valley Wastewater Treatment Plant (MWWTP):** The improvements to the headworks includes removal of one existing automatic screen and grinder system and one manual bar screen, the installation of two new perforated plate screens and screening washer/compactors including new electrical connections to the screens and compactors, dismantling and removing an oil/water separation tank, relocating an existing grit classifier clarifier and conveyor, and modifications to the piping in the influent pump station, painting of pipe, installation of gas alarms, and miscellaneous related work. Installation of the new screens will require construction sequencing to dismantle and replace existing 16-inch and 18-inch ductile iron pipe and new 24-inch process piping to make space for the new screens.

Juneau-Douglas Wastewater Treatment Plant (JDTP): The improvements to the headworks includes the installation of two new perforated plate automatic screens and screening washer/compactors including new electrical connections to the screens and compactors, construction of new concrete influent channels and piping to connect the new influent channels to existing piping, construction of a new building around the new channels and miscellaneous related work. Site grading includes the installation of two new catch basins, new storm drain lines, and asphalt restoration. Demolition includes the removal of the existing automatic screen and manual screen, removal of existing concrete steps, removal of a timber framed wall and soffit, and removal of electrical feeds to the existing screens. Construction sequencing will be required to maintain the existing headworks in operation while the new screens and channels are in construction.

Funding Source:	Wastewater Contribution	$1,610,000
	ADEC Loan	$4,000,000
Total Project Funds:		$ 5,610,000

CIP No. U76-106

Construction Encumbrance:	$2,422,930
Construction Contingency:	$242,293
Design:	$403,500
Contract Administration/Inspection:	$193,835
CBJ Administrative costs:	$72,687

The City Manager recommends award of this project to Carver Construction for the total amount bid of $2,422,930.

4. Liquor License

a. New Brewery Liquor License #5524 - Barnaby Brewing Company, LLC d/b/a Barnaby Brewing Company

This is an application for a new brewery license to be located at 206-1 N. Franklin Street, Juneau, Alaska, 99801.

Staff from the Finance, Police, Fire, Public Works, and Community Development departments have reviewed the above business and found it to be in compliance with CBJ Code.

In the event the Assembly does protest this liquor 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 City Manager recommends the Assembly waive its right to protest the issuance of this new liquor license application.

5. Transfers

a. Transfer T-982 Transfers $1,970,781 from Eight Capital Improvement Projects to Provide Funding for Four Ongoing Capital Improvement Projects.

This transfer request will move $1,970,781 from 3 completed and 5 nearly completed Capital Improvement Projects to provide funding for 4 ongoing Capital Improvement Projects.

These funds will be distributed to provide necessary funding for ongoing Capital Improvement Projects. The transfers are tabulated below:

Project No.	**Transfer From**	**Transfer**	**Status**
W75-037	Last Chance Basin Hydro-Geo Inventory	815,000	Ongoing
W75-044	Salmon Crk Secondary Disinfection	267,544	Ongoing
W75-053	West Juneau Reservoir Improvements	140,000	complete - close CIP
R72-111	Distin/W 8th Street Reconstruction	229,000	*Final phase completion Spring 2017
R72-104	Lakewood Subdivision Reconstruction	215,000	Ongoing
R72-107	Meadow Lane Improvements	275,000	Ongoing
R72-113	Scott Drive Improvements	26,000	complete - close CIP
R72-051	Berners Avenue	3,237	complete - close CIP
	Total Transfer	**1,970,781**	

* - adequate funding has been left to complete final phase of project

Project No.	**Transfer To**	**Transfer**	**Status**
W75-054	Douglas Hwy Water Repl Brdg to Lawson Creek	1,222,544	Ongoing
P71-055	Downtown Transportation Center	54,000	Final change order/Closeout
R72-127	East Street-5th to 6th	75,000	Ongoing
R72-125	Aspen Avenue-Mendenhall to Portage	100,000	Ongoing
R72-125	Aspen Avenue-Mendenhall to Portage	519,237	Ongoing
	Total Transfer	**1,970,781**	

The Public Works and Facilities Committee reviewed and forwarded this transfer to the full Assembly at its November 21, 2016, meeting.

The City Manager recommends approval of this transfer.

REMOVED from the Consent Agenda:

b. Resolution 2780 A Resolution Adopting the Housing Action Plan.

This resolution would adopt the Housing Action Plan (HAP).

On October 26, 2015, the draft HAP was presented to the Assembly Committee of the Whole.

The Affordable Housing Commission and staff further refined the HAP, and at its June 7, 2016, meeting, the Affordable Housing Commission voted to move the HAP to the Planning Commission and recommended it be adopted as part of the Comprehensive Plan.

On July 12, 2016, the Planning Commission, by unanimous vote, recommended that the Assembly adopt the HAP.

On October 31, 2016, the Assembly Committee of the Whole made its final changes to the HAP and forwarded it to the Assembly for adoption into the Comprehensive Plan by Ordinance 2016-30. At the public hearing on the ordinance at its meeting on November 28, 2016, the Assembly instead passed a motion directing staff to draft a resolution to adopt the plan.

This resolution would adopt the Housing Action Plan.

The City Manager recommends this resolution be adopted.

MOTION, by White, to refer the plan to the Lands Committee.

Ms. White said she met with Scott Ciambor, Chief Housing Officer, on a variety of issues within the Housing Action Plan, and she would like to continue to refine and adjust a few items in the plan. She said it is good to have a plan but it is better to have a plan that the building industry can get behind. If they don't, it won't work. She has heard builders say that this plan could prevent them from developing new units.

Mr. Jones objected to the referral to any committee. If the intent is to take the plan drafted by the consultants, approved by the Affordable Housing Commission and the Planning Commission and rewrite it, he objected. If the intent is to update specific numbers, he would have less objection. The plan says housing is stuck, and perhaps the building industry objects because they have not been responding to the market needs.

Roll call:
Aye: Nankervis, Weldon, White, Koelsch
Nay: Gladziszewski, Gregory, Jones, Kiehl.
Motion failed, 4 aye, 4 nay.

MOTION, by Jones, to adopt the Housing Action Plan.

Mr. Jones said he was in support of adopting the HAP as part of the Comprehensive Plan, not by resolution, and he urged a "no" vote.

Mr. Kiehl said that he agreed about how the plan needed to be adopted, but the time had come to move toward action on housing issues so he would support the motion.

Ms. Gladziszewski agreed with Mr. Jones comments about the adoption into the Comprehensive Plan, but she was happy to start with the implementation plan - there were many ways to start moving. Nothing will happen without us taking affirmative action and we need to start moving the needle.

Roll call:
Aye: Gladziszewski, Gregory, Kiehl, Nankervis, Weldon, White, Koelsch
Nay: Jones
Motion passed, 7 ayes, 1 nay.

VII. PUBLIC HEARING

A. Ordinance 2016-36(b) An Ordinance Amending the Animal Control and Protection Code Relating to Potentially Dangerous and Dangerous Domestic Animals.

The Animal Hearing Board and Gastineau Humane Society request several amendments of CBJ Chapter 8.30 relating to potentially dangerous and dangerous domestic animals. The changes clarify some of the requirements imposed on owners of potentially dangerous and dangerous domestic animals.

The Committee of the Whole considered this ordinance at its November 21, 2016, meeting and recommended moving the ordinance forward as amended. The amendments are shown in italics in version (b) of the ordinance.

The City Manager recommends this ordinance be adopted.

Public Comment:

William Quayle said Juneau was in bear country and some people kept mean dogs for protection.

Assembly Action:

MOTION, by White, to adopt Ordinance 2016-36(b).

MOTION, by Nankervis, Page 2, section (b), line 10, to remove the words, "...including a spay or neuter requirement..."

He did not believe that was something the city should tell an animal owner to do.

Mr. Kiehl said this language was currently in code and was not language suggested for amendment. He asked for an explanation, as this is often used as a way to modify animal behavior.

Matt Musslewhite, Executive Director of Gastineau Humane Society, said that this has been a foundation of the dangerous dog section for some time and there are many studies that link aggressiveness with non-alteration of an animal and it is currently a decision of the director that can be appealed.

Mr. Kiehl objected to the motion.

Roll call:
Aye: Nankervis, Koelsch
Nay: Gladziszewski, Gregory, Jones, Kiehl, Weldon, White
Motion failed, 2 ayes, 6 nays.

MOTION, by Nankervis, to remove on page 4, section (d) regarding requirements for micro-chipping.

Ms. Gladziszewski objected and said she was satisfied with the reasoning for this requirement as explained in discussion at the COW meeting.

Roll call:
Aye: Jones, Nankervis, White, Koelsch
Nay: Gladziszewski, Gregory, Kiehl, Weldon
Motion failed, 4 ayes, 4 nays.

Roll call on the main motion, to adopt Ordinance 2016-36:
Aye: Gladziszewski, Gregory, Kiehl, Weldon, White, Koelsch
Nay: Jones, Nankervis
Motion passed: 6 ayes, 2 nays.

B. Ordinance 2015-20(AX) An Ordinance Appropriating to the Manager the Sum of $660,000, as Partial Funding for Bartlett Regional Hospital's Fiscal Year 2016 Operating Budget; Funding Provided by Hospital Revenues.

This ordinance would appropriate an additional $660,000 to Bartlett Regional Hospital for FY16 operations. BRH initially prepared their budget 18 months ago and underestimated the total expenditures by less than 1%. This appropriation is being funded from FY16 hospital revenues.

The Bartlett Finance Committee was informed of the year-end operating expense authorization shortfall, and the need to obtain Assembly budget authorization, at its November 15, 2016, meeting.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Gladziszewski, to adopt Ordinance 2015-20(AX). Hearing no objection, it was so ordered.

C. Ordinance 2016-09(V) An Ordinance Transferring $3,075,566 from the Sales Tax, and the General Fund's Fund Balance to the General Debt Service Fund's Fund Balance.

This ordinance would replace $3,075,000 of the original state funding that was appropriated for debt service with available fund balance from the general and sales tax funds.

The original funding was expected as a part of the state budget allocation to reimburse local governments for the state share of school debt bond reimbursement. Due to the Governor's veto of state revenue CBJ needed to find additional funding. The Assembly Finance Committee reviewed the FY17 budget shortfalls at its September 8, 2016, and November 9, 2016, meetings. The committee recommended an ordinance to provide additional funding for school debt service be drafted and forwarded to the full Assembly for adoption.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Jones, to adopt Ordinance 2016-09(V). Hearing no objection, it was so ordered.

D. Ordinance 2016-09(W) An Ordinance Transferring $696,000 from the CBJ Facility Infrastructure Deferred Maintenance Project, to the General Government Fund's Fund Balance.

This ordinance would transfer $696,000 of FY17 Deferred Maintenance CIP funding to the general fund for operating budget expenditures. As a part of the FY17 CBJ budget process, the Assembly tentatively allocated $696,000 of increased property tax revenues into a deferred maintenance CIP. The allocation was tentative based on the uncertainty of the FY17 state budget.

Subsequent to the adoption of the CBJ budget in May 2016, a Governor's veto reduced the amount of the permanent fund dividend. The reduction in the dividend is expected to reduce the retail sales tax collected. The tax loss reduces the revenue originally allocated to the general fund. The Assembly Finance Committee reviewed the FY17 budget shortfalls at its September 8, 2016, and November 9, 2016, meetings. The committee recommended an ordinance to provide additional funding, via a CIP transfer, for general government operations be drafted and forwarded to the full Assembly for adoption.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Kiehl, to adopt Ordinance 2016-09(W). Hearing no objection, it was so ordered.

E. Ordinance 2016-09(X) An Ordinance Transferring $110,434 from the Sales Tax Fund's Fund Balance, to the Roaded Service Area Fund's Fund Balance.

This ordinance would appropriate $110,434 of available sales tax fund balance as partial funding for the FY17 general government operating budget.

Subsequent to the adoption of the CBJ budget in May 2016, a Governor's veto reduced the amount of the permanent fund dividend. The reduction in the dividend is expected to reduce the retail sales tax collected. The tax loss reduces the revenue originally allocated to the general government funds. The Assembly Finance Committee reviewed the FY17 budget shortfalls at its September 8, 2016, and November 9, 2016, meetings. The committee recommended an ordinance to provide additional funding from the sales tax fund for general government operations be drafted and forwarded to the full Assembly for adoption.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Nankervis, to adopt Ordinance 2016-09(X). Hearing no objection, it was so ordered.

F. Ordinance 2016-09(Y) An Ordinance Appropriating to the Manager the Sum of $365,000 as Funding for the Fountain and Whale Related Site Elements that are Part of the Bridge Park Capital Improvement Project; Funding Provided through a Donation from The Whale Project Committee.

The Whale Project Committee is donating $365,000 to the CBJ for the construction of the fountain and whale related site preparation elements of the Seawalk Bridge Park to Gold Creek project. This donation will pay for these items in the Phase III Seawalk contract and will have additional funds available to put towards the completion of the fountain works and pump room. These donated funds will be appropriated into the Bridge Park CIP, P41-090.

The Public Works and Facilities Committee recommended this request be forwarded to the Assembly for action/adoption at its October 31, 2016, regular meeting.

The City Manager recommends this ordinance be adopted.

Public Comment:

None.

Assembly Action:

MOTION, by Gregory, to adopt Ordinance 2016-09(Y). Hearing no objection, it was so ordered.

Former Mayor Botelho and members of the Whale Project Committee, including Jim Clark, Jean Overstreet and Paul Dick, were present to deliver a large ceremonial check to the Assembly in the amount of $365,000. Former Mayor Botelho spoke about the project and current fundraising efforts, including the sale of inscribed bricks. Information was available at alaskawhaleproject.com. Ms. Overstreet said that her husband, Former Mayor Bill Overstreet (d.), would have loved to have been able to see the project come to fruition, and she thanked the community of Juneau for the overwhelming support.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. Liquor License #4405 - Tides Complex, Inc. dba Dragon Inn Chinese Cuisine Inc.

The Finance Department is recommending the Assembly file a mid-cycle protest of the Tides Complex, Inc. dba Dragon Inn Chinese Cuisine Inc. Liquor License #440 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 protest is based on the continued delinquency on the Confession of Judgment (COJ) which is in default for the second time with a total of 7 missed monthly payments as of November 30, 2016 resulting in a total of $10,000 in back payments due to bring the COJ current again. In addition to the defaulted COJ payments, there is a total of $141.12 in outstanding sales taxes, penalties, and interest also owing to pay their sales tax account current through December 2016. Complete details of these issues are outlined in the December 8, 2016 certified letter sent to the business in advance of this meeting.

CBJ Code 20.25.025 provides the business the right to an informal hearing before the Assembly if they choose to do so and this would be that opportunity should they choose to request an informal hearing.

The final regular Assembly meeting at which a mid-cycle protest may be acted upon is January 23, 2017.

This license was before the Assembly Human Resources Committee (HRC) at its meeting earlier in the evening. The City Manager recommends the Assembly act in accordance with the recommendation from the HRC.

Public Comment:

None.

Assembly Action:

Mr. Jones provided a report from the Human Resources Committee. He spoke about payments made by the business owner and continuing payments due.

MOTION, by Jones, to postpone action on this license until the January 9, 2017 HRC meeting at 5 pm, in order to ensure that compliance is made by the business. Hearing no objection, it was so ordered.

X. STAFF REPORTS

Mr. Watt congratulated Ms. Cosgrove on her service to CBJ and provided her with her ten-year service pin.

XI. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Koelsch said he attended the Electors Ceremony today at the SLAM and it was very impressive. He is working with an ad-hoc committee about homeless inebriates in the community and they are establishing the needs and ways to address those, including lighting and the camping ordinance introduced. The Glory Hole Shelter, St. Vincent de Paul and Zach Gordon Teen Center are working to find housing for individuals and JPD has been working with Juneau Alliance for Mental Health Inc.(JAMHI) and Aiding Women in Abuse and Rape Emergencies (AWARE) and other support agencies for assistance. Some rapid re-housing efforts are on-going. We are researching a solution for when the weather triggers the use of emergency shelters, a location for such and methods of operation, including "low-barrier to entry shelters."

He will respond to a letter about Juneau Access and provide a copy to all Assemblymembers.

He read a letter to Cody Weldon congratulating him for winning the state wrestling championship in his weight class. This is the first championship for Juneau since 2006-2007 and he is the first in Juneau to win in his weight class.

B. Committee and Liaison Reports

Affordable Housing Commission: Liaison Gregory said the AHC has met twice since his term began. Greg Mickelson is the new code enforcement officer for CBJ and the AHC reviewed his duties. They are working on a blighted property ordinance, mobile home financing, loans to sponsors, and are continually working on a review of the Housing Action Plan, suggesting it needs to be updated every two years.

School Board: Liaison Weldon said the Board is working on budget revisions and she reported on its request to the Assembly. The calendar has been adopted and they are working on their legislative program.

Juneau Economic Development Council: Liaison Weldon said JEDC coordinated a letter writing campaign and over 100 letters were sent in support of the UAS Education program. They have launched STEM grants and held a Robotics event and will hold the Innovation Summit on February 15 - 16.

Lands and Resources Committee: Chair White said the committee met and heard an update regarding potential public parking in the subport area and discussion about right-of-way use by a downtown business.

Planning Commission: Liaison White said the next meeting is set for December 27.

Travel Juneau: Liaison White said JCVB has concerns about the Governor's budget regarding marketing support for tourism. They are very supportive of UAS as many students stay here and work in the summer in the tourism industry. There will be a board retreat in February.

Parks and Recreation Advisory Committee: Liaison Gladziszewski said the PRAC is busy with the master plan, reviewing CIPs, have discussed the "hut to hut" program, would like to see Gunakadeit Park continue to be a park, and the next meeting is set for January 3.

Juneau Commission on Sustainability: Liaison Gladziszewski said the JCOS is reviewing and analyzing public comments on the Energy Plan and the "chicken committee" is working on an ordinance.

Bartlett Regional Hospital: Liaison Gladziszewski said the next meeting is set for December 27.

Downtown Business Association: Liaison Gladziszewski said the Board reviewed Gallery Walk, their internal communications, and issues surrounding homelessness and loitering. Their Board would like to meet with the City Attorney's office to know what code options are available to them.

Human Resources Committee: Chair Jones said the HRC heard an annual report from the Douglas Advisory Board, and recommended the following appointments. Hearing no objection, the following appointments were confirmed by the Assembly:

> Douglas Advisory Board:
> Re-appointment of John Delgado, Mary Kay Pusich, Adam Garner to seats with terms expiring September 30, 2019.
>
> Local Emergency Planning Committee:
> Adjustment of appointment to "Vulnerable Persons" seat: Jason Burke to serve as primary and Suzanne Dutson to serve as alternate. This adjustment would be forwarded to the State of Alaska.

Mr. Jones said the HRC also discussed the liquor license on the agenda under new business and reviewed the Bartlett Regional Hospital Personnel Rules with CBJ HRRM Director Dallas Hargraves. The HRC forwarded the BRH personnel rules to the Assembly. The next meeting of the HRC was set for January 9, 5 - 5:30 p.m. to accommodate a Committee of the Whole meeting to begin at 5:30, prior to the regular Assembly meeting.

Airport Board: Liaison Jones said the Board met on December 13 and approved forwarding the airport layout plan on to FAA. The next meeting is set for January 10.

Local Emergency Planning Committee: Liaison Jones said the next meeting is set for January 11.

Downtown Improvement Group: Liaison Jones said that Mr. Watt is working with this group as an ad-hoc parking group and Mr. Jones encouraged more public members to be a part of this discussion.

Alaska Municipal League: Liaison Kiehl said that the AML Board will hold a teleconference in early January and will review a proposed "Community Dividend" bill which is a potential replacement for the revenue sharing program.

UAS Campus Council: Liaison Kiehl said the council met December 5 heard from the Alumni Development Office and also heard about the effort to locate the UA School of Education.

Finance Committee: Chair Kiehl said the committee held a discussion with the school district. The unexpected bump in students has created an opportunity for CBJ to provide additional funding to the new cap and this matter will be before the Finance Committee at a future meeting. The committee discussed funding the next phase of Statter Harbor - a commercial tour passenger facility and discussed the potential of using some passenger fees as a funding source. The committee heard about collection of past due sales tax accounts and efforts to catch these problems earlier. The committee discussed bond interest arbitrage and received a report on CBJ revenues to date.

Committee of the Whole: Chair Nankervis said the COW met with the Airport Board on its Sustainability Master Plan, heard an update on the proposed new JACC, and received an update on the Economic Development Plan. The next meeting is set for January 9, and topics include the Land Use Code proposed ordinance regarding shared access and a camping ordinance. The meeting will start at 5:30 p.m.

Public Works and Facilities Committee: The next meeting is set for January 9.

Docks and Harbors Board: Mr. Nankervis provided an update on behalf of Liaison Becker. The art for Dock project 16b may be delayed from spring to a fall installation. The Board is reviewing the waterfront plan from Taku Dock to Marine Park for public and private development. Douglas Harbor is 80% complete, Aurora Harbor Phase 2 will be out to bid soon, and the planning for the area of Norway Point to Bridge Park will be discussed at future meeting. Docks and Harbors submitted a proposal for the NOAA facility at Auke Bay and GSA is expecting UAS and CBJ to partition the property to their needs and submit the plan. Statter Harbor Phase 3 dredging is starting and the for hire floats will be located there.

C. Presiding Officer Reports

SEAL Trust v. CBJ Assessor: Presiding Officer Kiehl said the hearing is set for February 1.

Nestler v Planning Commission: Presiding Officer Jones said the hearing is set February 27.

XII. ASSEMBLY COMMENTS AND QUESTIONS

All Assemblymembers took turns wishing all a Merry Christmas and Happy Holiday Season.

Mr. Nankervis asked people to call their moms during the holiday.

Mr. Kiehl said he attended the Figure Skating Club ice show. He attended a local Freemason officers' installation and they are finishing their new center in valley with a grand opening in March. He spoke to Mara Sheakley Early's high school government class and they were well prepared.

Mr. Jones said he attended the JEDC Robotics Competition and helped judge.The winning team, from Skagway, skyped in their participation due to being weathered out. He has attended Lemon Creek area planning meetings and there is a lot of discussion about the landfill. He attended the CCFR awards dinner. He shared the community's recent loss of Kathy Hildre and George Brown.

Ms. White gave a "shout out" to JPD for its "Shop with a Cop" program and their efforts to help local families. JPD will host an encouragement rally on the first day of the legislature on the capital steps.

Ms. Gladziszewski said she was happy to hear about the hiring of a half-time PIO, she likes the new CBJ Logo and was glad to hear the "Alaska's Capital City" had been added and encouraged continued exploration of audio posting of meetings. She attended an event at Filipino Hall recently and Holiday Pops show was sold out.

Ms. Weldon attended the state wrestling tournament and it was the first time a Juneau team placed in the top ten. She encouraged people to visit seniors at the Pioneer Home.

Mayor Koelsch said he attended the CCFR awards dinner and a Catholic Community Services reception to say goodbye to Bishop Edward Burns. He met with the USCG Admiral and staff to express appreciation for their continued presence in the community. Mayor Koelsch thanked the Assembly for its work on the university issue.

XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

William Quayle suggested that CBJ allow homeless people, who are waiting for housing and have a voucher, to live in their cars without harassment. He suggested an area for parking at the end of Montana Creek Road.

XIV. EXECUTIVE SESSION

MOTION, by Jones, to adjourn the assembly meeting and to reconvene the Assembly in its quasi-judicial capacity to enter into executive session for deliberations on the Meek v Planning Commission appeal. Hearing no objection, it was so ordered.

XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting adjourned at 8:55 p.m.

Signed:__________________________
Laurie Sica, Municipal Clerk

Signed:______________________________
Kendell D. Koelsch, Mayor

XVI. SUPPLEMENTAL MATERIALS