ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA
Monday, September 23, 2013, 7 p.m.
Assembly Chambers – Municipal Building
Regular Meeting No. 2013-25

Submitted by: _____
Rob Steedle
Deputy City and Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

A. Foreign Exchange Student Introductions

IV. APPROVAL OF MINUTES

A. September 9, 2013 – Regular Assembly Meeting 2013-24

V. MANAGER'S REQUEST FOR AGENDA CHANGES

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS.

(Not to exceed a total of 20 minutes nor more than 5 minutes for any individual).

VII. CONSENT AGENDA

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

B. Assembly Requests for Consent Agenda Changes

C. Assembly Action

1. Ordinances for Introduction

a. Ordinance 2013-23
An Ordinance Authorizing The Manager To Execute A Site Lease With Alaska Wireless Network, LLC For The Construction, Operation And Maintenance Of A Telecommunication Tower Facility At Eaglecrest Ski Area.

The lack of cellular telephone service at the Eaglecrest Ski Area has posed safety problems in the past. The Alaska Wireless Network, LLC has proposed to install a 50-foot high wireless telecommunication facility at the base of the mountain near the parking lot and lower Porcupine Chair Lift, which the Eaglecrest Board approved in concept at its June 6, 2013 Board meeting.

The proposed lease area is 20' x 20'. It would contain a single 50-foot high wood pole with an antenna at the top, an equipment cabinet at ground level, and it would be surrounded by a 10-foot high wood fence.

The lease would be for a 5-year term, renewable for up to three additional 5-year terms. The initial lease rate would be $750 a year, with a 3% increase per annum.

Because the property was developed in part through the federal Land and Water Conservation Fund (LWCF) grant program, it is affected by certain restrictions prohibiting property purchased with LWCF funds to be used for anything other than public outdoor recreational use. Staff has recently obtained a determination from the National Park Service and the Alaska DNR, Division of Parks and Outdoor Recreation Grants Manager authorizing, for public safety reasons, the proposed telecommunication facility (otherwise considered a disallowed or converted use). The ordinance will authorize the manager to negotiate and execute a lease with AWN.

The proposal was heard as an informational item by the Lands Committee on July 29th. CSP2013 0020 was recommended for approval by the Planning Commission by Notice of Recommendation dated August 15th, and is scheduled as an action item for the Lands Committee on September 30th.

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

b. Ordinance 2013-11(Q)
An Ordinance Appropriating To The Manager The Sum Of $106,000 As Funding For The Empty Chair Memorial, Grant Funding Provided By The US Department Of The Interior, National Park Service And Donations Provided By The Empty Chair Committee.

This ordinance would appropriate $106,000 for the construction and installation of the Empty Chair Memorial and supporting education materials. The funding is provided by an $80,000 National Park Service-Japanese American Confinement Site grant and a $26,000 donation from the Empty Chair Committee raised from community donations. In-kind donations for video/audio interviews, site preparation, and delivery and installation of the memorial provide the additional $14,000 required match.

Parks and Recreation, in cooperation with the Empty Chair Committee, applied for and was awarded funds through a National Park Service-Japanese American Confinement Site Grant for the construction and installation of a memorial to honor the Juneau citizens of Japanese descent who were removed from the community and confined to internment camps during World War II. Among them was a Juneau High School senior who had been looking forward to his graduation, especially since he was to be the class valedictorian. Out of respect for his popularity and diligence, a special graduation was held for him at a school assembly in the gym. When his class graduated a month later, a chair stood empty to mark his absence, and by extension, the rest of the Japanese community.

This memorial will remind us of this disruptive period and educate those viewing it with related educational materials for schools, libraries and museums in the hopes that this type of injustice is never repeated.

The Historic Resources Advisory Committee recommended this project at its May 2, 2012, meeting and the Parks and Rec Advisory Committee reviewed this request and recommended approval at its September 3, 2013, meeting.

The Public Works and Facilities Committee will review this matter at its September 30, 2013, meeting.

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

c. Ordinance 2013-11(R)
An Ordinance Appropriating To The Manager The Sum Of $50,000 As Funding For A Parking Manager, Funding Provided By The Parking In Lieu Fund and the Downtown Parking Fund Fund Balances.

This ordinance would appropriate $50,000 for a Parking Manager position for the remainder of FY14. Funding is provided by the Parking In Lieu and Downtown Parking Funds at $15,000 and $35,000, respectively. Funding is needed to continue professional implementation of the CBJ Downtown Parking Management Plan (adopted by the Assembly in 2010).

The work effort to date has focused on Phase 1 (Downtown Core) of the plan. The major components of the implementation include: facility management (parking garages and lots), contract management (security and APARC), stakeholder liaison, and program management (education, enforcement, technical support, budget oversight). It was determined the most effective tool for managing the actual parking was "multi-space parking meters". This was implemented via ATM type machines. Over the past 4 years, the number of downtown parking spaces to be managed has increased 60% to 873 spaces.

Since the inception of the parking management plan, the necessary implementation workload has been absorbed by existing staff in the departments of Community Development and Parks and Recreation (P&R). This re-allocation of resource has been detrimental to the primary responsibilities and mission of affected staff involved and is not a sustainable situation.

At its September 11, 2013, meeting, the Assembly Finance Committee recommended an ordinance be prepared and forwarded to the Assembly.

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

d. Ordinance 2013-11(S)
An Ordinance Appropriating To The Manager The Sum Of $100,000 As Funding For An Economic Development Plan, Funding Provided By Closed Capital Projects.

This ordinance would appropriate $100,000 to hire a consultant to prepare an Economic Development Plan for Juneau, one of the Assembly's 2012-2013 top action items. Funding is provided by available funds from completed and closed capital projects.

At its September 11, 2013, meeting, the Assembly Finance Committee recommended an ordinance be prepared and forwarded to the Assembly.

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

e. Ordinance 2013-11(T)
An Ordinance Appropriating To The Manager The Sum Of $160,000 As Funding For Legal Services Provided By The City And Borough of Juneau's Law Department To Bartlett Regional Hospital And The Juneau School District, Funding Provided By Interdepartmental Charges.

This ordinance would appropriate $160,000 to the Manager as funding for legal services provided by the CBJ Law Department to Bartlett Regional Hospital and the Juneau School District. The funding for this appropriation will be interdepartmental charges. These charges will be paid from amounts already appropriated for FY14 legal services as part of both BRH's and JSD's operating budgets. Previously, legal services were provided to both entities by outside counsel. This change in approach would allow for more efficient and centralized management of the CBJ's risks, and would reduce legal costs overall. With this funding, the Law Department intends to hire an additional attorney and support staff, which is necessary in order to allow it to provide this additional service. Both the BRH Board and the School Board have approved this change in approach and associated funding.

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

2. Liquor License Transfers

a. **Transfer of Ownership and Location for Beverage Dispensary License # 3695**
Transfer From: 64 Thunderbird, LLC d/b/a Triple F Bar and Grill, Location: 9109 Mendenhall Mall Road, Suite 4b
Transfer To: South of the Bridge, LLC d/b/a Louie's Douglas Inn, No Premises

b. **Transfer of Ownership for Beverage Dispensary License #674**
Transfer From: Lucky Lady, Inc. d/b/a Lucky Lady, Location: 192 S. Franklin Street
Transfer To: MSE, LLC d/b/a Lucky Lady, Location: 192 S. Franklin St.

The above-listed liquor license transfers are before the Assembly to either protest or waive its right to protest these actions. 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 the renewal or transfer of one of the above mentioned liquor 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.

I recommend the Assembly waive its right to protest the above liquor license transfers.

VIII. PUBLIC HEARING

A. Ordinance 2013-24
An Ordinance Providing For The Issuance And Sale Of A General Obligation School Bond In The Aggregate Principal Amount Of Not To Exceed $8,100,000; And Providing For The Form And Terms Of The Bond And For Unlimited Tax Levies To Pay The Bond.

This ordinance, if adopted, would authorize the issuance of the remaining $8.1 million of the voter approved Auke Bay School bonds. The bonds being issued consist of the following voter authorizations.

- A portion, $7.4 million, of the $18.7 million approved by the voters on October 5, 2010, for the Auke Bay School renovation,

- A portion, $700,000, of the $1.4 million approved on October 4, 2011, for the Auke Bay School ground source heating system,

The bonds would be issued through the Alaska Municipal Bond Bank for a ten-year term. Ten years is the minimum term to qualify for the State's School Construction Bond Debt Reimbursement Program. Both authorizations qualify for 70% reimbursement under the State's Reimbursement Program. However, the reimbursement under the State's Program is subject to annual appropriation by the Legislature. When adopting the subsequent "interest rate" resolution ordinance, section 13 provides the Assembly the option to delegate final approval, within parameters, to the City Manager.

The remaining debt service, after state reimbursement, would be paid from property tax levies. The estimated total cost of the debt service, including interest at an average rate of 2.4% for the 10-year bonds is $9.16 million. The City should receive reimbursement from the State of $6.41 million, assuming full state funding, leaving $2.75 million to be paid from local property tax levies. The maximum estimated annual property tax mill levy needed to fund the local share, assuming full state funding, is 0.07 mills or $7 per $100,000 in assessed value.

I recommend adoption of this ordinance.

B. Ordinance 2012-20(AV)
An Ordinance Appropriating To The Manager The Sum Of $4,790,628 To Fund The City And Borough Of Juneau's Fiscal Year 2013 Public Employee Retirement System Contribution; Funding Provided By The Alaska Department Of Administration.

This ordinance would appropriate $4,790,628, which is the State's FY13 13.84% on-behalf PERS benefit paid for CBJ. Funding is provided by the Alaska Department of Administration, which was authorized by passage of HB284 during the 2012 legislative session.

This is a housekeeping ordinance to properly account for this on-behalf payment and has no impact on the CBJ's finances.

I recommend adoption of this ordinance.

C. Ordinance 2013-11(G)
An Ordinance Appropriating To The Manager The Sum Of $586,600 As Partial Funding For The Statter Harbor New Haul-out Ramp And Float, Grant Funding Provided By Alaska Department of Commerce, Community And Economic Development, Designated Legislative Grants Program, And Additional Funding From A Permanent Easement Payment From The Alaska Department Of Transportation And Public Facilities.

This ordinance would appropriate $586,600 for the Statter Harbor new haul-out facility. $500,000 in grant funding is provided by the Alaska Department of Commerce, Community and Economic Development designated legislative grants program and $86,600 is provided by a payment from ADOT/PF for a driveway easement as part of the roundabout project currently under construction.

This is a portion of the phased work to make safety improvements to Statter Harbor in Auke Bay to replace the existing haul-out ramp and float.

The $500,000 is an FY14 Designated Legislative Grant specifically for Phase III of the Statter Harbor New Haul-Out Facility.

$86,600 is the amount of the negotiated value of the permanent easement required as part of the roundabout project, agreed upon by ADOT/PF and CBJ. The Docks and Harbors Board and the Assembly approved the easement. All legal documents have been completed. ADOT/PF has already submitted the funds to the CBJ. It is understood that the funds will be deposited in the Statter Harbor CIP account for the proposed launch ramp project.

At its regular meeting on July 25, 2013, the Docks and Harbors Board adopted a motion to recommend the Assembly approve the appropriation of both the $500,000 Designated Legislative Grant from DCCED and the $86,600 from ADOT/PF for the permanent easement and place the funds in the Statter Harbor CIP account for the proposed launch ramp project.

The PWFC reviewed this project at its August 5, 2013, meeting and recommended approval of both the $500,000 and the $86,600.

I recommend adoption of this ordinance.

D. Ordinance 2013-11 (H)
An Ordinance Appropriating To The Manager The Sum Of $67,000 As Funding For The Zach Gordon Youth Center Kitchen Remodel, Grant Funding Provided By The Rasmuson Foundation, And Additional Funding Provided By Zach Gordon Teen Club, Inc.

This ordinance would appropriate $67,000 for the kitchen remodel at the Zach Gordon Youth Center. The funding is provided by a $50,000 Rasmuson Foundation grant and a $17,000 donation from Zach Gordon Teen Club, Inc.

The Zach Gordon Youth Center applied for and was awarded funds through a Tier II Rasmuson Foundation Grant for the demolition and rebuild of the office/ kitchen. Additional funds for this project were raised by youth-driven fundraising activities and donations from the Zach Gordon Teen Club Alumni Fund and Zach Gordon Teen Club Board. There is no CBJ match required.

This remodel will address the need for improving the layout, storage and use of the kitchen area, which will allow us to expand our food offerings to youth and allow for the opportunity to provide cooking classes. Offering meals has become a primary service of the youth center and this funding will allow us to create an adequate space for preparing and serving customers better.

The PWFC reviewed this project at its August 26 meeting and recommended approval.

I recommend adoption of this ordinance.

E. Ordinance 2013-11(I)

An Ordinance Appropriating To The Manager The Sum Of $19,018 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 a $19,018 grant from the Alaska Department of Military and Veterans Affairs for the Local Emergency Planning Committee (LEPC).

These funds are slated to support the FY14 goals and activities of the Juneau 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.
- Facility Cost for September Preparedness Expo at Centennial Hall

There is no match requirement for this grant.

I recommend adoption of this ordinance.

F. Ordinance 2013-11(J)

An Ordinance Appropriating To The Manager The Sum Of $1,575,000 As Funding For The Replacement Of Buses for Capital Transit, Grant Funding Provided By Alaska Department Of Transportation And Public Facilities, And By The Equipment Replacement Reserve Fund Balance.

This ordinance would appropriate $1,575,000 for the replacement of four buses for Capital Transit. Grant funding in the amount of $1,432,778 is provided by the Alaska Department of Transportation and Public Facilities and the 10% local match requirement of $142,222 is funded from Equipment Replacement Reserve Fund Balance.

This funding will replace four 35' New Flyer Buses (model year 2000) purchased in FY01, which have provided over 12 years of service and nearly ½ million miles. The funds are from the Federal Transit Administration and come through the State of Alaska Department of Transportation and Public Facilities. This is the last replacement of buses programmed into the 2008 Transit Development Plan and adopted by the Statewide Transportation Improvement Plan (STIP). It is planned to replace these four buses with similar vehicles.

The PWFC reviewed this project at its August 26 meeting and recommended approval.

I recommend adoption of this ordinance.

G. Ordinance 2013-11(K)
An Ordinance Appropriating To The Manager The Sum Of $20,000 As Funding For The Purchase And Installation Of An Aquatic Climbing Wall At The Augustus Brown Swimming Pool, Funding Provided By A Donation From The Juneau Community Foundation.

This ordinance would appropriate a $20,000 donation from the Juneau Community Foundation for the purchase and installation of an aquatic climbing wall at the Augustus Brown Swimming Pool.

The Juneau Community Foundation has received donations intended to be used for an aquatic climbing wall at Augustus Brown Swimming Pool. The installation of this climbing wall will provide residents of Juneau with more recreational variety at the Augustus Brown Pool, encourage fitness through fun, and make the Augustus Brown Pool more appealing to youth. Installation of the wall will be handled by Parks and Recreation Building Maintenance. Ongoing maintenance costs will be minimal due to the type of materials used and the construction method, and will be absorbed into the existing budget.

The Parks and Rec Advisory Committee reviewed this request and recommended approval at its September 3 meeting.

I recommend adoption of this ordinance.

H. Ordinance 2013-11(L)
An Ordinance Appropriating To The Manager The Sum Of $290,000 As Funding For Facility Plan Updates to the Juneau-Douglas and Mendenhall Wastewater Treatment Plants, Loan Funding Provided by the State of Alaska Department of Environmental Conservation.

This ordinance would appropriate $290,000 of loan funds from the State of Alaska, Department of Environmental Conservation, Alaska Clean Water Fund State Revolving Fund.

The loan funds will be used to update the wastewater facility plans for the Juneau-Douglas Wastewater Treatment Plant (JDWWTP) and the Mendenhall Wastewater Treatment Plant (MWWTP). The updated facility plans will respond to the DEC inspection team's recommendations and will evaluate improvement needs.

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

Assembly Resolution 2651, adopted June 24, 2013, authorized the City Manager to enter into this loan agreement with ADEC. The Public Works and Facilities Committee passed a motion of support for the resolution at their May 20, 2013, meeting.

The Public Works and Facilities Committee heard this action at its August 26, 2013, meeting and has forwarded this appropriation to the full Assembly for approval.

I recommend adoption of this ordinance.

I. Ordinance 2013-11(M)
An Ordinance Appropriating To The Manager The Sum Of $45,858 As Additional 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 $45,858 into an existing grant from the Alaska Department of Military and Veterans Affairs Division of Homeland Security and Emergency Management through the 2011 State Homeland Security Grant Program.

These funds are slated for purchase of equipment for Capital City Fire and Rescue consisting of two thermal imaging cameras and an identification/credentialing/tracking accountability system for volunteers, principally firefighters and EMTs, responding to an emergency situation.

The original $120,000 grant was appropriated in FY12 for various equipment, which is currently being purchased.

All grant funds must be expended by December 31, 2013.

There is no match requirement for this grant.

I recommend adoption of this ordinance.

J. Ordinance 2013-11(N)

An Ordinance Appropriating to the Manager the Sum of $433.05 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 an additional $433.05 into the existing FY13 LEPC (Local Emergency Planning Committee) grant adopted through ordinance 2012-20(N) on August 27, 2012. The original grant funding was $14,343. With the addition of this funding, the total grant award will be $14,776.05. Funding is provided by the Alaska Department of Military and Veterans Affairs.

These additional funds are slated to reimburse the City and Borough of Juneau, Emergency Programs Division, for costs associated with the activities of the LEPC.

There is no match requirement for this grant.

I recommend adoption of this ordinance.

K. Ordinance 2013-11(O)

An Ordinance Appropriating To The Manager The Sum Of $1,210,937 As Funding For The Juneau International Airport Design Runway Rehabilitation Capital Improvement Project, Grant Funding Provided By The Federal Aviation Administration And The State Of Alaska.

This ordinance would appropriate $1,210,937 for the Design Runway Rehabilitation capital project. Funding is provided as follows:

Federal Aviation Administration (FAA) grant:	$1,171,875
State of Alaska Department of Transportation (ADOT) match:	$ 39,062

The FAA funds 93.75% of the project from the Airport Improvement Program, the remainder being split between ADOT and Juneau International Airport.

FAA has advised the Airport that this grant will be funded with Federal FY13 (FFY13) funds, and that the funds must also be appropriated in FFY13, prior to September 30, 2013.

The Airport Board approved this action at its August 14, 2013, meeting.

I recommend adoption of this ordinance.

L. Ordinance 2013-11(P)

An Ordinance Appropriating To The Manager The Sum Of $726,562 As Funding For The Juneau International Airport Conduct Airport Master Plan Study Capital Improvement Project, Grant Funding Provided By The Federal Aviation Administration And The State Of Alaska.

This ordinance would appropriate $726,562 for the Conduct Airport Master Plan Study capital project. Funding is provided as follows:

Federal Aviation Administration grant:	$703,125
State of Alaska DOT match:	$ 23,437

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

FAA has advised the Airport that this grant will be funded with Federal FY13 (FFY13) funds, and that the funds must also be appropriated in FFY13, prior to September 30, 2013. If the grant funds are not received, this amount can be de-appropriated.

The Airport Board approved this action at their August 14, 2013, meeting.

I recommend adoption of this ordinance.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. Late Filed Requests to Apply for Senior Citizen Hardship Property Tax Exemption

The code places the authority for accepting late filed claims with the Assembly. The applications are due to the Assessor's office annually on April 30, 2013.

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

1. Jack Bodine

On August 23, 2013, Jack Bodine filed a late application for the 2013 Senior Citizen Real Property Hardship Exemption.

Mr. Bodine applied late for the hardship exemption due to traveling during the application period.

The assessed values and the properties in question as well as the potential exemptions are as follows:

Owner	Land	Building	Total Assessed Value	SC/DV Exempt	Taxable Value	Tax Amount	2% Hardship Tax Cap	Allowable Hardship Exemption
Jack Bodine	$181,300	$277,100	$458,400	($150,000)	$308,400	$3287.54	$1302.20	$1985.34

Approval of this late filing would result in a loss of **$1985.34** in revenue to the City.

The Assessor's Office has reviewed the applications and has determined Mr. Bodine has an income ratio that would qualify him for the exemption if it had been filed in a timely manner.

I recommend the Assembly authorize the assessor to accept the application as if timely filed.

2. Sophie G. Frank

On September 06, 2013, Sophie G. Frank filed a late application for the 2013 Senior Citizen Real Property Hardship Exemption.

Mrs. Frank applied late for the hardship exemption due to a serious family accident. Mrs. Frank filed her 2012 hardship application in a timely manner and received it.

The assessed values and the properties in question as well as the potential exemptions are as follows:

Owner	Land	Building	Total Assessed Value	SC/DV Exempt	Taxable Value	Tax Amount	2% Hardship Tax Cap	Allowable Hardship Exemption
Sophia Frank	$105,000	$266,900	$371,900	($150,000)	$221,900	$2365.45	$695.66	$1669.79

Approval of this late filing would result in a loss of **$1669.79** in revenue to the City.

The Assessor's Office has reviewed the applications and has determined Mrs. Frank has an income ratio that would qualify her for the exemption if it had been filed in a timely manner.

I recommend the Assembly authorize the assessor to accept the application as if timely filed.

3. Sophie McKinley

On August 12, 2013, Sophie McKinley filed a late application for the 2013 Senior Citizen Real Property Hardship Exemption.

Ms. McKinley has consecutively filed late for the past 3 years. The basis for filing late for the past three years is primarily due to pain and stress issues affecting her cognitive ability.

The assessed values and the properties in question as well as the potential exemptions are as follows:

Owner	Land	Building	Total Assessed Value	SC/DV Exempt	Taxable Value	Tax Amount	2% Hardship Tax Cap	Allowable Hardship Exemption
Sophie McKinley	$97,100	$183,400	$280,500	($150,000)	$130,500	$1391.13	$543.40	$847.73

Approval of this late filing would result in a loss of **$847.73** in revenue to the City.

The Assessor's Office has reviewed the applications and has determined Ms. McKinley has an income ratio that would qualify her for the exemption if it had been filed in a timely manner.

I recommend the Assembly authorize the assessor to accept the application as if timely filed with acknowledgement that the applicant's late filings are repetitive.

Aurelia Thibodeau

On September 09, 2013, Aurelia Thibodeau filed a late application for the 2013 Senior Citizen Real Property Hardship Exemption.

Mrs. Thibodeau applied for the hardship exemption in a late filing due to a death in the family. Mr. Thibodeau, her husband, filed the 2012 hardship application in a timely manner and received it.

The assessed values and the properties in question as well as the potential exemptions are as follows:

Owner	Land	Building	Total Assessed Value	SC/DV Exempt	Taxable Value	Tax Amount	2% Hardship Tax Cap	Allowable Hardship Exemption
Aurelia Thibodeau	$153,200	$287,900	$441,100	($150,000)	$291,100	$3103.13	$596.56	$2506.57

Approval of this late filing would result in a loss of **$2506.57** in revenue to the City.

The Assessor's Office has reviewed the applications and has determined Mrs. Thibodeau has an income ratio that would qualify her for the exemption if it had been filed in a timely manner.

I recommend the Assembly authorize the assessor to accept the application as if timely filed.

B. Late Filed Request to Apply for a Senior Citizen Property Tax Exemption

The code places the authority for accepting late filed claims with the Assembly. The applications are due to the Assessor's office annually on March 30, 2013.

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

1. Kathryn M. Satko

On September 03, 2013, Kathryn M Satko filed a late application for the 2013 Senior Citizen Real Property Exemption.

Mrs. Satko applied late for the Senior Citizen Real Property exemption due to a serious illness.

The assessed values and the properties in question as well as the potential exemptions are as follows:

Owner	Land	Building	Total Assessed Value	Taxable Value	Tax Amount	Tax Amount with SC Exemption	Tax Credit with SC Exemption
Kathryn Satko	$5,000	$215,000	$220,000	$221,900	$2365.45	746.20	$1619.25

Approval of this late filing would result in a loss of **$1619.25** in revenue to the City.

The Assessor's Office has reviewed the applications and has determined Mrs. Satko has an income ratio that would qualify her for the exemption if it had been filed in a timely manner.

I recommend the Assembly authorize the assessor to accept the application as if timely filed.

XI. STAFF REPORTS

XII. ASSEMBLY REPORTS

A. Mayor's Report
B. Committee Reports
C. Liaison Reports
D. Presiding Officer Reports

XIII. ASSEMBLY COMMENTS AND QUESTIONS

XIV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XV. EXECUTIVE SESSION

XVI. ADJOURNMENT

Note: Agenda packets are available for review online at www.juneau.org.
ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city_clerk@ci.juneau.ak.us