

**SPECIAL ASSEMBLY MEETING
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Meeting Minutes - April 3, 2019

MEETING NO. 2019-19: The Special Meeting of the City and Borough of Juneau Assembly, held in the Assembly Chambers of the Municipal Building, was called to order at 5:30 p.m. by Deputy Mayor Maria Gladziszewski.

I. CALL TO ORDER / ROLL CALL

Assemblymembers Present: Mayor Beth Weldon (telephonic), Loren Jones, Wade Bryson, Carole Triem (telephonic), Maria Gladziszewski, Rob Edwardson, Alicia Hughes-Skandjis and Michelle Hale

Assemblymembers Absent: Mary Becker

Staff Present: City Manager Rorie Watt, Deputy Manager Mila Cosgrove, City Attorney Robert Palmer, Finance Director Bob Bartholomew, Municipal Clerk Beth McEwen, Port Director Carl Uchytel, Incoming Finance Director Jeff Rogers, HRRM Manager Dallas Hargrave, CDD Director Jill Maclean, Parks & Recreation Director George Schaaf, Chief Housing Officer Scott Ciambor, Police Chief Ed Mercer, Deputy Chief David Campbell, Fire Chief Rich Etheridge, Library Director Robert Barr, Engineering/Public Works Director Mike Vigue, Parks and Recreation Administrative Officer Lindsey Foster, Controller Sam Muse, Budget Analyst Elisabeth Jensen, Eaglecrest Manager Dave Scanlan, Chief CIP Engineer John Bohan, JSD Superintendent Bridget Weiss, JSD Administrative Services Director Sarah Jahn

II. APPROVAL OF AGENDA

There being no agenda changes, the agenda was approved as presented.

III. AGENDA TOPICS

IV. 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 Mr. Jones to adopt the Consent Agenda and asked for unanimous consent. *Hearing no objection, the motion carried.*

1. Ordinances for Introduction

a. **Ordinance 2019-05 An Ordinance Establishing the Rate of Levy for Property Taxes for Calendar Year 2019 Based Upon the Proposed Budget for Fiscal Year 2020.**

This ordinance establishes the mill rates for property taxes for 2019, which funds a significant portion of the City and Borough of Juneau's FY20 operating budget. The Charter requires the assembly to adopt, by ordinance, the tax levies necessary to fund the budget before June 15.

The mill levies presented in this ordinance support the Manager's FY20 Revised Budget that will be reviewed by the Assembly Finance Committee. As part of the budget review process, the Assembly Finance Committee will review and recommend, to the Assembly, the final mill levies. The final mill levies must be adopted on or before June 15.

For FY20 the operating mill rate remains unchanged there is a change in Service Areas from FY19, and the proposed debt service mill rate is set to decrease by 0.10 mills. This ordinance proposes a total mill levy of 10.56; the components of which are:

<u>Operation Mill Rate by Service Area</u>	<u>Millage</u>	<u>Change from FY19 Adopted</u>
Roaded Service Area	2.45	0.15
Fire Service Area	0.31	(0.05)
Areawide	6.60	(0.10)
Operating Total	9.36	-
Debt Service	1.20	(0.10)
Total	10.56	(0.10)

The City Manager recommends this ordinance be introduced, referred to the Assembly Finance Committee for further review, and set for public hearing at the Special Assembly meeting scheduled for April 24, 2019.

b. **Ordinance 2019-06 An Ordinance Appropriating Funds from the Treasury for FY20 City and Borough Operations.**

This ordinance appropriates \$377,166,800 in expenditure authority for the City and Borough of Juneau's FY20 operating budget, excluding the School District. It is necessary to appropriate all transfers between funds that support operations, debt service and capital projects as well as the associated expenditures within the funds themselves. These transfers account for \$99,826,300 of the FY20 operating budget. The total appropriated expenditure authorization, net of inter-fund transfers, is \$277,340,500 million.

This ordinance also recognizes \$371,832,600 of projected revenue and transfers-in and decreases fund balances, across all funds, by \$5,334,200. The revenue and fund balance draw are sufficient to fund the budgeted expenditures. During the weekly Finance Committee meetings in April and May we will walk through the components of the budget and the explain changes from the prior year.

The Charter requires that a public hearing be held on the FY20 operating budget by May 1, 2019, and adoption by June 15, 2019.

The City Manager recommends this ordinance be introduced, referred to the Assembly Finance Committee for further review, and set for public hearing at the Special Assembly meeting scheduled for April 24, 2019.

c. **Ordinance 2019-07 An Ordinance Appropriating Funds from the Treasury for FY20 School District Operations.**

This ordinance will appropriate to the School District an FY20 operating budget of \$87,471,500. This is an overall increase in the budget of \$229,700 from the FY19 Amended Budget. The School District's operating budget is.

• General Operations	\$71,122,800
• Special Revenue (pupil transportation, food service, etc.)	7,363,500
• Education Restricted Grants	5,728,700
• Student Activities/Other	<u>3,256,500</u>
Total Budget	\$87,471,500

The FY20 school budget is supported with a combination of funding sources including CBJ local funding of \$28,174,300. The local funding consists of: \$26,497,800 for general operations, and \$1,676,500 for programs and activities outside of the state funding cap. These programs and activities include: \$1,181,500 million for student activities, \$50,000 for pupil transportation, \$50,000 for food service, \$95,000 for Community Schools and \$300,000 for Kinder Ready. The general

operations support is a decrease of \$37,500 over FY19 Amended. The other program and activities funding is an increase of \$120,000 over FY19 Amended, for a net funding increase of \$82,500.

State Statute requires the Assembly to determine the total amount of local educational funding support to be provided and provide notification of the support to the School Board within 30 days of the School District's budget submission. The district's budget was submitted March 29, 2019. To meet this timing provision, it is necessary for the Assembly to determine the amount of funding and provide notice in the month of April. This amount cannot subsequently be reduced, unless the amount exceeds the State funding CAP, but it can be increased. If the Assembly does not set the amount and furnish the School Board with notice within 30 days, the amount requested by the School District is automatically approved. By Charter, the Assembly is required to appropriate the School District's budget no later than May 31, 2019. On April 24, 2019, a meeting is scheduled for the Assembly to state, by motion, the amount of local funding to be provided to the School District.

The Manager recommends this ordinance be introduced, referred to the Assembly Finance Committee for further review, and set for public hearing at the special Assembly meeting scheduled for April 24, 2019.

d. **Ordinance 2019-18 An Ordinance Amending Ordinance 2006-32 and Authorizing the Port Director to Execute a Lease Amendment with William Heumann for Outdoor Food Service Near 432 South Franklin Street.**

In 2006, the Assembly enacted Ordinance 2006-32, which authorized a 35 year lease of approximately 500 square feet of tidelands for construction of the building known as People's Wharf and associated access.

Ordinance 2019-18 would amend Ordinance 2006-32 by authorizing the Port Director to increase the leased area by 305 square feet to provide space for outdoor food service. The applicant has used the area for the last two years for crab cookers, propane tanks, and customer waiting space associated with Tracy's King Crab Shack with an annual permit. This ordinance would eliminate the administrative burden of processing an annual permit and instead expand an existing lease. If the Assembly adopts this ordinance, the Port Director intends to issue a temporary use permit, pursuant to CBJC 53.09.310, so the applicant can open before the first cruise ship arrives on April 28.

The applicant has also received a license for the last two years for 400 square feet of right of way adjacent to the lease area for outdoor seating, but that right of way space is not subject to this lease amendment. (CBJC 53.09.350)

The Docks and Harbors Board reviewed this lease amendment on March 28, 2019, and recommended approval. The Planning Commission is scheduled to review this matter on April 9, 2019.

The City Manager recommends this ordinance be introduced and set for public hearing on April 22, 2019.

2. Resolutions

- a. **Resolution 2845 A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2020 Through 2025, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2020.**

This resolution would adopt the Capital Improvement Program (CIP) for Fiscal Years 2020 through 2025, as required by Charter Section 9.4, and lists the capital projects that will be initially appropriated by ordinance in FY20.

The Public Works and Facilities Committee (PWFC) reviewed the preliminary CIP Resolution at its meeting on March 18, 2019, and forwarded the plan to the Assembly.

The City Manager recommends this resolution be introduced, referred to the Assembly Finance Committee on April 3, 2019 for further review, and set for public hearing at the special Assembly meeting scheduled for April 24, 2019.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

VI. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 5:32 p.m.

Signed: _____
Elizabeth J. McEwen
Municipal Clerk

Signed: _____
Beth A. Weldon
Mayor