

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

September 9, 2013 7:00 PM

City Hall Assembly Chambers, 155 S. Seward St.
Regular Meeting 2013-23

Submitted by: _____
Kimberly A. Kiefer
City and Borough Manager

I. ROLL CALL

II. SPECIAL ORDER OF BUSINESS

III. APPROVAL OF MINUTES

A. August 19, 2013 - Regular Assembly Meeting 2013-22

IV. MANAGER'S REQUEST FOR AGENDA CHANGES

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. 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 2013-24 - 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 this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

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

- 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 provide 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.

ADOT/PF and CBJ negotiated a land value for the permanent easement in the amount of \$86,600. 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 their August 5, 2013 meeting and recommended approval of both the \$500,000 and the \$86,600.

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

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

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

- 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 4 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 funded from Equipment Replacement Reserve Fund Balance.

This funding will replace 4 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.

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

- 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 Building Maintenance and ongoing maintenance costs will be minimal due to the type of materials used and the construction method.

The Parks and Recreation Advisory Committee reviewed this request and recommended approval at its September 3, 2013 meeting.

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

- 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 (\$100,000) and the Mendenhall Wastewater Treatment Plant (\$190,000). 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 this ordinance be introduced and set for public hearing at the next regular meeting.

- 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 2 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 this ordinance be introduced and set for public hearing at the next Assembly meeting.

- 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 this 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 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 this ordinance be introduced and set for public hearing at the next Assembly meeting.

- 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 Department of Transportation And Public Facilities

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 must also be appropriated in FFY13 prior to September 30, 2013. If the grant funds are not received, this ordinance will be de-appropriated.

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

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

- 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 Department of Transportation And Public Facilities

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 must also be appropriated in FFY13 prior to September 30, 2013. If the grant funds are not received, this ordinance will be de-appropriated.

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

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

2. Resolutions

- A. Resolution 2660 - A Resolution Authorizing the Manager to Submit to the Alaska Energy Authority an Application for a Grant for Partial Funding of the Design and Construction of a Ground Source Heat Pump System at the Mendenhall Valley Public Library.

This resolution would authorize the Manager to submit a grant application to the Alaska Energy Authority (AEA) to provide partial funding for a ground source heat pump system at the new Mendenhall Valley Public Library.

CBJ applied for this same grant last year, but was unsuccessful, due to other projects being ranked higher than this one. This year AEA has restructured its grant program so that heating projects such as this one will be considered separately from other renewable energy projects within the state.

Engineering has estimated the total project cost at \$825,000, which is in line with the estimate prepared by HMS as part of the Mendenhall Valley Public Library Schematic Design document submittal. Of this amount, \$660,000 would be paid by the AEA grant. Grant applications for the AEA grant are due by September 24, 2013 and grant funding will be determined by the 2014 Legislature.

The Public Works and Facilities Committee recommended this action at its August 26, 2013 meeting.

I recommend this resolution be adopted.

- B. Resolution 2661 - A Resolution Requesting the Alaska Marine Highway System to Maintain Core Service Levels, to Include One Prince Rupert Vessel Year-Round and Two Vessels May Through September.

This resolution urges the Alaska Marine Highway System to maintain essential core service levels in Southeast Alaska, with one Prince Rupert vessel and one Bellingham vessel in operation year-round and a second Prince Rupert vessel operating from May through September, and requests that AMHS develop a consistent and sustainable core service schedule for Southeast Alaska, with input from the Marine Transportation Advisory Board, Southeast Conference, and the local communities that have the greatest stake in maintaining reliable AMHS service levels.

The Assembly passed a motion authorizing the drafting of this resolution for presentation to the Assembly, at its August 19, 2013 meeting.

I recommend this resolution be adopted.

VII. PUBLIC HEARING

- A. Ordinance 2013-21b - An Ordinance Amending the Bear Attraction Nuisance Code.

The proposed ordinance would amend the bear attraction nuisance code in Title 36. It states that a container that has been violated by bears three or more times in a 30-day period is a bear attraction nuisance. It provides that each day in which a violation occurs is treated as a separate offense.

This ordinance was reviewed by the Assembly Committee of the Whole on August 26. Version (b) incorporates minor revisions on page 2 and 3, with changes marked with underlining, italics and strike-thru.

I recommend this ordinance be adopted.

- B. Ordinance 2013-22 - An Ordinance Amending the Official Zoning Map of the City and Borough to Change the Zoning of Tract B2 USS 1796 (17.9 acres) & Tract B Blueberry Acres (3.64 acres), Located Near the Intersection of Mendenhall Loop Road & Montana Creek Road Currently Zoned D-3, to D-5.

The Planning Commission recommends the Assembly approve the rezone of Tract B2 USS 1796 (17.9 acres) & Tract B Blueberry Acres (3.64 acres) from D-3 to D-5. The 2008 Comprehensive Plan supports compact development to increase efficient land use in areas that are: served by public water and sewer; adjacent to transit corridors; and located within the Urban Service Area Boundary. This rezone is consistent with the Comprehensive Plan.

The Planning Commission reviewed this ordinance at its May 14, 2013, meeting and recommending forwarding to the full Assembly for approval.

I recommend this ordinance be adopted.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Contract Amendment for PND Engineers to perform Design through Bid Services for Statter Harbor Master Plan – Phase II (Launch Ramp)

This is an amendment to an existing professional services contract. PND Engineers, Inc. was selected through the RFP process in December 2007 for planning and permitting of Statter Harbor improvements identified in the Statter Harbor Master Plan. A provision of the RFP allowed the option to extend services to design, bid and construct those improvements. The launch ramp project is Phase II of four phases of the master plan development. Phase II would construct a two-lane boat launch ramp, associated upland parking area, seawalk, landscaping, and other community amenities. The project has received an Army Corps of Engineers Permit and a CBJ Conditional Use Permit.

This contract amendment is to proceed with final design, prepare bid documents, and assist with bidding of the project. The proposed professional services fee is \$775,661. The project is planned to bid in May 2014 with a completion date in the fall of 2015.

The Statter Harbor Launch Ramp project is funded through CBJ Sales Tax proceeds; an ADOT/PF Municipal Harbor Grant; ADF&G Grants; State Legislative Appropriations; and a State DCED Gant.

This contract amendment was reviewed and recommended for approval by the Docks and Harbors Board at its regular public meeting of August 29, 2013.

I recommend this amendment be approved.

- B. Consultant Contract Amendment for PND Engineers to perform Construction Administration and Inspection Services for Cruise Ship Terminal Staging Area Improvements- Phase II

This is an amendment to an existing professional services contract. PND Engineers, Inc. was selected through an RFP process in July 2010 to perform design services for the Cruise Ship Terminal Staging Area Improvements project. A provision of the RFP allowed the option to extend services for construction administration and inspection of the project. Phase II is the final

phase of the project which is scheduled for completion in May 2014. The fee proposal for this work is on a time and materials basis not to exceed \$286,210.

The project would provide for more efficient and safe vehicle staging, pedestrian circulation, and public parking in the areas adjacent to the Cruise Ship Terminal Visitor's Center, Mt. Roberts Tram, and Taku Fisheries. Funding for this work is provided by the overall funding sources for the cruise ship dock projects including state grants, state passenger fees, and local port development fees.

This contract amendment was reviewed and recommended for approval by the Docks and Harbors Board at its regular meeting of August 29, 2013.

I recommend this amendment be approved.

C. Late Filed Senior Citizen Hardship Property Tax Exemption Requests

Martin Johnson and Joel Orelove applied late for the Senior Citizen Real Property Hardship Exemption. The code places the authority for accepting late filed claims with the Assembly.

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.

Mr. and Mrs. Johnson state they do not drive, and that they were late filing because they needed to wait on their friend to transport them to the post office. Mr. Johnson has received the exemption in the past.

Mr. Orelove is late filing due to medical reasons. He has also received the exemption in the past.

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

	Total					
	Land	Building	Assessed Value	Net Tax	Allowable Hardship	Tax Due
Martin Johnson	\$295,100	\$243,700	\$538,800	\$4,144.61	\$3,557.23	\$587.38
Joel Orelove	\$127,000	\$259,700	\$386,700	\$2,523.22	\$1,538.04	\$985.18

Approval of these late filings would result in a loss of **\$5,095.27** in revenue to the City.

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

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

X. STAFF REPORTS

- A. Archipelago Lot 3 Property Acquisition
- B. Juneau Police Department Annual Report

XI. ASSEMBLY REPORTS

XII. ASSEMBLY COMMENTS AND QUESTIONS

XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIV. EXECUTIVE SESSION

XV. 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