

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

August 11, 2014 7:00 PM

Assembly Chambers - Municipal Building  
Regular Meeting No. 2014-22

Submitted by: \_\_\_\_\_  
Kimberly A. Kiefer  
City and Borough Manager

**I. FLAG SALUTE**

**II. ROLL CALL**

**III. SPECIAL ORDER OF BUSINESS**

- A. Capital City Fire/Rescue Fire Captain, Lynn Ridle
- B. Capital City Fire/Rescue FF/EMT I, Marc Ormsby

**IV. APPROVAL OF MINUTES**

- A. July 10, 2014 Special Assembly Meeting 2014-19 Minutes
- B. July 17, 2014 Special Assembly Meeting 2014-20 Minutes
- C. July 21, 2014 Regular Assembly Meeting 2014-21 Minutes

**V. MANAGER'S REQUEST FOR AGENDA CHANGES**

**VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

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

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

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

There is no CBJ match requirement for this grant.

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

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

This ordinance would appropriate \$2,266,000 for 4 Alaska Department of Commerce, Community and Economic Development legislative grants to the below new or existing programs or Capital Improvement Projects (CIP's).

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

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

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

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

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

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

**Fire Department Mobile Data Terminals \$66,000:**

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

**School District Curriculum Materials: \$200,000**

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

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

**The Manager recommends this ordinance be introduced and set for public**

**hearing at the next regular meeting.**

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

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

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

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

Preparing the jurisdictions Local Capability Assessment (LCA) Document for the State.

Required attendance at the Bi-Annual Conference State's Multi-Year Training and Exercise Plan Workshop (TEPW), and development of a local jurisdiction Multi-Year Training and Exercise Plan to be submitted to DHS&EM at the TEPW.

Participation in exercises during the performance period.

Continued utilization and work towards compliancy with the National Incident Management System (NIMSCAST).

Completion of the FEMA Independent Study Professional Development Series.

Timely submission of quarterly progress reports.

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

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

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

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

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

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

There is no CBJ match requirement for this grant.

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

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

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

Additional project funding is anticipated from the Federal Aviation Administration (FAA).

The Airport Board will address this action at its August 13, 2014 meeting.

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

## 2. Resolutions

- a. **Resolution 2694 - A Resolution Designating State of Alaska, Department of Environmental Conservation Grant Funds for the Salmon Creek Filtration Project as the Number One Local State Funding Priority for Fiscal Year 2015.**

The City and Borough is applying for Alaska Department of Environmental Conservation (ADEC) grants through the Alaska Drinking Water Fund Grant program. The application process has a ranking system whereby projects from around the state are evaluated based on such criteria as, benefits to public health, plans completed by the community, support by the community, and supplementary source of funding.

To achieve maximum points, thereby assuring the best chances for grant monies, the ADEC requests a resolution of support by the community's elected leaders identifying this project as the community's number one priority for the fiscal year.

This resolution requests that the Salmon Creek Secondary Disinfection Project be considered Juneau's number one priority for State grant funding this fiscal year. The proposed project will add microfiltration treatment to the Salmon Creek water system.

The CBJ is requesting \$3.0 Million of Grant funding for this project, which requires a 40% match.

The Salmon Creek water source is required to be upgraded to meet the ADEC LT2 disinfection requirements by installing microfiltration. Addition of this treatment process will also make Salmon Creek a fully redundant water source, (listed as a priority of the CBJ 2012 Municipal Drinking Water Supply Plan) that will not be interrupted any longer by the turbidity events that have caused predictable shutdowns in the past.

The Assembly Public Works and Facilities Committee reviewed this request at its July 14, 2014 meeting and recommended forwarding to the full Assembly for approval.

**The Manager recommends this resolution be adopted.**

3. Transfer

a. **Transfer T-956 Transfers \$67,000 of Sales Tax from CIP P44-073 Deferred Bldg Maintenance to CIP P46-097 JDCM Remodel/New Exhibit**

This ordinance transfers \$67,000 from CIP P44-073 (Deferred Building Maintenance) to CIP P46-067 (JDCM Remodel/New Exhibit).

Due to several unforeseen conditions, including discovery of contaminated soils during removal of the underground fuel oil storage tank and the requirement to upgrade the electrical service, the funds remaining in the JDCM HVAC Upgrades CIP will not be sufficient to complete the project.

The Public Works and Facilities Committee approved a transfer of \$50,000 on July 14, 2014. Notification of the requirement to upgrade the electrical service for approximately \$17,000 did not occur until the week of July 21st.

**The Manager recommends approval of this transfer.**

## VIII. PUBLIC HEARING

A. **Ordinance 2014-08(c) - An Ordinance Amending Title 20 of the City and Borough Code to Provide for the Regulation of Secondhand Dealers of Certain Property and Providing for a Penalty.**

This ordinance was introduced at the June 9, 2014 Assembly meeting, referred to the June 30 Assembly Human Resources Committee (HRC) meeting, and set for public hearing to be held by the Assembly on July 21.

The HRC, at its June 30, 2014 meeting, reviewed the ordinance and asked to continue it to a future HRC meeting for additional work.

The HRC took public testimony at its July 17, 2014 Special Human Resources Committee meeting and discussed the ordinance. Version b of the Ordinance was distributed at this meeting.

At the July 21, 2014 Assembly meeting, HRC Chair Jesse Kiehl moved to continue the

Public Hearing to the August 11, 2014 regular Assembly meeting to allow the committee to continue its review at a Special HRC meeting on July 31, 2014. The HRC moved version (c) of the secondhand store ordinance to the Assembly.

The substantive difference between version (a) and versions (b) and (c) are a narrowed scope of the regulation to seven categories of items (precious metals, precious gems, firearms, coins, bullion, and electronic equipment, and tools valued over \$50.) All required actions under the ordinance are related solely to those items.

**The Manager recommends this ordinance be adopted.**

**B. Ordinance 2014-24(B) An Ordinance Appropriating to the Manager the Sum of \$9,939 as Additional Funding for the Juneau International Airport Runway Safety Area Capital Improvement Project, Grant Funding Provided by the Federal Aviation Administration.**

This ordinance would appropriate an additional \$9,938.55 for the Runway Safety Area (RSA) capital project. The original appropriation 2013-11(AM) was less than what the FAA had actually awarded. This increases the FAA Airport Improvement Program grant to match the grant agreement. Funding is provided as follows:

Federal Aviation Administration Grant:	\$9,938.55
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This phase of the RSA project includes a construction contract (SECON), contract administration costs, and a pass-through payment to FAA for FAA facilities installation.

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

The Airport Board reviewed this action at its July 9, 2014 meeting, and recommended forwarding to the full Assembly for approval.

**The Manager recommends this ordinance be adopted.**

**IX. UNFINISHED BUSINESS**

**X. NEW BUSINESS**

**A. Docks and Harbors - Contract Amendment for Professional Services**

PND Engineers is currently under contract for professional engineering services for Phase I of the Aurora Harbor Re-Build project. Northern Construction Service was the successful low bidder for the project.

This professional services amendment would modify the contract to include construction administration and inspection services during construction of the project. PND Engineers was selected to provide professional services for the project and the RFP included the provision that services may be modified to include construction administration and inspection tasks.

The proposed fee for CA/I is on a time and materials basis to a maximum of \$630,130.00 as indicated in the PND letter dated July 10, 2014.

This contract amendment was reviewed and recommended for approval by the Docks and

Harbors Board at its July 31, 2014 meeting.

**B. Late Filed Senior Citizen Hardship Exemption Application - McKinley**

On May 8, 2014, Sophia McKinley filed a late application for the 2014 Senior Citizen Real Property Hardship Exemption. The code places the authority for approving late 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.*

Ms. McKinley has consecutively filed late for the past 4 years. The basis for filing late has primarily been due to medical issues. Approval of this late filing would result in a loss of \$989.83 in revenue to the City. The Assessor's Office has reviewed the application and has determined Ms. McKinley has an income ratio that would qualify her for the exemption had it been filed in a timely manner.

**The Manager recommends the Assembly authorize the assessor to accept the application as if timely filed with acknowledgement the applicant's late filings are repetitive.**

**C. Application for Dedsignation of Liquor Licensed Premises - Suite 907**

A liquor license dedesignation application is subject to approval by the local law enforcement agency as well as the local governing body. Deputy Police Chief Ed Mercer has approved this application on behalf of Juneau Police Department with the condition that it is subject to revocation in the event there are law enforcement issues that arise as a result of this permit. Applicant Cindy Isaak stated that she agreed with that condition when she met with staff and submitted her application.

This is an application to dedesignate the liquor license for Suite 907 for certain dates/times to allow the business to hold youth-related events for persons between the ages of 17 and 20. Rather than scheduling this application for the July 21 Assembly meeting, the City Manager asked that this be considered by the Human Resources Committee prior to Assembly action on the application.

If approved by the Assembly at its August 11, 2014 meeting, the remaining event dates/times indicated on the application subject to approval would be from 9p.m. - 1a.m. the nights of August 14, August 19, September 25, October 16, November 6, and December 29, 2014.

The Human Resources Committee is reviewing this matter at its meeting on August 11 and will forward its recommendation to the Assembly for action.

**The Manager recommends the Assembly act according to the recommendation by the Assembly Human Resources Committee.**

**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**

- A. **ASRC McGraw Litigation and Settlement Negotiations**

### **XVI. ADJOURNMENT**

Note: Agenda packets are available for review online at [www.juneau.org](http://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](mailto:city_clerk@ci.juneau.ak.us)



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

July 10, 2014 Special Assembly Meeting 2014-19 Minutes

**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
<input type="checkbox"/>	<a href="#">July 10, 2014 Special Assembly Meeting 2014-19 DRAFT Minuteds</a>	8/7/2014	Minutes

# THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - July 10, 2014

**MEETING NO. 2014-19:** The Special Meeting of the City and Borough of Juneau Assembly, held in the City Hall Conference Room #224 was called to order at 7:57 p.m. by Mayor Merrill Sanford.

## I. ROLL CALL

Assembly Present: Mayor Merrill Sanford, Deputy Mayor Mary Becker, Jerry Nankervis, Kate Troll, Jesse Kiehl, Carlton Smith, Randy Wanamker, and Loren Jones(telephonic).

Assembly Absent: Karen Crane

Staff Present: Deputy Clerk Beth McEwen

## II. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

## III. NEW BUSINESS

### A. Board Appointments - Docks & Harbors Board

The Docks and Harbors Board has three open seats for terms beginning July 10, 2014 and expiring June 30, 2017.

**The Manager recommends the Assembly appoint the applicants nominated by the Full Assembly sitting as the Human Resources Committee to serve on the Docks and Harbors Board.**

Mr. Kiehl reported that the Full Assembly sitting as the Human Resources Committee met immediately prior to this Assembly meeting and recommended the following appointments to the Docks & Harbors Board: David Summers, E. Budd Simpson, and John A. Bush to serve for terms beginning immediately and expiring June 30, 2017.

*Hearing no objection, the appointments were made as recommended.*

### B. Board Appointments - Airport Board

The Airport Board has two open seats for terms beginning July 10, 2014 and expiring June 30, 2017.

**The Manager recommends the Assembly appoint the applicants nominated by the Full Assembly sitting as the Human Resources Committee to serve on the Airport Board.**

Mr. Kiehl reported that the Full Assembly sitting as the Human Resources Committee recommended the following appointments to the Juneau International Airport Board: Malcolm Menzies and Dennis Harris to serve for terms beginning immediately and expiring June 30, 2017.  
*Objection was noted and a roll call vote was taken.*

Roll call:

Aye: Wanamaker, Nankervis, Smith, Troll, Jones, and Kiehl

Nays: Becker and Sanford

***Motion passed, 5 ayes, 2 nays.***

#### **IV. ASSEMBLY COMMENTS AND QUESTIONS**

None.

#### **V. ADJOURNMENT**

There being no further business to come before the committee, the meeting was adjourned at 8:00 p.m.

Signed: \_\_\_\_\_  
Elizabeth J. McEwen, Acting Clerk

Signed: \_\_\_\_\_  
Merrill Sanford, Mayor

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

July 17, 2014 Special Assembly Meeting 2014-20 Minutes

**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
<input type="checkbox"/>	<a href="#">July 17, 2014 Special Assembly Meeting 2014-20 DRAFT Minutes</a>	8/7/2014	Minutes

# THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - July 17, 2014

**MEETING NO. 2014-20:** The Special Meeting of the City and Borough of Juneau Assembly, held in the City Hall Conference Room #224, was called to order at 7:44 p.m. by Mayor Merrill Sanford.

## I. ROLL CALL

Assembly Present: Mayor Merrill Sanford, Karen Crane, Jesse Kiehl, Jerry Nankervis, Carlton Smith, Kate Troll, and Randy Wanamaker. Deputy Mayor Mary Becker and Loren Jones participated telephonically.

Assembly Absent: None.

Staff Present: Deputy Clerk Beth McEwen

## II. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

## III. NEW BUSINESS

### A. Board Appointments - Eaglecrest Board

The Eaglecrest Board has two open seats for terms beginning July 17, 2014 and expiring June 30, 2017.

**The Manager recommends the Assembly appoint the applicants nominated by the Full Assembly sitting as the Human Resources Committee to serve on the Eaglecrest Board.**

Mr. Kiehl reported that the Full Assembly sitting as the Human Resources Committee met immediately prior to this Assembly meeting and recommended the following appointments to the Eaglecrest Ski Area Board: Bruce Garrison and Wayne Stevens to serve for terms beginning immediately and expiring June 30, 2017.

*Hearing no objection, the appointments were made as recommended.*

## IV. ASSEMBLY COMMENTS AND QUESTIONS

None.

## V. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 7:46 p.m.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
Elizabeth J. McEwen, Acting Clerk Merrill Sanford, Mayor

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

July 21, 2014 Regular Assembly Meeting 2014-21 Minutes

**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
<input type="checkbox"/>	<a href="#">DRAFT Minutes of the July 21, 2014 Assembly Meeting</a>	7/23/2014	Minutes

## THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - July 21, 2014

**MEETING NO. 2014-21:** The Regular Meeting of the City and Borough of Juneau Assembly, held in the Assembly Chambers of the Municipal Building, was called to order at 7:00 p.m. by Mayor Merrill Sanford.

### I. ROLL CALL

Assembly Present: Karen Crane, Loren Jones, Jesse Kiehl, Jerry Nankervis (teleconference), Merrill Sanford, Kate Troll and Randy Wanamaker.

Assembly Absent: Mary Becker, Carlton Smith.

Staff Present: Kim Kiefer, City Manager; Rob Steedle, Deputy City Manager; Amy Mead, City Attorney; Laurie Sica, Municipal Clerk; Bob Bartholomew, Finance Director; Robert Barr, Library Director; Brent Fischer, Parks and Recreation Director; Myiia Whato, Recreation Superintendent; Patricia DeLaBruere, Airport Manager; Matt Lillard, Eaglecrest Ski Area Manager; Gary Gillette, Port Engineer.

### II. SPECIAL ORDER OF BUSINESS

None.

### III. APPROVAL OF MINUTES

A. June 30, 2014 Regular Assembly Meeting 2014-18 Minutes

Hearing no objection, the minutes of the June 30, 2014 Regular Assembly Meeting 2013-18 were approved.

### IV. MANAGER'S REQUEST FOR AGENDA CHANGES

Ms. Kiefer asked the Assembly to remove Ordinance 2014-38(b) An Ordinance Repealing the Civil Fine Procedure and Re-establishing Certain Parking and Other Violations as Infractions, from the agenda, under Public Hearing. She asked the Assembly to set the ordinance for Public Hearing at the Regular Assembly Meeting on August 25. She said the staff had found a procedural issue that required additional work prior to that time.

### V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

### VI. CONSENT AGENDA

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

None.

B. Assembly Requests for Consent Agenda Changes

Mr. Nankervis requested that Resolution 2689 be removed from the consent agenda.

C. Assembly Action

*MOTION, by Kiehl, to adopt the consent agenda, with the removal of Resolution 2689. Hearing*

no objections, the consent agenda was adopted.

1. Ordinances for Introduction

- a. Ordinance 2014-24(B) An Ordinance Appropriating to the Manager the Sum of \$9,939 as Additional Funding for the Juneau International Airport Runway Safety Area Capital Improvement Project, Grant Funding Provided by the Federal Aviation Administration.

This ordinance would appropriate an additional \$9,938.55 for the Runway Safety Area (RSA) capital project. The original appropriation 2013-11(AM) was less than what the FAA had actually awarded. This increases the FAA Airport Improvement Program grant to match the grant agreement. Funding is provided as follows:

Federal Aviation Administration Grant:	\$9,938.55
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This phase of the RSA project includes a construction contract (SECON), contract administration costs, and a pass-through payment to FAA for FAA facilities installation.

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

The Airport Board reviewed this action at its July 9, 2014 meeting, and recommended forwarding to the full Assembly for approval.

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

2. Resolutions

- a. Resolution 2689 A Resolution Re-establishing the Juneau Local Emergency Planning Committee, Amending its Membership and Bylaws, and Repealing Resolution 2135.

The Juneau Local Emergency Planning Committee (LEPC) requested an additional seat and alternate be added to its membership for an individual representing vulnerable populations. In addition to adding those seats to the committee, this resolution would also amend both the committee's governing resolution and bylaws.

The draft resolution and bylaws were approved by the Assembly Human Resources Committee at its meeting of June 30, 2014, and the Juneau Local Emergency Planning Committee at its July 9, 2014 meeting. If approved by the Assembly, the final documents will be forwarded to the State of Alaska Emergency Response Commission for final approval.

The resolution included in your packet indicates the substantive changes between this resolution and the resolution that would be repealed.

**The Manager recommends this resolution be adopted.**

Removed from the Consent Agenda:



Public Comment: None.

Assembly Action:

MOTION, by Wanamaker, to adopt Resolution 2689.

Mr. Nankervis objected. He said that he had served on the LEPC, and one of its primary missions was to locate and map hazardous materials in the community, and the change to add additional members will further dilute and further postpone of the primary tasks of the committee. This change was a feel-good measure only.

Ms. Kiefer said that some of this mapping had been done but was not sure that the work had been done by LEPC.

Mr. Kiehl said he was not sure if the LEPC had a comprehensive map of all the Federal Right-to-Know Act hazardous materials in the CBJ, but the representatives from Capital City Fire and Rescue and the Police Department who sat on the committee were pleased with the mapping that existed and if the committee needed to be encouraged to do a more thorough job he was confident the committee would be responsive. He had sat on this committee and was impressed with its work, particularly working with the emergency broadcasting system to tailor it to the local level, working on the airport emergency drills, and all of the seats had consistently been filled. He understood that advocates of the disabled community had requested to be represented, and the LEPC agreed. He supported the resolution.

Roll call:

Aye: Crane, Jones, Kiehl, Troll, Wanamker, Sanford

Nay: Nankervis

Motion passed, 6 ayes, 1 nay. Resolution 2689 was adopted.

### 3. Liquor License

#### a. New Liquor License Applications located at Juneau International Airport

The following are applications for two new Beverage Dispensary - Tourism liquor licenses located at the Juneau International Airport. Since they are Beverage Dispensary - Tourism licenses issued in accordance with AS 04.11.400(d), they are not subject to the population limitations by which other Beverage Dispensary liquor licenses are limited.

**New Beverage Dispensary - Tourism License #5340: Jacobsen/Daniels Associates, LLC d/b/a The Annex, Location: 1873 Shell Simmons Drive, Suite 220a, Juneau, AK 99801**

**New Beverage Dispensary - Tourism License #5341: Jacobsen/Daniels Associates, LLC d/b/a Romeo's Tap Room, Location: 1873 Shell Simmons Drive, Suite 220, Juneau, AK 99801**

The Beverage Dispensary - Tourism licenses are before the Assembly to either protest or waive its right to protest the issuance of these new licenses. The Assembly may protest a license application for any of the reasons listed in CBJ

20.25.025. The Finance, Police, Fire, Public Works, and Community Development Departments have reviewed the applications and found them 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.

In addition to the Beverage Dispensary-Tourism licenses, each application is accompanied by an application for a Restaurant Designation Permit (RDP). The RDP's are subject to Assembly approval and allow for persons 16-20 years of age to dine unaccompanied, persons under 16 years of age to dine accompanied by a person 21 years of age or older, and persons 16-20 years of age to be employed. Neither the permit, nor the license allows persons under 16 years of age to be unaccompanied on the "licensed premises." The applicants have been working with CBJ staff to make accommodations so each of the leased locations have some area that will be considered outside the "licensed premises" covered by the liquor licenses to allow unaccompanied persons under 16 years of age to purchase food and non-alcoholic beverages from the licensee.

For the Romeo's Tap Room RDP, the darker sections in the attached map indicates those areas open to the public at which alcoholic beverages may be sold and served. The lighter shaded areas marked from the doorway to the cash register and all portions to the left of that line are areas where alcoholic beverages will not be sold or served.

For The Annex RDP, the original application as considered by the Alcohol Beverage Control Board at its meeting on July 8 indicated the entire leased area was to be designated as licensed premises. Following that ABC meeting, CBJ staff discussed the concern with the licensees that no unaccompanied minors under 16 years of age would be allowed on the premises if the license was approved as originally proposed. Following those discussions, the licensee submitted a revised map for the The Annex licensed premises to allow for only a portion of their leased premises to be considered "licensed premises" for the purposes of selling and serving alcoholic beverages. The revised map is attached for your approval.

The Airport Board has been following the progress of these licenses at a number of meetings during the last four months. These licenses were on the July 8 Alcohol Beverage Control Board agenda and were approved with delegated consent pending the decisions by CBJ.

**The Manager recommends the Assembly waive its right to protest the issuance of the above liquor licenses and approve the Restaurant Designation Permit applications as modified per the attached revised map.**

b. Liquor License Transfer of Ownership

This liquor license transfer is before the Assembly to either protest or waive its right to protest the transfer.

**Ownership Transfer FROM: Allan Ahlgren and Michael Corcoran d/b/a Breeze-In Liquor TO: Breeze-In Corporation d/b/a Breeze-In Liquor Location: 2200 Trout Street, Juneau, AK 99801**

The Assembly may protest a license application for any of the reasons listed in CBJ 20.25.025. The Finance, Police, Fire, Public Works, 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 transfer 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 this liquor license transfer.**

#### 4. Transfers

- a. Transfer T-955 Transferring \$610,759 of Temporary Sales Tax from Terminal Expansion CIP to Runway Rehab CIP.

This would transfer \$610,759 from the Airport Terminal Expansion CIP to the Runway Rehabilitation CIP.

Funds are provided by Sales Tax funds from the Terminal Expansion CIP, on a temporary basis, to match a Federal Aviation Administration (FAA) construction grant. The funds will be transferred back when the final royalty payments are claimed on the fill material from the float pond.

The Runway Rehabilitation project is funded by FAA (93.75%), State of Alaska match (3.125%), Local match (3.125%).

At its July 14, 2014 special meeting, the Airport Board approved this transfer.

**The Manager recommends approval of this transfer.**

## VII. PUBLIC HEARING

- A. Ordinance 2014-08 An Ordinance Amending Title 20 of the City and Borough Code to Provide for the Regulation of Secondhand Dealers and Providing for a Penalty.

This ordinance would impose certain record-keeping obligations on secondhand dealers, and would require dealers to retain property purchased for resale for a period of 30 days. This ordinance would codify a similar reporting and hold requirement for secondhand dealers as the State imposes upon pawnshops.

The Assembly Human Resources Committee reviewed this ordinance at its June 30, 2014 meeting, and at a special meeting held on July 17, 2014, and recommends that public hearing on the ordinance be moved to the August 11, 2014 regular meeting to allow the public time to review the amendments being recommended by the Committee.

**The Manager recommends public hearing on this ordinance be moved to the August 11, 2014 meeting.**

Assembly Action:

*MOTION, by Kiehl, to refer Ordinance 2014-08 to the Human Resources Committee in advance of consideration at the August 11 Regular Assembly meeting.*

Mr. Kiehl set a special Human Resources Committee meeting for Thursday, July 31, at 4:45 p.m. in the City Hall Assembly Chambers.

Hearing no objection, it was so ordered.

- B. Ordinance 2014-38(b) An Ordinance Repealing the Civil Fine Procedure and Re-establishing Certain Parking and Other Violations as Infractions.

This ordinance would repeal the civil fine process adopted by the City and Borough in 2013, re-establishing the civil violations as criminal infractions. With the adoption of SB 116 by the State legislature, the reason behind enacting the civil fine process - to avoid the need to personally serve certain citations - has been eliminated.

Last year, when the Alaska Court System's Minor Offense rules were updated, the Court System reviewed the municipal codes for conflicts with the new rules. That review was not done for the CBJ because the CBJ adopted a civil fine process instead. With the impending repeal of the civil fine process, the Court went forward with its review and contacted the CBJ with suggested changes to Ordinance 2014-38. Version (b), included in your packet, reflects those changes recommended by the Court System, with the newly amended text shown in italics.

Other necessary housekeeping amendments will be brought forward in the ordinance that will result from the code review process currently underway.

**The Manager recommends this ordinance be adopted.**

Assembly Action:

Mayor Sanford pulled Ordinance 2014-38(b) from the agenda at the manager's request for additional work, and set it for public hearing at the August 25 Regular Assembly meeting.

- C. Ordinance 2014-41 An Ordinance Proposing an Amendment to Section 3.20 of the Charter of the City and Borough Relating to the Ski Area Board.

This ordinance would create a ballot proposition to amend section 3.20 of the Home Rule Charter of the City and Borough. The effect of the amendment, if approved by voters, would be to grant the Ski area board the additional authority to manage and oversee the municipally-owned ice rink.

The Assembly Finance Committee reviewed this ordinance at its July 9, 2014 meeting, and recommended forwarding to the full Assembly for approval.

Section 14.2 of the City Charter requires six Assembly votes to change the charter.

**As this is a policy decision, the Manager has no recommendation.**

Public Comment:

Chris Mertl, Vice Chair of the Parks and Recreation Advisory Committee (PRAC) spoke as a

citizen. He served on the PRAC but he knew very little about this issue. He understood the budget concerns, but if the people on the PRAC did not understand the details, how would the public know enough to vote on the issue. There had not been a lot of information about this and existing resources needed to be utilized to study the issue. The PRAC was working on updating the PRAC Comprehensive Plan. Perhaps an empowered board was the way to go but this seemed premature without an understanding of the larger Parks and Recreation situation. He asked the Assembly to grant a year to the PRAC to work on the Comp Plan and to address budget concerns.

Mike Stanley, President of the Eaglecrest Board, referred the Assembly to a letter provided by the board, the Ski Area's letter. The Board passed a motion 6 aye, 1 nay, NOT to support this issue going on this year's ballot. There were too many unknown issues. They wanted to approach this as a company might in doing due diligence - to learn about the facility, the staff, the constituents, and what it meant for Eaglecrest and Treadwell. They generated a list of questions that we would like addressed. They understood that all of the questions would not be able to be answered immediately, but they are very different facilities and not an obvious fit. As a board they were available to assist work through the decision making process and there could be opportunities for further dialogue.

Jeff Wilson, Chair of the PRAC, said the PRAC was available to assist with this discussion. They felt they did not have sufficient information to move forward positively or negatively on both of the charter amendment questions. They need to look at what impacts empowered boards had - the management lost control over the facilities, and what did that mean? PRAC would like to work with Eaglecrest to get more information and they would like to remain neutral. How many empowered boards should there be? He worked with Mr. Fischer to do some public outreach to assess the public's needs for Parks and Rec due to changing demographics and where the P&R dollars should go. They needed information to assist with budgeting, as did the Assembly. If the Assembly implemented this, they would like to delay the implementation for a year to allow PRAC to do information surveying.

Ms. Crane said the Assembly would be working on the budget this summer, and any input needed to be early in the process.

Pete Hubert, said he was a user of the ski area and the pool. He also worked for Eaglecrest from 1985 - 1988, at a time when the Assembly was very concerned about costs. Eaglecrest had been an enterprise board since its inception. He was concerned that by taking on the skating rink, there would need to be a careful transition for the employees. He urged a delay in this implementation.

Matt Boline, President of the Juneau Douglas Ice Association for hockey said they initially supported an empowered board but after speaking with Eaglecrest, had heard that the board was not welcoming the change at this time as it was not familiar with ice arena operation. They were not opposed to an empowered board, but did support waiting a year to take up this question. Some questions to answer were who would make up the board, how many members, and if it fell under Eaglecrest, how would Treadwell be represented.

Darryl Tseu, represented the Adult Hockey Association Board, and as a user of the facility said they were all concerned about the facility. Many don't know the repercussions of such a decision and taking it to the public could be premature. He support looking at the budget, looking at the hockey and skating associations and other users.

Sigrid Dahlberg, President of the Juneau Skating Club, said they were all very concerned about

what happened to the arena. Eaglecrest had taken years to get where it was with 70% cost recovery. It would take time for Treadwell to be developed to the point to do that. Juneau was a great place to live with great programs and they want to keep those going. They recommended more discussion, saying we don't know enough to make such a change at this time.

Assembly Action:

*MOTION, by Wanamaker, to forward Ordinance 2014-41 for purposes of discussion.*

Mr. Wanamaker said it was clear that people did not support this change, but he had not heard any ideas of how to manage the city's budget.

Mr. Kiehl said this was similar to the interest in an Aquatic board. There was a deadline to get this on the ballot, as a charter amendment. He thought the conversation was just beginning and there was no great advocate trumpeting this. He had concerns about the empowered board approach. It had some potential benefits for the ardent users, and some risks to the public. The Assembly needed to think hard about this for the public. We do not want to price out the general public, and that was a red flag. This was a conversation that needed to go on longer, regarding how do we want to treat our recreation facilities, from an approach towards total cost recovery or a public good, accessible to all. He spoke in favor of delaying this matter until after the time for this year's ballot.

Ms. Troll said at first she thought this made some sense for finding synergies, but as discussion continues it is apparent this may not be a good fit. She supported delaying this idea for a year, but if we delay everything until receiving a Comp Plan for Parks and Recreation, that may be too late. She understood the skating community could help with ideas to generate revenue. If there were concrete proposals to save funds and generate revenues, she'd like to hear them soon.

*MOTION, by Wanamaker, to table Ordinance 2014-41 to the first regular meeting of the Assembly in March 2015. Hearing no objection, it was so ordered.*

- D. Ordinance 2014-42(b) An Ordinance Proposing an Amendment to the Charter of the City and Borough Authorizing the Creation of an Empowered Board to Operate and Manage the Municipally-Owned Aquatics Facilities.

This ordinance would create a ballot proposition to amend the Home Rule Charter of the City and Borough to establish an empowered Aquatics board. The proposed Charter language is the same that is currently used for the Docks and Harbors board and Airport board. The effect of the amendment, if approved by voters, would be to allow the Assembly to create an "empowered" board free of the restrictions imposed on boards by Charter section 3.16.

Version (b) amends the ordinance by replacing all references to "pools" with references to "aquatics facilities." The revisions are shown in italics.

Section 14.2 of the City Charter requires six Assembly votes to change the charter.

**As this is a policy decision, the Manager has no recommendation.**

Public Comment:

*Sandra Delong*, said she was a patron of the pool for 36 years on a five day a week basis. Pool

management was exemplary. Pools were money pits. She could understand the concern due to the budget crisis but she did not see how this action could help. The creation of this board may reduce qualified management staff, it won't make up for lost revenue. She asked the Assembly to move carefully.

Patty Ray, President, Board of Trustees, Glacier Swim Club. She believed that the establishment of the empowered board was critical. The current cost structure was unsustainable into the future. The community needed to think about running the pools differently and cited the success of the Eaglecrest model. When the Augustus Brown Pool was considered for closure, an empowered board would be suited to problem solving more than the present structure. Every year their fees increased and their access was reduced. An empowered board could review how pool time was allocated and could look at redundant positions. This was not a GSC issue, it was a community issue and many groups and users were affected. Keep the pools viable.

Bob Storer, Vice Chair, Aquatic Facilities Advisory Board, said the concept of an empowered board was not new with the pools. About five years ago this was considered, and an advisory board was chosen instead. The AFAB believed, not unanimously, but all supported moving to an empowered board. He was not talking about cutting staff but there were opportunities to create additional revenue through an empowered board system. This would decrease the contribution the city made. He said the decisions made by an empowered board would be more public. There would be more opportunities for any conflicts in use to be heard in public. AFAB supported this and he asked the Assembly to give the public an opportunity to vote on this.

Ms. Troll asked Mr. Storer what level of cost recovery did he think would be possible. Mr. Storer said over time there was the potential for 30 - 45%.

Lance Stevens, Chamber of Commerce President Elect, referred to a letter sent by the Chamber of Commerce supporting this concept. This ordinance gave the people the opportunity to vote and it was essentially a slow process. This put the question to the public whether the Assembly should have the option to create such a board. The model should be looked at for operating efficiencies and possible improved revenue. CBJ was at significant risk of losing a pool. There was a passionate group of people at the pool that wanted to see things change and with that good things could happen with public support.

Tom Rutecki, said the idea of an empowered board had been around for some time and Glacier Swim Club had about 300 members currently, and there were others who had kids who had been in the program. We don't need any vetting by the PRAC. The PRAC never sent a letter of support when the AB pool was going to close. He urged the Assembly to take this to the voters. He was a member of the PRAC and the AFAB and it was frustrating that the Dimond Park Pool could not be rented. People want to rent it and it doesn't happen. An empowered board would increase transparency. He encouraged six votes to pass this ordinance. The affordability of the pool was the AFAB's mission and they tried to get everyone who wanted to get in the pool to use it, focusing on kids and scholarships.

Reed Stoops, spoke in support of an empowered board. I've used the AB pool ever since it was built, supported the Dimond Park Pool as an addition, not to supplant the AB pool. The move to close the pool took him by surprise and an empowered board would do a more effective job of reducing the subsidy, which would help to keep both facilities open. It was doubtful to have a break even proposition but the subsidy could be substantially reduced. He spoke about the field house operation that had used a variety of ways to increase revenue, by using volunteers, allowing advertising, and there could be swims with higher and lower fees. He urged support of the charter

amendment and said there would be a number of details that would need to be worked out.

Assembly Action:

*MOTION, by Wanamaker, to approve Ordinance 2014-42(b).*

Mr. Wanamaker spoke in favor of the motion and he encouraged the Assembly to allow the voters to decide.

Ms. Crane said she felt the proposal had merit, but she was not happy with the push to get this immediately done. There were a lot of details to work out. If this passed she could start working on it tomorrow. She would like to have the information to provide voters with the maintenance costs of the facilities, the expectations we will have of the board, what kind of revenue we expect. Working with the public we would have more information. She would reluctantly vote for this, but would not vote for an ordinance until all the details were worked out.

Ms. Troll said she was in support as the situation with the pool was more worked out and was happy with the detailed information from the Glacier Swim Club. The Assembly was driven by the timeline to get the measure on the ballot. The question is a "may" not a "shall" for establishment of an empowered board, and additional analysis would be needed. The pool issue was ripe for this consideration.

Mr. Nankervis said he was in support of the ordinance.

Mr. Kiehl said he was wrestling with this issue and was nervous about the approach. He was concerned that the success of the Eaglecrest Board had become a beacon but the Assembly took a board that had met its goals and wacked their operating and capital budgets. The pools were not protected by an enterprise board. The Assembly had to think hard whether the only way to manage better was with a board. The letter from GSC was great, had good suggestions and it did not take an empowered board to bring those recommendations forward. These were the kinds of considerations the Assembly needed to make - what was the public good, what gets funded and what gets cut. He was willing to put this in front of the voters, but this took the community down the road of the expensive facilities in Juneau and the non-expensive facilities. He looked forward to a robust debate.

Hearing no objection, Ordinance 2014-42(b) passed.

- E. Ordinance 2013-11(BB) An Ordinance Appropriating to the Manager the Sum of \$7,830 as Funding to Provide For Commercial Motor Vehicle Inspections, Grant Funding Provided by the Alaska Department Of Transportation and Public Facilities.

This ordinance would appropriate a \$7,830 grant from the Alaska Department of Transportation and Public Facilities to provide commercial motor vehicle inspections (CMV).

The inspections are intended to determine the appropriateness of driver credentials as well as road worthiness of commercial vehicles with the ultimate goal of improving commercial vehicle safety in Juneau.

There is no match requirement for this grant.

**The Manager recommends this ordinance be adopted.**



Public Comment: None.

Assembly Action:

*MOTION, by Troll, to adopt Ordinance 2013-11(BB).* Hearing no objection, it was so ordered.

- F. Ordinance 2013-11(BC) An Ordinance Appropriating to the Manager the Sum of \$19,042 as Partial Funding for the Alaska Juneau Gold Mine Power Tower Stabilization Project. Grant Funding Provided by the Alaska Department of Natural Resources, Office of History and Archaeology.

This ordinance would appropriate \$19,042.00 to the Alaska Juneau Gold Mine Power Tower stabilization project.

Two historic power structures located in Last Chance Basin are leaning and need foundation repairs to assure they do not fall over. One of the two towers supplies power to the Last Chance Mining Museum. CBJ was awarded a matching grant from the Alaska Office of History and Archaeology to perform the work. The required 40% match would be provided through in-kind services of volunteers of the Gastineau Channel Historical Society. The work would begin in the summer of 2014 and be completed by fall of 2015.

The Historic Resources Advisory Committee reviewed the project and recommended applying for the grant.

**The Manager recommends this ordinance be adopted.**

Public Comment: None.

Assembly Action:

*MOTION, by Kiehl, to adopt Ordinance 2013-11(BC).*

Mr. Jones asked for more information about how the work of the project would be managed.

Mr. Gillette said he was the Chair of the Historic Resources Advisory Committee and the Gastineau Channel Historic Society, and they had done many similar projects with a combination of volunteer and contracted labor. An engineer would provide the design of the structural repairs and safety considerations would determine what labor could be done by volunteers or by a hired contractor. No CBJ employees would be working on the project. CBJ had a term contract for contractors for work under \$50,000 and the work would be performed under that CBJ contract.

Hearing no objection, it was so ordered.

- G. Ordinance 2013-11(BD) An Ordinance Appropriating to the Manager the Sum of \$3,137,500 as Partial Funding for the Statter Harbor Launch Ramp; Grant Funding Provided by the Alaska Department of Fish and Game.

This ordinance would appropriate a federal grant of \$3,137,500 administered through the Alaska Department of Fish and Game into the Statter Harbor CIP.

This grant would provide construction funding for the new two-lane launch ramp at Statter Harbor. CBJ is required to provide a 25% match or not less than \$1,045,833.34 of

non-federal funds. The construction phase is projected to cost approximately \$10M and is fully funded with the ADF&G contribution. The CBJ match is currently in the Statter Harbor CIP account provided by city sales tax proceeds.

With the ADF&G grant construction of the project would begin in fall of 2014 and be completed by spring of 2016.

The Docks and Harbors Board reviewed this ordinance, and its requirement for matching funds, at its June 26, 2014 meeting and recommended forwarding to the full Assembly for approval.

**The Manager recommends this ordinance be adopted.**

Public Comment: None.

Assembly Action:

*MOTION, by Jones, to adopt Ordinance 2013-11(BD).*

Ms. Crane asked if the work would begin this fall. Ms. Kiefer said yes.

Mr. Keihl asked for an explanation of the funding in the Economic Impact Note.

Mr. Gillette said this CIP had started 5 years ago, originally as the Statter Harbor Commercial Loading Facility. It was determined that it was not the appropriate location, the facility further out in Auke Bay was developed, and the funding from State Fish and Game and federal funding was used for many planning aspects of the project. He did not have a specific breakdown.

Mr. Keihl asked if this CIP funded other Auke Bay projects in addition to the ramp, and Mr. Gillette said that was correct.

Hearing no objection, it was so ordered.

- H. Ordinance 2014-24(A) An Ordinance Appropriating to the Manager the Sum of \$130,700 as Additional Grant Funding for the Alaska Mail Services Program; Grant Funding Provided by the Alaska State Library.

This ordinance would appropriate an additional \$130,700 in grant funds from the Alaska State Library to the CBJ Library Department for the staffing, materials, services, and supplies needed to provide library services by mail to Alaskan residents who live in communities that lack public library services.

The current grant budget in operating is \$97,700, this ordinance would increase the grant budget to \$228,400.

The Alaska State Library is directed to provide public library services to residents of the State without access to a public library in Alaska Statute 14.56.030(4) and the Library has been participating in this program in differing manners since its inception. This grant would fund 2.75 FTE positions and there is no matching requirement.

The Assembly Finance Committee reviewed this ordinance at its May 21, 2014 meeting, and recommended forwarding to the full Assembly approval.

**The Manager recommends this ordinance be adopted.**

Public Comment: None.

Assembly Action:

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

## **VIII. UNFINISHED BUSINESS**

None.

## **IX. NEW BUSINESS**

None.

## **X. STAFF REPORTS**

None.

## **XI. ASSEMBLY REPORTS**

### **A. Mayor's Report**

Mayor Sanford announced the first meeting of the Tax Exemption Review Committee on Thursday, July 24, at 5 p.m. in the City Hall Conference Room 224. Ms. Crane would substitute for Ms. Becker and Mr. Keihl would Chair the meeting. He asked that the idea of a hardship exemption for utility billing be added to the work of the committee.

### **B. Committee Reports**

Committee of the Whole: The next meeting was set for Monday, July 28.

Public Works and Facilities Committee: Chair Wanamaker said the next meeting was set for Monday, August 18.

Lands and Resources Committee: The next meeting was set for Monday, August 25.

Human Resources Committee: Chair Keihl said the next meeting was a special HRC worksession regarding the Second-Hand Ordinance, set for Thursday, July 31 at 4:45 p.m.

### **C. Liaison Reports**

Docks and Harbors Board: Liaison Jones said he next meeting was set for Thursday, July 31.

Downtown Business Association: Liaison Jones said the next meeting was set for Friday, August 1, and the DBA would be participating in the downtown cleanup on Friday, July 25.

Juneau Commission on Sustainability: Liaison Troll said the JCOS participated in the 4th of July parade with electric cars and would be forwarding a letter of thanks to the Assembly.

Bartlett Hospital Board: Liaison Crane said the next meeting was set for Tuesday, July 22.

Affordable Housing Commission: Liaison Keihl said the next meeting was set for Tuesday, August 5.

School Board: Liaison Keihl said

Juneau Economic Development Council: Liaison Wanamaker said he attended a recent meeting and the JEDC performed the annual executive director evaluation session.

#### D. Presiding Officer Reports

Zenk et.al v Planning Commission: Presiding Officer Jones said one more brief was due and then the record would be distributed, with the hearing set for Monday, August 18, at 4:30 p.m. in the Assembly Chambers.

Vick v Animal Hearing Board: Presiding Officer Kiehl said the hearing was held prior to the Assembly meeting and the Assembly anticipated a written decision would be distributed to the parties in a timely manner.

## XII. ASSEMBLY COMMENTS AND QUESTIONS

Mayor Sanford thanked all who attended the Empty Chair program. It was an important event that was very well done, and he encouraged all to visit the sculpture in Capitol School Park. The chair is a reminder and is situated so that it can watch over all three branches of government in Juneau.

Mr. Wanamaker said the Assembly took an important step to initiate a dialogue with Eaglecrest and Treadwell Arena. He recommended the Assembly appoint a task force to conduct the public dialogue and gather information to bring back to the Assembly with a recommendation. He suggested membership of a member from the Eaglecrest Board, one member from a skating group, one member from the PRAC, one member of the general public and one member of the Assembly. Before the appointment there should be a well defined mission outlining the information they need to secure, public hearings are held, and by the deadline a report with solid recommendations are provided to the Assembly. He suggested early February for completion of the work.

Ms. Troll recommended that a member of the staff be also appointed to the committee, not as a resource person but as an active member of the committee. Ms. Crane suggested the staff member should be the Manager or Deputy Manager.

The Assembly discussed the idea and generally agreed. There was some discussion about the timing of appointing the committee soon or after the October election and it was determined to start the work sooner.

Hearing no objections to the establishment of the task force, Mr. Wanamaker volunteered to draft the charge to the task force and Mr. Jones agreed to assist.

Mr. Keihl thanked John Henry Venables for the reminder that July 21 is Jay Hammond Day. He also said he recently attended the Ha Aani Oyster Fest and it was a well managed event. He attended an ad hoc informal group that met to discuss downtown issues and short and long term approaches to chronic issues in the downtown area. The Governor's Picnic in Juneau is July 23 at Sandy Beach.

Ms. Crane attended the National Association of County Officials meeting in New Orleans in her role as President of the Alaska Municipal League and would provide a report to the Mayor.

Ms. Troll would like to hear from staff how to lower the general fund contribution to the pools. She said she would attend the Tongass Advisory Council meeting in Ketchikan on August 6 as an alternate member and Mayor Sanford asked her to familiarize herself with the CBJ Assembly positions regarding the Tongass.

Mayor Sanford referred to the recent press release on the upcoming city election on October 7, with candidate filing open from August 8 - 18.

### **XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

None.

### **XIV. EXECUTIVE SESSION**

*MOTION, by Keihl, to enter executive session, to discuss a matter, the immediate knowledge of which could have an adverse effect on the finances of the city and borough, namely, an update from the City Attorney on the Gastineau Apartments, and to also conduct the Municipal Attorney's evaluation. Hearing no objection, it was so ordered. The Assembly entered executive session at 9 p.m.*

A. Gastineau Apartments - information update from City Attorney

B. City Attorney Evaluation

The Assembly returned to regular session at 10:04 p.m.

Mr. Kiehl said that during the Executive Session, the Assembly provided staff direction with regard to the Gastineau Apartments issue, and finalized the Municipal Attorney's evaluation.

### **XV. ADJOURNMENT**

There being no further business to come before the Assembly, the meeting adjourned at 10:05 p.m.

Signed:\_\_\_\_\_

Laurie Sica, Municipal Clerk

Signed:\_\_\_\_\_

Merrill Sanford, Mayor

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

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

**MANAGER'S REPORT:**

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

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

There is no CBJ match requirement for this grant.

**RECOMMENDATION:**

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

**ATTACHMENTS:**

Description		Upload Date	Type
<input type="checkbox"/>	<a href="#">2013-11(BE)</a>	7/28/2014	Ordinance
<input type="checkbox"/>	<a href="#">2013-11(BE) EIN</a>	7/29/2014	Cover Memo

Presented by: The Manager  
Introduced: 08/11/2014  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2013-11(BE)**

**An Ordinance Appropriating to the Manager the Sum of \$11,900 as Partial Funding for the purchase of artwork for the Juneau-Douglas City Museum; Grant Funding Provided by the Rasmuson Foundation Art Acquisition Fund.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$11,900 for the purchase of artwork.

**Section 3. Source of Funds.**

Rasmuson Foundation Art Acquisition Fund	\$11,900
--	----------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this 25th day of August, 2014.

\_\_\_\_\_  
Merrill Sanford, Mayor

Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2013-11(BE)**

<b>OPERATIONAL IMPACT</b>	(circle one) <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	(if yes, explain in detail)
Explanation of Impact: Grant funding for acquisitions at the Juneau-Douglas City Museum. There is no CBJ local match.		
(Attach Additional Pages as Necessary)		

<b>FINANCIAL IMPACT</b>	(circle one) NO <input checked="" type="checkbox"/> YES	(if yes, complete the following)			
FUND: Airport					
	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>
<b>Expenditure Budget</b>					
Capital outlay	\$ 11,900.00	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	\$ 11,900.00	\$ -	\$ -	\$ -	\$ -
<b>Funding Sources:</b>					
Private Grant	\$ 11,900.00	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	\$ 11,900.00	\$ -	\$ -	\$ -	\$ -
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

<b>CAPITAL IMPROVEMENT PROJECTS (CIP)</b>			
<b>Project Budget</b>			Amounts noted at left are 100% of the project totals.
Direct Project Costs	\$ -	\$ -	Project Totals Before Appropriation: \$ -
			This Appropriation: _____
<b>Total Project Budget</b>	\$ -	\$ -	<b>Total Project:</b> \$ -
<b>Funding Sources:</b>			
Federal Grant	\$ -	\$ -	Comment: _____
State Grant		-	_____
PFC			_____
FAA Royalties		-	_____
<b>Total Funding Sources</b>	\$ -	\$ -	
<b>Personnel</b>			
Full-Time FTE's			
Part-Time FTE's			
Temporary FTE's			

Prepared by: Sonia DelGado  
Affected Depts a) Parks and Recreation  
(Dir/Dept): b) Brent Fischer  
Finance Dir: Robert Bartholomew  
City Manager: Kimberly Kiefer

Date: 07.22.14  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_



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

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

**MANAGER'S REPORT:**

This ordinance would appropriate \$2,266,000 for 4 Alaska Department of Commerce, Community and Economic Development legislative grants to the below new or existing programs or Capital Improvement Projects (CIP's).

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

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

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

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

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

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

**Fire Department Mobile Data Terminals \$66,000:**

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

**School District Curriculum Materials: \$200,000**

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

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

**RECOMMENDATION:**

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

**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
<input type="checkbox"/>	<a href="#"><u>2014-24(C)</u></a>	7/29/2014	Ordinance
<input type="checkbox"/>	<a href="#"><u>2014-24(C) CIP EIN</u></a>	7/29/2014	Exhibit
<input type="checkbox"/>	<a href="#"><u>2014-24(C) FIRE EIN</u></a>	7/29/2014	Exhibit
<input type="checkbox"/>	<a href="#"><u>2014-24(C) JSD EIN</u></a>	7/29/2014	Exhibit

Presented by: The Manager  
Introduced: 8/11/2014  
Drafted by: Finance

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2014-24(C)

**An Ordinance Appropriating to the Manager the Sum of \$2,266,000 as Funding for the State of Alaska's Designated Legislative Grant Projects, Grant Funding Provided by Alaska Department of Commerce, Community and Economic Development.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriate.** There is appropriated to the Manager the sum of \$2,266,000 for the following projects:

§	Last Chance Basin Well Field Upgrade	\$1,350,000
§	Salmon Creek Water Treatment Facility Secondary Disinfection	\$ 650,000
§	Fire Department Mobile Data Terminals	\$ 66,000
§	School District Curriculum Materials	\$ 200,000

**Section 3. Source of Funds**

Alaska Department of Commerce, Community & Economic Development      \$ 2,266,000

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Merrill Sanford, Mayor

Attest:

\_\_\_\_\_

Laurie J. Sica, Municipal Clerk

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2014-24(C)**

<b>OPERATIONAL IMPACT</b>	(circle one) <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (if yes, explain in detail)
Explanation of Impact:	Grant funding for two water CIP's from the Department of Commerce, Community and Economic Development Designated Legislative Grant Program.
(Attach Additional Pages as Necessary)	

<b>FINANCIAL IMPACT</b>	(circle one) NO <input checked="" type="checkbox"/> YES (if yes, complete the following)	FUND: Water			
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Expenditure Budget</b>					
Curriculum Materials	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Funding Sources:</b>					
State Grants	\$ -	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Comment: _____					
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

**CAPITAL IMPROVEMENT PROJECTS (CIP)**

	<b>W75-037 Last Chance Basin Hydro</b>	<b>W75-044 Salmon Crk Secondary Disinf.</b>
Budget Before Appropriation	\$ 1,719,136	\$ 1,350,000.00
This Appropriation	1,350,000	650,000
<b>Total Project Budget After Appropriation</b>	<b>\$ 3,069,136</b>	<b>\$ 2,000,000</b>
<b>Funding Sources:</b>		
F514 Water Fund	\$ 1,419,136	\$ 80,000
F215 Sales Tax Temporary	150,000	-
F225 Marine Passenger Fees	150,000	
ADEC Loan		1,270,000
<b>New State Grant</b>	<b>1,350,000</b>	<b>650,000</b>
<b>Total Funding Sources</b>	<b>\$ 3,069,136</b>	<b>\$ 2,000,000</b>
<b>Total Actual Expenditures</b>	\$ 900,289	\$ 168,654
LCB Hydro-Geo Inv	\$ 852,824	
LCB Electrical Generator Repl.	\$ 14,790	
LCB Water Source Improvements	\$ 32,676	
<b>Total Amount Remaining After Appropriation</b>	<b>\$ 2,168,847</b>	<b>\$ 1,831,346</b>
<b>Personnel</b>		
Full-Time FTE's	NA	NA
Part-Time FTE's		
Temporary FTE's		
Comment: _____		

Prepared by: Janella Lewis  
Affected Depts a) Water/Engineering  
(Dir/Dept): b) Kirk Duncan/Rorie Watt  
Finance Dir: Robert Bartholomew  
City Manager: Kimberly Kiefer

Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2014-24(C)**

<b>OPERATIONAL IMPACT</b> (circle one) <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (if yes, explain in detail)	
Explanation of Impact:	Grant funding for Fire from Department of Commerce, Community, and Economic Development for Mobile Data Terminals.
<small>(Attach Additional Pages as Necessary)</small>	

<b>FINANCIAL IMPACT</b> (circle one) NO <input checked="" type="checkbox"/> YES (if yes, complete the following)		FUND: Fire Service Area			
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Expenditure Budget</b>					
Equipment	\$ 66,000.00	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	\$ 66,000.00	\$ -	\$ -	\$ -	\$ -
<b>Funding Sources:</b>					
State Grants	\$ 66,000.00	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	\$ 66,000.00	\$ -	\$ -	\$ -	\$ -
Comment: _____					
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

<b>CAPITAL IMPROVEMENT PROJECTS (CIP)</b>					
<b>Project Budget</b>		Amounts noted at left are 100% of the project totals.			
Direct Project Costs	\$ -	\$ -	Project Totals Before Appropriation: \$ -		
			This Appropriation: -		
<b>Total Project Budget</b>	\$ -	\$ -	<b>Total Project:</b> \$ -		
<b>Funding Sources:</b>		Comment: _____			
Federal Grant	\$ -	\$ -	_____		
State Grant	-	-	_____		
PFC	-	-	_____		
FAA Royalties	-	-	_____		
<b>Total Funding Sources</b>	\$ -	\$ -			
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

Prepared by: Janella Lewis  
Affected Depts a) Fire  
(Dir/Dept): b) Rich Etheridge  
Finance Dir: Robert Bartholomew  
City Manager: Kimberly Kiefer

Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2014-24(C)**

<b>OPERATIONAL IMPACT</b>	(circle one) NO <input checked="" type="checkbox"/> YES	(if yes, explain in detail)
Explanation of Impact: Grant funding for Juneau School District from Department of Commerce, Community, and Economic Development for Curriculum Materials.		
<small>(Attach Additional Pages as Necessary)</small>		

<b>FINANCIAL IMPACT</b>	(circle one) NO <input checked="" type="checkbox"/> YES	(if yes, complete the following)			
		FUND: Education			
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Expenditure Budget</b>					
Curriculum Materials	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -
<b>Funding Sources:</b>					
State Grants	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -
Comment: _____					
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

<b>CAPITAL IMPROVEMENT PROJECTS (CIP)</b>					
<b>Project Budget</b>			<div>Amounts noted at left are 100% of the project totals.</div> <div>Project Totals Before Appropriation: \$ -</div> <div>This Appropriation: _____</div> <div><b>Total Project:</b> \$ -</div>		
Direct Project Costs	\$ -	\$ -			
	-	-			
<b>Total Project Budget</b>	\$ -	\$ -			
<b>Funding Sources:</b>					
Federal Grant	\$ -	\$ -	Comment: _____		
State Grant		-			
PFC					
FAA Royalties		-			
<b>Total Funding Sources</b>	\$ -	\$ -			
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

Prepared by: Janella Lewis  
Affected Depts a) Education  
(Dir/Dept): b) David Means  
Finance Dir: Robert Bartholomew  
City Manager: Kimberly Kiefer

Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

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

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

**MANAGER'S REPORT:**

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

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

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

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

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

**RECOMMENDATION:**

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

**ATTACHMENTS:**

Description	Upload Date	Type
<input type="checkbox"/> <a href="#">2014-24(E)</a>	7/28/2014	Ordinance
<input type="checkbox"/> <a href="#">2014-24(E) EIN</a>	7/30/2014	Exhibit



Presented by: The Manager  
Introduced: 8/11/2014  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2014-24(E)**

**An Ordinance Appropriating to the Manager the Sum of \$110,000 as Funding for the Emergency Management Performance Grant, Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$110,000 as funding to reimburse the City and Borough of Juneau, Emergency Programs Division, for costs incurred in direct support of the goals and activities of the Emergency Management Performance Grant.

**Section 3. Source of Funds.**

Alaska Department of Military and Veterans Affairs \$110,000

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Merrill Sanford, Mayor

Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2014-24(E)**

<b>OPERATIONAL IMPACT</b>	(circle one)    NO <b>YES</b>	(if yes, explain in detail)
Explanation of Impact: 2014 Emergency Management Program Grant from AK Division of Homeland Security and Emergency Management		
(Attach Additional Pages as Necessary)		

<b>FINANCIAL IMPACT</b>	(circle one)    NO <b>YES</b>	(if yes, complete the following)	FUND: General Fund/Manager's Office		
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Expenditure Budget</b>					
Planning Org/Salaries & Benefits	\$ 110,000.00	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 110,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Funding Sources:</b>					
State Grants	\$ 110,000.00	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 110,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Comment: _____					
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

<b>CAPITAL IMPROVEMENT PROJECTS (CIP)</b>					
<b>Project Budget</b>		Amounts noted at left are 100% of the project totals.			
Direct Project Costs	\$ -	\$ -	Project Totals Before Appropriation: \$ -		
			This Appropriation: -		
<b>Total Project Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Total Project:</b> \$ -		
<b>Funding Sources:</b>					
Federal Grant	\$ -	\$ -	Comment: _____ _____ _____		
State Grant	-	-			
PFC	-	-			
FAA Royalties	-	-			
<b>Total Funding Sources</b>	<b>\$ -</b>	<b>\$ -</b>			
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

Prepared by:	Kathleen Beasinger
Affected Depts a)	Manager/Emergency Services
(Dir/Dept): b)	Tom Mattice
Finance Dir:	Robert Bartholomew
City Manager:	Kimberly Kiefer

Date:	_____
Date:	_____
Date:	_____
Date:	_____
Date:	_____

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

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

**MANAGER'S REPORT:**

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

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

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

There is no CBJ match requirement for this grant.

**RECOMMENDATION:**

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

**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
<input type="checkbox"/>	<a href="#">2014-24(F)</a>	7/28/2014	Ordinance
<input type="checkbox"/>	<a href="#">2014-24(F) EIN</a>	7/30/2014	Exhibit

Presented by: The Manager  
Introduced: 8/11/2014  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2014-24(F)**

**An Ordinance Appropriating to the Manager the Sum of \$18,448 as Funding for the Local Emergency Planning Committee, Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$18,448 to support Local Emergency Planning Committee activities.

**Section 3. Source of Funds.**

Alaska Department of Military and Veterans Affairs \$18,448

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Merrill Sanford, Mayor

Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2014-24(F)**

<b>OPERATIONAL IMPACT</b>	(circle one)    NO <b>YES</b>	(if yes, explain in detail)
Explanation of Impact:                      Local Emergency Planning Committee grant from the AK Dept of Military and Veterans Affairs		
(Attach Additional Pages as Necessary)		

<b>FINANCIAL IMPACT</b>	(circle one)    NO <b>YES</b>	(if yes, complete the following)	FUND: General Fund Manager's Office		
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Expenditure Budget</b>					
Planning Org	\$ 18,448.00	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	\$ 18,448.00	\$ -	\$ -	\$ -	\$ -
<b>Funding Sources:</b>					
State Grants	\$ 18,448.00	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	\$ 18,448.00	\$ -	\$ -	\$ -	\$ -
Comment: _____					
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

<b>CAPITAL IMPROVEMENT PROJECTS (CIP)</b>					
<b>Project Budget</b>		Amounts noted at left are 100% of the project totals.			
Direct Project Costs	\$ -	\$ -	Project Totals Before Appropriation: \$ -		
			This Appropriation: -		
<b>Total Project Budget</b>	\$ -	\$ -	<b>Total Project:</b> \$ -		
<b>Funding Sources:</b>					
Federal Grant	\$ -	\$ -	Comment: _____		
State Grant	-	-			
PFC	-	-			
FAA Royalties	-	-			
<b>Total Funding Sources</b>	\$ -	\$ -			
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

Prepared by:	<u>Kathleen Beasinger</u>
Affected Depts a)	<u>Manager/Emergency Services</u>
(Dir/Dept): b)	<u>Tom Mattice</u>
Finance Dir:	<u>Robert Bartholomew</u>
City Manager:	<u>Kimberly Kiefer</u>

Date:	_____
Date:	_____
Date:	_____
Date:	_____
Date:	_____

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

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

**MANAGER'S REPORT:**

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

Additional project funding is anticipated from the Federal Aviation Administration (FAA).

The Airport Board will address this action at its August 13, 2014 meeting.

**RECOMMENDATION:**

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

**ATTACHMENTS:**

Description		Upload Date	Type
<input type="checkbox"/>	<a href="#">2014-24(G)</a>	7/30/2014	Ordinance
<input type="checkbox"/>	<a href="#">2014-24(G) EIN</a>	7/30/2014	Exhibit

Presented by: The Manager  
Introduced: 8/11/2014  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2014-24(G)**

**An Ordinance Appropriating to the Manager the Sum of \$93,750 as Funding for the Juneau International Airport Runway 26 MALSR Capital Improvement Project, Grant Funding Provided by Alaska Department of Commerce, Community and Economic Development.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriate.** There is appropriated to the Manager the sum of \$93,750 for JIA Airport Runway 26 MALSR Capital Improvement Project:

**Section 3. Source of Funds**

Alaska Department of Commerce, Community & Economic Development      \$ 93,750

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Merrill Sanford, Mayor

Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

**"ECONOMIC IMPACT" NOTE****ORDINANCE #: 2014-24(G)**

<b>OPERATIONAL IMPACT</b>	(circle one) <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (if yes, explain in detail)
Explanation of Impact:	Grant funding for The Juneau International Airport Approach Lighting Project from the Department of Commerce, Community and Economic Development Designated Legislative Grant Program.
(Attach Additional Pages as Necessary)	

<b>FINANCIAL IMPACT</b>	(circle one) NO <input checked="" type="checkbox"/> YES (if yes, complete the following)	FUND:			
	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Expenditure Budget</b>					
Curriculum Materials	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Funding Sources:</b>					
State Grants	\$ -	\$ -	\$ -	\$ -	\$ -
CBJ	-	-	-	-	-
	-	-	-	-	-
<b>Total Funding Sources</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Comment: _____					
<b>Personnel</b>					
Full-Time FTE's					
Part-Time FTE's					
Temporary FTE's					

<b>CAPITAL IMPROVEMENT PROJECTS (CIP)</b>	
	<b>A50-081</b>
Budget Before Appropriation	\$ -
This Appropriation - Construction/Equipment	93,750
<b>Total Project Budget After Appropriation</b>	\$ 93,750
<b>Funding Sources:</b>	
DCCED grant	\$ 93,750
	-
<b>Total Funding Sources</b>	\$ 93,750
<b>Total Actual Expenditures</b>	\$ -
<b>Total Amount Remaining After Appropriation</b>	\$ 93,750
<b>Personnel</b>	
Full-Time FTE's	NA
Part-Time FTE's	NA
Temporary FTE's	
Comment: _____	

Prepared by: John Coleman  
Affected Depts a) Airport  
(Dir/Dept): b) Patricia A. deLaBruere  
Finance Dir: Robert Bartholomew  
City Manager: Kimberly Kiefer

Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_



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

Resolution 2694 - A Resolution Designating State of Alaska, Department of Environmental Conservation Grant Funds for the Salmon Creek Filtration Project as the Number One Local State Funding Priority for Fiscal Year 2015.

**MANAGER'S REPORT:**

The City and Borough is applying for Alaska Department of Environmental Conservation (ADEC) grants through the Alaska Drinking Water Fund Grant program. The application process has a ranking system whereby projects from around the state are evaluated based on such criteria as, benefits to public health, plans completed by the community, support by the community, and supplementary source of funding.

To achieve maximum points, thereby assuring the best chances for grant monies, the ADEC requests a resolution of support by the community's elected leaders identifying this project as the community's number one priority for the fiscal year.

This resolution requests that the Salmon Creek Secondary Disinfection Project be considered Juneau's number one priority for State grant funding this fiscal year. The proposed project will add microfiltration treatment to the Salmon Creek water system.

The CBJ is requesting \$3.0 Million of Grant funding for this project, which requires a 40% match.

The Salmon Creek water source is required to be upgraded to meet the ADEC LT2 disinfection requirements by installing microfiltration. Addition of this treatment process will also make Salmon Creek a fully redundant water source, (listed as a priority of the CBJ 2012 Municipal Drinking Water Supply Plan) that will not be interrupted any longer by the turbidity events that have caused predictable shutdowns in the past.

The Assembly Public Works and Facilities Committee reviewed this request at its July 14, 2014 meeting and recommended forwarding to the full Assembly for approval.

**RECOMMENDATION:**

**The Manager recommends this resolution be adopted.**

**ATTACHMENTS:**

Description	Upload Date	Type
<input type="checkbox"/> <a href="#">Resolution 2694</a>	8/4/2014	Resolution

Presented by: The Manager  
Introduced:  
Drafted by: A. G. Mead

## RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2694

### **A Resolution Designating State of Alaska, Department of Environmental Conservation Grant Funds for the Salmon Creek Filtration Project as the Number One Local State Funding Priority for Fiscal Year 2015.**

WHEREAS, the City and Borough, through the State of Alaska, Department of Environmental Conservation will request grant funding for Salmon Creek Secondary Disinfection Project; and

WHEREAS, the State of Alaska, Department of Environmental Conservation has requested that the City and Borough identify if this project is the community's number one local state funding priority for fiscal year 2015; and

WHEREAS, the City and Borough's water source, Salmon Creek Reservoir, is a surface water source and thereby falls under the regulation of the EPA Long Term 2 Enhanced Surface Water Treatment Rule (LT2), requiring surface water sources to install secondary disinfection to protect against cryptosporidium; and

WHEREAS, the City and Borough wishes to comply with the EPA's LT2 treatment rule at the Salmon Creek Water Source; and

WHEREAS, Salmon Creek Secondary Disinfection Project will install microfiltration to meet the requirements of the EPA's LT2 treatment rule; and

WHEREAS, installation of microfiltration at the Salmon Creek water source will make it a fully redundant water source as listed as a priority of the City and Borough's 2012 Municipal Drinking Water Supply Plan; and

WHEREAS, the Public Works and Facilities Committee, at its regular meeting on July 14, 2014, recommended adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1.** The City and Borough designates the Salmon Creek Filtration Project as the City and Borough's highest priority for State of Alaska funding for fiscal year 2015.

**Section 2. Effective Date.** This resolution shall be effective 30 days after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

---

Merrill Sanford, Mayor

Attest:

---

Laurie J. Sica, Municipal Clerk

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

Transfer T-956 Transfers \$67,000 of Sales Tax from CIP P44-073 Deferred Bldg Maintenance to  
CIP P46-097 JDCM Remodel/New Exhibit

**MANAGER'S REPORT:**

This ordinance transfers \$67,000 from CIP P44-073 (Deferred Building Maintenance) to CIP P46-067 (JDCM Remodel/New Exhibit).

Due to several unforeseen conditions, including discovery of contaminated soils during removal of the underground fuel oil storage tank and the requirement to upgrade the electrical service, the funds remaining in the JDCM HVAC Upgrades CIP will not be sufficient to complete the project.

The Public Works and Facilities Committee approved a transfer of \$50,000 on July 14, 2014. Notification of the requirement to upgrade the electrical service for approximately \$17,000 did not occur until the week of July 21st.

**RECOMMENDATION:**

**The Manager recommends approval of this transfer.**

**ATTACHMENTS:**

Description		Upload Date	Type
<input type="checkbox"/>	<a href="#">T-956</a>	8/5/2014	Transfer
<input type="checkbox"/>	<a href="#">T-956 IBA</a>	8/4/2014	Exhibit

Presented by: The Manager  
Introduced: 8/11/2014  
Drafted by: Airport

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU, ALASKA

SERIAL NUMBER T-956

It is hereby ordered by the Assembly of the City and Borough of Juneau, Alaska, that \$67,000 be transferred:

From: CIP  
P44-073      Deferred Bldg Maintenance III      \$ 67,000

To: CIP  
P46-097      JDCM Remodel/New Exhibit      \$ 67,000

The \$67,000 consists of:

General Sales Tax      \$ 67,000

Moved and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Kimberly A. Kiefer, City Manager

Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

# City and Borough of Juneau

## Capital Project Budget Summary Report

Impact of Budget Action: Transfer T-956

### Budget Action and Project Funding Impacts

The effect of this transfer on the project budgets and available funds to complete the projects is summarized below:

Project No. CIPS - transfer from:		Transfer		Project Budget		Remaining Funds	
				Before	After	Before	After
P44-073	Deferred Building Maintenance	\$ 67,000	\$	5,368,403	\$ 5,301,403	\$ 1,111,639	\$ 1,044,638.79
<b>Total Transfer From Amount</b>		<b>\$ 67,000</b>					

Project No. Transfer To				Project Budget		Remaining Funds	
				Before	After	Before	After
P46-067	J-D City Museum Renovation	\$ 67,000	\$	1,494,015	\$ 1,561,015	\$ 669	\$ 67,669
<b>Total Transfer To Amount</b>		<b>\$ 67,000</b>					

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

Ordinance 2014-08(c) - An Ordinance Amending Title 20 of the City and Borough Code to Provide for the Regulation of Secondhand Dealers of Certain Property and Providing for a Penalty.

**MANAGER'S REPORT:**

This ordinance was introduced at the June 9, 2014 Assembly meeting, referred to the June 30 Assembly Human Resources Committee (HRC) meeting, and set for public hearing to be held by the Assembly on July 21.

The HRC, at its June 30, 2014 meeting, reviewed the ordinance and asked to continue it to a future HRC meeting for additional work.

The HRC took public testimony at its July 17, 2014 Special Human Resources Committee meeting and discussed the ordinance. Version b of the Ordinance was distributed at this meeting.

At the July 21, 2014 Assembly meeting, HRC Chair Jesse Kiehl moved to continue the Public Hearing to the August 11, 2014 regular Assembly meeting to allow the committee to continue its review at a Special HRC meeting on July 31, 2014. The HRC moved version (c) of the secondhand store ordinance to the Assembly.

The substantive difference between version (a) and versions (b) and (c) are a narrowed scope of the regulation to seven categories of items (precious metals, precious gems, firearms, coins, bullion, and electronic equipment, and tools valued over \$50.) All required actions under the ordinance are related solely to those items.

**RECOMMENDATION:**

**The Manager recommends this ordinance be adopted.**

**ATTACHMENTS:**

Description	Upload Date	Type
<input type="checkbox"/> <a href="#">Ordinance 2014-08(c)</a>	8/5/2014	Ordinance
<input type="checkbox"/> <a href="#">State Law Second Hand dealers</a>	7/16/2014	Exhibit

Presented by: The Manager  
Introduced:  
Drafted by: A. G. Mead

## ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2014-08(c)

### **An Ordinance Amending Title 20 of the City and Borough Code to Provide for the Regulation of Secondhand Dealers of Certain Property and Providing for a Penalty.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

**Section 2. New Chapter.** Title 20 is amended to create a new chapter entitled CBJ 20.05 Secondhand Dealers, to read as follows:

**20.05.010 Applicability of Chapter.** This chapter applies to the buying, trading, exchanging, consigning or selling of the following property by secondhand dealers:

- (a) Precious metals;
- (b) Precious gems;
- (c) Coins or bullion;
- (d) Electronic equipment with a resale value over \$50.00;
- (e) Firearms; and
- (f) Tools with a resale value over \$50.00.



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4 **20.05.020 Duty to maintain and submit electronic record of transactions.**

5 (a) A person engaged in the business of buying and selling property described in  
6 section 20.05.010, secondhand articles except a bank or a person regulated by AS  
7 08.76.100 - 08.76.590, shall maintain an electronic record containing the following  
8 information for all secondhand ~~article~~ transactions of property described in section  
9 20.05.010:

10 (1) The date of the transaction;

11 (2) The name of the secondhand dealer conducting the transaction;

12 (3) The name, age, and address of the customer selling or consigning the  
13 secondhand article;

14 (4) The type of government-issued identification used by the customer, the  
15 name of the government agency that issued the identification, and the number written on  
16 the identification;

17 (5) The amount of the purchase price paid by the secondhand dealer to the  
18 customer; and

19 (6) A complete and accurate description of the secondhand item that is the  
20 subject of the transaction, including as applicable:

21 (A) The item's brand name, model number, manufacturer's serial  
22 number, and all letters and marks inscribed;

23 (B) The type of action and caliber or gauge, if the property is a  
24 firearm; and

25 (C) If the secondhand article is a piece of jewelry, a digital  
photograph, in .PNG, .JPEG, or .GIF format, of the article.

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4 (b) Transactions shall be recorded in chronological order.

5 (c) A secondhand dealer may not falsify or intentionally fail to collect or maintain  
6 an electronic record required by this section.

7 (d) An electronic report of all transactions shall be provided to the Juneau Police  
8 Department on a weekly basis. The report is confidential under AS 40.25.100 - 40.25.220  
9 and may only be used by a police officer to investigate a crime involving the property that is  
10 the subject of the secondhand transactions.

11 (e) A person who violates any provision of this section is guilty of a B  
12 misdemeanor and upon conviction is punishable by a fine of not more than \$1000, or by  
13 imprisonment for not more than 90 days, or by both.  
14

15  
16 **20.05.030 Label or tag requirement.**

17 (a) A secondhand dealer, upon purchasing or receiving in consignment an article  
18 described in section 20.05.010 ~~or receiving an in consignment~~, shall affix to the article a  
19 legible, identifying label or tag to correspond to that item's entry in the electronic reporting  
20 system required by section 20.05.010.

21 (b) All property described in section 20.05.010 already in the possession or control  
22 of a secondhand dealer by the effective date of this chapter shall be labeled or tag as  
23 required by this subsection no later than August 1, 2015.  
24

25  
**20.05.040 Customer and transaction limitations.**

(a) A secondhand dealer may not knowingly purchase secondhand ~~articles~~  
property described in section 20.05.010 from a person who is:

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4 (1) Under 18 years of age;  
5 (2) Under the influence of alcohol or a controlled substance when the  
6 influence is apparent; or  
7 (3) Using the name of another person.  
8 (b) A secondhand dealer may not knowingly accept or receive misappropriated  
9 property from a person in a purchase transaction.  
10

11 **20.05.050 Retention, storage and lease.**  
12

13 A secondhand dealer shall store purchased or consigned secondhand property  
14 described in section 20.05.010 in a secure area.  
15

16 **20.05.060 Required holding period for certain purchased and consigned**  
17 **articles property.**

18 (a) It is unlawful for a secondhand dealer to sell, transfer, exchange or otherwise  
19 dispose of any purchased ~~goods or articles~~ property described in section 20.05.010 required  
20 to be reported to the police department under the provisions of this chapter except as  
21 provided herein.

22 (b) Property described in section 20.05.010 reported as a result of transactions  
23 described in this chapter shall not be sold, transferred, exchanged or otherwise disposed of  
24 until the property has been in the custody of the reporting secondhand dealer for a period of  
25 at least thirty (30) days since the property was reported to the police department pursuant  
to section 20.05.010(d).

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4 (c) During the period that the property described in section 20.05.010 is held  
5 pursuant to this chapter, the secondhand dealer shall preserve it in the condition in which it  
6 was received and shall not dismantle, scrap, melt-down, press, transform, or otherwise  
7 disfigure it until it has been held for the period required by this section. During the holding  
8 period, all items that have been purchased or taken in on consignment must remain on the  
9 premises of the place of business where the items were taken in by the secondhand dealer.  
10

11 **~~20.05.070 — Employees.~~**

12 ~~A secondhand dealer may not knowingly employ a person to work in a secondhand~~  
13 ~~shop if, within five years before the employment begins, the person was convicted of, entered a~~  
14 ~~plea of guilty to, entered a plea of no contest to, or had adjudication withheld for a felony or~~  
15 ~~misdemeanor involving dishonesty.~~  
16

17  
18 **20.05.070 Issuance of police hold order.**

19 (a) When a police officer has probable cause to believe that property described in  
20 section 20.05.010 in the possession of a secondhand dealer in a second hand shop has been  
21 misappropriated, the police officer may issue a police hold order that directs the secondhand  
22 dealer not to release or dispose of the property until the police hold order terminates or a  
23 court orders the release or disposal.  
24

25 (b) A police hold order begins when the secondhand dealer or the secondhand  
dealer's designee receives the police hold order.

(c) A police hold order may not exceed 30 days. However, if the probable cause  
belief required by subsection (a) continues, a police officer may extend the police hold order

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4 for two additional successive 30-day periods by giving written notification to the secondhand  
5 dealer before the expiration of each 30-day period.

6 (d) A new police hold order may not be issued for the same property after the  
7 second additional 30-day period allowed under this section. However, the termination of  
8 the police hold order does not affect an existing evidentiary hold order on the same property  
9 or prevent the issuance of an evidentiary hold order for the same property.

10 (e) A police hold order may be terminated before the end of a 30-day period by the  
11 issuing officer or the officer's designee issuing a written release to the secondhand dealer.  
12

13  
14 **20.05.080. Evidentiary hold order.**

15 (a) When property described in section 20.05.010 in the possession of a  
16 secondhand dealer may be needed as evidence in a filed court action involving a criminal  
17 charge, the Juneau Police Department may issue an evidentiary hold order to a  
18 secondhand dealer that directs the secondhand dealer not to release or dispose of the  
19 property until the evidentiary hold order terminates or a court orders the release or  
20 disposal.

21 (b) A secondhand dealer who receives an evidentiary hold order under (a) of this  
22 section shall hold the property described in section 20.05.010 until notified by the police  
23 department in writing of the disposition of the filed court action. The police department  
24 shall notify the secondhand dealer within 15 days after the disposition of the filed court  
25 action for which the property may be needed as evidence.

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4 **20.05.090 Contents of hold order.**

5 A hold order issued under sections 20.05.070 and 20.05.080 must be in writing and  
6 contain:

- 7 (a) The name of the secondhand dealer;  
8 (b) The name, title, and identification number of the police officer issuing the hold  
9 order;  
10 (c) The number, if any, assigned by Juneau Police Department to the case, and,  
11 for an evidentiary hold order, the number and caption of the filed court action;  
12 (d) A complete description of the property being held, including the model  
13 number and serial number, if any;  
14 (e) The mailing address of the secondhand dealer shop where the property is  
15 being held; and  
16 (f) The expiration date of the hold order.  
17  
18

19 **20.05.100 Exemptions.**

20 This chapter does not apply to:

- 21 (a) A financial institution such as a commercial bank, savings bank, credit union,  
22 premium finance company, small loan company, bank holding company, financial holding  
23 company, trust company, savings and loan association, and deferred deposit advance  
24 licensee under AS 06.50; or a financial institution organized under federal law;  
25  
~~(b) Persons engaged in the business of selling, trading, exchanging, consigning, or  
otherwise dealing in recycling metal cans, paper, cardboard, or glass;~~

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4 ~~(e) — Persons engaged in the business of selling, trading, exchanging, consigning, or~~  
5 ~~otherwise dealing in used books, tires (excluding rims), clothing, postage stamps, trading~~  
6 ~~cards, comic books, furniture (other than appliances), works of art placed on consignment by~~  
7 ~~the original artist, and sports memorabilia valued at one hundred dollars or less;~~

8 (b) Organizations that have been determined to be exempt from taxation,  
9 pursuant to Section 501(c) of the Internal Revenue Code, by the Internal Revenue Service,  
10 including churches and religious organizations;

11 ~~(e) — Persons engaged in the business of buying, selling, trading, exchanging,~~  
12 ~~consigning, or otherwise dealing in DVDs, CDs, videos, vinyl records, tapes, or computer~~  
13 ~~video games;~~

14 ~~(f) — Persons engaged in the business of buying, selling, trading, exchanging,~~  
15 ~~consigning or otherwise dealing in goods or articles that are not considered a precious item~~  
16 ~~and do not bear a serial number or owner applied number and that has a fair market value~~  
17 ~~of less than one hundred dollars (\$100.00); or~~

18 ~~(g) — Persons engaged in the business of buying, selling, trading, exchanging,~~  
19 ~~consigning or otherwise dealing in goods or articles that are considered home decor items~~  
20 ~~and do not bear a serial number or owner applied number and that have a fair market value~~  
21 ~~of less than five hundred dollars (\$500.00).~~

22 ~~(h) — Persons engaged in the business of buying, selling, trading, exchanging,~~  
23 ~~consigning or otherwise dealing in secondhand sports equipment.~~

24 (c) Casual or isolated transactions made by any person offering his or her own  
25 personal property for sale, purchase or consignment or that are not made:

(1) Pursuant to a business license; or

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4 (2) By secondhand dealers representing themselves to be in the business  
5 of buying, selling, trading, exchanging, consigning or otherwise dealing in secondhand goods  
6 or articles.  
7

8 **20.05.110 Inspection by police.**

9 If a police officer provides the case number assigned to the investigation for which  
10 the inspection is being made, a secondhand dealer may not refuse to allow the police to  
11 inspect during normal business hours the purchased or consigned property described in  
12 section 20.05.010 involved in the investigation.  
13

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15 **20.05.120 Violations.**

16 Any person, firm, co-partnership or corporation violating any provision of this  
17 chapter is guilty of an infraction and upon conviction thereof, shall be punished according  
18 to section 01.40.010.  
19

20 **20.05.130 Definitions**

21 In this chapter:

22 Electronic equipment means audio equipment, video equipment, electrical office  
23 equipment, telephones (including satellite phones and smartphones), video game  
24 equipment, and other electronic equipment including, but not limited to, global  
25 positioning systems and electronic navigation devices.



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4 Firearms includes, but is not limited to, rifles, shotguns, handguns, revolvers,  
5 pellet guns and BB guns.  
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7 Jewelry means any tangible item of personal property ordinarily wearable on a  
8 person consisting in whole or in part of any metal, mineral or gem customarily regarded  
9 as precious.  
10

11 Person means an individual, corporation, limited liability company, partnership or  
12 association.  
13

14 Police department or police officer means the Juneau Police Department or a Juneau  
15 Police Officer.  
16

17 Precious gems means any gem that is valued for its character, rarity, beauty or  
18 quality, including but not limited to, diamonds, rubies, emeralds, sapphires, opals, pearls or  
19 any other such precious gems or stones, whether as a separate item or in combination as a  
20 piece of jewelry.  
21

22 Precious metals means any metal that is valued for its character, rarity, beauty or  
23 quality, including, but not limited to, gold, silver, platinum, or any other such metals,  
24 whether as a separate item or in combination as a piece of jewelry, except for unrefined ore  
25 concentrate or precious metals in an unadulterated, raw form obtained through casual,  
isolated recreational mining efforts.

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5 *Secondhand dealer* means a person engaged in the buying, selling, trading,  
6 exchanging, or consigning used goods or articles, including, but not limited to: ~~antiques~~  
7 firearms; electronic equipment; tools; jewelry; precious metals, such as gold or gold-plated  
8 ware, silver or silver-plated ware, or platinum ware; precious and semi-precious stones;  
9 ~~watches~~; bullion or coins. "Secondhand dealer" shall not include auctioneers.  
10

11 Tools means power equipment and tools including but not limited to: air hammers,  
12 air tools, nail guns, power staplers, power saws, power sanders, chainsaws, power planers,  
13 power drills, routers, lathes, joiners, shop vacuums, paint sprayers and accessory  
14 equipment, generators, air compressors, pressure washers, logging equipment, welding or  
15 cutting equipment and components, measuring devices and gauges or construction  
16 equipment.  
17  
18

19 **Section 3. Effective Date.** This ordinance shall be effective 30 days after its  
20 adoption.  
21

22 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.  
23

24 \_\_\_\_\_  
Merrill Sanford, Mayor

25 Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

# Alaska Statutes, Title 8, Businesses and Professions

## Chapter 76. Pawnbrokers and Secondhand Dealers

### Article 01. RECORDS OF SECONDHAND ARTICLE TRANSACTIONS

**Sec. 08.76.010. Transactions to be entered in book kept at place of business; electronic records.** (a) A person engaged in the business of buying and selling secondhand articles, except a bank or a person regulated by AS 08.76.100 - 08.76.590, shall maintain a book, in permanent form, in which the person shall enter in legible English at the time of each purchase or sale

- (1) the date of the transaction;
- (2) the name of the person conducting the transaction;
- (3) the name, age, and address of the customer;
- (4) a description of the property bought, which includes, for any firearm, watch, camera, or optical equipment bought, the name of the maker, the serial, model, or other number, and all letters and marks inscribed;
- (5) the price paid;
- (6) the signature of the customer.

(b) *[Repealed, Sec. 7 ch 49 SLA 2010].*

**Sec. 08.76.020. Manner of recording entry.** The entries in the book required by AS 08.76.010 shall appear in chronological order in ink or indelible pencil. Blank lines may not be left between entries. Obliterations, alterations, or erasures may not be made. Corrections shall be made by drawing a line through the entry without destroying its legibility, and the line shall be drawn in ink. The book shall be open to the inspection of a peace officer at reasonable times.

**Sec. 08.76.030. Criminal liability.** A person who violates AS 08.76.010 or 08.76.020 is guilty of a misdemeanor and upon conviction is punishable by a fine of not more than \$500, or by imprisonment for not more than six months, or by both.

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

Ordinance 2014-24(B) An Ordinance Appropriating to the Manager the Sum of \$9,939 as Additional Funding for the Juneau International Airport Runway Safety Area Capital Improvement Project, Grant Funding Provided by the Federal Aviation Administration.

**MANAGER'S REPORT:**

This ordinance would appropriate an additional \$9,938.55 for the Runway Safety Area (RSA) capital project. The original appropriation 2013-11(AM) was less than what the FAA had actually awarded. This increases the FAA Airport Improvement Program grant to match the grant agreement. Funding is provided as follows:

Federal Aviation Administration Grant: \$9,938.55

This phase of the RSA project includes a construction contract (SECON), contract administration costs, and a pass-through payment to FAA for FAA facilities installation.

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

The Airport Board reviewed this action at its July 9, 2014 meeting, and recommended forwarding to the full Assembly for approval.

**RECOMMENDATION:**

**The Manager recommends this ordinance be adopted.**

**ATTACHMENTS:**

Description	Upload Date	Type
<input type="checkbox"/> <a href="#">2014-24(B)</a>	6/30/2014	Appropriating Ordinance
<input type="checkbox"/> <a href="#">2014-24(B) EIN</a>	7/17/2014	Exhibit

Presented by: The Manager  
Introduced: 7/21/2014  
Drafted by: Finance

**ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

**Serial No. 2014-24(B)**

**An Ordinance Appropriating to the Manager the Sum of \$9,939 as Additional Funding for the Juneau International Airport Runway Safety Area Capital Improvement Project, Grant Funding Provided by the Federal Aviation Administration.**

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

**Section 1. Classification.** This ordinance is a noncode ordinance.

**Section 2. Appropriation.** There is appropriated to the Manager the sum of \$9,939 for the Juneau International Airport Runway Safety Area capital improvement project.

**Section 3. Source of Funds**

Federal Aviation Administration	\$9,939
---------------------------------	---------

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Merrill Sanford, Mayor

Attest:

\_\_\_\_\_  
Laurie J. Sica, Municipal Clerk

**ORDINANCE #: 2014-24(B)**

CAPITAL IMPROVEMENT PROJECTS (CIP)			
<b>Project Budget</b>		Amounts noted at left are 100% of the project totals.	
Direct Project Costs	\$ 26,324,313	\$ -	Project Totals Before Appropriation: \$ 26,324,313
		-	This Appropriation: 9,939
<b>Total Project Budget</b>	<b>\$ 26,324,313</b>	<b>\$ -</b>	<b>Total Project: \$ 26,334,252</b>
<b>Funding Sources:</b>			
Federal Grant	\$ 24,678,421	\$ -	Comment: _____
State Grant	796,399	-	
PFC	-	-	
FAA Royalties	849,493	-	
<b>Total Funding Sources</b>	<b>\$ 26,324,313</b>	<b>\$ -</b>	
<b>Personnel</b>			
Full-Time FTE's			
Part-Time FTE's			
Temporary FTE's			

Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

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

**Docks and Harbors - Contract Amendment for Professional Services**

**MANAGER'S REPORT:**

PND Engineers is currently under contract for professional engineering services for Phase I of the Aurora Harbor Re-Build project. Northern Construction Service was the successful low bidder for the project.

This professional services amendment would modify the contract to include construction administration and inspection services during construction of the project. PND Engineers was selected to provide professional services for the project and the RFP included the provision that services may be modified to include construction administration and inspection tasks.

The proposed fee for CA/I is on a time and materials basis to a maximum of \$630,130.00 as indicated in the PND letter dated July 10, 2014.

This contract amendment was reviewed and recommended for approval by the Docks and Harbors Board at its July 31, 2014 meeting.

**ATTACHMENTS:**

	Description	Upload Date	Type
<input type="checkbox"/>	<a href="#">PND Amendment to Docks and Harbors</a>	7/30/2014	Cover Memo



July 10, 2014

PND 122055.07

Gary Gillette  
Port Engineer  
CBJ Docks & Harbors Department  
155 South Seward Street  
Juneau, Alaska 99801

Subject: Aurora Harbor Rebuild – Phase 1  
Contract Administration and Inspection Services

Dear Mr. Gillette:

PND Engineers, Inc. (PND) and our electrical consultant, Haight & Associates, Inc. (HAI), are pleased to provide this fee proposal for engineering services during construction of the Aurora Harbor Rebuild – Phase 1 project. We have prepared the enclosed fee breakdown for the tasks we currently anticipate for the project based on our past experience with projects of a similar nature. This proposal has been prepared in advance of detailed work plan discussions with Northern Construction Services (NCS), the CBJ's construction contractor.

Our proposal anticipates the Work will be performed by NCS within the contract completion schedule. We assume that the fabrication of structural materials including timber float units, steel assemblies, piles and gangway will be completed within 30 weeks at fabrication plants in Oregon. PND's Seattle office will provide periodic fabrication inspections. Our local office will provide on site field inspections, assuming one full time inspector six days/week covering one shift/day on an average of 60 hours/week for a total of 42 weeks. We have not included budget for double shift coverage. Our goal is to address design, construction and quality assurance issues efficiently and promptly to avoid costly project delays for the CBJ.

We hope that we have perceived your needs appropriately and offer the attached scope and fee proposal breakdown for your consideration. Due to uncertainties associated with the Contractor's performance, we propose to contract on a time and expenses (T&E) basis in accordance with our attached May 2014 billing rates. We will monitor expenditures with you on a monthly basis and will not exceed the estimated budget without your prior written authorization.

Feel free to call me at any time should you have any questions or need additional information regarding this proposal. We look forward to working with you towards the successful completion of this project.

Sincerely,  
PND Engineers, Inc. | Juneau Office

A handwritten signature in blue ink, appearing to read 'Dick Somerville'.

Dick Somerville, P.E.  
Vice President

Enclosures





**PND Engineers, Inc.**  
**Aurora Harbor Rebuild**  
**Engineering Services Fee Proposal - July 10, 2014**  
**Contract Administration and Construction Inspection Services**  
**PND Project No. 122055.07**

**Scope of Services**

Scope of Services	PND Senior Engineer VII	PND Senior Engineer VI	PND Senior Engineer II	PND Tech VI	PND Staff Engineer V	PND Staff Engineer IV	CAD Designer V	PND Tech IV	Line Item Costs	Task Subtotal Costs
	\$180.00	\$165.00	\$125.00	\$125.00	\$105.00	\$100.00	\$95.00	\$90.00		
ANTICIPATED TASKS										
1. Contract administration - Contract and subcontract agreements, CA/CI file system, direct subconsultants & inspectors, prepare contract correspondence, pay applications, change orders, FO's, RFI's, DCM's. Assume 46 weeks (August 1, 2014 to June 15, 2015)	92	184	368					46	\$97,060	\$578,180
2. Conduct Preconstruction Conference & Prepare Minutes	2	4	8						\$2,020	
3. Structural Submittal Reviews - timber floats, gangway, piles, structural steel, approach docks, timber deck, concrete reinforcement, transition plates, demolition plans, fabrication work plans	8	40	80			64		8	\$25,160	
4. Civil & Mechanical Submittal Reviews - upland improvements, water system, fire suppression, sewer pumpout	8				24	40		2	\$8,140	
5. Design assistance for scope changes, unanticipated site conditions, review proposed substitutions, coordination with existing CBJ utilities to remain	8	16	40		16		24	4	\$13,400	
6. Attend weekly progress meetings with CBJ & Contractor, prepare written progress reports	24	60	80					24	\$26,380	
7. Fabrication periodic inspections for piles, structural steel, timber, floats & gangway: photos & reports - periodic basis 24 hrs/wk x 30 weeks	30	60	360		360			15	\$99,450	
8. On site construction inspections w/ daily reports & photos - assume 1 inspector on site 42 weeks at 60 hrs/wk through substantial completion, split inspector duties 3 /1			630		1890			42	\$280,980	
9. Substantial Completion Inspection & Prepare Final Punch List	4	8	8						\$3,040	
10. Punch List Inspections through Final Completion & Contract Closeout Documentation, O&M Manual	16	24	80					8	\$17,560	
11. Transfer contractor provided as-built data to electronic files	2	2	4				40		\$4,990	
Total Estimated Manhours										
Estimated Third Party Expenses										
Haight & Assocs.	Electrical Engineering Services								\$26,350	
Lodging	Assume 30 overnights @ \$150/day - Fabrication Inspections								\$4,500	
Meal per diem allowance - fabrication inspection	60 man days * \$60								\$3,600	
Travel Allowance	Airfares & mileage for fabrication inspections								\$10,000	
Materials Testing	Independent Lab Testing Allowance								\$2,500	
Misc. Expenses	Job consumables, fuel, freight, small tools, field supplies, goldstreaks, etc.								\$5,000	\$51,950
Total Estimated T&M Fee										\$630,130

Note: This budget assumes single shift during construction.



526 Main Street  
Juneau, Alaska  
99801

Telephone  
(907) 586-9788  
Fax  
(907) 586-5774

## FEE ESTIMATE

**PROJECT NAME: Aurora Harbor Floats A - D**

**CLIENT: PND**

**PROJECT NO.: 137-95**

**DATE: 8 July 2014**

<b>STAFF</b>	<b>GROUND FAULT EDUCATION (HOURS)</b>	<b>CONSTRUCTION ADMINISTRATION: (HOURS)</b>	<b>CONSTRUCTION OBSERVATIONS: (HOURS)</b>	<b>TOTAL (HOURS)</b>	<b>RATE (\$/HR)</b>	<b>TOTAL (\$)</b>
Principal Engineer	45	9	14	68	175	11,900
Senior Engineer	0	0	0	0	170	0
Staff Engineer	28	42	32	102	130	13,260
CAD/Designer	0	0	0	0	95	0
CAD/Technician	0	0	0	0	85	0
Clerical	0	0	0	0	65	0
Administrative	13	1	0	14	85	1,190
<b>TOTAL (Time)</b>	<b>86</b>	<b>52</b>	<b>46</b>	<b>184</b>		
<b>TOTALS (\$)</b>	<b>\$12,620</b>	<b>\$7,120</b>	<b>\$6,610</b>			<b>\$26,350</b>
Total (Sales Tax - CBJ @ 5%)	\$0	\$0	\$0			\$0
TOTAL ( Reimbursable Expenses)	\$0	\$0	\$0			\$0
<b>PROJECT TOTAL</b>	<b>\$12,620</b>	<b>\$7,120</b>	<b>\$6,610</b>			<b>\$26,350</b>

INVOICE PARAMETER: LS LS T&E  
 LS = Lump Sum or Fixed Fee  
 T&E = Time & Expense

**PND ENGINEERS, INC.  
STANDARD RATE SCHEDULE  
EFFECTIVE MAY 2014**

		<i>Regular Rate</i>
<u>Professional:</u>	Senior Engineer VII	\$180.00
	Senior Engineer VI	\$165.00
	Senior Engineer V	\$155.00
	Senior Engineer IV	\$145.00
	Senior Engineer III	\$135.00
	Senior Engineer II	\$125.00
	Senior Engineer I	\$115.00
	Staff Engineer V	\$105.00
	Staff Engineer IV	\$100.00
	Staff Engineer III	\$95.00
	Staff Engineer II	\$90.00
	Staff Engineer I	\$85.00
	Senior Scientist	\$110.00
	Environmental Scientist III	\$120.00
	Environmental Scientist II	\$105.00
	Environmental Scientist I	\$90.00
	GIS Specialist	\$90.00
<u>Surveyors:</u>	Senior Land Surveyor III	\$120.00
	Senior Land Surveyor II	\$110.00
	Senior Land Surveyor I	\$100.00
<u>Technicians:</u>	Technician VI	\$125.00
	Technician V	\$110.00
	Technician IV	\$90.00
	Technician III	\$80.00
	Technician II	\$70.00
	Technician I	\$45.00
	CAD Designer V	\$95.00
	CAD Designer IV	\$85.00
	CAD Designer III	\$70.00

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

Late Filed Senior Citizen Hardship Exemption Application - McKinley

**MANAGER'S REPORT:**

On May 8, 2014, Sophia McKinley filed a late application for the 2014 Senior Citizen Real Property Hardship Exemption. The code places the authority for approving late 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.*

Ms. McKinley has consecutively filed late for the past 4 years. The basis for filing late has primarily been due to medical issues. Approval of this late filing would result in a loss of \$989.83 in revenue to the City . The Assessor's Office has reviewed the application and has determined Ms. McKinley has an income ratio that would qualify her for the exemption had it been filed in a timely manner.

**RECOMMENDATION:**

**The Manager recommends the Assembly authorize the assessor to accept the application as if timely filed with acknowledgement the applicant's late filings are repetitive.**

**ATTACHMENTS:**

Description	Upload Date	Type
<input type="checkbox"/> <a href="#">2014 McKinley Hardship Exemption</a>	8/7/2014	Cover Memo

On May 8, 2014 Sophie McKinley filed a late application for the 2014 Senior Citizen Real Property Hardship Exemption. The code places the authority for approving late 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.

Ms. McKinley has consecutively filed late for the past 4 years. The basis for filing late for the past four years is primarily due to medical issues.

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	\$197,400	\$294,500	(\$150,000)	\$144,500	\$1554.82	\$564.99	\$989.83

Approval of this late filing would result in a loss of **\$989.83** 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 them 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 the applicant's late filings are repetitive.**

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

Application for Dedsignation of Liquor Licensed Premises - Suite 907

**MANAGER'S REPORT:**

A liquor license dedesignation application is subject to approval by the local law enforcement agency as well as the local governing body. Deputy Police Chief Ed Mercer has approved this application on behalf of Juneau Police Department with the condition that it is subject to revocation in the event there are law enforcement issues that arise as a result of this permit. Applicant Cindy Isaak stated that she agreed with that condition when she met with staff and submitted her application.

This is an application to dedesignate the liquor license for Suite 907 for certain dates/times to allow the business to hold youth-related events for persons between the ages of 17 and 20. Rather than scheduling this application for the July 21 Assembly meeting, the City Manager asked that this be considered by the Human Resources Committee prior to Assembly action on the application.

If approved by the Assembly at its August 11, 2014 meeting, the remaining event dates/times indicated on the application subject to approval would be from 9p.m. - 1a.m. the nights of August 14, August 19, September 25, October 16, November 6, and December 29, 2014.

The Human Resources Committee is reviewing this matter at its meeting on August 11 and will forward its recommendation to the Assembly for action.

**RECOMMENDATION:**

**The Manager recommends the Assembly act according to the recommendation by the Assembly Human Resources Committee.**

**ATTACHMENTS:**

Description	Upload Date	Type
<input type="checkbox"/> <a href="#">CBJ Letter and Application from Suite 907</a>	8/7/2014	Liquor License



**CITY/BOROUGH OF JUNEAU**  
ALASKA'S CAPITAL CITY

**OFFICE OF THE MUNICIPAL CLERK**

**Ph: (907)586-5278 Fax: (907)586-4552**

**e-mail: Beth McEwen@ci.juneau.ak.us**

August 1, 2014

*Via certified & regular mail*

Cynthia Isaak/Suite 907  
9121 Glacier Hwy., Box 10  
Juneau, AK 99801

Re: Dedsignation of Suite 907 Liquor License

Dear Ms. Isaak,

On July 11, 2014 you submitted an application for dedesignation of the Suite 907 liquor license premises from 9p.m. to 1a.m. for the nights of July 24, 31, August 7, 14, 19, and September 25, October 16, November 6, and December 29. You indicated in our conversations that you wished to have the Assembly approve these if possible at its meeting on July 21.

The dedesignation of the licensed premises is subject to approval by both the local governing body and the local police department. As Deputy Police Chief Ed Mercer previously informed you, he is willing to approve this dedesignation application with the understanding that police department approval may be revoked at any time should law enforcement issues arise such as fighting or alcohol consumption happening on or around the premises or parking lot.

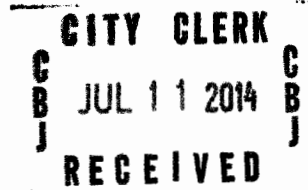
Rather than add this to the Assembly's July 21 agenda, the City Manager asked that this matter be forwarded to the next regular Assembly Human Resources Committee meeting for its review prior to it going to the Assembly for action. It has been scheduled for the August 11 Assembly Human Resources Committee meeting at 6pm in the Assembly Chambers. Immediately following the HRC meeting on August 11 is a regular Assembly meeting at 7:00 p.m. at which time the HRC will forward its recommendations to the Assembly for official action on your dedesignation application. You are encouraged to attend both meetings to be able to answer any questions the Assemblymembers may have pertaining to your application.

If the Assembly choses to dedesignate the premises the remaining dates subject to their approval would be August 14, 19, and September 25, October 16, November 6, and December 29.

Sincerely,

Beth McEwen, MMC  
Deputy Clerk

cc: Assembly & Liquor License Review Staff



To: City of Juneau Assembly

Fr: Cynthia Isaak, Owner

Re: Seeking signature of approval of multiple dates for young adults as Dedesignated Licensed Premises

Following is the application that requires a signature from the Local Governing Body (City of Juneau) in order for Suite 907 to be able to host "Young Adult" (17-20yrs old only) night once weekly during the remainder in the summer and then on a few select dates during school breaks. I have only included the dates until the end of the year 2014.

**Our Vision/Plan:**

Suite 907 is an Event Center with over 7000 square feet. It has been completely remodeled. Suite 907's goal is to have "something for everyone" including businesses, professionals, sports enthusiasts, and young adults. We wanted to dedicate one night a week to young adults so they have a safe place they can come spend time with friends and family, listen to music, and dance on the only LED dance floor in the state of Alaska. Suite 907 does not have any signage that advertises alcoholic beverages. For the dedesignated night, all bottles will be completely removed and locked in the back liquor room. Taps are disconnected and the handles are covered, coolers are locked. We will be offering sodas, on tap root beer, spritzers, mochas/lattes and have Subway sandwiches or pizza by the slice available for additional purchase.

**Security measures:**

I have met with Deputy Chief of Police Mr. Ed Mercer who agreed to sign the form in support of this weekly event. We both agree that if any issues arise as a result of this night that would be considered unsafe, we would discontinue offering this to the young adults. We plan to have a minimum of two security hosts on site as well as other staff. Suite 907 plans to adhere to a strict protocol when it comes to the young adults entering and exiting the club. Once a guest enters the facility they may not exit and then re-enter. This will assist in the prevention of uncontrolled substances that might be located outside of the facility.

In closing, I hope the City will consider this request of Suite 907. We would like to give back to the community and offer another alternative for young adults to have a safe, enjoyable place to come and have fun with friends and family. We have a lot of community support for this endeavor including Christian groups that want to host youth events in our facility in the future. Thank you for your consideration.



**Dates requesting approval for 2014:**

**July 24 and 31**

**August 7, 14, 19**

**Sep 25**

**Oct 16**

**Nov 6**

**Dec 29**

Permit Number: \_\_\_\_\_

State of Alaska  
Dept. of Commerce, Community, and Economic Development  
Alcoholic Beverage Control Board

Application for Certification of Dededesignated Licensed Premises  
(3 AAC 304.660)

Non-refundable Application Fee of \$50.00

The granting of this application enables the holder of the below named beverage dispensary or restaurant or eating place liquor license to apply for a DEDESIGNATION PERMIT under 3 AAC 304.660(a). Approval of this permit will allow the holder of a license to temporarily utilize the licensed premises or a portion of the licensed premises for purposes of persons 17 years of age or older to be present during certain times for events held on the licensed premises. Alcoholic beverages may not be sold, served, or consumed on the licensed premises during the period beginning two hours before and ending one hour after the times identified in the permit during which under age persons are on the premises.

Licensee's name: Cynthia Isaak / Suite 907 License Number 447

Business Name: Suite 907

Business Location: 9121 Glacier Hwy 2nd fl Juneau AK

Mailing Address: 9121 Glacier Hwy Box 10 Juneau Alaska 99 801

Event to be held from (date) dates attached (time) 9pm to (date) 1am time

PLEASE ATTACH DETAILED PREMISE DIAGRAM INCLUDING PROPOSED DEDESIGNATED AREA.

*entire facility*  
I certify under penalty of law the information contained in this application is true and correct to the best of my knowledge.

Cynthia Isaak Date: 6/24/14  
Signature of Licensee

Certification of dedesignation approved by: Ed Metler 6-24-14  
Local Police Dept. or Alaska State Troopers Date

Local Governing Body Date

or: School Board Date

Director, Alcoholic Beverage Control Board

Date: \_\_\_\_\_

Revised 6/13



Cyndi Isaak &lt;suite907@gmail.com&gt;

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## Photos

1 message

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**Cyndi Isaak** <suite907@gmail.com>  
To: Cyndi Isaak <suite907@gmail.com>

Mon, Jun 23, 2014 at 5:00 PM

—  
Cyndi Isaak, Owner  
Suite 907  
9121 Glacier Highway Box 10  
Juneau, Alaska 99801  
907 790-CLUB  
907 321-3496 cell  
907 364-3475 fax  
[www.suite907.com/](http://www.suite907.com/) (under construction)  
[suite907@gmail.com](mailto:suite907@gmail.com)

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### 5 attachments



**photo1.jpg**  
758K



**photo2.jpg**  
392K





**photo3.jpg**  
361K



**photo4.jpg**  
520K



**photo5.jpg**  
561K