THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - August 25, 2014

MEETING NO. 2014-23: 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 Merrill Sanford.

I. ROLL CALL

Assembly Present: Mary Becker, Karen Crane, Loren Jones, Jesse Kiehl, Jerry Nankervis (7:25 p.m. by telephone), Merrill Sanford, Carlton Smith, Kate Troll and Randy Wanamaker.

Assembly Absent: None.

Staff Present: Kim Kiefer, City Manager; Rob Steedle, Deputy City Manager; Amy Mead, City Attorney; Laurie Sica, Municipal Clerk; Bob Bartholomew, Finance Director; Kirk Duncan, Public Works Director; Robert Barr, Library Director; Rorie Watt, Engineering Director; George Schaaf, Parks and Landscape Superintendent; Matt Lillard, Eaglecrest Ski Area Manager; Tom Mattice, Emergency Programs Manager; Patti Rumfeldt, JPD Chief's Assistant; Steve Locks, Water Operator.

II. SPECIAL ORDER OF BUSINESS

A. Public Works Administrative Officer II, Maggie (Ford) Swanson

Kirk Duncan was present to honor Maggie Ford Swanson for her 17 years service to CBJ, as the Police Chief's Assistance, and Administrative Officer for Capital City Fire and Rescue, Parks and Recreation and Public Works. Mr. Duncan said it was unusual for an employee to have such a breadth of experience within the same organization, and her experience and enthusiasm for her work had been invaluable to CBJ. Mayor Sanford said a good administrative assistant trained the supervisors and he thanked her for all her hard work for CBJ. Ms. Kiefer thanked Ms. Swanson for the lasting impression she had made on CBJ.

III. APPROVAL OF MINUTES

None.

IV. MANAGER'S REQUEST FOR AGENDA CHANGES

None.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Craig Orsborn, said that regarding the budget shortfall, the Assembly was told by management that the two major factors were declining fund balances and no growth in major revenues. He said that another factor was that CBJ chose to extend union negotiated wages and benefits to other CBJ employees who did not pay union dues. He was concerned about the potential of cutting a Mechanic 1 position and said that the repurcussions of such a decision would have detrimental affects on the costs, maintenance and repair of equipment. Highly trained employees were the most valuable resource of CBJ.

VI. CONSENT AGENDA

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

None.

B. Assembly Requests for Consent Agenda Changes

None.

C. Assembly Action

MOTION, by Becker, to adopt the consent agenda. Hearing no objections, the consent agenda was adopted.

1. Ordinances for Introduction

a. Ordinance 2014-24(D) An Ordinance Appropriating to the Manager the Sum of $495,000 as Additional Funding for the Mendenhall Valley Public Library Capital Improvement Project; Grant Funding Provided by the Rasmuson Foundation.

This ordinance would appropriate an additional $495,000 for the furniture, fixtures, and equipment for the Mendenhall Valley Public Library, currently under construction.

Grant funding is provided by the Rasmuson Foundation. There is no CBJ match requirement for this grant.

At its April 7, 2014 meeting the Assembly approved Resolution 2684, authorizing the application for this grant.

The Public Works and Facilities Committee reviewed this ordinance at its August 18, 2014 meeting and recommended forwarding to the full Assembly for approval.

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

b. Ordinance 2014-24(H) An Ordinance Appropriating to the Manager the Sum of $1,574,466 as Funding for the Evaluation and Construction of Joint City, State, and Federal Parking Improvements in the Willoughby District, Grant Funding Provided by Alaska Department of Commerce, Community and Economic Development.

This ordinance would appropriate $1,574,465.52 of an Alaska Department of Commerce, Community and Economic Development legislative grant to the new Willoughby District Parking Capital Improvement Project (CIP). CBJ received this grant to evaluate, and partially fund CBJ, State of Alaska, and Federal employee parking improvements in the Willoughby District.

The Public Works and Facilities Committee reviewed this ordinance at its August 18, 2014 meeting, and recommended forwarding to the full Assembly for approval.

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

2. Transfers

a. Transfer T-957 This ordinance transfers $163,000 from CIP S02-089 (Harborview Renovation) to CIP S02-094 (Gastineau Elementary Renovation).

This ordinance would transfer $163,000 from CIP S02-089 (Harborview Renovation) to CIP S02-094 (Gastineau Elementary Renovation).

This transfer will allow payment of all remaining claims on the Gastineau renovation project.

The Manager recommends approval of this transfer.

b. Transfer T-958 transfers $7,772 from CIP P41-059 (Parks & Playground Improvements) to CIP P46-093 (Trailhead Information Kiosks).

This would transfer $7,772 from CIP P41-059 (Parks & Playground Improvements) to CIP P46-093 (Trailhead Information Kiosks).

In February 2012 CBJ received a $36,380 grant from State of Alaska – DNR for the construction of information kiosks for approximately 15 CBJ trailheads. It was adopted with ordinance 2011-11(AD). A $10,211 match was required which was to be met with staff time provided by CBJ employees and volunteer labor from SAGA. SAGA was unable to meet the volunteer requirement.

To close this project and finalize the grant a transfer of $7,772 from the Parks & Playgrounds CIP to the Trailhead Kiosk CIP is required as a match.

The Manager recommends approval of this transfer.

c. Transfer T-959 transfers $90,000 from CIP P46-090 (OHV Park Site Analysis) to CIP NEW P46-099 (Parks & Rec Department Review).

In pursuit of an Assembly goal, the Manager has asked for assistance in locating sufficient funds to do a review of the Parks and Recreation, Police, and Fire Departments.

Due to the difficulties of finding an acceptable site, the OHV planning CIP has stalled. Given our financial situation, it does not appear likely that this CIP goal will move forward in the near future. Given that, it was recommended to transfer funds from the OHV CIP to a new CIP which would fund the departmental review effort.

The OHV project holds approximately $240K of sales tax. A preliminary estimate provided by a consultant to the Manager's Office for a department review totaled approximately $90K.

The Public Works and Facilities Committee reviewed this transfer at its July 14, 2014 meeting, and recommended forwarding funding for the Parks and Recreation Department review to the full Assembly for approval.

The Manager recommends approval of this transfer.

VII. PUBLIC HEARING

A. Ordinance 2013-11(BE) An Ordinance Appropriating to the Manager the Sum of $11,900 as Funding for the Purchase of Artwork for the Juneau-Douglas City Museum; Grant Funding Provided by the Rasmuson Foundation Art Acquisition Fund.

This ordinance would appropriate a private grant of $11,900 administered through the Rasmuson Foundation Art Acquisition Fund.

The grant provided for the purchase of the following artwork: Boat in Berners Bay, Trophy Bear # 1, Under the Canopy, Observatory, Alaskan Devil Jungle, Keet Gweili, and Woven Octopus Bag.

There is no CBJ match requirement for this grant.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

Ms. Crane announced a conflict of interest and hearing no objection, Mayor Sanford excused her from this portion of the meeting.

MOTION, by Becker, to adopt Ordinance 2013-11(BE). Hearing no objection, it was so ordered.

Ms. Crane rejoined the meeting.

B. Ordinance 2014-24(C) An Ordinance Appropriating to the Manager the Sum of $2,266,000 as Funding for the State of Alaska's Designated Legislative Grant Projects; Grant Funding Provided by Alaska Department of Commerce, Community and Economic Development.

This ordinance would appropriate $2,266,000 for 4 Alaska Department of Commerce, Community and Economic Development legislative grants to the below new or existing programs or Capital Improvement Projects (CIP's). These projects were requested as part of the 2014 State Legislative Requests.

Last Chance Basin Well Field Upgrades: $1,350,000

Project Description: Last Chance Basin Well Field needs critical infrastructure upgrades for Juneau's primary water source. This includes drilling 2 new production wells and if funding remains, re-drilling/rehabbing existing wells to meet system capacity needs that will allow wells to cycle and regenerate.

At its June 2, 2014 meeting the Public Works and Facilities Committee reviewed this request and recommended forwarding to the full Assembly for approval.

Salmon Creek Water Treatment Facility Secondary Disinfection: $650,000

Project Description: Salmon Creek Water Treatment Facility secondary disinfection system improvements to meet ADEC/EPA LT2 rule by October 2015. Not only will this meet the disinfection requirement but it will allow the plant to operate during high turbidity related times when it has to be shut down. This will make the Salmon Creek

facility a more reliable source of treated water for the Borough.

At its June 2, 2014 meeting the Public Works and Facilities Committee reviewed this request and recommended forwarding to the full Assembly for approval.

Fire Department Mobile Data Terminals $66,000:

Project Description: Install 9 mobile data terminals in first response fire department apparatus.

School District Curriculum Materials: $200,000

Project Description: To purchase new texts and related materials for elementary students.

At its April 28, 2014 meeting the School Board reviewed and approved this request.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

C. Ordinance 2014-24(E) An Ordinance Appropriating to the Manager the Sum of $110,000 as Funding for the Emergency Management Performance Grant; Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.

This ordinance would appropriate $110,000.00 for the 2014 Emergency Management Performance Grant (EMPG) from the Alaska Department of Military and Veterans Affairs for the City and Borough of Juneau Alaska.
State Grant Number: 14EMPG-GR35586

These funds would be provided to reimburse the City and Borough of Juneau, Emergency Programs Division, for costs incurred in direct support of the goals and activities of the Emergency Management Performance Grant. This includes employee payroll for three CBJ Staff members in the performance of Emergency Management functions in planning, training, and exercise within the grant performance period.

EMPG Performance includes, but is not limited to the following tasks:

- Preparing the jurisdictions Local Capability Assessment (LCA) Document for the State.
- Required attendance at the Bi-Annual Conference State's Multi-Year Training and Exercise Plan Workshop (TEPW), and development of a local jurisdiction Multi-Year Training and Exercise Plan be submitted to DHS&EM at the TEPW.
- Participation in exercises during the performance period.
- Continued utilization and work towards compliancy with the National Incident Management System (NIMSCAST).
- Completion of the FEMA Independent Study Professional Development Series.

- Timely submission of quarterly progress reports.

There is a dollar-for-dollar, in-kind match requirement which is provided through CBJ Emergency Management staff personnel services.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

D. Ordinance 2014-24(F) An Ordinance Appropriating to the Manager the Sum of $18,448 as Funding for the Local Emergency Planning Committee; Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.

This ordinance would appropriate $18,448 for the 2015 LEPC Grant from the Alaska Department of Military and Veterans Affairs for the Local Emergency Planning Committee. State Grant Number- 15LEPC- GR35602

These funds are slated to support the goals and activities of the Juneau Local Emergency Planning Committee (LEPC). Activities funded by this grant include:

- LEPC Support Services (Admin Labor)
- LEPC Support Services (Postal Services, Printing/Copying)
- LEPC Equipment
- Outreach Projects and Media Campaigns
- Emergency Preparedness Brochures/ Handouts/ and Flyers
- Local Training Events
- Community Emergency Response Team Training Support.

There is no CBJ match requirement for this grant.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

E. Ordinance 2014-24(G) An Ordinance Appropriating to the Manager the Sum of $93,750 as Funding for the Juneau International Airport Runway 26 MALSR Capital Improvement Project; Grant Funding Provided by the Alaska Department of Commerce, Community and Economic Development.

This ordinance would appropriate $93,750 for the Runway 26 MALSR (Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights) capital project. Funding is provided by a Designated Legislative Grant from the Department of Commerce, Community, and Economic Development (DCCED). This funding was part of the 2014 State/Federal Project Funding Requests.

Additional project funding is anticipated from the Federal Aviation Administration

(FAA).

The Airport Board reviewed this action at its August 13, 2014 meeting, and recommended forwarding to the full Assembly for approval.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

A. Late Filed Senior Citizen Hardship Exemption Application - Marion Simpson

On August 11, 2014, Marion Simpson filed a late application for the 2014 Senior Citizen Real Property Hardship Exemption. The code places the authority of approving late claims with the Assembly.

Per 69.10.020(C): The assembly, for good cause shown, may waive the claimant's failure to a make timely application for an exemption under subsection (A) or CBJ 69.10.0210 and authorize the assessor to accept the application as if filed timely.

Ms. Simpson states that she filed late due to the fact that she is eighy-six years old and that her memory fails her on some important issues. The approval of this late filing would result in a loss of $2,569.31 in revenue to the City. The Assessor's Office has reviewed the application and has determined Ms. Simpson has an income ratio that would qualify her for the exemption had it been filed in a timely manner.

The Manager recommends the Assembly authorize the assessor to accept the application as if filed timely.

Public Comment: None.

Assembly Action:

MOTION, by Crane, to direct the Assessor to accept the late-filed senior hardship exemption application as if timely filed. Hearing no objection, it was so ordered.

X. STAFF REPORTS

None.

XI. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Sanford distributed a charge to the Treadwell Ice Arena CBJ Review Task Force and hearing no objections, the Assembly approved the work of the committee and the appointment of

the following members: Mike Stanley representing Eaglecrest; Matt Boline representing Ice Rink Hockey; Pam Leary representing Ice Rink Figure Skating; Josh Anderson representing the Parks and Recreation Advisory Committee; Kim Kiefer, City Manager; and Loren Jones, Assemblymember / Chair. One additional member representing the general public was yet to be named.

B. Committee Reports

Mr. Nankervis phoned in to the meeting at 7:25 p.m.

Committee of the Whole: Chair Becker said that the Assembly's assignment from the McDowell Group regarding the Economic Development Plan was due the next day and encouraged the Assemblymembers to get their comments in. The COW met and discussed Shattuck Way Closure, which was an issue on hold for now. The next meeting was set for September 22.

Finance Committee: Chair Crane said the next meeting was set for September 10.

Human Resources Committee: Chair Kiehl said the HRC met to hear committee reports from the Utility Advisory Board and the Youth Activities Board.

Chair Kiehl provided the recommendations from the HRC regarding committee appointments. Hearing no objections, the following appointments were confirmed:

Utility Advisory Board:

Reappointment of Janet Hall-Schempf and appointment of David Hanna to terms expiring May 31, 2017.

Youth Activities Board:

Reappointment of John White and Joyce Vick to terms expiring August 31, 2017, appointment of Elizabeth Lange to a term expiring August 31, 2015, and appointment of Robert Kuhn as Juneau Sports Association representative.

1% for Art Selection Panel - Cruise Berth (16B) / Seawalk Projects

Appointment of John Morris and Ronalda Cadiente to an expanded panel for the term of the project.

Public Works and Facilities Committee: Chair Wanamaker said the next meeting was set for September 22.

Lands and Resources Committee: Chair Smith said the committee met and reviewed the Montessori School lease renewal, Switzer Subdivision 2A, Lena Land Sale, Pederson Hill Subdivision and filming in Juneau over the summer. The next meeting was set for September 22.

Tax Exemption Review Committee: Chair Becker said the next meeting was set for August 28.

NOAA Task Force: Chair Wanamaker said a committee report was anticipated in Mid-September.

C. Liaison Reports

Airport Board: Liaison Nankervis said the Airport Board met and discussed the master plan, the runway rehabilitation project and investigation of purchase of a lift to assist people board planes from the runway that was ADA accessible.

Planning Commission: Liaison Nankervis said at the last meeting the Planning Commission reviewed the Haven House application for a "Use not listed."

Juneau Commission on Sustainability: Liaison Troll said the group met on August 13 along with Kim Kiefer and discussion took place on the Energy Plan RFP and the success with the LEED Certification for the Glacier Valley Elementary School.

Tongass Advisory Committee: Ms. Troll said she was an alternate to the group, which could participate in the discussion, but not vote, and said the group was committed to finding a solution and promoting a second growth forest industry and the central theme was "communities."

Juneau Convention and Visitors Bureau: Liaison Smith said JCVB held its operations audit and noted an event at Eaglecrest to be held on September 6 to acknowledge summer tourism workers - "Lumberjack Day."

Bartlett Regional Hospital Board: Liaison Crane said the next meeting was Tuesday, August 26.

Alaska Municipal League: AML President Crane said she attended the summer meeting in Nome and at that time spoke with the Commandant of the Coast Guard about support for housing for USCG workers in Juneau.

Affordable Housing Commission: Liaison Kiehl said the next meeting was set for September 2.

School Board: Liaison Kiehl said the next meeting was set for September 9.

UAS Campus Council: Liaison Becker said the next meeting was within a week to review enrollment and the move in day for the new dorms.

D. Presiding Officer Reports

1. Joyce and Jody Vick vs. Animal Control Board Appeal before the Assembly

On July 21, 2014, the Assembly heard the appeal of the “dangerous animal” designation of the appellants’ dog Sushi. The final decision is before the Assembly for adoption.

CBJ Code 01.50.140, Decisions on Appeal, provides that the proposed decision and any objections to the proposed decision shall be placed before the appeal agency at the first regular meeting at which the matter may be scheduled or at a special meeting called for that purpose. No written objections were received from the parties.

Public Comment: None.

Assembly Action:

Mr. Nankervis and Ms. Becker were excused from voting as they were not present at the hearing.

MOTION, by Kiehl, to approve the adoption of the draft decision with a correction of a typographical error on page 3. Hearing no objection, it was so ordered.

XII. ASSEMBLY COMMENTS AND QUESTIONS

Ms. Becker said that Mr. Hart provided a good presentation to the Downtown Improvement Group (DIG). She said there would be a meeting about the Willoughby District on Wednesday, August 27 at 5 p.m. at the Salvation Army and encouraged attendance.

Mr. Kiehl said he attended the opening of the new LDS church and it was a nice facility. He also said that several residents had contacted him about the police department receiving used military equipment. He looked into it and said that JPD had received rifles for the SWAT team in the mid-1990's, and some night vision equipment, and trusted that the JPD used the materials judiciously and only requested what they needed.

Mr. Smith encouraged the Assembly to provide the feedback requested by the McDowell Group regarding the Economic Development Plan.

Ms. Troll said she was pleased to see a new program initiated by JPD called "Coffee with a Cop," which would be held at the 2nd Street Heritage Coffee Shop on Wednesday, August 27 at 10 a.m. She also thanked all the candidates who filed for elected office.

Mr. Nankervis said that military supply for use by police force were tools only, and he did not want to see people second guessing what the police felt were needs to do their jobs.

XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

XIV. EXECUTIVE SESSION

A. APARC Litigation Update

Public Comment: None.

Assembly Action:

MOTION, by Kiehl, to enter into executive session to discuss litigation with APARC, to get an update and provide advice to the city attorney. Hearing no objection, it was so ordered.

The Assembly entered into executive session at 7:45 p.m. and returned to regular session at 8:05 p.m. to regular session. Mr. Kiehl reported that the Assembly received a briefing from the city attorney on APARC.

XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting adjourned at 8:07 p.m.

Signed:_____ Signed:_____

Laurie Sica, Municipal Clerk Merrill Sanford, Mayor