

**ASSEMBLY FINANCE COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA
Wednesday, April 19, 2017, 5:30 PM.
Assembly Chambers**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- a. **Wednesday, April 12, 2017**

IV. ITEMS FOR DISCUSSION

- a. **Travel Juneau (formerly JCVB) - Change to FY18 Approved Budget**
- b. **Downtown Business Association - Funding Request**
- c. **Eaglecrest Ski Area**
- d. **Juneau Economic Development Council (JEDC) - Change to FY18 Approved Budget**
- e. **Funding for FY18 Personnel Services - One-time Cost Increases**
- f. **FY17 Budget Supplementals**
- g. **General Government Budget Balancing Options**

V. INFORMATION ITEMS

- a. **Pending List for the FY18 Revised Budget**
- b. **Capital Improvements Program - Resolution 2791(b)**
- c. **AFC Meeting Schedule**

VI. NEXT MEETING DATE

- a. **Wednesday, April 26, 2017**

VII. ADJOURNMENT

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@juneau.org

DRAFT
City and Borough of Juneau
Minutes - Assembly Finance Committee Meeting
Wednesday, April 12, 2017, 5:30 p.m.

I. Call to Order

The meeting was called to order at 5:33 PM by Jesse Kiehl, Chair.

II. Roll Call

Committee Members Present: Jesse Kiehl, Chair; Beth Weldon, Maria Gladziszewski, Mary Becker, Debbie White, Loren Jones, and Mayor Ken Koelsch.

Committee Members Participating Telephonically: Norton Gregory and Jerry Nankervis.

Committee Members Absent: None.

Staff Present: Rorie Watt, City Manager; Mila Cosgrove, Deputy City Manager; Bob Bartholomew, Finance Director; Robert Barr Library Director; Kirk Duncan, Parks & Rec Director; Lindsey Foster, Administrative Officer; Julie Jackson, Aquatics Manager; Roger Healy, Director, Engineering & Public Works; Patty Wahto, Airport Manager; John Coleman, Airport Business Manager; Ken Nichols, Airport Engineer; Carl Uchtyl, Port Director; Teena Larson, Administrative Officer; Charles Bill, Chief Executive Officer, Bartlett Regional Hospital; Sam Muse, Controller; and Elisabeth Jensen, Budget Analyst.

Others Present: Joe Heueisen, Chair, Airport Board; Dick Epstein, Vice Chair, Airport Board; Dennis Harris, Airport Board; Tom Donek, Chair, Docks and Harbors Board; Max Mertz, Chair, Aquatics Board; Tom Rutecki, Aquatics Board; Ritchie Dorrier, Aquatics Board; Brenda Knapp, President, Bartlett Regional Hospital Board of Directors; and Kirby Day, Manager Port Operations Holland America Group.

III. Change to Agenda

Item V. "Informational Announcement – Contract Negotiations" was added.

IV. Approval of Minutes

The April 5, 2017 minutes were approved as presented.

V. Informational Announcement – Contract Negotiations

Mila Cosgrove, Deputy City Manager, said she was pleased to announce that the CBJ has achieved a tentative agreement today with the MEBA bargaining unit consistent with the terms outlined in prior direction from the Assembly. We will be bringing back more information next week regarding funding strategies. MEBA will not need to take this out for ratification.

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VI. Juneau International Airport

Patty Wahto, Airport Manager; John Coleman, Airport Business Manager; Joe Heueisen, Chair, Airport Board; Dick Epstein, Vice Chair, Airport Board; Dennis Harris, Airport Board; and Ken Nichols, Airport Engineer, were in attendance.

Patty Wahto, Airport Manager; and John Coleman, Airport Business Manager presented the FY18 Revised budget for the Airport, including the need for \$43,900 in supplemental spending authority for FY17. Ms. Wahto responded to questions from the committee.

**Loren Jones, moved to accept the Juneau International Airport budget as submitted.
Without OBJECTION.**

VII. Docks & Harbors

Carl Uchtyl, Port Director; Teena Larson, Administrative Officer; and Tom Donek, Chair, Docks and Harbors Board were in attendance

Carl Uchtyl, Port Director; and Teena Larson, Administrative Officer presented the FY18 Revised budget for Docks & Harbors, and responded to questions from the committee.

**Loren Jones, moved to accept the Docks & Harbors budget as submitted.
Without OBJECTION.**

The meeting recessed at 6:34 PM.

The meeting reconvened at 6:42 PM.

VIII. Aquatics

Kirk Duncan, Parks & Rec Director; Lindsey Foster, Administrative Officer; Julie Jackson, Aquatics Manager; Max Mertz, Chair, Aquatics Board; Tom Rutecki, Aquatics Board; and Ritchie Dorrier, Aquatics Board; were in attendance.

Kirk Duncan, Parks & Rec Director; and Max Mertz, Chair, Aquatics Board; presented the FY18 Revised budget for Aquatics (including the request for increased general government funding support), and responded to questions from the committee.

**Loren Jones, moved the Aquatics budget and supplemental request be added to the AFC's Pending List.
Without OBJECTION.**

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IX. Capital Improvements Projects (CIP) Program Budget/Plan

Handout provided.

Roger Healy, Director, Engineering & Public Works presented information regarding the CIP Plan provide to the committee during the AFC meeting on April 5, 2017.

Mr. Healy, Mr. Bartholomew and Mr. Watt responded to questions from the Assembly members.

Charles Bill, Chief Executive Officer, Bartlett Regional Hospital; and Brenda Knapp, President, Bartlett Regional Hospital Board of Directors; provided information related to page 43 of the AFC meeting packet. The information listed options, other than a stand-alone CAHMU facility, for the use of sales tax capital projects funding.

Ms. Knapp provided an update on the status for CAMHU (Children Adolescent Mental Health Unit), in which there were no respondents to the RFP.

Committee members requested further information on BRH's recommendations at a later time, outside of the budget process.

Mr. Watt suggested the following edits to the CIP Resolution:

- Zeroing out the line for CAMHU in the edited version of the CIP Resolution, leaving the funds in Sales Tax Fund for the time being.
- Update MIS needs by \$250,000 in the CIP Resolution
- Update WAC (Willoughby Arts Center) in the CIP Resolution - \$250,000

Mr. Watt recommended creating a transfer ordinance to move \$6 million in BRH funds previously appropriated by the Assembly for CAHMU, back to their fund balance.

Chair Kiehl acknowledged that the updated CIP Resolution would return to the AFC at a future meeting.

Assembly member, Norton Gregory signed off from the meeting as a telephonic participant at 8:04 p.m. in order to board a flight.

X. Marine Passenger Fee Recommendations

Rorie Watt presented the Marine Passenger Fee Recommendations Memo dated April 5, 2017. Mr. Watt responded to questions from the committee.

Loren Jones moved to approve the Marine Passenger Fee Recommendations as presented.

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Mr. Nankervis objected.

Roll call votes:

Ayes: White, Jones, Becker, Gladyszewski, Jones, Weldon Kiehl and Mayor Koelsch.

Nays: Nankervis.

Absent: Gregory.

Motion PASSED 7-1.

The meeting recessed at 8:21 PM.

The meeting reconvened at 8:31 PM.

XI. General Government Budget Balancing Options

Handout provided.

Rorie Watt addressed the body, remembering last summer, on the heels of the Governor's veto, Mr. Watt communicated to the Assembly that the CBJ needed to focus on the long run and sustainable budgeting. He had recommended strongly against across the board cuts, weakening staff training / development, or weakening of administrative support of our programs. Essentially, he said that everything we do, we should well.

At this time, we've come back with efficiencies and a scalable approach to the budget. This is consistent with the message we've delivered since August, 2016.

Mila Cosgrove, presented the two page hand-out, noting the goal would be to introduce the list for now, and request that the Assembly members review the list for areas they may want more details on or have future conversations on throughout the budget process. The list was developed through the PDB process and from Manager recommended efficiencies. The list is in excess of \$500,000 as promised to allow for scalability. Ms. Cosgrove responded to questions.

XII. Next Meeting Date

Wednesday, April 19, 2017

XIII. Adjournment

Meeting was adjourned at 9:18 PM

To the City Manager and Finance Director,

Travel Juneau's FY18 proposed budget was approved by the Board of Directors at its March 23 regular meeting. This budget form represents a new chart of accounts, done in cooperation with and approval of our accountants, Elgee Rehfeld & Mertz.

The proposed budget does not differ significantly in size or scope from FY17; however, I would like to make special note of a few strategic changes from FY17 to FY18:

- **CEO is 25% of the Convention Sales Dept.** – we anticipate that the shift in staffing will increase the number of prospects and leads, increasing the overall number of events held in Juneau over the next market cycle. The department will be team-led in the foreseeable future.
- **Addition of a Social Media Specialist** – in conjunction with our “mobile-first” strategy, the specialist, under direction and supervision of the Destination Marketing Manager, will maintain TJ's social media accounts, including Instagram, FB, and Twitter, adding platforms as TJ deems necessary and appropriate.
- **Shift to more digital advertising** – trackable advertising will be seen by more influencers and decision-makers. Driving prospective visitors and meeting planners to our website is the goal of future advertising.
- **Increase in staff training** – Travel Juneau is setting a goal of maintaining a strong, professional staff over the long term. Providing opportunities for training alongside no- or low-cost incentives will help achieve that goal.

In the righthand column of the budget are requests for additions to budget (ATB) to be funded from the Hotel Bed Tax Fund Reserve; we intend to make similar requests in FY19-20 as part of a 3-year enhanced marketing plan. This process has been done in collaboration with our CBJ staff liaison and the Finance Department. These requests do not supplant funding from any marketing objectives, and would provide significant new opportunities and increase our effectiveness in fulfilling our tasks in the Juneau Economic Plan.

Over the last two fiscal years, Travel Juneau has felt the impact of cuts to the Alaska Travel Industry Association. The loss of the statewide print travel guide, booth shares at trade shows for both destination marketing and convention sales, digital and print co-op advertising, travel writer and tour operator assistance, have all resulted in lost exposure, and the result of that loss will be evident in upcoming seasons. As we evaluate our marketing relationship with ATIA, we are having to say “no” to many valuable opportunities including requests for media and production assistance that Juneau would have benefited from. Assistance can amount to several thousand dollars per vetted request, but can yield millions of dollars in media exposure. For example, Juneau was able to host “Top Chef” through assistance from ATIA. The gains in tourism that the state and Juneau will see this year are due to work done 3-5 years ago. Because Juneau is a long-haul destination, we must take the long view.

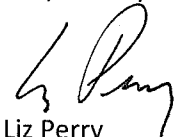
The ATB requests – again, pulled from the Hotel Bed Tax Fund Reserve – that you see alongside the proposed FY18 budget will help accomplish two important things: mitigating the loss of marketing dollars and opportunities from ATIA, and providing Travel Juneau an enhanced marketing plan to help maintain and grow our travel market share. The additional funding would allow the organization to say “yes” to high-yield opportunities and take the lead in Southeast for destination and convention marketing, as we could offer Juneau-led cooperative advertising, booth shares and other opportunities to Inside Passage DMOs. Over a market cycle, this push could help bring Juneau and Southeast out of the shadow of South Central and Interior in terms of independent travel and meetings, with the associated benefit to Juneau’s overall economy.

You will note that these requests are, with one exception, aligned with the Convention Sales and Destination Marketing departments. Highlights of the requests include

- taking the regional lead at trade shows, increasing the number we attend and offering booth shares to local partners and Inside Passage DMOs.
- hosting 10-12 more travel writers and tour operators over the fiscal year. This increases Juneau’s media and travel trade exposure exponentially.
- investing in productions and assisting companies who plan to film or photograph on location. This investment also benefits local tour operators, hotels, and transportation firms.
- increased digital advertising and social media outreach, which will drive consumer, tour operator, and planner traffic to the Travel Juneau website and further down the purchasing funnel.
- contracting for much-needed research to gain more accurate data and insight into independent travelers and their impact on Juneau’s economy. A separate research project would focus on conventions and related spending, which will derive an updated calculation of their economic impact.

At a time when travel offers the state the best opportunity for a growth industry, such a longer-term plan makes clear economic sense. Travel Juneau looks forward to a new fiscal year of marketing Juneau to visitors and meeting planners, growing the industry, and benefiting our city.

Respectfully submitted,



Liz Perry
President & CEO
Travel Juneau

Line		Convention Sales (1)	Dest Mkt (2)	Vis Svc (3)	Mem Svc (4)	Admin (5)	Special Projects & Pass- throughs (6)	TOTAL FY18	Total FY17	FY 18 ATB from Hotel Bed Tax Fund Res
REVENUES & INCOME										
4000	Hotel Bed Tax - CBJ Grant	236,425	323,526	76,437	15,117	198,495	0	850,000	811,000	
4001	Member Dues	2,057	12,928	14,240	54,775			84,000	84,000	
4010	Partnership Sales									
4025	A la Carte Services									
	Rack card placement									
4100	Ad Sales & Media Expense Recovery									
	Co-Op Ads		5,000					5,000	10,000	
	Media Expense Recovery									
	Travel Planner Ads		5,000	10,000				15,000	15,000	
	CST Ads on Enplug			1,000				1,000		
	DTN Website Ads				15,000			15,000	14,000	
4200	Website Add'l Listings				3,750			3,750	4,000	
4250	Travel Planner Add'l Listings				4,500			4,500	2,660	
4350	Travel Fair Vendors				4,400			4,400	4,400	
4400	Annual Mtg				1,500			1,500	1,500	
4450	Marketing Momentum				3,500			3,500	3,500	
4500	Booth Share	0	0							
4550	Mtg Planner Event Vendors	0								
	JNU MP events	1,000						1,000	1,000	
	ANC MP events									
4600	Interest					125		125		
4650	MPFs for Visitor Services			140,600				140,600	160,000	
4675	Label Sales			300				300	450	
4700	Other revenue & income					350		350	350	
	Cruise Ship calendars			600				600		
4750	Pass-through and Special Projects - Class 6									
	Crossing Guard Program - MPFs				6,000		194,000	200,000	180,000	
	TBMP - MPFs				450			450	450	
TOTAL REVENUES		239,482	346,454	243,177	108,992	198,970	194,000	1,331,075	1,292,310	
	Website build FY16-17								141,000	
									1,433,310	
EXPENSES										
5000	Personnel Expenses	97,054	75,225	142,347	63,807	100,080		478,513	486,751	
6000	Staff Training & Conferences	7,075	8,300	4,500	8,975	13,000		41,850	31,035	
6010	Staff Incentives			200		2,000		2,200	1,200	
6025	Mileage	250	500	800	100	100		1,750	1,750	
6030	Telephone & Internet	1,800	1,500	6,200	1,500	4,000		15,000	14,800	
6040	Technology & Connectivity	6,700	6,700	6,700	6,700	6,700		33,500	27,250	
6050	Equipment - Purchase & Maintenance	500	500	500	500	1,000		3,000	3,000	
6070	Postage	260	250	3,800	500	500		5,310	20,510	
6080	Supplies	175	500	250	500	500		1,925	5,425	
6090	Copying/Printing	250	200	200	200	400		1,250	1,050	
6100	Dues/Memberships	1,390	20,164			2,655		24,209	24,109	
6200	Subscriptions	1,000	15,000	3,100	2,160	190		21,450	21,195	
6300	Community Relations	2,071		170	800	600		3,641	9,696	
6400	Trade Shows	33,000	26,800					59,800	52,175	20,000
6430	FAM - Prospects	2,500	8,000					10,500	10,500	20,000
6450	Incentives & Premiums	8,557	1,500					10,057	7,000	5,000
6475	Travel Guide Distribution		1,250					1,250	325	
CONVENTION SALES/MARKETING										
6500	Centennial Hall Rebate	12,500						12,500	10,000	5,000
6510	Meeting Printing	1,500						1,500	1,500	
6515	Conv Sales Site Visits - MPs	2,400						2,400	2,400	
6520	Bid in Person	2,500						2,500	2,500	
6530	Convention Advertising	45,000						45,000	48,705	10,000
6550	Meeting Planner Events	6,000						6,000	5,200	
6575	Sales Missions	4,500						4,500	10,000	

							Special Projects & Pass-throughs (6)			FY 18 ATB from Hotel Bed Tax Fund Res
Line		Convention Sales (1)	Dest Mkt (2)	Vis Svc (3)	Mem Svc (4)	Admin (5)		TOTAL FY18	Total FY17	
	DESTINATION MARKETING									
6600	Travel Writer Expenses/PR		33,560					33,560	30,253	20,000
6700	Consumer Shows		5,400					5,400	7,900	
6710	Destination Print Advertising		35,000					35,000	47,600	
6720	Destination Digital Advertising		24,700					24,700	24,700	10,000
6725	Destination Photos & Graphic Design		4,000					4,000	3,500	5,000
6730	Destination Social Media Promotion		10,000					10,000	10,000	10,000
6735	Social Media Specialist (part-time)	2,500	12,500					15,000		
6740	Travel Guide Production									
6750	Website Hosting & Maintenance		54,905					54,905	30,146	
	VISITOR SERVICES									
6810	AKA Fulfillment (bulk mail)			15,000				15,000		
6815	Storage			2,220				2,220	2,200	
6820	Volunteer - Training			5,000				5,000	5,100	
6825	Volunteer Recognition			4,500				4,500	6,850	
6830	Summer Assistants			21,000				21,000	15,000	
6840	Parking - Seasonal			500				500	500	
6845	Travel Guide Dist - Interior			1,700				1,700	1,700	
6850	Visitor Site Supplies			3,500				3,500		
6852	Copy/Printing - Dept Specific			1,890				1,890	1,890	
6855	DT Walking Map			18,500				18,500	12,000	
6860	Visitor Retention									
6865	Cruise Calendar Prod			600				600		
	MEMBER SERVICES									
6910	Travel Fair				8,000			8,000		5,000
6925	Membership Education				5,000			5,000	7,093	
6940	Election				400			400	400	
6945	Annual Meeting & Annual Rpt				4,100			4,100	3,600	
6950	New Partner Recruitment				500			500	1,000	
6965	Decals				450			450	450	
6970										
6975	Dining Guides				4,800			4,800	4,800	
	ADMIN									
7010	Rent					45,000		45,000	44,752	
7015	Property Insurance					2,100		2,100	2,100	
7020	Liability Insurance					3,100		3,100	2,200	
7025	Employee Dishonesty Insurance					650		650	650	
7030	Fees & Taxes					5,000		5,000	9,000	
7040										
7050	Board of Directors					2,545		2,545	3,000	
7070	Accounting					8,850		8,850	7,250	
								1,137,075	1,083,710	
8100	SPECIAL PROJECTS - CLASS 6									
	Crossing Guard Program (MPF)						194,000	194,000	174,600	
	\$200K less 3% admin fee									
	Proposed - JNU Visitor Survey - Phase I									65,000
	Proposed - JNU Convention Survey									15,000
	ATTA (FY17)								34,000	
	Website build								141,000	
	TOTAL EXPENSES	239,482	346,454	243,177	108,992	198,970	194,000	1,331,075	1,433,310	190,000
	Budget w/out pass-through							1,137,075		
	Actual % of budget	21.1%	30.5%	21.4%	9.6%	17.5%				
	Revenue vs Expenses	0	0	0	0	0	0			



Summary of Request

The Downtown Business Association is seeking \$50,000 in funds for the upcoming fiscal year from the City & Borough of Juneau as a match to private contributions. This will help the DBA continue their efforts of becoming an accredited Main Street America city by 2020. According to this national program, government contributes between 30%-50% of the budget and the rest from private sources, including: membership, corporate sponsorship, grants, and fundraising.

According to our Main Street facilitator, a city of this size would have a budget between \$100,000-\$200,000. The DBA intends to continue its work within the Juneau Economic Development Council, with an expected savings of approximately \$50,000.

This investment from the City will see the following results:

- Increased sales tax
- Maintaining high property value
- Supporting Juneau's tourist economy
- Enhancing Juneau as Alaska's Capital City
- Improving the quality of life for all its residents

These new funds will be used on increased staff time to strategically implement the work of our volunteer committees that work within the Main Street approach of Design, Promotion, Economic Vitality and Organization.

2016 Successes:

- Designed and implemented Juneau's first ever Downtown Restaurant Week
- Held a community outreach meeting with over 90 participants
- Produced downtown's first ever visitor guidebook
- Coordinated downtown winter promotions activities that engaged more businesses and attracted more people downtown
- Collaborated with the JAHc to improve First Friday experience
- Orchestrated downtown's first ever PokeMob [an urban hike that led a group of over 60 through downtown]
- Doubled DBA membership

Next Steps – The Pitch for a Main Street/Downtown Director -- *“To succeed in downtown development, the most important tool is having an individual whose job it is every day - to look out for the best interest of downtown and to be the orchestrator of all activities and improvements happening within the district.”* -- Kathy LaPlante, Main Street America facilitator

2017 plan:

- Create opportunities to support and incubate the new downtown businesses
- Position and solidify our standing as America's best capital city
- Increase membership to 200
- Collaborate on the Choose Juneau campaign to entice more talent to downtown Juneau
- Represent and advocate for downtown wherever necessary
- Move to a tiered membership structure
- Implement DBA Board elections
- Coordinate with Travel Juneau on convention promotions
- Coordinate with the JAHc on enhancing the First Friday experience



- Create a signature annual fundraiser
- Convert Gallery Walk into a Winter Festival of Lights
- Targeted monthly downtown programming, for example, Valentine's Day Chocolate Walk
- Continue successful shopping promotions



The Main Street Approach

A. Identify the Community Vision for Success

The Main Street Approach begins with creating a vision for success on Main Street. Main Street promotes a community-driven process that brings diverse stakeholders from all sectors together, inviting them to be proactive participants in the revitalization process. This essential step provides a foundation for outlining the community's own identity, expectations, and ideals while confirming real and perceived perceptions, needs and opportunities. It also ensures that the vision is a true reflection of the diversity of the community. Whatever the vision, the goal is holistic transformation of Main Street, accompanied by rigorous outcome measurement to demonstrate results.

B. Create Community Transformation Strategies

A vision of success alone is not enough. Communities must work together to identify key strategies, known as **Community Transformation Strategies** that will provide a clear sense of priorities and direction for the revitalization efforts. Typically, communities will address two to three Community Transformation Strategies that are needed to help reach a community vision. These strategies will focus on both long and short-term actions that will move a community closer to achieving its goals.

For example, if a Main Street decides that “aging in place” is a critical element of its community vision, the organization would develop a series of Community Transformation Strategies to help realize that vision. A short-term strategy could be to implement a special senior discount at cooperating businesses. A longer-term strategy could be to partner with other advocacy groups and the Department of Transportation to encourage Transit Oriented Development in the district.

Work on these strategies would align with the four key areas Main Streets have been using as a guiding framework for over 35 years: Economic Vitality, Promotion, Design, and Organization, known collectively as the Main Street Four Points.





Economic Vitality: Revitalizing a downtown district requires focusing on the underlying Economic Vitality of the district. This work is rooted in a commitment to making the most of a community's unique sense of place and existing historic assets, harnessing local economic opportunity and creating a supportive business environment for small business owners and the growing scores of entrepreneurs, innovators, and localists alike. With the nation-wide growing interest in living downtown, supporting downtown housing is also a key element of building Economic Vitality.

Promotion: Promoting Main Street takes many forms, but the ultimate goal is to position the downtown as the center of the community and the hub of economic activity, while creating a positive image that showcases a community's unique characteristics. This can be done through highlighting cultural traditions, celebrating and preserving important architecture and history, encouraging local businesses to market cooperatively, offering coordinated specials and sales, and hosting special events aimed at changing perceptions of the district and communicating to residents, investors, businesses, and property-owners that this place is special.

Design: A focus on Design supports a community's transformation by enhancing the physical elements of downtown while capitalizing on the unique assets that set the commercial district apart. Main Streets enhance their appeal to residents and visitors alike with attention to public space through the creation of pedestrian friendly streets, inclusion of public art in unexpected areas, visual merchandising, adaptive reuse of older and historic buildings, more efficiently-designed buildings, transit oriented development, and much more.

Organization: A strong organizational foundation is key for a sustainable Main Street revitalization effort. The focus is on ensuring that all organizational resources (partners, funding, volunteers, etc.) are mobilized to effectively implement the Community Transformative Strategies. Organization establishes consensus and cooperation by building partnerships among the various groups that have a stake in downtown. This will allow the Main Street revitalization program to provide effective, ongoing management and advocacy of the commercial district. Diverse groups from the public and private sectors (city, property owners, bankers, business owners, community leaders, and others) must work together to create and maintain a successful program.

CHALLENGES

- The DBA is a volunteer-driven organization, with help available from Dana Herndon of the JEDC. Volunteers are donating a lot of time to the overall improvement and promotion of downtown but they are restricted in the number of projects that can be taken on due to limitations on resources (people and money). Some feel that the DBA may not be able to keep up the pace of its work, or to stimulate greater growth of the economy without creating a downtown management position.
- Funding for the position of a downtown manager is not currently available. A



campaign to raise the funds would need to be conducted.

- The DBA has been promotionally focused and to also take on other broader economic development tasks may need additional skills from the board and any potential staff hired.
- There are some storefronts that are closed in the tourist off-season, making downtown look less than vibrant – and providing fewer reasons for people to come downtown.
- As cruise ships disembark, they first encounter businesses owned by the cruise lines, and then they make their way up into the heart of downtown Juneau. Attracting tourist to come all the way into downtown can be a challenge.
- Some people feel downtown is unsafe (with patrons from bars coming out on to the sidewalk - some smoking).
- Businesses felt a better connection should be made to residents throughout the area, that those in other neighborhoods don't feel compelled to shop downtown.
- Housing used by high-season workers is not available for housing during the off-season.
- Housing costs are high. There are spaces in downtown in upper stories that could be used for housing but is not. Costs, egress, and risk may be standing in the way of property owners doing upper story development.
- Residents and businesses were also asked what they felt the great liabilities are for downtown and the following Word Cloud shows their responses.

Next Steps – The Pitch for a Main Street/Downtown Director

To succeed in downtown development, the most important tool is having an individual whose job it is every day - to look out for the best interest of downtown and to be the orchestrator of all activities and improvements happening within the district. The organization must then must show visible results that can only come from completing projects – both shorter and longer-term activities that add up to meaningful change. Through the visioning session the community identify many areas of work and improvement that could be addressed with a fulltime downtown director.

While shorter-term, highly visible activities are critical to Main Street's success, Downtown Juneau must also sustain focus on implementation of longer-term projects and activities that are the building blocks for substantial change over time. Identifying milestones for these longer-term projects can be important in creating a sense of forward momentum and reinforcing to the community the need for sustained focus on revitalization efforts.

Coinciding with implementation is an equally important focus on measuring progress and results. Healthy Main Streets are built on a commitment to measure outcomes. We live in a time where public resources are scarce, and competition for private resources is fierce. Main Streets must be able to demonstrate the wise use of resources, which translates to



real change on the ground: new jobs added to a Main Street, new businesses open, buildings redeveloped, and numerous other metrics of success.

For Juneau convincing public and private funders to support a hired position over time, projects specific goals and measurements of success must be established. This is difficult to do without a staff person orchestrating the efforts and keeping progress on track. The Main Street network exists to help in the endeavor.

CBJ Finance Committee Meeting

April 19, 2017

Eaglecrest Ski Area FY17 Review & FY18 Budget Presentation

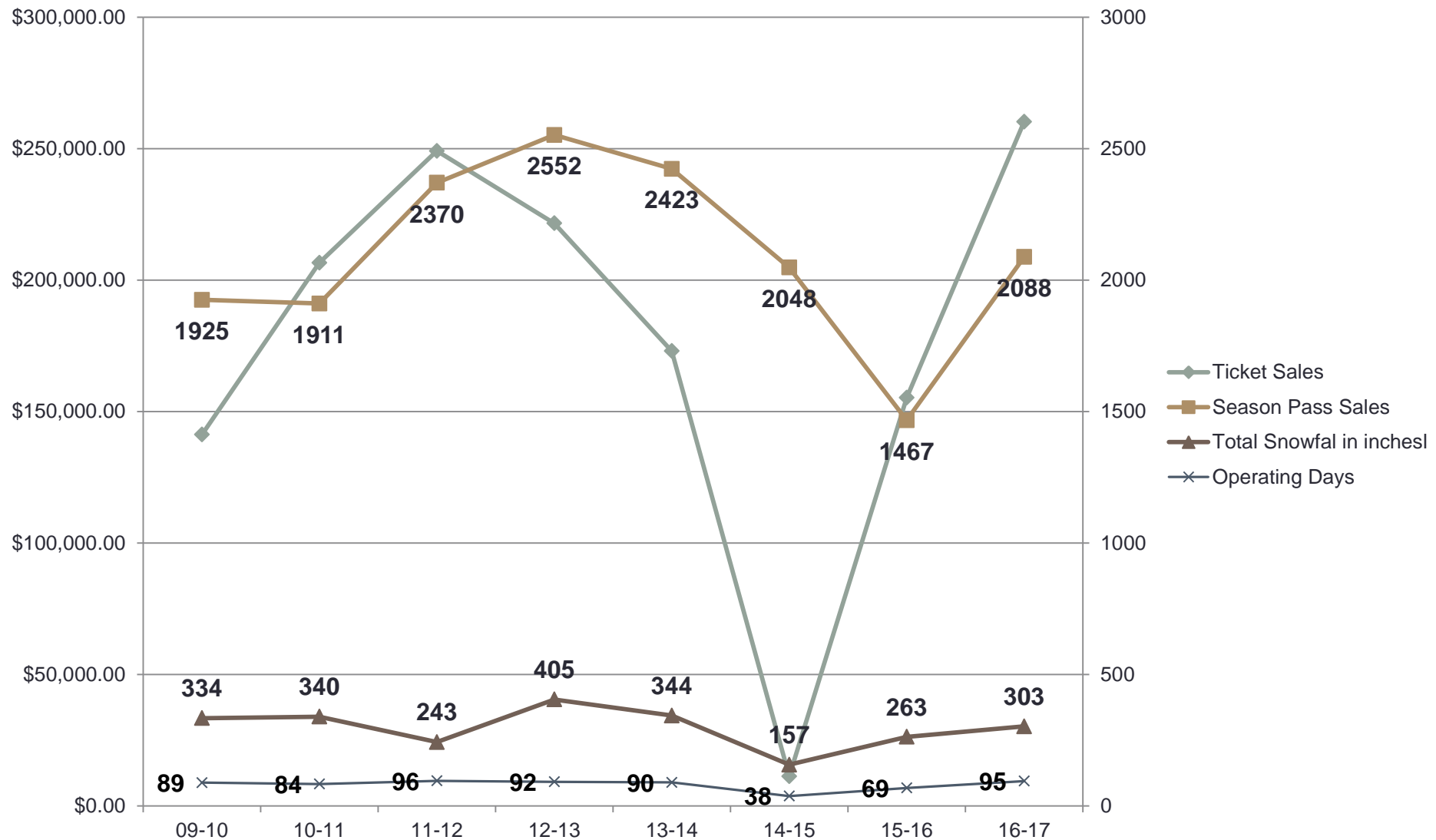
- FY 17 (2016-2017 Season)– Overview
- FY18 (2017-2018 Season)– Budget
- Fund Balance and Conclusion



2016-2017 Season Overview

- Operated for 95 days
- 302.8" of snow at summit and 196" at base
- 45,000 Skier Visits; Average is 50,000.
- February was weak with little snow received and skier visits bellow average.
- Season pass sales were still weak coming off of last two years but were better than 2015-2016 season.
- We continue to rebound from the previous two poor seasons.
- We had a good season and our skiers and riders were generally happy with our efforts.

Season Pass /Ticket Sales Compared to Snowfall and Operating Days



FY 18

Budget Highlights

- Trying to maintain a flat budget while continue to offer same services.
- We are being realistic with our revenues given bad snow years.
 - Decrease in pass sales will mean more reliance on weather.
- Eaglecrest needs to start to increase pay in order to attract and retain qualified staff.
 - Some positions start below AK minimum wage
 - Budget does not include any merit increases or cost of living increases for employee's
- Revised General Fund Support to \$700,000 from \$750,000 approved for FY18 budget.
- Budget includes \$50K from the Eaglecrest Operating Endowment
- High fixed costs is challenging
 - ~85% of expenses are required/committed to be ready to open in December

Operating Days	69	90	90	90
		FY17	FY18	FY18
	FY16	Projected	Approved	Revised
	Actuals	Actuals	Budget	Budget
EXPENDITURES:				
Personnel Services	\$1,190,800	\$1,359,200	\$1,672,500	\$1,634,700
Full cost Allocation	\$224,500	\$216,900	\$216,900	\$216,900
Equipment Replacement	\$100,000	\$100,000	\$100,000	\$100,000
Commodities and Services	<u>\$495,700</u>	<u>\$570,900</u>	<u>\$827,400</u>	<u>\$820,400</u>
Total Expenditures	\$2,011,000	\$2,247,000	\$2,816,800	\$2,772,000
FUNDING SOURCES:				
Charges for Services	\$1,357,200	\$1,548,300	\$2,068,000	\$2,072,000
General Fund	<u>\$662,500</u>	<u>\$700,000</u>	<u>\$750,000</u>	<u>\$700,000</u>
Total Funding Sources	\$2,019,700	\$2,248,300	\$2,818,000	\$2,772,000
FUND BALANCE:				
Beginning Restricted Fund Balance	\$91,698	\$100,398	\$101,698	\$101,698
Payment/(Draw) to Fund Balance	<u>\$8,700</u>	<u>\$1,300</u>	<u>\$1,200</u>	<u>\$0</u>
End of Period Fund Balance	\$100,398	\$101,698	\$102,898	\$101,698
Cost Recovery	67%	69%	73%	75%

Eaglecrest Fund Balance History

<u>Eaglecrest Fund Balance</u>				
<u>CAFR Balances</u>				
<u>Year</u>	<u>Beginning Balance Surplus/(Deficit)</u>	<u>Contribution/(Draw)</u>	<u>Ending Balance Surplus/(Deficit)</u>	<u>Cost Recovery</u>
FY02	\$157,077	(\$177,702)	(\$20,625)	66%
FY03	(\$20,625)	(\$540,262)	(\$560,887)	34%
FY04	(\$560,887)	(\$143,347)	(\$704,234)	68%
FY05	(\$704,234)	(\$64,267)	(\$768,501)	66%
FY06	(\$768,501)	(\$111,813)	(\$880,314)	62%
FY07	(\$880,314)	\$21,747	(\$858,567)	71%
FY08	(\$858,567)	\$103,007	(\$755,560)	71%
FY09	(\$755,560)	\$47,585	(\$707,975)	70%
FY10	(\$707,975)	\$113,362	(\$594,613)	71%
FY11	(\$594,613)	\$109,119	(\$485,494)	72%
FY12	(\$485,494)	\$239,751	(\$245,743)	79%
FY13	(\$245,743)	\$198,000	(\$47,743)	77%
FY14	(\$47,743)	\$139,934	\$92,191	75%
FY15	\$92,191	\$1,394	\$93,585	64%
FY16	\$93,585	\$6,813	\$100,398	67%
FY17	\$100,398	\$1,259	\$101,657	75%
FY18	\$101,657	\$0	\$101,657	75%
Projected				

- Positive fund balance is restricted/assigned to inventory.

Conclusion



- Despite the two previous low snow years, Eaglecrest has required relatively little additional support to balance the budget.
- Current General Fund Support is needed to continue to operate at sufficient levels.
- Requested FY18 General Fund Support still remains below FY15 level.
 - Eaglecrest Board of Directors voluntarily reduced general fund support by \$50,000 in FY16.
- FY18 Budget equates to a 75% Cost Recovery

Conclusion



- We remain committed to providing a great product and continuing to be a great community asset for Juneau and all of Southeast.
- Eaglecrest is very grateful for the support of the Assembly and the Juneau Community.

The Eaglecrest Board and Staff will continue to be:

A community-owned winter recreation area and a year-round destination for outdoor recreation and education, providing a wide range of affordable winter and summer outdoor recreational activities.

Investment Impact

FY12-FY16 • Five Year Overview



Direct Investment \$17.7 million

JEDC - \$8.3 million

CBJ - \$1.7 million

CBJ's investment in JEDC is leveraged to bring additional public and private funding to Juneau and Southeast.

CBJ FUNDING: \$1,734,000 invested in economic development in Juneau via JEDC during the five-year period of FY12 through FY16.

JEDC INVESTMENTS: \$6,534,010 additional resources invested to develop our economy through resources directly managed by JEDC. Includes \$1 million in new loans.

COMMUNITY INVESTMENTS : Additional \$9,503,486 in documented new revenues and investments as direct result of JEDC facilitated efforts. (Does NOT include new grants estimated at over \$2.5 million; reduced fuel purchases due to EV adoption; investments in housing solutions for homeless or senior housing; private investments in process such as Juneau District Heat; new revenues to loan recipients and other small businesses that were provided assistance).

Impact Snapshots

JEDC April 2017

Packet Page 23 of 39



USFS recreation budget increased by \$1 million annually, leading to increased capacity to work with operators. JEDC working group resulted in \$5.4 million in additional operator revenue at Mendenhall Glacier over 5 years. MGRA fee increases annual investment in visitor infrastructure by \$1 million +.



Annual Innovation Summit has led to opportunities for firms like Tidal Vision, Amalga Distillery, Juneau District Heat, Tongass Rain Electric and Seafood Analytics. In six years, summit has earned two national awards and attracts investors and entrepreneurs to Juneau.



Since 2011 (to 4/17), over \$1.5 million directly loaned to support small businesses. This leveraged another \$2.1 million from the financial sector and \$0.5 million from private investment.

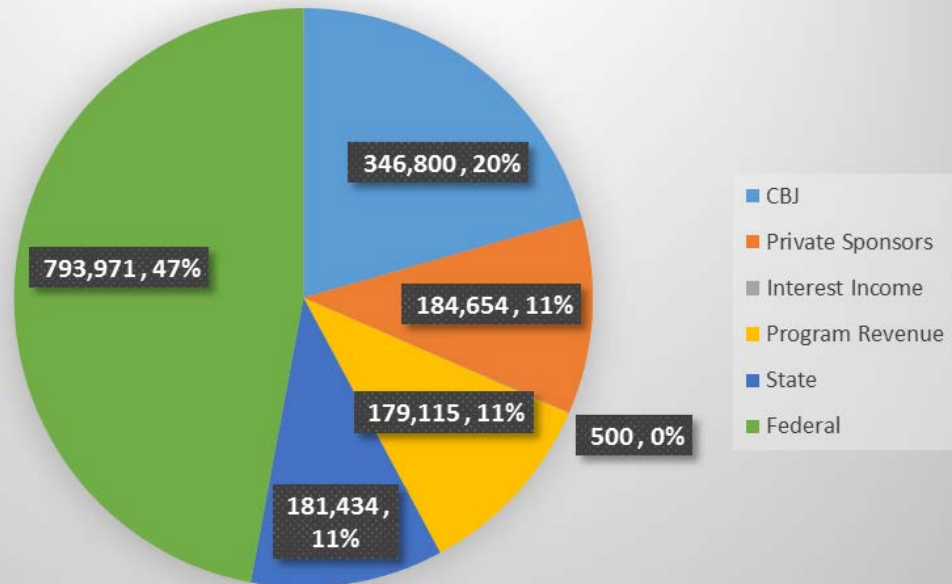


Initial needs assessments and meetings convened to address housing issues, from homeless to senior housing to downtown housing density, was catalytic in broad community recognition and support for increased private and public investment.

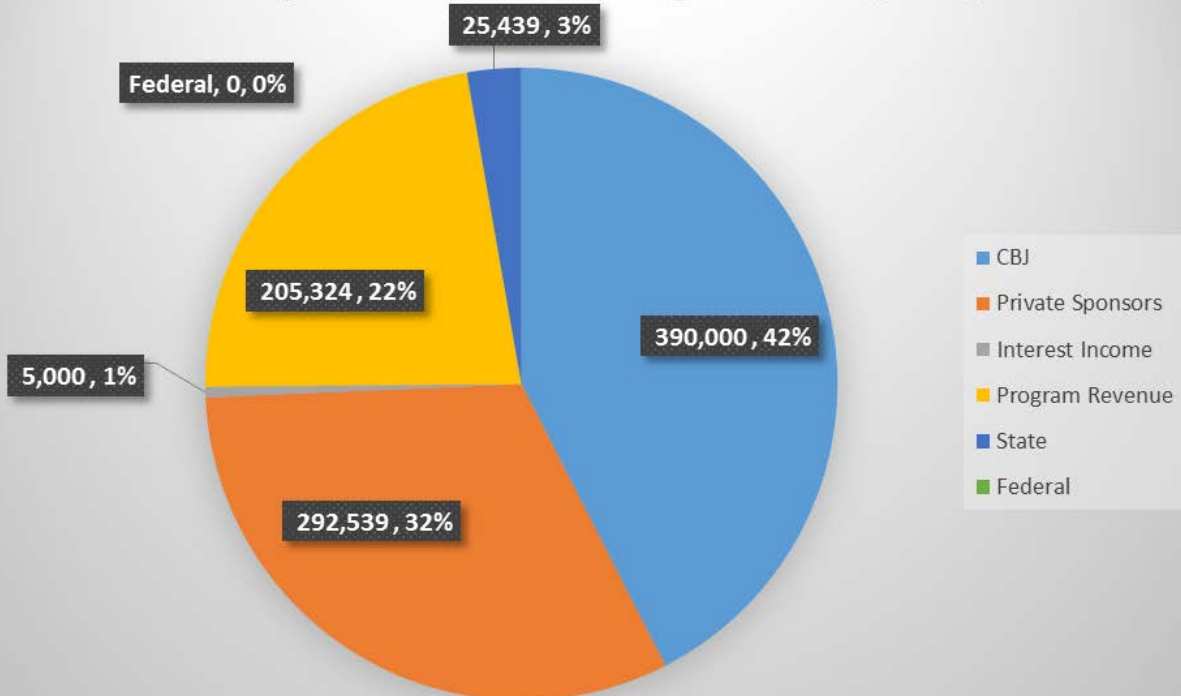


We are the first community in Alaska recognized as a Community of Excellence in Research by the Alaska State Committee on Research. R&D working group efforts resulted in \$650,000 in new research investments in yellow cedar and ferry instrumentation projects.

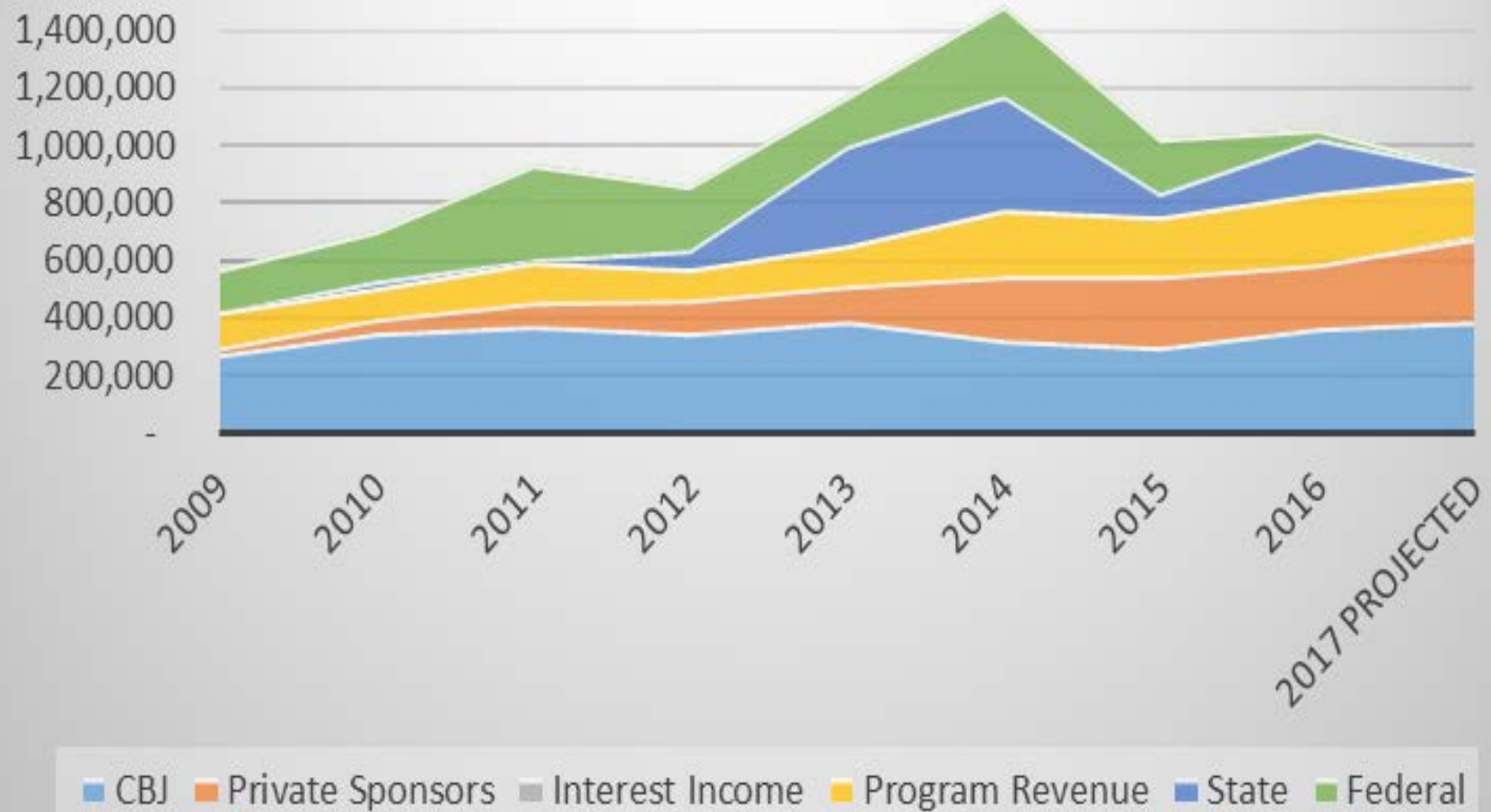
JEDC Average Annual Funding Sources FY 2012-2016 - \$1,686,474



JEDC Projected 2017 Funding Sources \$918,302



Total JEDC Funding without DoD





Wednesday, April 19, 2017

Summary Report for CBJ Assembly Additions to FY17 Budget

The Board of Directors of the Juneau Economic Development Council thanks the CBJ Assembly for support to local economic development in FY17.

In FY17, JEDC received \$300,000 in Core Funding from CBJ, which supported Board priorities, which align with the Juneau Economic Plan. JEDC offered to the CBJ Assembly a series of options to additionally fund activities in FY17. The total additional investment chosen by CBJ was \$90,000, funding four initiatives: Talent Development in STEM fields, Choose Juneau, Research & Development and Child-care/Early Education.

1. \$60,000. Preparing the Next Generation Workforce: Support to STEM Education

Results:

- Resources closed gap on high-quality program that engages 2,000 students across Alaska in STEM (Science, Technology, Engineering and Math) skill development and allowed for increased fund raising activity.
- To date in FY17, JEDC raised \$59,000 in new resources to support statewide FIRST Robotics Program and an additional \$28,500 in new programming support for general STEM activities. The statewide activities are currently sustainable through 100% corporate financial support, including some of the largest corporations operating in Alaska: BP, Alaska Airlines, GCI, Alaska Communications, and Conoco Phillips.

2. \$10,000. Growing Juneau as a Research Center

Results:

- Support the regular meetings of R&D Cluster Working Group.
- Distribute weekly updates on grant opportunities of interest to researchers.
- Host at the Innovation Summit, the Alaska Innovator's Hall of Fame Induction Ceremony. Three Juneau innovators were recognized out of a statewide group of 8 this year.
- Engaged in ongoing discussions with NOAA and others, including politicians and business leaders in the Puget Sound Area, about the location of more research positions in Alaska.
- Facilitated engagement of the R&D community in conversations between CBJ and the University on optimum long-term use of the NOAA Auke Bay Marine Station.

3. \$10,000. Attract Talent to Alaska's Capital City: Choose Juneau

Results:

- Human Resource managers from organizations in Juneau collaborated on the development of the Choose Juneau web-site, which was launched in late 2016.
- A group of citizens in a Rapid Prototyping exercise to improve the usability and value of the Choose Juneau site and FB page.
- Several organizations, including CBJ, Travel Juneau, Alaska Permanent Fund Corporation have included a Choose Juneau button on their websites.

4. \$10,000. Children Learn while Parents Earn: High Quality Child-Care and Early Investment

Results:

- Presentations made to numerous of groups around Juneau on the specific issues related to availability and affordability of high-quality child-care and early education and the social and economic benefits of early education.
- JEDC helped create a group called ROCK Juneau, which stands for "Raising our Children with Kindness". This group includes multiple agencies in our community that are directly involved in addressing issues related to youth development, including CBJ and JSD.
- Facilitated discussions with Best Starts for Kids, a King County initiative to increase youth investment. This resulted in the formation of an informal group in Juneau, related to ROCK Juneau, called Best Starts for Juneau's Kids, which is raising awareness about the value to individuals and society of early development and advocating for increased community investment in this area.
- Additional funds raised from non-profits to support JEDC work totaled \$10,000. ROCK Juneau raised an additional \$10,000 from the Alaska Children's Trust.



Wednesday, April 19, 2017

Additional Funding Options for CBJ Assembly for JEDC FY18 Budget

\$300,000 Core Funding. Currently in Budget, Year Two of Two-Year funding cycle.

Additional Options for CBJ Assembly to Consider:

1. \$25,000. Invest in Juneau's Entrepreneurial Capacity

Main Activities:

- Organize and host Juneau's first Start-Up Weekend (approximately \$15K).
- Identify local "Angel" investors and/or business mentors and connect to local entrepreneurs.
- Create networking opportunities for entrepreneurs, create more content for entrepreneurs in Innovation Summit and link entrepreneurs in Juneau to networks, programs, competitions, and resources across Alaska.
 - Metrics: # of (potential) entrepreneurs engaged; # of new businesses created; # of new products launched; # of new investors identified; # of partnerships; and investment \$.

2. \$35,000. Pursue Innovation in Ocean and Maritime Industry

(Support to key industries, including Ocean Products, is included in the JEP)

Main Activities:

- Position Juneau as a/the center of a growing mariculture industry in Alaska. The JEDC Ocean Products Cluster members identified mariculture as a potential \$1 billion industry in Alaska. The Governor has created a Task Force on Mariculture. UAS has world-class expertise in seaweed cultivation and has access to and potential ownership of research assets at Auke Bay. JEDC will identify private firms interested in developing this industry and encourage them to partner with UAS and/or locate in Juneau. JEDC will identify and partner with others to help create the conditions for this industry to grow in our region.
 - Metrics: Research dollars; firms investing in Juneau; Research partnerships.
- Ocean Cluster. JEDC would like to deepen our efforts to support the Ocean Products Industry in our region. The Bering Sea Fishermen's Association is supportive of creating an Alaska Ocean Cluster. SWAMC is also supportive. JEDC is one of the only organizations that has experience in supporting a cluster-based approach in Alaska. Our work with the Oceans Cluster in Southeast has been limited by access to resources. There is recognition that a statewide would be more attractive for financial support. JEDC could use

our experience and expertise in cluster work to support inclusion of Southeast Alaska into this initiative.

- Metrics: Issues important to the maritime/ocean products industry in Juneau/Southeast considered at Alaska Ocean Cluster; Initiatives developed that support Southeast ocean product development; # of businesses from our region participating in collaborative industry development.
- Local Fishermen Fund. Create and promote a product that will attract quota (halibut and black cod) back to Juneau and Southeast Alaska. We are currently developing a product in partnership with other organizations. Potential to bring in \$1 million in new capital to help fishermen in the region to purchase quota share, ideally, from fishermen living outside of Alaska.
 - Metrics: Design/evaluate new financial product, including demand; # of fisherman reached; amount of quota acquired by Southeast fisherman; amount of quota brought back to Alaska from Outside.

3. \$17,500. Attract Talent to Juneau: Choose Juneau

(Specifically included in the JEP)

This effort has been successful to date, but a more sustained effort is needed. The \$10,000 investment by the CBJ resulted in engagement of a dozen HR professionals, a new Choose Juneau website, presentations to various organizations, an active FB presence and several Human Resource (HR) Departments utilizing the resource. Content has been focused on employees considering jobs in Juneau. JEDC has secured \$2,500 in corporate advertising to support Choose Juneau.

Main Activities:

- Further develop content for HR departments with recruitment targets currently outside Juneau. Develop content for Investment in Juneau. This would potentially include commercial real estate data, key industry information in Juneau/region, and examples of successful investments in Juneau. Through improvement of the Choose Juneau tools, we believe we will be more likely to attract supporting contributions and reduce/eliminate CBJ/JEDC investment in the future.
 - Metrics: # of HR Departments using Choose Juneau; # of investments informed by Choose Juneau; financial sustainability of Choose Juneau, post FY18.

CBJ FY17 Budget Supplementals
as of April 19, 2017

FY17 Budget - Anticipated Supplemental Requests exceeding FY17 Adopted Budget

Description	Comments	FY17 Supplemental
aa Juneau International Airport	Increased spending authority in FY17	\$ 43,900
bb Parks & Recreation	Increased General Fund Support	180,000
cc		
dd		
Total		\$ 223,900

CBJ FY18 Revised Budget - Pending Items & Increments
as of April 19, 2017

FY18 Revised Budget - Pending Items

Description	Comments
1 School District FY18 Revised Budget	AFC moved to pending list on 4/5/17
2 Aquatics FY18 Revised Budget	AFC moved to pending list on 4/12/17
3 Capital Improvement Projects Program FY18 Budget / Plan	AFC moved to pending list on 4/12/17
4	

FY18 Revised Budget - Increments in excess of Manager's Budget

Description	Comments	FY18 Increase
a Juneau School District - Student Transportation (outside cap)	Increased funding FY18 over FY17	\$ 213,000
b Aquatics	Increased General Fund Support	44,000
c		
d		
Total		\$ 257,000

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2791(b) DRAFT

A Resolution Adopting the City and Borough Capital Improvement Program for Fiscal Years 2018 through 2023, and Establishing the Capital Improvement Project Priorities for Fiscal Year 2018.

WHEREAS, the CBJ Capital Improvement Program is a plan for capital improvement projects proposed for the next six fiscal years; and

WHEREAS, the Assembly has reviewed the Capital Improvement Program for Fiscal Year 2018 through Fiscal Year 2023, and has determined the capital improvement project priorities for Fiscal Year 2018.

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

Section 1. Capital Improvement Program.

(a) Attachment A, entitled "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2018 - 2023," dated June 1, 2017, is adopted as the Capital Improvement Program for the City and Borough.

(b) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2018 - 2023," are pending capital improvement projects to be undertaken in FY18:

**FISCAL YEAR 2018
GENERAL GOVERNMENT FUNDING IMPROVEMENTS**

DEPARTMENT	PROJECT	FY18 BUDGET
School District	School District Deferred Maintenance	\$ 600,000
	General Government Funding Improvements Total	\$ 600,000

**FISCAL YEAR 2018
GENERAL SALES TAX IMPROVEMENTS**

DEPARTMENT	PROJECT	FY18 BUDGET
		\$ 200,000
Manager's Office	INFOR / LAWSON & OTHER MIS Software Updates	\$ 250,000
Eaglecrest	Deferred Maintenance /Mountain Operations Improvements	210,000
		250,000
Parks & Recreation	Park & Playground Deferred Maintenance and Repairs	200,000
Parks & Recreation	Sports Field Resurfacing & Repairs	190,000
Parks & Recreation	Treadwell Arena Parking Lot Lighting	50,000
Parks & Recreation	Kax Trail Repairs	100,000
	General Sales Tax Improvements Total	\$ 1,000,000

**FISCAL YEAR 2018
AREAWIDE SALES TAX PRIORITIES**

DEPARTMENT	PROJECT	FY18 BUDGET
Manager's Office	IT Software Updates & Upgrades	200,000
		1,000,000
Manager's Office	Vehicle and Equipment Wash Bays	950,000
Manager's Office	Capitol Plaza Planning	25,000
Building Maint. - Fire	DT Fire Station Roof Replacement	300,000
Parks & Recreation	Kax Trail Repairs	100,000
Parks & Recreation	Hut to Hut	50,000
Street Maintenance	Pavement Management	725,000
		250,000
Street Maintenance	Sidewalk & Stairway Repairs	150,000
Street Maintenance	McGinnis Subdivision Improvements - Ph 3	1,000,000
Street Maintenance	Downtown Street Improvements (Front, Franklin, Dt core) PH 2	1,100,000
Street Maintenance	Shaune Drive Improvements - Anka to Barrow	800,000
Street Maintenance	Birch Lane Improvements Mendenhall to Julep Ph 1	1,500,000
Street Maintenance	Calhoun Ave Improvements - Main to Gold Ck (Design)	100,000
		200,000
Street Maintenance	Areawide Drainage Improvements	150,000
Street Maintenance	Douglas Side Streets (D and E Streets)	800,000
Capital Transit	Bus Shelters /Interim Valley Transit Center Improvements	150,000
Capital Transit	Valley Public Transit Transfer Station	300,000
Engineering	Stephen Richards / Riverside Intersection DOT Match	100,000
	Areawide Sales Tax Priorities Total	\$ 8,500,000

**FISCAL YEAR 2018
TEMPORARY 1% SALES TAX PRIORITIES**

Voter Approved Sales Tax 10/01/13 - 09/30/18

DEPARTMENT	PROJECT	FY18 BUDGET
Airport	SREF Match	\$ 200,000
Manager's Office	Bonded Debt Service	2,755,000 *
Manager's Office	Budget Reserve	1,050,000 *
Mayor and Assembly	Willoughby Arts Center	250,000

Hospital	Child & Adolescent Mental Health Facility	3,125,000
Parks & Recreation	Deferred Building Maintenance	1,300,000
Parks & Recreation	Twin Lake Park and ADA repairs	70,000
		\$ 8,500,000
Temporary 1% Sales Tax Priorities Total		<u><u>\$ 5,625,000</u></u>

FISCAL YEAR 2018
MARINE PASSENGER FEE PRIORITIES ~~(draft – out for public comment)~~

DEPARTMENT	PROJECT	FY18 BUDGET
Harbors	Visitor Information Kiosk Replacement - Design	\$ 25,000
Harbors	Cruise Ship Uplands Staging Area	100,000
Harbors	Downtown Restrooms - Partial Funding to Locate/Design	75,000
Engineering	Downtown Street Improvements	1,000,000
		1,200,000
Engineering	Waterfront Seawalk	577,780
Wastewater Utility	Real Time Cruise Ship Wastewater Discharge Monitoring	50,000
		2,450,000
Marine Passenger Fee Priorities Total		\$ 1,827,780

FISCAL YEAR 2018
STATE MARINE PASSENGER FEE PRIORITIES

DEPARTMENT	PROJECT	FY18 BUDGET
Harbors Finance	Auke Bay Passenger For Hire Facility	\$ 4,000,000
State Marine Passenger Fee Priorities Total		\$ 4,000,000

FISCAL YEAR 2018
WATER ENTERPRISE FUND

DEPARTMENT	PROJECT	FY18 BUDGET
Water Utility	Douglas Highway Water - (Cordova-David)	\$ 2,200,000
Water Utility	Calhoun (8th to Gold Creek) Water Replacement	150,000
Water Utility	SCADA (Supervisory Control and Data Acquisition)	100,000
Water Utility	McGinnis Subdivision Utility Adjustments	20,000
Water Utility	Pavement Management Utility Adjustments	20,000
Water Utility	Shaune Drive - Anka to Barrow - Utility Adjustments	10,000
Water Enterprise Fund Total		\$2,500,000

FISCAL YEAR 2018
WASTEWATER ENTERPRISE FUND

DEPARTMENT	PROJECT	FY18 BUDGET
Wastewater Utility	MWWTP Belt Filter Press Replacement	\$ 2,000,000
Wastewater Utility	MWWTP Odor Control	1,350,000
Wastewater Utility	JDTP New Vactor Dump	500,000
Wastewater Utility	MWWTP Roof Repair	250,000
Wastewater Utility	Calhoun (8th to Gold Creek) Sewer Replacement	50,000
Wastewater Utility	Pavement Management Utility Adjustments	20,000
Wastewater Utility	McGinnis Subdivision Utility Adjustments	20,000
Wastewater Utility	SCADA (Supervisory Control and Data Acquisition)	100,000
Wastewater Utility	Birch Lane Sewer Replacement	175,000
Wastewater Utility	Douglas Side Streets 2017 (D and E Streets)	175,000
Wastewater Utility	DT Street Improvements - First Street Sewer	100,000
Wastewater Utility	Shaune Drive Sewer Improvements - Anka to Barrow	75,000
Wastewater Enterprise Fund Total		\$ 4,815,000

**FISCAL YEAR 2018
DOCKS AND HARBORS ENTERPRISE FUND**

DEPARTMENT	PROJECT	
Docks & Harbors	Statter Harbor Breakwater Safety Improvements	\$ 333,000
Docks & Harbors	Taku Harbor Deferred Maintenance	200,000
Docks and Harbors Enterprise Fund Total		\$ 533,000

**FISCAL YEAR 2018
LANDS FUND**

DEPARTMENT	PROJECT	
Lands	Stabler Quarry Infrastructure and Expansion	\$ 685,000
LANDS Fund Total		\$ 685,000

~~\$ 29,778,000~~

ORDINANCE 2017-07 CAPITAL PROJECTS FUNDING TOTAL **\$ 26,280,780**

ORDINANCE 2017-07 OPERATIONS PROJECTS FUNDING TOTAL **\$ 3,805,000 ***

(c) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2018-2023," are capital improvement projects identified as priorities proposed to be undertaken beginning in FY18, but are dependent on other unsecured funding sources. As the sources are secured, the funds will be appropriated:

**FISCAL YEAR 2018
HOSPITAL UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT	
Hospital	Municipal Road Replacement (North)	\$ 200,000
Hospital	Parking Ramp (200 places)	1,000,000
Hospital	Remodel Emergency Department	600,000
Hospital	Detox Bay at Rainforest Recovery Center	600,000
Hospital	Child and Adolescent Mental Health Unit	20,000,000
Hospital	Operating Room Renovation	\$ 3,500,000
Hospital	Operating Room Renovation	\$ 20,000,000
Hospital	Information Services Facility with Generator	1,000,000
Hospital	Information Services Facility with Generator	3,000,000
Hospital	Maintenance Building for Equipment	750,000
Hospital	RRC and BOPS Replacement	1,000,000
Hospital	RRC and BOPS Replacement	10,000,000
Hospital	Parking	5,000,000
Hospital	Remodel Laboratory (5000 sq. ft.)	250,000
Hospital	Remodel Laboratory (5000 sq. ft.)	4,000,000
Hospital	Oxygen Tank (Bulk) Storage	500,000
Hospital	Relocate and Remodel Biomed, Dietary, Laundry, Mat'ls Mgmt	2,500,000
Hospital	Pharmacy Remodel to Comply with UPC-500	400,000
Hospital	Roof for Medical Arts Building	250,000
66,400,000		
HOSPITAL Unscheduled Funding Total		\$ 8,150,000

**FISCAL YEAR 2018
AIRPORT UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT	
Airport	RSA (Ph 12) Construct Aprons, Fencing	\$ 10,800,000
Airport	Design Taxiway A and E-1 Rehab	1,280,000

Res. 2791(b)

Airport	Float Pond Improvements So Rd/ Inlet Valve/ Bank Stabiliz	500,000
Airport	Passenger Boarding Bridge Gate 2	2,000,000
Airport	Terminal Camera Surveillance System Design and Install	200,000
Airport	Exit Lane Improvements Design and Install	400,000
Airport	26 MALSR	3,750,000
Airport	Space Reconfig (old dining rm/kitn) Tenants & Admin	250,000
Airport	First Floor Men's Room Reno	40,000
Airport	Terminal East End Doors / Vestibule	75,000
AIRPORT Unscheduled Funding Total		<u>\$ 19,295,000</u>

UNSCHEDULED FUNDING REQUESTS

DEPARTMENT	PROJECT	
	(State Priority Requests)	
Transit	Valley Public Transit Transfer Station	\$ 4,000,000
Docks & Harbors	ADFG Grant - Amalga Harbor Fish Cleaning Float	300,000
Unscheduled Funding Requests Total		<u>\$ 4,300,000</u>

Section 2. Fiscal Year 2018 Budget. It is the intent of the Assembly that the capital improvement project budget allocations as set forth in the FY18 pending Capital Improvements List in Section 1(b), above, not already appropriated, shall become a part of the City and Borough's Fiscal Year 2018 Budget.

Section 3. State and Federal Funding. To the extent that a proposed CIP project, as set forth in Section 1(c), above, includes state funding, federal funding, or both, the amount of funding for that project is an estimate only, and is subject to appropriation contingent upon final funding being secured. It is the intent of the Assembly that once funding is secured, these items will be brought back to the Assembly for appropriation.

Section 4. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this ____ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Assembly Finance Committee (AFC)

FY18 Revised Budget Calendar and Key Dates – as of 4/17/17

Wednesdays at 5:30 p.m., unless otherwise stated

APRIL

- 5th Special Assembly Meeting – 5:30pm – Followed by Assembly Finance Committee**
Special Assembly Meeting to Introduce FY17/18 budget, immediately Followed by Assembly Finance Committee meeting, Chambers
- A. Introduction of the general operating (CBJ) budget ordinance
 - B. Introduction of the general operating School District budget ordinance
 - C. Introduction of the mill levy ordinance
 - D. Introduction of the CIP resolution
 - E. Executive Session re: CLIA Lawsuit
- 5th AFC Meeting #1 – 6:30pm - Immediately following Special Assembly Meeting**
- A. Distribution of the Operating Budget, Capital Budget and Capital Improvement 6-Year Plan
 - B. Housing First Ordinance -2016-09(AM)
 - C. FY18 Revised Budget Overview
 - D. School District Budget Presentation
 - E. Capital Improvements Projects Program Budget/Plan
 - F. Marine Passenger Fee Recommendations
- 12th AFC Meeting #2**
- A. Juneau International Airport (Patty Wahto)
 - B. Docks & Harbors (Carl Uchytel)
 - C. Aquatics Board (Kirk Duncan / Max Mertz)
 - D. Capital Improvements Projects Program Budget/Plan – For Action
 - E. Marine Passenger Fee Recommendations – For Action
 - F. General Government Budget Balancing Options
- 19th AFC Meeting #3**
- A. Travel Juneau (JCVB) – Change to FY18 Approved Budget (Liz Perry, President/CEO)
 - B. Downtown Business Association
 - C. Eaglecrest Ski Area (Nate Abbott)
 - D. JEDC (Brian Holtz)
 - E. Funding for FY18 Personnel Services – One-time Cost Increases
 - F. FY17 Budget Supplementals
 - G. General Government Budget Balancing Options
- 26th Special Assembly Meeting at 5:00pm - Followed by Assembly Finance Committee**
Within 30 days after receipt of the (school) budget, the assembly shall determine the amount to be made available from local sources for school purposes, and shall furnish the School board with a statement (motion) of the amount to be made available for FY18 School District operations. (Charter Section 13.6 (b))
The following actions must be completed by May 1, per Charter Section 9.6.
- A. Public hearing on the CBJ operating budget ordinance
 - B. Public hearing on the School District operating budget ordinance
 - C. Public hearing on the capital improvement program resolution
 - D. Public hearing on the on the mill levy ordinance
- 26th AFC Meeting #4 (Immediately following Special Assembly Meeting)**
- A. Youth Activities Board (YAB) Presentation (John White / Dave Pusich)
 - B. Bartlett Regional Hospital (Alan Ulrich, CFO)
 - C. Proposed Mill Rate Presentation
 - D. Debt Service Presentation
 - E. General Government Budget Balancing Options

Assembly Finance Committee (AFC)

FY18 Revised Budget Calendar and Key Dates – as of 4/17/17

Wednesdays at 5:30 p.m., unless otherwise stated

MAY

3rd AFC Meeting #5

Meeting for overflow items or new requests that come up during budget process.

A. FY18/19 Priority Driven Budget Process

10th AFC Meeting #6

A. RecycleWorks Presentation

B. Sales Tax Presentation

C. Pending Items List / Final Budget Decisions

D. FY17 Supplemental Review

17th Special Assembly Meeting – Followed by Assembly Finance Committee Meeting

A. *Adoption of the School District's general operating budget ordinance*

17th AFC Meeting #7 – If Necessary

Note: If the School District's general operating budget ordinance is not adopted on May 17th, then a Special Assembly Meeting will need to take place by May 31st for the purpose of appropriating the amount to be made available from local sources for school purposes. (Charter Section 13.6)

(If needed, potential dates for a Special Assembly Meeting could be May 22nd, May 24th or May 31st.)

24th ~~AFC Meeting~~ - CANCELLED

<p><u>By May 31st</u>, the assembly must determine the amount to be made available from local sources for school purposes (Charter Section 13.6 (b))</p>
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JUNE

5th Regular Assembly Meeting

A. *Adoption of the general operating (CBJ) budget ordinance*

B. *Adoption of the CIP resolution*

C. *Adoption of the mill levy ordinance*

14th AFC Meeting #8 – If Necessary

<p>The Charter requires that the following budget actions be made <u>by June 15th</u>:</p>
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|---|
| <ul style="list-style-type: none">• Appropriating Ordinances Adopting a Budget (Charter Section 9.7 (a))• Mill Levy Ordinance (Charter Section 9.7 (b))• CIP by Resolution (Charter Section 9.8) |
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