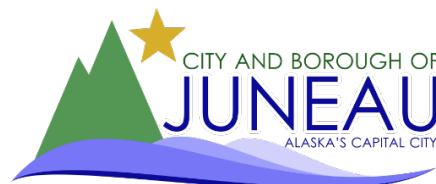


ASSEMBLY WORKSESSION-ANNUAL RETREAT 2024 **DRAFT** MINUTES

December 07, 2024 at 8:30 AM



Airport Alaska Room

This annual Assembly Worksession was an in-person meeting only being held from 8:30a.m. - 4:30p.m. at the Juneau International Airport Alaska Room. There was no Zoom webinar offered, and no public testimony taken during this event.

A. CALL TO ORDER

Mayor Weldon called the Assembly Annual Retreat/Worksession to order at 8:30a.m.

B. LAND ACKNOWLEDGEMENT

Mr. Smith shared the following land acknowledgement: We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

C. ROLL CALL

Assemblymembers present: Mayor Beth Weldon, Deputy Mayor Greg Smith, Assemblymembers Wade Bryson, Alicia Hughes-Skandijs, Christine Woll, Paul Kelly, Ella Adkison, Neil Steininger, and Maureen Hall.

Staff present: City Manager Katie Koester, Deputy Manager Robert Barr, City Attorney Emily Wright, Municipal Clerk Beth McEwen, Human Resources/Risk Management Director Dallas Hargrave, Finance Director Angie Flick, Parks & Recreation Director George Schaaf, Airport Manager Patty Wahto, Community Development Director Jill Maclean, Engineering/Public Works Director Denise Koch, Port Director Carl Uchytel, IT Director Chris Murray, Lands Manager Dan Bleidorn, Visitor Industry Director Alexandra Pierce, Assistant Attorney Sherri Layne, Assistant Attorney Nicole Lynch

D. MANAGER'S REQUEST FOR AGENDA CHANGES/APPROVAL OF AGENDA

E. AGENDA TOPICS

1. DISC Training

Assemblymembers had taken a DiSC assessment test prior to the retreat, and they spent the first portion of the meeting exploring their personal and interpersonal communication and decision-making styles to help inform the process for setting the next year's goals and decision-making processes.

2. 2024 In Review: Summary of Progress on Goals

Manager Koester provided an overview of the goals that had been worked on during the past year, highlighting the progress that had been made and identifying those that can be marked as having been accomplished. She recommended that if implementing actions for a particular goal has now become part of the regular CBJ course of business, that they remove those implementing actions from the goals list. She also indicated in the goals/implementing action list those that were substantially completed and suggested they be removed from the list. Another recommendation was for the Assembly to examine each of the goals/implementing actions and determine if they could be narrowed down for accomplishment in a one-year period and/or if they were too broad to possibly split them into multiple parts.

3. Budget Discussion [Link to 12/2 COW Presentation.](#)

Finance Director Angie Flick gave a presentation on the budget following up on her previous presentation at the December 2, 2024 Assembly COW meeting.

Using the below assumptions with regard to the FY26 budget, she asked the Assembly to examine the following questions and to please provide staff with directions:

FY26 Budget Assumptions for Discussion

- Inflation – anticipate ‘normal’ inflation overall for Alaska, perhaps some deflation in some sectors.
 - Impacts: commodities, supplies, services, sales tax revenue
 - National GDP expected to grow 2.1% in calendar year 2025
- Tourism – anticipate cruise ship activity and other tourism to be flat compared to summer 2024
- Salaries –unknown as we engage in labor negotiations
 - Salary savings being analyzed by department and fund
- Benefits – projecting an 0% increase to employer-paid benefit costs to departments
- Property Assessments – too early in the assessment cycle to know, assume 0.0% value increase
 - Last year’s growth was 0.6%
- General Receipts – programmatic revenue (permits, participation fees, etc.) assume 2.0% growth
- Structurally Balanced Budget – recurring revenue is sufficient to pay for recurring expenditures
 - Backing into the area-wide property tax mill rate as the last piece of revenue to balance the budget.
 - No one-time funding for operating expenses
 - FY26 Debt Service Mill Rate flat from FY25 at 1.08

FY26 Questions for discussion to provide directions to staff:

1. What is the comfort level with the assumptions presented above?
2. Do you want to explore revenue changes?
3. Do you wish to adjust levels of service?
4. Do you want to consider bond initiatives for October 2025?

Assemblymembers then discussed these questions in their table groups and using a similar format used during the goals discussion, reported out their group discussion points. They also went around the room and provided individual comments/feedback on what they wished to see as staff developed the FY26 budget.

G. ADJOURNMENT

There being no further business to come before the body, the meeting was adjourned at 3:30p.m.

Signed: _____

Elizabeth J. McEwen,
Municipal Clerk

Signed: _____

Beth Weldon
Mayor