THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - February 24 2014

MEETING NO. 2014-06: 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 7:00p.m. by Mayor Merrill Sanford.

I. ROLL CALL

Assembly Present: Mary Becker, Karen Crane, Loren Jones, Jesse Kiehl, Jerry Nankervis, Kate, Troll, Randy Wanamaker, Merrill Sanford.

Assembly Absent: Carlton Smith.

Staff Present: Kim Kiefer, City Manger; Rob Steedle, Deputy City Manager; Amy Mead, City Attorney; Beth McEwen, Deputy Clerk; Robert Barr, Library Director; Rorie Watt, Engineering Director; Jennifer Mannix, Risk Management Officer; Brent Fischer, Parks and Recreation Director; Myiia Wahto, Recreation Superintendent; Greg Chaney, Lands and Resources Manager; Dan Bleidorn, Deputy Lands Manager.

II. SPECIAL ORDER OF BUSINESS

A. Honorary Mayor - Derek Dzinch - JDHS

Mayor Sanford introduced "Honorary Mayor" Derek Dzinich from Juneau-Douglas High School, who spent the day with Mayor Sanford, shadowing his work.

III. APPROVAL OF MINUTES

A. January 27, 2014 - Regular Assembly Meeting 2014-02

Hearing no objection, the minutes of the January 27, 2014 Regular Assembly Meeting 2014-02 were approved with corrections.

B. February 5, 2014 - Special Meeting 2014-03

Hearing no objection, the minutes of the February 5, 2014 Special Assembly Meeting 2014-03 were approved with corrections.

C. February 10, 2014 - Special Meeting 2014-04

Hearing no objection, the minutes of the February 10, 2014 Special Assembly Meeting 2014-04 were approved.

D. February 12, 2014 - Special Assembly Meeting 2014-05

Hearing no objection, the minutes of the February 12, 2014 Special Assembly Meeting 2014-05 were approved with corrections.

IV. MANAGER’S REQUEST FOR AGENDA CHANGES

None.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Anthony Zenk said he was concerned about fair and equitable land use procedures. Currently, a potential lessee brings a proposal to the land manager, who reviews the proposal and works with the lessee to ensure that the CBJ interests are met. The land manager then requests an appraisal to ensure that the lease reflects the fair market value. The lease is then brought to the Assembly, then the Planning Commission, then the Assembly again for a vote. He thought the procedure could be improved by ensuring that a thorough lease proposal, similar to the competitive bid process, was submitted. He referred to a proposal he had submitted through the Clerk's office a while ago. This new procedure would inform the public, protect the land manager from perceptions of impropriety, and help to ensure the taxpayers receive the best lease terms possible.

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 as presented. Hearing no objection, the consent agenda was adopted.

1. Ordinances for Introduction

a. Ordinance 2013-11(AG) An Ordinance Appropriating To The Manager The Sum Of $775,000 As Partial Funding For The New Mendenhall Valley Library; Funding Provided By The Friends of the Juneau Public Libraries

This ordinance would appropriate $775,000 from the Friends of the Juneau Public Libraries (FOJPL) for the construction of the new Mendenhall Valley Public Library.

The Friends of the Juneau Public Libraries have pledged $1,000,000 towards the construction of the Mendenhall Valley Public Library in Dimond Park. The first installment of $225,000 was appropriated in January 2013 for the planning, permitting and design work. This appropriation represents the second and final installment and is part of the local match for the $7,000,000 State grant received for this project.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

b. Ordinance 2013-11(AH) An Ordinance Appropriating To The Manager The Sum Of $18,175 As Funding for the State Homeland Security Program, Grant Funding Provided by the State of Alaska Department of Military and Veterans Affairs.

This ordinance would appropriate an additional $18,175 for the 2011 State Homeland Security Program, an existing grant from the Alaska Department of Military and Veterans Affairs that was previously appropriated. The new total award is $184,033.

These funds are slated to reimburse the City and Borough of Juneau, Capital City

Fire and Rescue for travel costs, backfill, and overtime for participation in the Kodiak Hazmat Training Event.

There is no match requirement for this grant.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

c. Ordinance 2013-11(AI) An Ordinance Appropriating To The Manager The Sum Of $20,000 As Funding For Support Services To Provide A Coordinated Emergency Management Program, Funding Provided By The University Of Alaska Southeast

This ordinance would appropriate $20,000 for support services (wages and benefits) for the period April 15, 2014 through June 30, 2014 to provide a coordinated Emergency Management Program at all University of Alaska southeast regional campus locations.

Funding is provided by the University of Alaska Southeast.

This position will be under the supervision of the CBJ’s Emergency Program Manager.

The Assembly Finance Committee reviewed this proposal at its January 15, 2014 meeting and directed staff to proceed with preparing a memorandum of agreement between the CBJ and UAS and to prepare an ordinance to appropriate funds for the position.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

d. Ordinance 2013-11(AJ) An Ordinance Appropriating To The Manager The Sum Of $350,604 As Funding To Pay Bond Debt, Funding Provided By General Obligation Bond Interest Income

This ordinance would appropriate $350,604 in bond interest income to pay bond debt.

Funding provided by unexpended bond interest income from the following completed school district capital projects. These will be closing with transfer ordinance T-952 at the February 24, 2014 Assembly meeting:

Dzantik’i Heeni Covered Play Area	$ 3,794
Adair Kennedy Turf Field Resurfacing	$ 414

Additional funding provided by unexpended bond interest income from the following active school district capital projects. The funding for these projects exceeds the amount needed to complete the projects:

New High School in the Mendenhall Valley	$69,339
Districtwide Major Maintenance Upgrades	$9,656
Glacier Valley School Renovation	$257,357
Harborview School Renovation	$7,724

Juneau School District Site Improvements $2,320

The Public Works and Facilities Committee approved this action at its January 13, 2014 meeting.

The Juneau School Board approved this action at its February 11, 2014 meeting.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

e. Ordinance 2013-11(AK) An Ordinance Appropriating To The Manager The Sum Of $1,150,000 As Partial Funding For Glacier Highway Sewer Capital Improvement Project, Loan Funding Provided by the State of Alaska Department of Environmental Conservation

This Ordinance would appropriate to the Manager $1,150,000 of loan funds from the State of Alaska, Department of Environmental Conservation (ADEC), Alaska Clean Water Fund (ACWF) State Revolving Fund. The estimated total project cost is $2.5 million.

Resolution 2667, adopted on November 25, 2013, authorized the City Manager to enter into this loan agreement with ADEC. Resolution 2678 in the consent agenda is requesting an additional $1 million for this project.

The Public Works and Facilities Committee reviewed this action at its February 6, 2014 meeting and recommended forwarding to the full Assembly for approval.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

f. Ordinance 2013-11(AL) An Ordinance Appropriating To The Manager The Sum Of $200,000 As Partial Funding For Water Main Replacement – Egan Drive, 10th To Main Street Capital Improvement Project, Loan Funding Provided by the State of Alaska Department of Environmental Conservation

This ordinance would appropriate to the Manager $200,000 of loan funds from the State of Alaska, Department of Environmental Conservation (ADEC), Alaska Drinking Water Fund (ADWF) State Revolving Fund.

The ADWF loan funds will be used to partially fund the design phase of the Water Main Replacement – Egan Drive, 10th to Main Street capital improvements project.

Resolution 2668, adopted on November 25, 2013, authorized the City Manager to enter into this loan agreement with ADEC.

The Public Works and Facilities Committee reviewed this action at its February 6, 2014 meeting and recommended forwarding to the full Assembly for approval.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

g. Ordinance 2013-11(AM) An Ordinance Appropriating To The Manager The Sum Of $2,163,096 As Additional Funding For The Juneau International Airport

Runway Safety Area Capital Improvement Project, Grant Funding Provided By The Federal Aviation Administration And The Alaska Department Of Transportation And Local Funding Provided By The Juneau International Airport

This ordinance would appropriate $2,163,096 for the Runway Safety Area capital project.

Funding is provided as follows:

Federal Aviation Administration (FAA) grant:	$2,037,219
Alaska Department of Transportation (ADOT) matching grant:	$61,039
Juneau International Airport (JNU) match:	$64,838

The FAA funds up to 95% of the project, with the remainder being split between ADOT and Juneau International Airport. This appropriation results from increases to two current FAA grants, two ADOT matching grants, and the local match requirements. If the grant funds are not received, this ordinance will be de-appropriated.

The Juneau International Airport match represents the value of fill material provided to the Federal Aviation Administration for this project.

The Airport Board reviewed this action at its February 12, 2014 meeting and recommended forwarding to the full Assembly for approval.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

h. Ordinance 2014-09 An Ordinance Amending the Official Zoning Map of the City and Borough to Change the Zoning of the Following Five Properties Located at 11890 and 11893 Glacier Highway: Lots 4, 5, 6, and 7, Woodacres Subdivision, from Waterfront Commercial to General Commercial; and a Fraction of Lot B, USS 2391, from Light Commercial to General Commercial.

This ordinance would rezone five properties in the Auke Bay area from Waterfront Commercial and Light Commercial to General Commercial, resulting in the expansion of an existing General Commercial zone.

The Planning Commission reviewed this request at its November 26, 2013 meeting, and at its January 14, 2014 meeting recommended forwarding it to the full Assembly for approval.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

i. Ordinance 2014-10 An Ordinance Amending the Official Zoning Map of the City and Borough to Change the Zoning of USS 3246 Tracts, 1A, 2A1 and 2A2, Located at 4660, 4664 and 4670 Glacier Highway, from D-5 to D-15.

This ordinance would rezone three properties located between Twin Lakes and the Lemon Creek area from D-5 to D-15 as an expansion of an existing D-15 zone.

The Planning Commission, at its November 26, 2013 meeting, reviewed this request and recommended forwarding to the full Assembly for approval.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

j. Ordinance 2014-12 An Ordinance Amending the Code Formatting Requirements to Allow for Underlining, Rather Than Italicizing, of New Material When Amending an Ordinance, and to Delete the References to Typewritten Ordinances in Chapter 01.20.20.

CBJ 01.20.020 specifies the formatting requirements to be used for all ordinances. The code currently requires that ordinances proposing code amendments specify the language being added by the use of italics. This requirement causes confusion when the code section being amended includes italics in the original. This ordinance would require that ordinances proposing amendments to code sections identify any new language by the use of underlining, rather than italicizing.

Additionally, it would delete the reference to typewritten ordinances.

I recommend this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

2. Resolutions

a. Resolution 2678 - A Resolution Authorizing the Manager to Apply For, and Enter Into, a Loan Agreement with the Alaska Department of Environmental Conservation, Alaska Clean Water Fund State Revolving Loan Fund, for the Glacier Highway Sewer Improvements Project.

This resolution would authorize the City Manager to enter into a loan agreement with the Alaska Department of Environmental Conservation, through its Alaska Clean Water Fund loan program. The loan would provide funding as follows:

Alaska Clean Water Fund (ACWF):
Glacier Highway Sewer Improvements Project (Construction)
$1,000,000

In FY14, the City and Borough applied for and received an Alaska Clean Water Fund program loan in the amount of $1,150,000 to cover the first part of the Glacier Highway Sewer Improvements Project per Resolution 2667. An additional $1,000,000 loan is needed for construction of the remainder of the project, total project cost is estimated at $2.5 million.

The terms of the low interest loans under the Alaska Revolving Loan Fund programs are a 20-year repayment term at 1.5-percent interest. The project loan will be re-paid with Wastewater Utility customer revenues.

The Public Works and Facilities Committee passed a motion of support for the resolution at its February 6, 2014 regular meeting and recommended forwarding to the full Assembly for approval.

I recommend this resolution be adopted.

b. Resolution 2679 - 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 Salmon Creek Secondary Disinfection Project and the Last Chance Basin Capacity Improvements Project.

This resolution would authorize the City Manager to enter into loan agreements with the Alaska Department of Environmental Conservation, Drinking Water Fund, to provide funding as follows:

Alaska Drinking Water Fund (ADWF):

Salmon Creek Secondary Disinfection	$1,000,000
Last Chance Basin (LCB) Capacity Improvements	$2,000,000

The Salmon Creek Secondary Disinfection Project involves the assessment of levels of disinfection required, facility permitting, and the design and construction of a secondary disinfection process at the Salmon Creek Water Treatment Facility. This project is necessary to comply with the new mandated US Environmental Protection Agency Surface Water Treatment Rule requirement to provide secondary disinfection of surface water sources which becomes effective in 2013. The City and Borough of Juneau applied for and received an extension to have an approved secondary disinfection system in place by no later than October 1, 2015. This ADEC loan in the amount of $1,000,000 will enable us to complete this project.

The Last Chance Basin Well Field is diminishing in production capacity. The LCB Capacity Improvement project will include the design, creation and installation of two new wells and the rehabilitation/relocation of the five existing wells in the Last Chance Basin Well Field in order to meet peak drinking water demands.

The terms of the low interest loans under the Alaska Revolving Loan Fund programs are 20-year repayment at a 1.5-percent interest rate. The project loans will be re-paid with Water Utility customer revenues.

The Public Works and Facilities Committee passed a motion of support for the resolution at its February 6, 2014 regular meeting and recommended forwarding to the full Assembly for approval.

I recommend this resolution be adopted.

c. Resolution 2680 - A resolution De-appropriating a DOTPF grant in the amount of $600,000 from N Douglas Highway Extension Capital Improvement Project

This resolution would authorize the de-appropriation of $600,000 from an ADOTPF grant on the North Douglas Highway Extension. This funding was absorbed into a larger (~$2.9M) DCCED Grant during the last Legislative session. This is a housekeeping measure to remove duplicate funding from the project.

The Public Works and Facilities Committee reviewed this request at its February 6, 2014 meeting and recommended forwarding to the full Assembly for approval.

I recommend this resolution be adopted.

3. Bid Award

a. Bid Award 14-141 Term Contract for Biosolid/Waste Activated Sludge Disposal Services

Bids were opened on the subject project on Thursday, December 19, 2013. The bid protest period expired at 4:30 p.m. on Tuesday, December 24, 2013. Results of the bid opening are as follows:

BIDDERS	PRICE	TOTAL PRICE
Waste Management, Inc.	$2,490.04(per/RT)	$871,571.00
	$36.81/ton (tipping fee)	$257,690.00

Total Bid: $1,129,184.00 per year

With the concurrence of Kirk Duncan, Public Works Director, the Purchasing Division recommends award to Waste Management, Inc., on the basis of having the lowest responsive and responsible bid price in the amount of $1,129,184.00 based on total bid.

I recommend award of this project to Waste Management, Inc., for the total amount bid of $1,129,184.

4. Liquor License

a. Liquor License Renewals

The following liquor license renewals are before the Assembly to either protest or waive its right to protest these renewals. The Finance, Police, Fire, and Community Development Departments have reviewed the above businesses and found them to be in compliance with CBJ Code.

In the event the Assembly does protest any of the renewals of these licenses, 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.

Beverage Dispensary License #175: Q Enterprises Inc., d/b/a Breakwater Inn Restaurant & Lounge; Location: 1711 Glacier Ave., Juneau

Beverage Dispensary License #550: Imperial Bar Inc., d/b/a Imperial Bar; Location: 241 Front Street, Juneau

Beverage Dispensary License #772: NYT Inc., d/b/a Rendezvous; Location: 184 S. Franklin Street, Juneau

Beverage Dispensary License #4349: Fishbone, LLC d/b/a Rockwell; Location: 117 Franklin Street, Juneau

Restaurant/Eating Place License #851: Rodfather's LLC, d/b/a The Broiler; Location: Nugget Mall, 8745 Glacier Hwy., Juneau

Restaurant/Eating Place License #1416: Taku Glacier Lodge Inc., d/b/a Taku Glacier Flightseeing/Salmon Bake; Location: Taku River, CBJ Borough

Package Store License #3507: Carr-Gotttstein Foods Co. d/b/a Oaken Keg Spirit Shops #1820; Location: 3011 Vintage Blvd., Juneau

Restaurant/Eating Place License #3733: Catapult, Inc. d/b/a Flight Deck; Location: 2 Marine Way Suite 128, Juneau (Merchant's Wharf)

Beverage Dispensary License #3755: Tailwind Inc. d/b/a Hangar on the Wharf; Location: #2 Marine Way, Juneau (Merchant's Wharf)

Beverage Dispensary - Duplicate License #4788: Tailwind Inc. d/b/a Hangar on the Wharf Pizzeria Roma; Location: #2 Marine Way Suite 104, Juneau (Merchant's Wharf)

Beverage Dispensary - Duplicate License #4797: Tailwind Inc. d/b/a Hangar on the Wharf Ballroom; Location: #2 Marine Way Suite 105, Juneau (Merchant's Wharf)

Beverage Dispensary License #4842: Up The Creek Inc. d/b/a Twisted Fish Company; Location: 550 S. Franklin Street, Juneau

Wholesale-General License #4943: Specialty Imports Inc. d/b/a Specialty Imports; Lcoation: 540 W. 8th Street, Juneau

Beverage Dispensary Licenses #3695: South of the Bridge, LLC d/b/a Louie's Douglas Inn: Location: No Premises.

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

b. Liquor License Transfers & Applications for Restaurant Designation Permits

The following liquor license transfers are before the Assembly to either protest or waive its right to protest these transfers. In addition to the transfers, there are also applicants for Restaurant Designation Permits which are before the Assembly to approve or deny. The Finance, Police, Fire, and Community Development Departments have reviewed the above businesses and found them to be in compliance with CBJ Code.

In the event the Assembly does protest any of these transfers, 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.

Beverage Dispensary License #644 Transfer & Application for a Restaurant Designation Permit
Transfer of Ownership, Name Change, and Location FROM: BCM, Inc. d/b/a Marlintini's Lounge
Transferring TO: Wolfpack Ventures, LLC d/b/a Salt Alaska
Location – 200 Seward Street [Note – this is the Zephyr location. ABC Staff will

be administratively transferring the Zephyr liquor license to a “No Premises” location as soon as this BCM to Wolfpack transfer goes through.]

Restaurant/Eating Place License #2641 Transfer & Application for a Restaurant Designation Permit
Transfer of Ownership and Name Change FROM: Sprazzo, LLC d/b/a Sprazzo
Transfer TO: Saffron, LLC d/b/a Saffron
Location – 112 N. Franklin

Restaurant/Eating Place License #2812 Location Transfer & Application for a Restaurant Designation Permit
Genuine Venters, LLC d/b/a Tracy’s King Crab Shack location transfer
FROM: 356 S. Franklin Street
TO: 406 S. Franklin Street

The Manager recommends the Assembly waive its right to protest the above liquor license transfers and approve the Restaurant Designation Permit applications.

c. Application for New Restaurant/Eating Place Liquor License and Restaurant Designation Permit Application

NEW Restaurant/Eating Place License #5279
Russian Alaska, LLC d/b/a Samovars
Location: 245 Marine Way, Juneau

Alaska Statutes – Title 4 govern the issuance of liquor licenses and there are population limitations as to the number of licenses of certain types allowed to be issued within each municipality. For this Restaurant Eating Place (REP) type of license, there is 1 license per 1500 +1 population allowed. The Alcohol Beverage Control (ABC) staff calculates the population figures once a year with the last one done April 29, 2013 showing that Juneau has population base for a total of 22 REP licenses.

Juneau currently has 20 Restaurant Eating Place licenses issued. ABC has sent notification of this new REP application and one other that will be coming to the Assembly at its March 17 meeting. If both those applications were approved, Juneau would have its maximum of 22 REP as allowed by our population base at this time. If someone else were to file an REP application within 30 days of the filing of this license application, they would be considered competing licenses and it would be up to the ABC Board to determine which license application to approve.

The Finance, Police, Fire, 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 the issuance of this license, CBJ Code 20.25 requires notice, with specificity regarding the nature and basis of the protest, to be sent to the licensee and provides the licensee an opportunity to exercise their right to an informal hearing before the Assembly.

The Manager recommends the Assembly waive its right to protest the

issuance of the above Restaurant/Eating Place liquor license and also approve the Restaurant Designation Permit application.

5. Transfers

   a. Transfer T-952 - Transfer of $288,022 from DZ Covered Play Area and Adair-Kennedy Synthetic Turf Replacement to Glacier Valley School Renovation, DZ Roof and Security Upgrades, and two new CIP's for Marie Drake Renovation and J-D High School Upgrades

   This request would authorize the transfer of approximately $288,022 to existing or newly-created Capital Improvement Projects (CIP) and the closure of two completed CIP’s. The transfers are listed in the attached Impact of Budget Action (IBA)worksheet. The worksheet details the transfer amounts and available funds for each project.

   The Public Works and Facilities Committee approved these transfers at its January 13, 2014 meeting.

   The Juneau School Board approved these transfers at its February 11, 2014 meeting.

   I recommend approval of these transfers.

VII. PUBLIC HEARING

A. Ordinance 2013-11(AE) An Ordinance Appropriating To The Manager The Sum Of $300,000 As Partial Funding For New Mendenhall Valley Public Library Capital Project; Funding Provided By The Juneau Public Library Endowment Agency Fund

   This ordinance would appropriate $300,000 as partial funding for the new Mendenhall Valley Public Library capital project. Funding is provided by the Juneau Public Library Endowment Agency Fund.

   At its December 19, 2013 meeting, the Endowment Board of the Juneau Public Libraries passed Resolution 13-03 approving the transfer of $300,000 from the Endowment Fund to the new Mendenhall Valley Public Library capital improvement project. This funding was originally pledged in Resolution 11-03 as local match funding for the State of Alaska Major Library Construction Grant.

   I recommend this ordinance be adopted.

Public Comment: None.

Assembly Action:

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

B. Ordinance 2013-11(AF) An Ordinance Appropriating To The Manager The Sum Of $200,000 As A Grant To The Juneau Arts and Humanities Council; Funding Provided By Airport Snow Removal Equipment Facility Capital Project

This ordinance would grant $200,000 to the Juneau Arts and Humanities Council (JAHC) as partial funding for a new performing arts center. This grant would be funded by a transfer from the Airport Snow Equipment Removal Facility (SREF) Capital Project.

Both the new performing arts center and the SREF were approved for funding from temporary 1% sales tax that went into effect October 1, 2013. The SREF capital project received $1.55M in sales tax revenues in FY14. The new performing arts center was not scheduled to receive any sales tax revenue in FY14 but now requires funding to move the project forward. At this time the SREF capital project, excluding the $200,000, has sufficient funding to meet their project needs.

The Public Works and Facilities Committee and the Assembly Finance Committee reviewed and approved the forward funding to the JAHC. The JAHC is schduled to receive $200,000 in FY15 funding that will now be used to reimburse the SREF project.

I recommend this ordinance be adopted.

<u>Public Comment</u>: None.

<u>Assembly Action</u>:

<u>MOTION</u>, by Kiehl, to adopt Ordinance 2013-11(AF).

Mr. Kiehl asked about the word "loan" and asked if any interest was being charged, or if it was just moving money and both projects were getting the same funding as planned. Ms. Kiefer said there was no interest charged and the funding would be replaced in FY15 when available.

Hearing no objection, it was so ordered.

C. Ordinance 2014-06(b) - An Ordinance Transferring Responsibility for the Juneau-Douglas City Museum From the Parks and Recreation Department to the Library Department.

This ordinance would transfer the operation of the Juneau-Douglas City Museum from the Parks and Recreation Department to the Library Department. Maintenance of the facility would still be provided by Building Maintenance through coordination with the Library Department.

This move allows both entities to more effectively share resources, co-host programs and exhibits, seek grant opportunities, and advocate for the future of Juneau’s shared collections, resources, and community gathering spaces. Libraries and museums historically have very similar missions and work.

Both Department Directors are recommending the transfer and believe that the mission of the Museum is more closely aligned with that of the Library.

Version (b) includes an additional code amendment not appearing in the original, specifically to 49.10.410 Historic resources advisory committee, recommended by the Human Resources Committee (see: Section 4).

There is no financial impact to this move.

The Human Resources Committee reviewed this ordinance at its January 6, 2014 meeting and recommended forwarding it to the full Assembly for approval.

I recommend this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Kiehl, to adopt Ordinance 2014-06(b). Hearing no objection, it was so ordered.

D. Ordinance 2014-07(b) - An Ordinance Authorizing the Sale of City and Borough Land Located at South Lena Point Subdivision and Establishing the Terms and Conditions Related to the Sale.

This ordinance would authorize the Lands and Resources Division to dispose of 12 City owned lots in the South Lena Subdivision over the next 8 years.

The first South Lena Subdivision land sale was conducted in the Spring of 2007. The City offered 43 parcels, of which 32 were sold. In 2010, the 11 remaining lots were offered in a land sale, but only two of those lots sold.

In recent years, 3 of the original land sale lots have been conveyed back to City ownership due to various circumstances, bringing the total lots available for sale to 12.

Since 2010, the demand for available buildable lots has increased, and the Lands and Resources Division proposes to offer for sale a few lots at a time through occasional Lena land sales over the next few years to avoid saturating the market.

Municipal sewer does not reach Lena Point and there are no current plans to extend municipal sewer to Lena Point in the future. Therefore, purchasers will be responsible for installing their own onsite wastewater treatment and disposal systems (OWTDSs).

At its December 8, 2013 meeting, the Assembly Lands Committee recommended forwarding this Land Disposal action to the full Assembly for approval.

After this ordinance was introduced at the Assembly January 27, 2014 meeting, the ordinance was amended. Version (b) includes a requirement that the apparent high bidder give notice of the title company selected for closing (Section 9(a)(5)), a requirement that purchasers obtain title insurance (in order to protect the City and Borough from liability when it acts as a lender) and pay all closing costs (Section 10), and a clarified map (Exhibit A).

I recommend this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Troll, to adopt Ordinance 2014-07(b). Hearing no objection, it was so ordered.

E. Ordinance 2014-11(b) - An Ordinance Imposing a Limited Moratorium on the Receipt or Processing of Applications, Permits, or Pending Approvals Pertaining to the Installation or Siting of Any New Wireless Communication Tower.

On January 27, 2014, the Assembly passed a motion to establish a moratorium on new wireless communication towers pending the completion of the Cell Tower Master Plan and related ordinance, scheduled to be completed in mid-May. The temporary moratorium, which would apply to new cell towers only, will not apply to towers necessary to protect health, welfare or safety or to colocation applications or permits. The purpose of the moratorium is to preserve the status quo while work on the master plan and ordinance, putting in place a more comprehensive and carefully considered regulatory scheme, is completed. The moratorium will expire on May 19, 2014.

This ordinance was introduced at the Special Assembly Meeting held Wednesday, February 12, 2014. Since then, very small changes - were made to improve clarity, resulting in a Version (b).

I recommend this ordinance be adopted.

Public Comment:

John Lyman lives on Fritz Cove Road and showed a picture of the from his front yard of the strobe light. Without a moratorium, Verizon may come in, without planning. Two years ago they stated they want 53 towers in the area, 27 of which are collocated, now they are down to 13 towers. If the signal is boosted to require fewer towers, the towers have to be higher. The view shed is threatened for many people in town. He asked for public participation in the plan and in the siting of individual towers. He said balloon tests are a good idea.

Sue Ann Randall lives on North Douglas and has a view of the cell tower on Spuhn Island. She has posted views of the cell tower on Youtube. She spoke about the natural beauty of the area being disturbed by the lights and supported the moratorium.

Assembly Action:

MOTION, by Becker, to adopt Ordinance 2014-11(b).

Mr. Nankervis objected. Cell towers were going up based on market demand for cell service. The towers were not installed arbitrarily, but where they worked and were needed.

Roll Call:
Aye: Becker, Crane, Jones, Kiehl, Troll
Nay: Nankervis, Wanamaker, Sanford
Motion passed, 5 ayes, 3 nays. Ordinance 2014-11(b) was adopted.

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

A. City Manager Requesting Authorization to Begin Lease Negotiations with Landscape Alaska

CBJ 53.09.260 provides that, upon the submittal of a written proposal and lease application by an interested party, the Manager may, with the approval of the Assembly by motion, commence negotiations for the lease of City and Borough property.

Landscape Alaska has submitted a lease application to the Manager to lease a City-owned lot in the Bonnie Subdivision. Prior to doing so, Landscape Alaska obtained a conditional use permit to operate a commercial greenhouse in the Bonnie Subdivision, a D3 residential zone, on two lots, one of which being the City-owned lot it now seeks to lease.

Prior to finalizing any agreement, and after review by the Planning Commission, this matter must come back to the Assembly for final approval by ordinance.

Assembly Action:

Mayor Sanford asked about the ability of the public to provide comment on a lease to the manager, prior to the public hearing on an ordinance. Ms. Kiefer said she could take comments, and there is an option to solicit interest from the public regarding other potential lessees, or to negotiate directly with the applicant. The Planning Commission would also hear information on a proposed lease and take comments.

Ms. Crane asked if the appeal period for the appeal on the conditional use permit passed. Ms. Kiefer said no, and that decision could still be appealed. Ms. Kiefer asked for direction on how to handle any lease negotiations if an appeal was filed.

Mr. Nankervis asked if anyone else had shown interest in leasing the property. Ms. Kiefer said no. Mr. Jones asked if this parcel was scheduled for any other use, or any pending sale. Ms. Kiefer said no, the property was purchased in 2007 and had not been put into the Land Management Plan. It was purchased with the understanding that it would provide potential access to city property behind it, for a corridor in the future.

MOTION, by Wanamaker, to authorize the city manager to negotiate directly with Landscape Alaska for the lease of this property. Hearing no objections, it was so ordered.

B. City Manager Requesting Authorization to Begin Negotiations to Renew Building Lease with Juneau Montessori School

Ordinance 2008-37 authorized negotiation of a five year lease with Juneau Motnessori School. That lease has expired. I am requesting authorization to negotiate a new lease with Juneau Montessori School.

Assembly Action:

Mr. Nankervis asked if this lease was for the facility at Savikko Park and Ms. Kiefer said yes.

MOTION, by Becker, to give the City Manager permission to negotiate to renew the building lease with Montessori School. Hearing no objection, it was so ordered.

C. Twelker v Planning Commission – Appeal of Decision 2013-0003 – regarding

BLD21030302

On January 13, 2014, the Planning Commission issued a final decision denying the Appeal of a Director's Decision regarding the issuance of Building Permit BLD2013-0302 for construction of a garage. The petitioner, Eric and Janeann Twelker, filed a timely Notice of Appeal of this decision with the Municipal Clerk's Office on January 8, 2014. The Notice of Appeal and the Notice of Decision are in the packet.

The Assembly is the appeal agency for this appeal, and its actions throughout the appeal process are governed by CBJ 01.50, the Appellate Code.

The Code requires that upon receiving an appeal, the Assembly must first decide whether to accept or reject it. The standards applicable to this decision are set out at CBJ 01.50.030(e):

(e) Action by Appeal Agency Upon Receipt of a Notice of Appeal.
(1) Within thirty days of receipt of a notice of appeal by the appeal agency, the appeal agency shall notify the appellant of the acceptance or rejection of the appeal and, if rejected, the reasons for the rejection.
(2) The notice of appeal shall be liberally construed in order to preserve the rights of the appellant.

The appeal agency may reject the appeal for failure to comply with these rules or if the notice of appeal does not state grounds upon which any of the relief requested may be granted.

The appellants, the permit holder, and the Planning Commission have been advised that this matter is before the Assembly. The following procedural issues should be decided:

1. Will the Assembly accept the appeal?
2. Will the Assembly hear the appeal itself or assign to a hearing officer?
3. If the Assembly hears the appeal itself, will the Mayor preside, or will he designate another member as presiding officer?

This matter is before the Assembly sitting in its quasi-judicial capacity. Accordingly, members should avoid discussing the case outside the hearing process. With respect to this issue, the Appellate Code provides as follows:

CBJ 01.50.230 IMPARTIALITY. The functions of hearing officers and those appeal agency members participating in decisions shall be conducted in an impartial manner with due regard for the rights of all parties and the facts and the law, and consistent with the orderly and prompt dispatch of proceedings.

Hearing officers and appeal agency members, except to the extent required for the disposition of ex parte matters authorized by law, shall not engage in interviews concerning the appeal with, or receive evidence or argument on the appeal from, a party, directly or indirectly, except upon opportunity for all other parties to be present. Copies of all communications with a hearing officer or appeal agency member concerning the appeal shall be served upon all parties.

<u>Assembly Action</u>:

MOTION, *by Crane, to accept the appeal*.

Mr. Kiehl objected. After reading the decision of the Planning Commission, the letter and the statement of issues on appeal, and having construed them as liberally as possible in favor of the appellant, he did not find justification to accept the appeal.

Ms. Mead said if the relief being requested was not something that could flow from the appeal process, then it was proper to reject the appeal.

Ms. Crane asked for Ms. Mead's recommendation, who said it was in the Assembly's discretion.

Roll call:
 Aye: Becker, Crane, Nankervis, Wanamaker
 Nay: Jones, Kiehl, Troll, Sanford
Motion failed, 4 ayes, 4 nays.

D. Vick v Animal Hearing Board - Dangerous Dog Designation for "Sushi"

On January 17, 2014, the Animal Hearing Board issued a final decision denying the appeal of Animal Control's Decision regarding the dangerous animal designation of the Jody, Joyce and Geno Vick's dog "Sushi." The petitioners, Jody and Joyce Vick, filed a timely Notice of Appeal of this decision with the Municipal Clerk’s Office on January 30 and 31, 2014. The Notice of Appeal and the Notice of Decision are in the packet.

The Assembly is the appeal agency for this appeal, and its actions throughout the appeal process are governed by CBJ 01.50, the Appellate Code.

The Code requires that upon receiving an appeal, the Assembly must first decide whether to accept or reject it. The standards applicable to this decision are set out at CBJ 01.50.030(e):

(e) Action by Appeal Agency Upon Receipt of a Notice of Appeal.
(1) Within thirty days of receipt of a notice of appeal by the appeal agency, the appeal agency shall notify the appellant of the acceptance or rejection of the appeal and, if rejected, the reasons for the rejection.
(2) The notice of appeal shall be liberally construed in order to preserve the rights of the appellant.

The appeal agency may reject the appeal for failure to comply with these rules or if the notice of appeal does not state grounds upon which any of the relief requested may be granted.

The appellants, Animal Control, and the Animal Hearing Board have been advised that this matter is before the Assembly. The following procedural issues should be decided:

1. Will the Assembly accept the appeal?
2. Will the Assembly hear the appeal itself or assign to a hearing officer?
3. If the Assembly hears the appeal itself, will the Mayor preside, or will he designate another member as presiding officer?

This matter is before the Assembly sitting in its quasi-judicial capacity. Accordingly, members should avoid discussing the case outside the hearing process. With respect to this issue, the Appellate Code provides as follows:

CBJ 01.50.230 IMPARTIALITY. The functions of hearing officers and those appeal agency members participating in decisions shall be conducted in an impartial manner with due regard for the rights of all parties and the facts and the law, and consistent with the orderly and prompt dispatch of proceedings.

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Assembly Action:

MOTION, by Nankervis, to accept the appeal. Hearing no objection, it was so ordered.

MOTION, by Nankervis, to assign this appeal to a hearing officer.

Mr. Wanamaker asked about the cost of a hearing officer would be and if there were sufficient funds. Ms. Mead said she could not provide that information, but assumed that if an attorney were used, hourly fees would apply. There are funds set aside to hire a hearing officer.

Mr. Wanamaker asked if the matter was significantly complex to require a hearing officer. Ms. Mead said there could be many reasons why a hearing officer would be employed, such as complexity of an issue, a resource issue, and there was nothing in the code to guide. It was a matter of Assembly discretion.

Mr. Wanamaker asked if there were issues in this appeal that were complex or if the Assembly was capable of hearing the matter. Ms. Mead said the Assembly was capable of hearing the matter, and had done so in the past.

Mr. Wanamaker objected as he felt the Assembly had a duty to hear appeal issues whenever possible.

Mr. Kiehl objected to the motion due to the cost of hiring a hearing officer.

Roll call:
Aye: Nankervis
Nay: Becker, Crane, Jones, Kiehl, Troll, Nankervis, Wanamaker
Motion failed, 1 aye, 7 nays.

Mr. Kiehl volunteered to serve as the Presiding Officer and there was no objection.

E. Bicknell v Planning Commission - Appeal of AME2013 0015 - Request for Rezoning USS 1568 TR B

On January 17, 2014, the Planning Commission issued a final decision denying the request to rezone 82 acres of Rural Reserve land at USS 1568 TR B to a mixture of

Industrial, Light Commercial and Rural Reserve. The petitioner, Bicknell, Inc., filed a timely Notice of Appeal of this decision with the Municipal Clerk’s Office on February 3, 2014. The Notice of Appeal and the Notice of Decision are in the packet.

The Assembly is the appeal agency for this appeal, and its actions throughout the appeal process are governed by CBJ 01.50, the Appellate Code.

The Code requires that upon receiving an appeal, the Assembly must first decide whether to accept or reject it. The standards applicable to this decision are set out at CBJ 01.50.030(e):

(e) Action by Appeal Agency Upon Receipt of a Notice of Appeal.
(1) Within thirty days of receipt of a notice of appeal by the appeal agency, the appeal agency shall notify the appellant of the acceptance or rejection of the appeal and, if rejected, the reasons for the rejection.
(2) The notice of appeal shall be liberally construed in order to preserve the rights of the appellant.

The appeal agency may reject the appeal for failure to comply with these rules or if the notice of appeal does not state grounds upon which any of the relief requested may be granted.

The appellants, the permit holder, and the Planning Commission have been advised that this matter is before the Assembly. The following procedural issues should be decided:

1. Will the Assembly accept the appeal?
2. Will the Assembly hear the appeal itself or assign to a hearing officer?
3. If the Assembly hears the appeal itself, will the Mayor preside, or will he designate another member as presiding officer?

This matter is before the Assembly sitting in its quasi-judicial capacity. Accordingly, members should avoid discussing the case outside the hearing process. With respect to this issue, the Appellate Code provides as follows:

CBJ 01.50.230 IMPARTIALITY. The functions of hearing officers and those appeal agency members participating in decisions shall be conducted in an impartial manner with due regard for the rights of all parties and the facts and the law, and consistent with the orderly and prompt dispatch of proceedings.

Hearing officers and appeal agency members, except to the extent required for the disposition of ex parte matters authorized by law, shall not engage in interviews concerning the appeal with, or receive evidence or argument on the appeal from, a party, directly or indirectly, except upon opportunity for all other parties to be present. Copies of all communications with a hearing officer or appeal agency member concerning the appeal shall be served upon all parties.

<u>Assembly Action</u>:

<u>MOTION</u>, by Jones, to accept the appeal. Hearing no objection, it was so ordered.

<u>MOTION</u>, by Jones, to assign the matter to a hearing officer.

Mr. Nankervis objected and said that the dog issue was a personal, private issue, and this issue was a very public issue, based on the number of public present, and as such, the Assembly should sit as the appeal agency. Mayor Sanford said when a hearing officer is employed, the Assembly would be responsible for making the final decision.

Roll call:
Aye: Becker, Crane, Jones, Kiehl, Troll, Sanford.
Nay: Nankervis, Wanamaker.
Motion passed, 6 ayes, 2 nays.

Ms. Mead said she would make inquiries regarding potential hearing officers, bring the Assembly a list of names and ask the Assembly to make a decision at the next meeting.

X. STAFF REPORTS

Ms. Kiefer reported back to the Assembly about providing written staff reports in the Assembly's packet. She said all attempts are made to provide information in writing for the Assembly and the public. There are times that information is going back and forth quickly and work is still being done on an issue at the packet deadline. It is best to provide the assembly with the most up-to-date information, and she wants verbal reports and last minute additions to be the exception, not the rule. Her goal was to get everything to the Assembly in order to review and make decisions. If there were questions, comments or recommendations, she asked for that from the Assembly.

XI. ASSEMBLY REPORTS

A. Mayor's Report

1. Creation of CBJ Review Task Force Regarding Fisheries in Alaska

Mayor Sanford provided the Assembly with a foundational document for creation of a Task Force reviewing the basing of Federal NOAA Fisheries and Oceanographic Functions in Alaska, stating its purpose and timelines for the work. Hearing no objection, the following task force members were appointed: Randy Wanamaker, Greg Fisk, as co-chairs; Kate Troll, Jim Becker from the Fisheries Development Committee, and a retired NOAA employee to be appointed. Mayor Sanford asked the committee to appoint the fifth member.

Ms. Troll was glad to see movement on this issue and she spoke with the Mayor of Kodiak who was happy that Juneau was taking such efforts as they would be doing something similar. Mayor Sanford said he spoke with the Mayor of Kodiak as well and hoped the task force would reach out widely for information. He suggested the task force work with the manager regarding any staff needs and connect with the Clerk's Office for setting public meetings.

Mayor Sanford said Ms. Becker was reassigned as a liaison to the High School Activities Board. Mayor Sanford said the Downtown Business Association would like an Assembly liaison. Mr. Jones volunteered.

Mayor Sanford said the Juneau Economic Development Plan was out and noted the public information setting meeting dates.

Mayor Sanford noted a letter from an Alaska Airlines pilot and spoke about the plans for additional runway lighting once funds were received through the FAA.

Mayor Sanford offered Mr. Dzinich an opportunity to speak. He said that he gained a greater understanding of CBJ operations and the meeting procedures, and learned about the new dock project and the current status of the CBJ landfill. Mr. Jones said he was impressed with the ease with which Mr. Dzinich spoke with legislators at an AML reception and said he was a good youth ambassador.

B. Committee Reports

Committee of the Whole: Chair Becker said the COW met on February 10 and heard information from John Binkley about the cruise industry, from Al Clough regarding the Egan Drive 10th Ave. to Main Street project, from Bill Wilks regarding the utility study, and from Rorie Watt regarding the Whale Bridge park. The next meeting was set for March 10 and topics would include FEMA, Cell Tower Ordinance, Transit Plan and perhaps Lemon Creek second access.

Human Resources Committee: Chair Kiehl said the HRC met and heard annual reports and he provided the recommendations from the HRC regarding committee appointements. Hearing no objections, the following appointments were confirmed:

> Affordable Housing Commission: Reappointment of Norton Gregory and Honey Bee Anderson and appointment of Jeremy Kerr to terms beginning immediately and expiring January 31, 2017.
>
> Mr. Kiehl noted a letter to the Assembly from the Affordable Housing Commission encouraging a housing plan for the CBJ, with a proposed scope of work. This proposal was forwarded to the Assembly through the Finance Committee budget process. Mayor Sanford asked Ms. Kiefer to provide an example of a completed plan for another community. Ms. Becker asked about the recommendation to hire a housing coordinator. Mr. Kiehl said that remained a recommendation but they were cognizant of budget constraints, and he suggested that the plan was a priority to direct the work of a potential hire.
>
> Fisheries Development Committee: Reappointment of Jim Becker and appointing Lindsey Bloom to terms expiring January 31, 2017.
>
> The Fisheries Development Committee also reported on their activities to improve roadside fishing opportunities and develop better boat haul out facilities.
>
> Parks and Recreation Advisory Committee: Reappointment of Chris Mertl and Odin Brudie, and appointment of Josh Anderson to terms beginning March 1 and expiring February 28, 2017.
>
> The PRAC reported that CBJ P&R facilities had greater than 400,000 visits last year and did not include non-commercial trail users.
>
> Sister Cities Committee: Reappointment of Susan Baxter for a term expiring January 1, 2017. The committee has worked actively to revitalize many of Juneau's relationships and intent to bring forward a proposal to expand the committee from five to seven.

Finance Committee: Chair Crane said the committee met and heard department reports from the Library and Capital City Fire and Rescue. The next meeting was set for March 19.

C. Liaison Reports

Alaska Municipal League: Liaison Jones said he attended the AML meetings during the past week and this year would be the "Education year" in the legislature. AML heard a report on education from the Anchorage Chamber of Commerce and there was a lot of good discussion.

Liaison Crane also attended the AML meetings and said revenue sharing and the Governor's proposal to put $3 billion in the PRS/TRS program were high priorities of the Board. She would be attending the National Association of County Officials (NACO) meeting in Washington, D.C. next week as the Board President of AML.

Docks and Harbors Board: Liaison Jones said the Board was close to hiring a new Harbormaster. The final report from the Corps of Engineers and the EPA regarding dredged material at Douglas Harbor was near completion and an agreement was near. The bidding process was still open on Dock Project 16b. He asked Ms. Mead to report on the court hearing on the Fishermen's Memorial filing. Ms. Mead said the court had denied the request for a temporary restraining order and then heard argument on the preliminary injunction motion today, a decision was pending. Mr. Jones said the drawings for the Auke Bay Launch Ramp facility were 35% complete and information would be presented at a public hearing soon.

Airport Board: Liaison Nankervis noted the meeting of the Airport Board and Assembly on February 26.

Planning Commission: Liaison Nankervis said the PC met and heard information on the Landscape Alaska lease and approved a conditional use permit.

Bartlett Regional Hospital Board: Liaison Crane said the next meeting was set for February 25.

School Board: Liaison Kiehl said at the February 5 meeting, the Board honored Elizabeth Peratrovich day with a proclamation and focused on the success of the Indian Studies and Tlingit Language learning programs. School administration recommended award of a contract for a new food service provider, "Chartwells."

Campus Council: Liaison Becker said the new UAS freshman dorm was due to open in August. The Council was focused on counseling and wellness programs for students.

Alaska Committee: Liaison Becker said Ms. Kiefer attended the last meeting and gave an update about the parking system. Travel delays at the airport due to TSA cutbacks are a concern, and other airport issues were discussed. The AK Comm. was focused on updating its on-line presence.

D. Presiding Officer Reports

Harris v. Planning Commission: Presiding Officer Nankervis said the draft decision was distributed to the parties and they had time to provide comment.

XII. ASSEMBLY COMMENTS AND QUESTIONS

Mr. Kiehl encouraged people to attend the AWARE annual Women of Distinction Dinner on March 1, and the Alaska State Museum's closing day celebration, "Final Friday," on February 28.

Ms. Crane asked Ms. Kiefer for an update on the Social Media Policy.

Ms. Troll attended AML and appreciated the Governor's remarks and the solidarity behind the PRS/TRS issue. She participated in the Black Awareness month Gospel Choir event and it was great. She asked for an update on the Spuhn Island Cell Tower issue.

Mr. Nankervis said he wants staff to make notes on how the new parking system is working and he was getting emails. Ms. Kiefer asked the Assembly to forward emails to her. He asked when CBJ leases space inside a facility, such as the downtown transit center, if there were requirements that the space had to be open when the facility was open or if different hours were possible. Ms. Kiefer said different hours were possible. It was dependent on the facility and what the needs were and the facility manager could determine what made sense. He recommended everyone visit the ice caves at the Mendenhall Glacier.

Mr. Jones spoke about the fire training event and there was a three minute video on KTOO - it was recommended viewing. He spoke about volunteers cooking breakfast for the Yakoos students and it is a popular program.

Mayor Sanford noted the packet for the Special Assembly meeting on February 26 - a joint meeting with the School Board and Airport Board.

Mr. Kiehl said the Governor had recommended Sam Kito, III as the new delegate from Juneau to the House of Representatives, and encouraged people to welcome him.

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 8:45 p.m.

Signed: ______________________________ Signed: ______________________________

Laurie Sica, Municipal Clerk Merrill Sanford, Mayor