THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - October 20, 2015

I. ROLL CALL

Assembly Present: Mary Becker, Karen Crane, Maria Gladziszewski, Loren Jones, Jesse Kiehl, Jerry Nankervis, Merrill Sanford, Kate Troll and Debbie White.

Assembly Absent: None.

Staff Present: Kim Kiefer, City Manager; Rob Steedle, Deputy City Manager; Amy Mead, Municipal Attorney; Laurie Sica, Municipal Clerk; Bryce Johnson, Police Chief; Bob Bartholomew, Finance Director; Mila Cosgrove, HRRM Director; Kirk Duncan, Parks and Recreation Director; Rorie Watt, Engineering/Public Works Director; Rich Etheridge, Fire Chief; Greg Chaney, Lands and Resources Manager; Michele Elfers, Engineer/Architect; Beth McEwen, Deputy Clerk; Deb Senn, Law Office Manager; Susan Phillips, Executive Assistant I; Tricia Everson, Executive Assistant II; Carl Uchytil, Port Director; Patricia DeLabruere, Airport Manager; and numerous employees, volunteers and families of Capital City Fire & Rescue.

II. SPECIAL ORDER OF BUSINESS

A. Recognition - Travis Mead

Mayor Sanford presented Captain Travis Mead of Capital City Fire and Rescue with the Ken Akerley Leadership Award. Candidates for this award must exhibit an extraordinary commitment to leading their fire department, and earn the trust and respect of their subordinates and peers. Captain Mead was nominated by the members of station four, CCFR.

B. Recognition - Meg Thordarson

Mayor Sanford presented CCFR Volunteer Meg Thordarson with the 2015 Del Moffitt Award, explaining Del Moffitt's background as a dedicated and courageous volunteer, and recognizing Ms. Thordarson as an example of CCFR's motto, "Readiness, dedication and service." She is an EMT, scene support personnel and live-in volunteer at station two in Douglas, and along with working many jobs, volunteers her time with many community events, including the Douglas Fourth of July Committee, The Douglas Flag Day and the Juneau Chapter of the Alaska State Firefighters' Association. She also serves as an EMT for youth sporting events.

C. Recognition - Outgoing Mayor Sanford

Mayor Sanford stressed to the Assembly and staff the “Power of Thanks." He read an article and poem to the audience present and said he had taken inspiration from both each day during his tenure as mayor.

Deputy Mayor Mary Becker, Alaska State Representative Cathy Munoz, Juneau Chamber of Commerce member Max Mertz, and City Manager Kim Kiefer all expressed their thanks to Mayor Sanford for his service to the community. Mayor Sanford has given many years of service to the community, state and country, through his work as a Marine, Alaska Army Air

National Guard member, and over 30 years as a firefighter culminating as Fire Chief for the City and Borough of Juneau. He has been an active volunteer as a Rotarian and for the Southeast Conference. He served Juneau as a member of the Planning Commission, Assemblymember from 2002 - 2010, and as Mayor from 2012-2015.

Kim Kiefer presented flowers for Patti Sanford, and Deputy Mayor Becker presented Mayor Sanford with a hand carved Tinaa made of ivory and copper into a bolo tie, created by artist Donald Gregory.

D. Swearing-In of Newly Elected Officials

Municipal Attorney Amy Mead swore in re-elected District 1 Assemblymember Loren Jones, re-elected District 2 Assemblymember Jerry Nankervis, and newly elected Mayor Stephen Gregory "Greg" Fisk. Mayor Fisk joined the meeting and took the gavel.

E. Selection of Deputy Mayor

MOTION, by Kiehl, to elect Mary Becker as Deputy Mayor. Hearing no objection, it was so ordered.

III. APPROVAL OF MINUTES

A. September 21, 2015 Regular Meeting No. 2015-25

Hearing no objection, the minutes of the September 21, 2015 Regular Assembly Meeting 2015-25 were approved.

IV. MANAGER'S REQUEST FOR AGENDA CHANGES

Ms. Kiefer requested that the Assembly replace Ordinance 2015-20(Q), on the agenda for public hearing, with a version (b). Hearing no objection, it was so ordered.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

VI. CONSENT AGENDA

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

None.

B. Assembly Requests for Consent Agenda Changes

Mr. Jones requested that BID E16-083 be removed from the consent agenda.

Ms. Crane requested removal of Ordinance 2015-39 - An Ordinance Amending the Land Use Code Relating to Marijuana Establishments from the consent agenda. She asked that the ordinance be forwarded to the Committee of the Whole for more discussion. She said there had not been enough discussion of where marijuana can be grown and processed within the borough. Currently this ordinance allows growing, processing of marijuana in D-1 and Rural

Reserve areas. The Planning Commission spoke about wanting to preserve neighborhoods throughout this process, but only inside the urban service area, and it had left open action in neighborhoods outside the urban service area. There needed to be more discussion.

Mr. Kiehl asked if the objection was to setting the public hearing for the next meeting or to introduction of the ordinance.

Ms. Crane said there needed to be more discussion before the ordinance was introduced. There has been discussion about doing the same thing that was done with cell towers in setting a limit in the RR and D-1 areas where activities can't take place within a certain amount of feet of those areas and this ordinance does not discuss that or allow for it. In discussion with CDD there is not clear definition of a neighborhood. There is a lot of pressure to make these decisions but she asked for more time to discuss this decision.

In response to Mayor Fisk's request for clarification of process, Ms. Mead said the ordinance could be removed from the consent agenda, it could not be discussed as to the merits, but it could be introduced and deferred or referred to a committee. Mayor Fisk declared the matter removed from the consent agenda.

C. Assembly Action

Hearing no objection, Mayor Fisk declared the Consent Agenda, as amended with the removal of Ordinance 2015-39 and Bid E16-083 removed, was approved.

1. Ordinances for Introduction

a. Ordinance 2015-20(U) An Ordinance Appropriating to the Manager the Sum of $427,029 as Funding for the 2015 State Homeland Security Program / SHSP; Grant Funding Provided by the State of Alaska Department of Military and Veterans Affairs.

These funds are provided to reimburse the City and Borough of Juneau for expenses incurred in direct support of the goals and activities of the State Homeland Security Program. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazard events through planning, training, exercise, and equipment procurement within the grant performance period from September 1, 2015 to September 30, 2017.

Projects to be funded are:

1. Purchase and installation of a bi-directional radio amplification system for the airport.
2. Purchase and installation of an alerting and communication system for the fire stations.
3. Purchase of ballistic helmets, body armor and CBRN negative pressure respirators for the SWAT Team.
4. Travel costs for participants in the State of Alaska's Alaska Shield 2016 Exercise.
5. Transportation costs to move Western shelters to and from the Alaska Shield 2016 Exercise location.

6. Backfill for participants in the Alaska Shield 2016 HazMat Symposium.
7. Travel costs for personnel to attend Mid Planning, Final Planning and After Action Report meetings for Alaska Shield 2016.

There is no match requirement for this grant.

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

b. Ordinance 2015-20(V) An Ordinance Appropriating to the Manager the Sum of $25,000 as Funding for Portable Breath Testers, Training and Accreditation Expenses; Funding Provided by the Roaded Service Area Fund Balance, Asset Forfeiture Reserve

The Juneau Police Department is requesting $25,000 from the Asset Forfeiture Reserve to support various programs.

JPD needs to replace 30 Portable Breath Testers and one calibration kit, which will cost approximately $13,000. The Department is in the process of becoming accredited with the Oregon State Accrediting Agency and hopes to have this complete in early 2016. The cost for becoming accredited is $7,000. In addition, JPD wants to continue to have staff attend the Arbinger Mindset Training. The cost for materials for the next round of participants is $5,000.

All of the above expenses are allowable and appropriate expenses from JPD's equitable sharing/asset forfeiture reserve account. The current balance of the U.S. Justice Asset Forfeiture account is $299,124.

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

c. Ordinance 2015-20(W) An Ordinance Appropriating to the Manager the Sum of $37,789 as Funding for the Master Plan Study Capital Improvement Project; Funding Provided by Juneau International Airport Fund's Fund Balance.

This ordinance would appropriate $37,789 from the Airport Fund's Fund balance to the Sustainable Master Plan CIP.

These funds will cover costs in the Sustainable Master Plan CIP that are not eligible for Federal Aviation Administration grant funds, including engineering consultant contracts and administrative staff time.

The Airport Board approved this action at its July 8, 2015 and October 7, 2015 meetings.

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

REMOVED FROM THE CONSENT AGENDA:

d. Ordinance 2015-39 An Ordinance Amending the Land Use Code Relating to Marijuana Establishments.

This ordinance would amend CBJ Title 49, the Land Use Code, as it relates to marijuana establishments by adding four new uses to the Table of Permissible Uses: marijuana cultivation; marijuana product manufacturing; marijuana testing; and marijuana retail.

After a number of meetings and discussions, the Marijuana Committee forwarded to the Planning Commission a draft ordinance providing for the addition of marijuana establishments to the Table of Permissible Uses. The Planning Commission's Title 49 Subcommittee reviewed the Marijuana Committee's recommendations and forwarded a revised version of the ordinance to the Planning Commission for its consideration. The amended draft ordinance was heard before the Planning Commission on September 8, 2015, but failed to pass. The proposed ordinance was heard again on September 22, 2015, at which time the Planning Commission approved forwarding the ordinance with the Commission's revisions to the Assembly for its approval.

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

Mayor Fisk asked Ms. Crane if she was requesting the matter be referred to committee, or rather to not proceed at all.

Ms. Crane asked that the matter be deferred.

Ms. Kiefer recommended the matter be introduced and referred to the COW. Ms. Crane said that was acceptable to her.

Ms. Troll said part of the rationale for deferring this would be to get more public input about the neighborhoods and zoning, and public testimony was not generally taken at the COW. She preferred to hear the public testimony at the next regular meeting and at that time action could be deferred to a later date.

Mr. Jones said when necessary, public testimony was taken at a COW meeting item, and if this was done that would speed the process. He supported referral to the COW if a public testimony at that meeting was allowed.

Mayor Fisk asked the attorney for clarification of process and Ms. Mead said past practice allowed the Chair of the COW to determine if public testimony would be taken.

Ms. Becker said she would allow public testimony on the matter at the COW meeting.

MOTION, by Gladziszewski, to introduce the ordinance and refer the matter to the COW for public testimony. Hearing no objection, it was so ordered.

Ms. Mead clarified that the matter would be set for public hearing on November 9, pending any removal from public hearing by the COW on October 26. Hearing no objection, it was so clarified.

2. Resolutions

a. Resolution 2731 A Resolution Amending the Retention Schedule for Certain City and Borough of Juneau Records of the Community Development Department, and Repealing Resolution 2356.

The Municipal Clerk has been working with department staff on a comprehensive update to the CBJ records retention schedule, adopted in 2006 with Resolution 2356. Although that work is underway, it was determined that due to seasonal workload cycles and staffing schedules in the Community Development Department (CDD), it would be in the CBJ's best interest to amend CDD's records retention schedule changes in advance of the comprehensive records retention update.

Specifically, this resolution would amend CDD's records retention schedule to allow for the separation of residential building files and commercial building files. It would also further distinguish between files of significant and insignificant importance so that unnecessary and obsolete paperwork would no longer be required to follow the requirements of the permanent retention schedule, but would instead follow the "until superseded plus six years" retention schedule.

This resolution would also repeal Resolution 2356 and readopt the remainder of the retention schedule unchanged until the comprehensive update is complete.

The Manager recommends adoption of this resolution.

REMOVED FROM THE CONSENT AGENDA:

3. Bid Award

a. BID E16-083 Gastineau Apartments Demolition

The project consists of demolition of the Gastineau Apartments, including all related work.

ENGINEER'S ESTIMATE: $1,200,000

Bids were opened on the subject project on October 14, 2015. The bid protest period will expire at 4:30 p.m. on October 16, 2015. Results of the bid opening are as follows

Bidders	Total Bid
CBC Construction	$1,366,743.00
Central Environmental	$1,636,402.00
Coogan Construction	$2,027,000.00
Arete Construction	$2,702,500.00

Staff recommends award of this project to CBC Construction for the total amount bid of $1,366,743.00.

The manager recommends approval of the bid as recommended by staff.

Mr. Jones asked Mr. Watt to outline the qualifications of the successful bidder. Mr. Watt said CBC Construction of Sitka was a general contractor that had done some roofing projects in Juneau and although it had not done a project of this magnitude it had assembled a team that made sense for this project, including Sigma, a demolition expert, and Southeast Earthmovers, which had performed the rock excavation on Telephone Hill for the Downtown Transit Center (DTC) project in an economical and safe fashion. This project has similarities in risk to the DTC. Both require a contractor that can work in an urban environment with an outside expert for guidance. Mr. Watt said this was a good team with a competitive price.

Mr. Jones asked about plans for daily oversight due to the concern about rain and potential landslides, and asked how public safety would be ensured. Mr. Watt said this was a very big project and he and his staff would be on site daily. The entire team would review the demolition plan and work together to ensure traffic and waste control, and ensure notification of the public and adjacent land owners. There would be lots of eyes on this project and he took this project very seriously. Mr. Jones asked who approved the final demolition plan and Mr. Watt said it would ultimately be on his own shoulders.

Mr. Jones asked if April 30 was still anticipated as the completion of work date. Mr. Watt said he was cautiously optimistic and there would be ups and downs, but he believed that the project would be done satisfactorily on time.

Mr. Jones asked if there were sufficient funds for the work. Mr. Watt said the CIP contained $1.8 million and it was reasonable to think there would be change orders, but there should be sufficient funds for the project.

<u>MOTION</u>, by Jones, to approve the award of Bid E16-083 to CBC Construction for the total amount bid of $1,366,743.00. Hearing no objection, it was so ordered.

VII. PUBLIC HEARING

A. Ordinance 2015-43 An Ordinance Amending Non-Code Ordinance 96-14, Authorizing the Port Director to Agree to a Lease Amendment to the 1998 Lease of a Portion of Block 87, Tidelands (A.T.S. 3).

Goldbelt Inc. leases Docks and Harbors property near the Seadrome Complex. Titled the Cultural Preservation Lease, the lease went into effect in 1998. The lease required a review and adjustment of the annual rental payment every three years with the lease rent set by the assessor at ten percent of the appraised value. During the most current review, Goldbelt Inc. raised concerns about the lease. At the same time, Docks and Harbors recognized some changes it would like to see made. As a result, the parties agreed to request a lease amendment.

Under the proposed amendment, the following changes would be made:

(1) The lease amount would be set at nine percent of the appraised value;
(2) The lease rent review would be conducted every five years, consistent with CBJ code and Docks and Harbors regulations; and
(3) The leased tidelands would be reduced in size, as Goldbelt is returning Parcel "A" (1684 sf of uplands) back to the CBJ.

The Docks & Harbors Board approved the proposed lease amendment at its May 21, 2015 regular board meeting. The Lands Committee approved the proposed lease amendment at its August 24, 2015 meeting.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Crane, to adopt Ordinance 2015-43.

Ms. Becker asked if this ordinance in any way affected the land needed for the Seawalk project.

Mr. Uchytil said the lease was currently under contract and where the seawalk would be located was speculative at this point and would need to be addressed in the future.

Hearing no objection, Ordinance 2015-43 was adopted.

B. Ordinance 2014-24(AY) An Ordinance Appropriating to the Manager the Sum of $92,955 as Partial Funding for Fire Equipment and to Maintain Compliance with NFPA Physicals; Grant Funding Provided by the United States Department of Homeland Security and Federal Emergency Management Agency.

This ordinance appropriates $102,250 to the 2016 Capital City Fire/Rescue (CCFR) operating account to purchase equipment and provide training for employees that will allow them to assist with physical fitness assessments and annual fitness evaluations. This grant will help CCFR comply with NFPA requirements as well as those set forth in Alaska Statute AS 23.30.121, the Firefighters' Presumptive Health Bill of 2012.

The local match requirement is $9,295 or 10% of the federal contribution of $92,955. The local match is included in the FY16 annual budget.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Gladziszewski, to adopt Ordinance 2014-24(AY). Hearing no objection, it was so ordered.

C. Ordinance 2015-20(P) An Ordinance Appropriating to the Manager the Sum of up to $8,500 as Funding for Hazmat Equipment for Capital City Fire/Rescue; Grant Funding Provided by a Memorandum of Understanding with the Alaska Department of Environmental Conservation.

This ordinance appropriates up to $8,500 to the 2016 Capital City Fire/Rescue operating account for the purchase of equipment to support emergency response to hazardous materials incidents. The funding is provided pursuant to an agreement with the State of Alaska Department of Environmental Conservation. The CBJ will be reimbursed up to $8,500 for purchase of Level A Hazmat suits, Level B Hazmat suits, calibration gas & sensors, decantation supplies, and a range finder.

There is no match requirement for this grant.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Jones, to adopt Ordinance 2015-20(P).

Mr. Jones if purchase comes to more than the reimbursement amount, would the grant reimburse more. Chief Etheridge said the project would be scaled back if necessary; the expenditures would not exceed the grant.

Hearing no objection, Ordinance 2015-20(P) was adopted.

D. Ordinance 2015-20(Q) An Ordinance Appropriating to the Manager the Sum of $1,343,862 as Funding for the Juneau International Airport Runway Rehabilitation Capital Improvement Project; Funding Provided by the Federal Aviation Administration, Alaska Department of Transportation, and Juneau International Airport Fund's Fund Balance.

Funding is provided as follows:

Federal Aviation Administration (FAA) grant:	$1,259,871
Alaska Department of Transportation match:	$ 41,995
Juneau International Airport Fund's Fund Balance:	$ 41,996

The FAA funding comes from two amendments to the construction grant for this CIP. The amendment work includes material quantity adjustments, installation of the taxiway edge lights (the actual light purchases were on a previous grant amendment), repainting of the runway (commonly done with new pavement due to 'bleeding') and north side runway safety area survey work, as well as conversion of the runway designation (from 8-26 to 9-27) resulting from the slow change in magnetic variation over time.

The FAA funds 93.75% of the project with the remainder being split between Alaska DOT and Juneau International Airport.

The Airport Board approved this action at its August 12, 2015 and September 8, 2015 meetings.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Nankervis, to adopt Ordinance 2015-20(Q)(b).

Mr. Jones said that in the (b) version, eliminates the DOT funding and cuts the fund balance not quite in half and if the additional money does not become available, does the state not participate, and if the state funding comes through, will the state's full funding be available.

Ms. Kiefer said the state funding was contingent upon CBJ receiving Federal funding. CBJ has not received the state's approval yet, but the Federal funding was committed verbally and the state needed written authorization of it, which would fund the remainder of the FAA grant as well as the Alaska Department of Transportation full amound, and then CBJ would appropriate the other half of the JIA funds fund balance.

Hearing no objection, Ordinance 2015-20(Q)(b) was adopted.

E. Ordinance 2015-20(R) An Ordinance Appropriating to the Manager the Sum of $500 as Funding for the Juneau Police Department Crisis Intervention Team Operations; Funding Provided through a Donation from North Star Behavioral Health.

   The Juneau Police Department received a $500 donation from North Star Behavioral Health in support of its Crisis Intervention Team (CIT) program. The CIT will enhance community partnership in addressing mental health issues in our community by utilizing designated resources to assist persons with mental health disorders. These funds will be used for the operational costs of the program.

   The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

F. Ordinance 2015-20(S) An Ordinance Appropriating to the Manager the Sum of $20,575 as Funding for Multiple Training Events for the Juneau Police Department; Grant Funding Provided by the United States Department of Justice, Office of Justice Programs, FY15 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

   The Juneau Police Department has been awarded $20,575 in grant funding for various training opportunities. The estimated breakdown for the grant award is as follows:

   $3,150 will be used for training the JPD fleet mechanic; $2,700 will allow JPD's IT staff to attend a law enforcement technology support seminar; $4,750 will allow several dispatchers to attend training on active shooter situations, customer service, and progressive supervision; and $9,975 will be used for officers to attend homicide training.

   There is no match required for this grant.

   The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

G. Ordinance 2015-20(T) An Ordinance Appropriating to the Manager the Sum of up to $2,214 as Partial Funding to Send Two CBJ Employees to an Alaska Historic

Preservation Conference; Grant Funding Provided by the State of Alaska Department of Natural Resources.

This ordinance appropriates $2,214 as partial funding to send two CBJ employees to an Alaska Historic Preservation conference. Grant funding is provided by the Alaska Department of Natural Resources. This travel and training grant is a 60/40 match. The State of Alaska will reimburse CBJ for conference registration fees, food (per diem), airfare, hotel and transportation costs. The CBJ provides its match in staff time. The entire estimated cost of this project is $4,243.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

A. Contract Amendment for Construction Administration and Inspection Services for Construction of the Cruise Ship Berths Project

In 2014 CBJ Docks and Harbors issued a Request for Proposals for construction administration and inspection services for the Cruise Ship Berths project. Proposals were received from five firms. The selection committee, comprised of the Port Director, Port Engineer, Deputy Port Engineer, a member of the Docks and Harbors Board, and an Assembly member, ranked PND Engineers as the top proposer.

Due to phasing of the project, the professional services work was broken into four tasks: Task 1 – Submittal Review; Task 2 - Fabrications Inspection; Task 3 – On-site construction of the South Berth (September 2015-May 2016); and Task 4 – On-site construction of the North Berth (September 2016-May 2017). A contract was executed with PND Engineers for Tasks 1 and 2. Now that the construction of the South Berth has begun a contract amendment is necessary to retain PND's services.

PND Engineers, Inc. proposes a Time and Materials fee of $994,410 for CA/I services for Task 3 related to the South Berth construction. The project, including professional services contracts, is funded with State Cruise Passenger Excise Tax and Port Development Fees.

The Docks and Harbors Board reviewed this contract proposal at its regular public meeting on September 24, 2015 and recommended the Assembly approve the T&M contract to PND Engineers in the amount of $994,410.

The manager recommends this amendment be approved.

Public Comment: None.

Assembly Action:

MOTION, by Jones, to approve the contract amendment for construction administration and inspection services for construction of the cruise ship berths project.

Mr. Jones asked Mr. Uchytil if for Task 1 and Task 2 came in under their time and material estimates.– Mr. Uchytil said that there were still ongoing inspections. A lot of this is inspection of the concrete pontoons at Concrete Tech in Tacoma.

Hearing no objection, it was so ordered.

B. Liquor License #447: Suite 907, LLC De-Designation Permit Application

A liquor license de-designation application is subject to written approval by the local law enforcement agency, and will be approved by the Board only after finding that the local governing body has certified the premises as being appropriate for the proposed event. Suite 907, LLC has submitted an application to de-designate its liquor license for certain dates/times to allow the business to hold youth-related events for persons between the ages of 17 and 20. Before the Assembly is the application for certification, which must be approved as part of the de-designation permit process.

Similar de-designation certification applications have been approved for this applicant in the past, with the Assembly considering the issue at its August 11, 2014 and January 12, 2015 meetings. (At its August 11, 2014 Assembly Human Resources Committee meeting, the HRC delegated the review and approval process of these applications directly to the Assembly.)

If the Assembly approves the certification application and the de-designation permit is ultimately approved by the Board, the event dates/times would be as follows:

November 13, 2015 beginning at 9:00 pm and ending at 1:00 am, November 14, 2015

December 30, 2015 beginning at 9:00 pm and ending at 1:00 am, December 31, 2015

February 25, 2016 beginning at 9:00 pm and ending at 1:00 am, February 26, 2016

March 21, 2016 beginning at 9:00 pm and ending at 1:00 am, March 22, 2016

The Assembly may withdraw its approval of certification at any time by written notice to the Board and licensee. Additionally, under state law, any peace officer whose jurisdiction includes the licensed premises to be de-designated may terminate a de-designation permit at any time if it is within the public's interest to do so.

The Manager recommends the Assembly approve this certification.

Public Comment: None.

Assembly Action:

MOTION, by Becker to approve the de-designation of the liquor license for Suite 907 for the dates requested.

Ms. Becker asked if there had been any problems, police actions or concerns. Ms. Kiefer said there had been de-designations in the past with this license holder without issue.

Hearing no objection, it was so ordered.

C. Regulation Docks and Harbors Recreational and Commercial Boat Launch Fees

Docks & Harbors, as part of an ongoing comprehensive fee review process, evaluated the regulations pertaining to 05 CBJAC 20.060 (Recreational boat launch fees) and 05 CBJAC 20.070 (Fees for commercial use of boat launches). The proposed amendments to the regulations were made available on the CBJ's website, at the harbor offices, and at the CBJ public libraries. Following the requisite 21-day public comment period, the Docks and Harbors Board held a public hearing on September 21, 2015. At that meeting, the Board approved the draft regulations.

The amendments include, in part:

- The $90 fee for a single trailer permit is unchanged; however, there will be a $5 administrative fee for the second and third registered trailers. Owners desiring to register a fourth trailer must pay another $90.
- Daily recreational boat launch fees were changed from $14 to $15 per day.
- Applicants are now required to validate a residence address matching the trailer registration address.
- Clarification language requiring vehicles launching "non-trailerable vessels" at launch ramps to have requisite permits was added.
- Commercial launch ramp permits have increased from $225 to $250 per trailer.

Public Comment: None.

Assembly Action:

MOTION, by Nankervis, to table the matter to the next assembly meeting, in order to get more information.

Mr. Nankervis said he spoke with Port Director Uchytil who said that it would not put a burden on the Docks and Harbors Board to delay the matter.

Hearing no objection, the matter was tabled to the next regular Assembly meeting on November 9.

X. STAFF REPORTS

None.

XI. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Fisk said he would like to keep all committee chairs and liaisons the same for the near term and asked Assemblymembers to let him know their thoughts on this matter within the next few weeks. He said was planning the retreat and asked Assemblymembers to provide their upcoming leave to the Clerk's Office.

B. Committee Reports

Committee of the Whole: Chair Becker said the COW met on September 26 and watched Officer Weiss and Buddy, the new JPD Canine Officer, perform a drug detection exercise. The meeting also reviewed the proposal from AVISTA for a LNG project in Juneau, the Gastineau Apartments demolition, and the changes to the Transit Schedule. 8:29 p.m. The next meeting was set for October 26.

City Manager Search Subcommittee: Chair Becker said the next meeting was October 21, and would be a special meeting following the Finance Committee in executive session to update the full Assembly.

Finance Committee: Chair Crane said the next meeting was set for October 21 at 5:30 p.m.

Human Resources Committee: Chair Jones said the next meeting was set for November 9.

Lands and Resources Committee: Chair Kiehl said the committee reviewee the initial draft of the wetlands inventory and report, which was under review by the Planning Commission. He encouraged the Assembly to familiarize itself with the materials. CBJ staff was looking for direction on whether to categorize wetlands for development options.

Marijuana Committee: Chair Kiehl said the next meeting was set for October 22 at 6 pm and he would attend by phone, Mike Satre would chair, and the discussion would focus on any local taxation of marijuana and municipal regulations regarding local licensing.

Public Works and Facilities Committee: Chair Nankervis said the next meeting was set for October 26 at Noon.

C. Liaison Reports

Downtown Business Association: Liaison Jones said the next meeting was set for Thursday, October 22.

Affordable Housing Commission: Liaison Troll said the last meeting was October 6 and the group heard a presentation from Sioux Douglas on the assisted living facility and things were moving well on that. The AHC reviewed comments to the consultant doing the Housing Action Plan, which was scheduled before the Committee of the Whole on October 26.

Juneau Economic Development Council: Liaison Troll said she attended the JEDC retreat and most of the time was spent on the Juneau Economic Development Plan and how to spend the $65,000 from CBJ. There was more information in the Finance Committee packet of October 21. The next meeting was set for November 11.

Juneau Commission on Sustainability: Liaison Troll said the JCOS met on October 14 and received an update on biosolids, the baler at the recycle center and spent time on comments on the airport sustainability action plan, and would review the CBJ Lands Management plan.
Parks and Recreation Advisory Committee: Liaison Gladziszewski said the PRAC reviewed the CBJ Lands Management Plan and would hold subcommittee meetings on the lands plan as well as another on fees and charges for the various parks facilities. The next meeting was set for November 3.

Local Emergency Planning Committee: Liaison Gladziszewski said the November meeting was cancelled and the group would next meet in December.

Bartlett Regional Hospital: Liaison Crane said BRH met to focus on quality team reports on various aspects of hospital procedures and operations. December 5 was set for a full day of strategic planning.

UAS Campus Council: Liaison Kiehl said the last meeting held a presentation by the Coastal Rainforest Research Center, housed under the U.S. Forest Service lab on the UAS campus. The study was on yellow cedar, but included a variety of topics including 2nd growth forest, hydrology, effects on salmon and ocean acidity. Opportunities for UAS students to participate in research was discussed.

School Board: Liaision Kiehl said that the School Board elected Brian Holst as its President; Andi Story, Vice President; and Lisa Worl as Clerk for the coming year. The meeting was happening concurrently with the Assembly meeting.

Airport Board: Liaison White said the board was moving forward on SHREF facility and the sustainability master plan. The Board has identified five parcels for their wish list for acquisition in the land management plan, that are not currently available to the market. On Sept 29-30, due to a storm there was damage to the south shoreline of the floatplane pond and had to do temporary repairs. The travel based company "cheap tickets.com" has named the Juneau International Airport as one of the top seven most beautiful airports in the world.

Alaska Committee: Liaision Becker said the last meeting received a report on Gavel to Gavel programming and the opening day of the special session would be broadcast from Centennial Hall on October 24. The Capitol renovation was going well and was complete for the year until the next spring. Parking was NOT available behind the building and there may be concerns about that. The Legislative Reception would be held January 20. The Alaska Committee annual meeting was set for January 16 at the Airport at 9 am. The next regular meeting was November 11.

D. Presiding Officer Reports

None.

XII. ASSEMBLY COMMENTS AND QUESTIONS

Mr. Jones said the Juneau World Affairs Council was holding its annual forum over the coming weekend on the topic of the politics of water.

Mr. Nankervis thanked Mayor Sanford for his service to the community and to Beth McEwen for baking pies for the reception earlier in the evening.

Ms. Troll thanked Mayor Sanford for his service, welcomed Mr. Nankervis and Mr. Jones back and welcomed Mayor Fisk. She said that regarding the World Affairs Council topic, water was the new oil, so in that we might be flush.

Ms. Gladziszewski thanked Mayor Sanford and said she started her service on the Planning Commission sitting next to Mayor Sanford. He always had a good contribution to make to those meetings. She spoke about the poetry grand slam this weekend, and there would be an open mic poetry event on November 20 at the valley library.

Ms. Crane thanked Mayor Sanford and welcomed Mayor Fisk. She said the Valley Library was open and the grand opening would be held on November 7.

Mr. Kiehl said he attended the Alaska Day pancake breakfast at the Juneau Senior Center, a fundraiser for the senior nutrition program, and it was a great event for a good cause. He attended the Senior Citizen Appreciation Night at the Filipino Hall. He thanked the Clerks and the workers for the October 6 municipal election.He thanked Principal Jim Thompson of Floyd Dryden Middle School, the ADF&G, the UAS Cooperative Extension and 4-H and the many volunteers for the outdoor skills program, which was a great community partnership for safety education. He thanked Mayor Sanford for his ethical leadership.

Ms. White thanked Mayor Sanford and said she first knew him as her Fire Chief. She said Patti Sanford needed to be thanked for sharing Mayor Sanford with the community.

Ms. Becker thanked Mayor Sanford for his mentorship and cheerfulness. She appreciated the pies, and she said Mayor Fisk had done a seamless job with an early time for adjournment. Mayor Fisk spoke favorably about Mayor Sanford, saying he was always open to discussion and it was a good campaign. He deserved a tremendous amount of credit. He thanks the CBJ staff for the help through the transition.

XIII. CONTINUATION 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 8:58 p.m.

Signed:__________________________
Laurie Sica, Municipal Clerk

Signed:______________________________
Greg Fisk, Mayor