

# REGULAR ASSEMBLY MEETING 2024-10

## **DRAFT** MINUTES

May 13, 2024 at 7:00 PM



### Assembly Chambers/Zoom Webinar/YouTube Livestream

**A. CALL TO ORDER** Meeting No. 2024-10: the Regular Meeting of the City and Borough of Juneau Assembly was held in the Assembly Chambers and called to order by Deputy Mayor Michelle Hale at 7:01 p.m.

### **B. FLAG SALUTE**

Assemblymember Ella Adkison led the Assembly in the Flag Salute.

### **C. LAND ACKNOWLEDGEMENT**

Assemblymember Woll provided 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!*

### **D. ROLL CALL**

**Assemblymembers present:** Wade Bryson, Greg Smith, Paul Kelly, Ella Adkison, 'Wáahlaal Gídaag (via Zoom), Alicia Hughes-Skandijs, Christine Woll, Deputy Mayor Michelle Hale

**Assemblymembers absent:** Mayor Beth Weldon (excused)

**Staff present:** City Manager Katie Koester, City Attorney Robert Palmer, Deputy City Manager Robert Barr, Municipal Clerk Beth McEwen, Deputy Clerk Andi Hirsh, Assistant City Attorney Sherri Layne, Parks and Recreation Director George Schaaf, Visitor Industry Director Alexandra Pierce, Deputy Assessor Aaron Landvik

### **E. SPECIAL ORDER OF BUSINESS**

#### **1. Proclamation for Arbor Day, May 20, 2024**

Mr. Kelly read the proclamation recognizing Arbor Day on May 20, 2024.

#### **2. Proclamations Honoring Lindsey Kato and Crystal Jackson for Alaska's "Top 40 Under 40" Class of 2024**

City Manager Koester, a "Top 40 Under 40" alumni, recognized Lindsey Kato and Crystal Jackson with a proclamation signed by Acting Mayor Hale.

### **F. APPROVAL OF MINUTES**

#### **3. July 31, 2023 Special Assembly Meeting 2023-18 Draft Minutes**

#### **4. September 11, 2023 Regular Assembly Meeting 2023-23 Draft Minutes**

Mr. Kelly noted that he provided some grammatical corrections to the Clerk on packet page 20.

**MOTION** by Mr. Kelly to approve the minutes of the July 31, 2023 Special Meeting and to approve the minutes of the September 11, 2023 Regular Meeting as corrected, and asked for unanimous consent. *Hearing no objection, the minutes were approved by unanimous consent.*

### **G. MANAGER'S REQUEST FOR AGENDA CHANGES**

Manager Koester said that she would like to add a staff report at the end of the meeting on the City Attorney recruitment process.

**H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS (Limited to no more than 20 minutes, with each speaker limited to a length of time set by the Mayor not to exceed three minutes.)**

**Schuyler Young**, a Douglas resident, said that he is a longshoreman and was speaking about the “Protect Juneau’s Future” campaign. He moved to Juneau 14 years ago to work on cruise ships and there is currently a petition that would have a great impact on himself and others in his industry. He was on his way to work right after testifying but he felt it was important that they hear all the voices that were represented. **Mr. Bryson** asked Mr. Young what the financial impact would be to his family/household if one day a week was eliminated from the cruise ship schedule. Mr. Young answered that it would reduce his income by approximately 15%.

**William Quayle**, a downtown resident, spoke about the pedicab regulations and saying that any place in the state, pedicabs can work in the evening when they use lights. However, CBJ does not allow for working at night. He said that he would be suing the city if they don’t change the regulations to allow for them to operate their pedicabs at night. Ms. Hughes-Skandijs asked if Mr. Quayle is aware of what the other pedicab company in town feels about this issue. Mr. Quayle said that he and Mr. Hauke are in agreement on this matter.

**Greg Pilcher**, a West Juneau resident, spoke about tourism. He said that there is a lot of negativity about tourism recently and he wanted to help put a face to those who work in the industry. He and his family have been born and raised Alaska and Juneau. He has worked in tourism his entire life, starting work as a deckhand on a sportfishing boat. He worked at ERA through college, sold tours on the docks downtown, and now he owns a whale watching company. He said they employ approximately 40 people and he and his wife have purchased a home and are raising their family and contributing to the local economy.

**I. CONSENT AGENDA**

**Public Request for Consent Agenda Changes, Other than Ordinances for Introduction**

**Heather Marlow** requested that Resolution 3060 be removed from the Consent Agenda so that she may speak to it. Deputy Mayor Hale thanked Ms. Marlow and noted that Resolution 3060 will be removed from the Consent Agenda and it will come up as the first item for Public Hearing following action on the Consent Agenda.

**Assembly Request for Consent Agenda Changes**

*None.*

**Assembly Action**

**MOTION** by Mr. Bryson to adopt the Consent Agenda, as amended, and asked for unanimous consent. *Hearing no objection, the Consent Agenda, as amended, was adopted by unanimous consent.*

**J. Ordinances for Introduction**

**5. Ordinance 2023-14(b)(AI) An Ordinance Appropriating \$74,000 to the Manager for the Crisis Stabilization Capital Improvement Project; Funding Provided by a Donation from the Bartlett Regional Hospital Foundation.**

This ordinance would appropriate a \$74,000 donation from the Bartlett Regional Hospital (BRH) Foundation to the Crisis Stabilization CIP. This funding provides for furniture, fixtures, and equipment at the new Aurora Behavioral Health Center.

While construction of the new facility is complete, work associated with Leadership in Energy and Environmental Design Operations and Maintenance certification remains, with final certification and project closeout expected within the next twelve months.

The BRH Finance Committee reviewed this request at the May 10, 2024 meeting. The BRH Board of Directors and the Public Works and Facilities Committee will review this request at the May 28 and June 3, 2024 meetings, respectively.

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

**K. Resolutions**

**6. Resolution 3060 A Resolution of the City and Borough of Juneau in Support of the U.S. Environmental Protection Agency and the Clean Ports Grant Program.**

This resolution supports CBJ’s application for the U.S. Environmental Protection Agency (EPA) Clean Ports Grant. CBJ’s application is to fund construction of shore power at the city-owned cruise ship docks. The grant requires a 10% match, which can be covered using Marine Passenger Fees.

**The City Manager recommends the Assembly adopt this resolution.**

*Removed from Consent Agenda upon public request.*

**L. Bid Awards**

**7. Bid Award: Bid No. 24-227 Switchboards for Battery Electric Bus(es) (BEB’s) Charging Equipment**

Bids were opened on the subject project on 4/25/2024. The following bids were received:

Section 1 - Bid Award: Section 1 –The bid section totals and order of award are as follows:

| <u>Bidder</u>                       | <u>Bid – Section 1</u> |
|-------------------------------------|------------------------|
| ** North Coast Electric             | \$369,117.67           |
| Graybar Electric                    | \$359,929.00           |
| Consolidated Electrical Distributer | \$366,000.00           |

\*\*Section 1 - Phase 1 Equipment is being awarded to North Coast Electric on the basis of meeting the requested time frame for delivery and compatibility of Section 2 – Phase 2 Equipment per RFB 24-227 solicitation documents which states: “CBJ may award Phase 1 equipment to a higher priced vendor if the requested delivery date can be met. Phase 2 equipment must be compatible with Phase 1 equipment to qualify for award.”

Section 2 – Phase 2 Equipment. The bid section totals and order of award are as follows:

| <u>Bidder</u>                       | <u>Bid – Section 2</u> |
|-------------------------------------|------------------------|
| North Coast Electric                | \$419,475.42           |
| Consolidated Electrical Distributer | \$565,000.00           |
| Graybar Electric                    | \$567,483.00           |

The apparent responsive and responsible low bidder is North Coast Electric. The CBJ intends to award Sections 1 and 2 in the Total amount of \$788,593.09.

The Protest period ended 4/30/2024.

**The City Manager recommends award to North Coast Electric for both Sections 1 & 2 on the basis of having the lowest responsive and responsible bid in the total amount of \$788,593.09.**

**M. Liquor/Marijuana Licenses**

**8. Liquor License Actions**

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

**Liquor License - NEW SAMPLING ENDORSEMENT**

**Licensee:** No Creek Jack Inc., d/b/a Duck Creek Market

*License Type: Package Store License: #2976 Location: 9951 Stephan Richards Dr., Juneau*

Staff from Police, Finance, Fire, Public Works (Utilities) and Community Development Departments reviewed the above license and recommended the Assembly waive its right to protest the application. Copies of the documents associated with these licenses are available in hardcopy upon request to the Clerk's Office.

**The City Manager recommends the Assembly waive its right to protest the above-listed liquor license action.**

**N. PUBLIC HEARING**

**6. Resolution 3060 A Resolution of the City and Borough of Juneau in Support of the U.S. Environmental Protection Agency and the Clean Ports Grant Program.**

This resolution supports CBJ's application for the U.S. Environmental Protection Agency (EPA) Clean Ports Grant. CBJ's application is to fund construction of shore power at the city-owned cruise ship docks. The grant requires a 10% match, which can be covered using Marine Passenger Fees.

**The City Manager recommends the Assembly adopt this resolution.**

*Removed from Consent Agenda upon public request.*

**Public Comment**

**Heather Marlow**, a valley resident, requested that the Assembly remove the reference to "cruise ship berths" in the resolution and replace it with the term "CBJ owned berths," in particular on page 1 of the resolution lines 36-37, page 2 lines 39, 47, 52, 54 striking "cruise ship" which leaves it as "CBJ owned" or "municipally owned" language. She said that at some point in time the 16B project will be paid off and this language change would allow the possibility for ferries, USCG vessels, smaller cruise or other vessels. She also encouraged the early payoff of the 16B project, despite the settlement. She said that this would allow for municipally owned ports with fewer restrictions.

**Assembly Action**

Deputy Mayor Hale asked Mr. Palmer if the inclusion of the words "cruise ship" in this resolution, does that preclude those docks for other purposes such as those that Ms. Marlow suggested. Mr. Palmer said that in the big picture, whether they include the words "cruise ship" in the resolution itself, he doesn't believe that is a material issue. He said they are looking to see if the grant application is limited to just cruise ship docks or if berths would suffice.

Mr. Bryson asked if a future Assembly, when 16B docks were paid off, could that Assembly correct the language to make those changes at that time. He said that he didn't think it would be the best thing to remove at this time since they are being funded by Marine Passenger Fees. Mr. Palmer said that the 16B docks are currently encumbered with revenue bonds that require us to collect Marine Passenger Fees from the cruise ships that use those docks. We are required to keep cruise ships at those docks until those revenue bonds are paid off. He said that if we were lucky enough to be awarded this grant, we would then have some discretion, because there were no longer 16B revenue bonds and the Manager would need to determine if this grant would require it for cruise ship use or not.

Manager Koester said that the grant is not specific to cruise ships and it is eligible for all types of ports. She said that they were using the term cruise ships to be specific because there has been less favorability in the grant awarding process when they did not use the term cruise ships. She said that she didn't think it was material as to whether or not it was referring to it as a cruise ship dock. It is a resolution to support a grant application.

Ms. Hughes-Skandijs said that it seems to her not to be material. She said that with her experience on how these grant applications, it would not be that granular of a level. She said that she suspects that the grant application will be scored based on the data and information contained in the application as opposed to the language of the resolution. Manager Koester agreed that the application itself will include will include extensive reference to cruise ships in the application.

**MOTION** by Mr. Bryson to adopt Resolution 3060 and asked for unanimous consent. *Hearing no objection, the motion passed by unanimous consent.*

**9. Ordinance 2024-18 A Noncode Ordinance Authorizing a Designated Campground Primarily for People Experiencing Homelessness as an Essential Public Facility and Exempting it from the Requirements and Prohibitions of Title 49.**

Establishing a summer campground for people experiencing homelessness is an issue made increasingly complex due to a combination of factors, including but not limited to the safety of people experiencing homelessness, residential/business compatibility, the availability and affordability of housing, and insufficient mental/behavioral health and substance use services. This ordinance enables the Assembly to designate a campground by resolution if and when an appropriate campground location is found.

The Assembly considered public comments on April 1 for a similar ordinance (Ord. 2024-14, Thane Road Campground on Mill Street), which has been tabled. The Assembly Committee of the Whole recommended introduction of this ordinance at the April 15 meeting.

The Systemic Racism Review Committee reviewed this ordinance at its April 30, 2024 meeting and moved it forward to the Assembly.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**Public Comment**

**Brian Buckman**, with the Homeless Changed Newspaper, which has been going for four years. He wanted to voice concerns about the people who have been residing at the Mill Street campground in 2020-2023. He said this is an essential public facility until they can find something else. He was disappointed that the new supportive housing being built was not going to be available until 2026 and he asked that they help do whatever they can to push that timeline sooner. He said that he understands there has been problems at Mill Street but thinks those can be resolved with the help of the Glory Hall and Teal Street Clinic. He has seen an increase in members of the homeless community and he is hoping they will be able to find a campground for this summer. **Mr. Smith** asked if Mr. Buckman has heard if there are any organizations who have offered safe spaces for homeless individuals to camp on their properties during the summer. Mr. Buckman said that he heard that the Glory Hall had originally been looking at doing that but their space was turned into a community garden. He said that the Mill Street campground is ultimately the only one that he is aware of and it is strongly needed.

**Rev. Karen Perkins**, a valley resident and pastor at Resurrection Lutheran Church. She said this isn't speaking about Resurrection Lutheran Church but just about those experiencing homelessness. She said that the only way to meet the needs of those experiencing homelessness is to have a low barrier shelter. Juneau does not currently have low barrier shelter space available. Consequently, those individuals who are the most vulnerable have the highest number of associated challenges and have no way of getting there or of staying safe once they are there. She was speaking in favor of the ordinance because the last thing you want is to have people being arrested just because they are homeless. She said that somebody with expertise in low barrier is what is needed. She noted that the other resources we have such as the Glory Hall, St. Vincent DePaul do not have expertise with the needs of low barrier individuals. She noted that CBJ staff Scott Ciambor and Irene Gallion both have some of that expertise. She said they need people involved who understand this and the needs such as waste disposal, etc.... it takes planning and it will be cheaper for the community in the long run and better for the people involved.

**Assembly Action**

**MOTION** by Ms. Hughes-Skandijs to adopt Ordinance 2024-18 and asked for unanimous consent.

Objection by Mr. Kelly for purposes of asking questions. Mr. Kelly asked Mr. Palmer if we pass this ordinance at this meeting and it takes 30 days to become effective, if they find a location within that period, can they pass a resolution to establish a campground? Mr. Palmer said that yes, that is the overarching concept of the ordinance.

Mr. Kelly asked Mr. Barr if anyone in the community has come forward with any potential options for an alternative campground. Mr. Barr said that no one has come forward at this time. Mr. Kelly removed his objection.

*Hearing no further objection, Ordinance 2024-18 passed by unanimous consent.*

**10. Ordinance 2023-14(b)(AH) An Ordinance Appropriating \$2,000,000 to the Manager as a Grant to Gastineau Human Services to Construct Low Income and Substance Use Recovery Permanent Supportive Housing; Funding Provided by General Funds.**

This ordinance appropriates \$2 million from unrestricted fund balance as a grant to Gastineau Human Services for the construction of 51 units of permanent supportive housing. These funds are intended to provide community match support for numerous other grants – federal, state, and private – that GHS is seeking. Project construction is projected to begin in 2025 with housing being available at the end of the construction season in 2026. This housing targets those with very low incomes and who are in substance use recovery.

The Assembly Finance Committee reviewed this request at the April 17, 2024, meeting and directed staff to introduce an appropriating ordinance and accompanying Letter of Intent in support of the project.

The Systemic Racism Review Committee reviewed this ordinance at its April 30, 2024 meeting and moved it forward for Assembly action with the following note to the Assembly: *while the SRRC approves the \$2 million to Gastineau Human Services, the SRRC recognizes that there are potential unintended consequences with these types of projects which could result in systemic racism for Juneau and we would like the Assembly to take special note when making decisions about future planning and building related to supportive housing.*

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**Public Comment**

**Dave Ringle**, a resident of the airport area and the Executive Director of St. Vincent DePaul and the co-chair of the Housing and Homelessness Coalition spoke in favor of this ordinance. He said that they have looked at a lot of programs across the country to find solutions to address homelessness. They are looking for ways to address the long term needs and not just provide for temporary shelters, although they do try to meet those needs as well. He said that the solution to homelessness is housing. Anchorage has set up an ambitious plan where they are looking at doing 150 units of affordable housing for five years. He said in looking at Juneau's plan, we are 1/10<sup>th</sup> the size of Anchorage and we have 28 supportive housing units going up with ground having been broken this past month and another 51 units planned in the next 2-3 years which would bring that to 79 supportive housing units. He said that would make a huge impact on the amount of available housing for those people who can't afford housing anywhere else. This is a long term, cost effective way to work with the root causes of homelessness and to help people work out of their situations. He noted that St. Vincent DePaul has operated the low barrier Cold Weather Shelter this past year as well as last year. It is not easy. It solves a short term need but the real need is for long term solutions and this GHS project would be a big step in the right direction.

**Lauren Connolly**, a Douglas resident, works at Front Street Clinic as a mobile nurse. She has worked both at the clinic on Front Street as well as in the mobile unit that visits the Glory Hall and previously went out to the Mill Street Campground, St. Vincent's and Housing First. She said that even before she heard about this project, she could see the need for more supportive sober living here in Juneau. She has seen a lot of people that they have facilitated getting treatment for, come out and not have the social supports or financial resources to get housing or get a job that would help them get housing very quickly. They end up going to the Glory Hall or Housing First, which although they are great, they are not great for someone trying to stay motivated to stay sober living. She said the need is there and if there is an organization who would do it well, she would be very much in favor of it succeeding.

**Ryan Kauzlarich**, a Back Loop Road resident, is the Finance Director for Gastineau Human Services and said he wanted to make himself available to answer any questions the Assemblymembers may have. He said that the

intent for requesting the \$2,000,000 was to be able to leverage the money to apply for additional funding through other venues.

Mr. Bryson asked what the estimated length of stay would be for people to stay in the units; would it be for 1 year or more? Mr. Kauzlarich said that the intent is for it to be permanent housing. As long as the individuals meet the criteria of having very low income, it is permanent housing. They will be providing resource assistance and helping residents go out into the community and get jobs and the idea is that they would then be able to move out and into larger housing somewhere else within the community but the intent is that the housing is permanent.

Mr. Kelly asked what, if any, restrictions there might be on the residents. Mr. Kauzlarich said that they have not finalized those details yet, but they intend to develop a code of conduct for the residents that would be a part of their application. He said that the intent is that they are single units without any couples, similar to Forget-Me-Not Manor in that regard.

Ms. Adkison said that she asked at a previous meeting if GHS would need any money for operational support and the answer had been no. She asked with the low rates they are planning on charging residents, how they intend to break even on the project. Mr. Kauzlarich answered that the reason they went with 51 units is because they figured out that the amount they can receive for the monthly income for each unit would more than cover the operational costs. They anticipate approximately 30% of the costs are non-personnel costs such as utility payments. He noted that the reason they are placing this on their lot is that they already have personnel on site such as security personnel and counselors on staff. He said that they will be adding only the staff that they can afford to add but that it is a sustainable model.

**Olivia Sinaiko**, is a staff member of the Front Street Clinic but was speaking in her capacity as a concerned citizen with extensive background and knowledge of those individuals experiencing homelessness and housing insecurity. Permanent supportive housing is a lifeline for so many individuals and most of them enter into supportive housing through the Housing First model such as Forget-Me-Not Manor and would have access to health and wellness that was not available to them when they lived on the street. Some people achieve that higher level of wellness and continue using substances. However, others, upon achieving that greater degree of stability, that permanent supportive housing, will also want to explore recovery from substance use dependence. Recovery from addiction in any environment is extremely challenging. Unfortunately, pursuing recovery in any environment where substance use is highly prevalent and substances are readily available, such as Housing First, is exceptionally difficult and for many individuals experiencing addiction is impossible. The new GHS facility would provide a meaningful opportunity for individuals to pursue and achieve recovery and she enthusiastically supports this effort.

**Kaia Quinto**, the Deputy Director of Juneau Housing First Community Collaborative and the Glory Hall, spoke in support of this project. She has worked at the Glory Hall for three years and she has seen countless people who have gone into recovery programs come out and not have a supportive housing option. They come to the Glory Hall and the next day, they are no longer sober because they do not have a place to go. She said that she could count at least 20 individuals who have had this happen.

### **Assembly Action**

**MOTION** by Ms. Woll to adopt Ordinance 2023-14(b)(AH) and asked for unanimous consent.

Ms. Woll objected for purposes of a question for staff. Ms. Woll said that she has noted the comments from the Systemic Racism Review Committee (SRRC) on the agenda and that helps the Assembly understand some of the nuances of the legislation. She noted that for Ordinance 2023-14(b)(AH), the comments were somewhat vague to her. Although they were supportive of the ordinance, making sure we are paying attention to the unintended consequences of supportive housing, she wasn't sure if staff might be able to elaborate what types of unintended consequences they may have been alluding to.

Mr. Barr said that the concern that the SRRC had with the ordinance primarily had to do with the site/location of the project. Ms. Woll thanked Mr. Barr and removed her objection.

*Hearing no further objection, Ordinance 2023-14(b)(AH) passed by unanimous consent.*

**11. Ordinance 2023-14(b)(AG) An Ordinance Transferring \$489,478 from CIP D12-070 Open Space Waterfront Land Acquisition to CIP H51-113 Waterfront Seawalk.**

In 2002, the Assembly directed staff to transfer unexpended marine passenger fees, designated for specific projects and activities, to the Waterfront Open Space Land Acquisition CIP for land acquisition on the waterfront. In 2020, this practice was discontinued to align the allocation of passenger fees with the CLIA settlement agreement. This ordinance would transfer the remaining balance of \$489,478 from the Open Space Waterfront Land Acquisition CIP to the Waterfront Seawalk CIP. The Waterfront Seawalk CIP is in need of additional funding and is an eligible use of passenger fees.

The Systemic Racism Review Committee reviewed this ordinance at its April 30, 2024 meeting and moved it forward to the Assembly.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**Public Comment**

*None.*

**Assembly Action**

**MOTION** by Ms. Adkison to adopt Ordinance 2023-14(b)(AG) and asked for unanimous consent.

*Hearing no objection, Ordinance 2023-14(b)(AG) passed by unanimous consent.*

**O. UNFINISHED BUSINESS**

**12. Ordinance 2024-02 An Ordinance Appropriating Funds from the Treasury for FY25 School District Operations.**

This ordinance will appropriate to the School District an FY25 operating budget of \$85,397,400. This is an overall decrease in the budget of \$10,919,600 from the FY24 Amended Budget. The FY25 school budget is supported with a combination of funding sources including CBJ local funding, and state and federal funding of \$44,368,300. The local funding consists of \$34,432,000 for general operations (i.e. educational funding) and \$3,690,400 for non-instructional programs and activities.

On April 29, 2024, the Assembly approved the local funding portion of \$34,432,000 for school district general operations. During the May 8, 2024 Assembly Finance Committee meeting, the Assembly heard Ordinance 2024-02 in its entirety and approved \$3,690,400 for program and activities not subject to the state funding limit for instructional services, of which \$1,650,405 was appropriated via Ordinance 2024-01(b)(A) on March 4, 2024.

The Systemic Racism Review Committee reviewed this ordinance at its April 23, 2024 worksession meeting.

**The City Manager recommends the Assembly take public testimony and adopt this ordinance.**

**Public Comment**

*None.*

**Assembly Action**

**MOTION** by Mr. Kelly to adopt Ordinance 2024-02 and asked for unanimous consent.

*Hearing no objection, Ordinance 2024-02 passed by unanimous consent.*

**P. NEW BUSINESS**

**13. Hardship and Senior Citizen/Disabled Veteran/Non-Profit Late-Filed Real Property Tax Exemption Applications**



There are 8 property owners that have requested the Assembly authorize the Assessor to consider a late-filed exemption for their property assessment.

The Assembly should consider each request separately and determine whether the property owner was unable to comply with the April 30 filing requirement. A.S. 29.45.030(f); CBJC 69.10.021(d). The burden of proof is upon the property owner to show the inability to file a timely exemption request. If the Assembly decides to accept one or more late-filed exemption requests, those applications will be referred to the Assessor for review and action.

**The City Manager recommends the Assembly act on each of these applications individually.**

**Assembly Action**

**MOTION** by Mr. Bryson for the Assembly to accept the following applications and forward them to the Assessor for review; for the Late File Senior & Disabled Veteran Exemptions: Paul Demmert, Vernon Fiehler, Vivian Louie, Mark Stroede, Michael Boone, Brenda Weaver, Bryan Olson, and Maria Morales; and asked for unanimous consent.

*Hearing no objection, the motion passed by unanimous consent.*

**Q. STAFF REPORTS**

**14. Update on Cruise Lines MOA (Verbal Report)**

**Visitor Industry Director Alexandra Pierce** provided a verbal update on the Memorandum of Agreement with the cruise lines. She said that this is a late breaking item and she is here to seek policy guidance from the Assembly. She said that they have been pursuing a daily limit on cruise ship passengers based on Assembly direction given at their retreat. They have reached consensus with the cruise lines on an agreement that reduces the number of daily passengers from cruise lines and keeps the seasonal numbers flat. The daily limit is 16,000 passengers per day and 12,000 on Saturdays. She said that they had given her the discretion for CBJ to approve days that go over those limits under extenuating circumstances. She said that they did that in 2024 on a few occasions such as one day that they gave permission for a luxury cruise ship to be at anchor which was on a day that was not considered one of the busy days.

Ms. Pierce noted that during this limit negotiations, they are coming up with nine Tuesdays that exceed the limit with approximately 16,700 passengers, because we are still working on a long term solution to hot berthing. She said that still puts them at 3200 passengers fewer than their busiest day in 2023 and it is 4300 passengers fewer than the busiest days prior to this year. She went on to explain that hot berthing is the scheduling of two different vessels at the same dock at different times of the day so they are not all in town at once. What it creates is shorter port calls for those ships and an all day traffic impact. She said that the challenge they are having right now is in determining where that ship goes.

Ms. Pierce said that in all transparency, when a ship is moved in the schedule, it affects a number of other ports. When ships could no longer be in Skagway due to the rock slide, those ships had to find an alternative location, some went to Icy Straight Point, others to Sitka. Sitka had some of their busiest days as a result of that. She said they are very cognizant as the Capital city and wanting be a leader in the region to not unduly burden other communities with our efforts. She said that she believes that the next step in the ongoing discussion needs to be done regionally. Due to anti-trust laws, it can't be just a swap of one ship for another on a particular day, it has to go back through Cruise Line Agencies to be reviewed, solutions are presented to parties, CLIA comes back and gives yeas or nays from the cruise lines. She said they are continuing to work on it and the draft agreement that they have today has the limit of 16,000 passengers a day and that we will continue to work on the problem with hot berthing being solved by 2026. She said that she would like some comments and direction on whether we say no agreement without solving the hot berthing problem or if the Assembly wants her to move forward as it currently stands. Ms. Pierce said that the Manager has the authority to sign an MOA but she said she isn't comfortable with just signing the MOA without first getting some direction from the Assembly on these proposed daily limits.

Mr. Bryson asked for clarification about nine Tuesdays in 2026 to exceed the 16,000 limit. Ms. Pierce said that for those nine days, those numbers would be at approximately 16,700. Mr. Bryson said that he was fully in support of those numbers.

Ms. Woll said that the proposal is for a cap at 12,000 on Saturdays. She asked Ms. Pierce to share the top numbers currently encountered on Saturdays. Ms. Pierce explained that 12,000 is currently the top number for Saturdays and they just wanted to protect those lower numbers on Saturdays. She also noted that Saturdays are the days that the luxury ships tend to come in. She said that this agreement was trying to protect the lower numbers/quieter days that Saturdays have been.

Mr. Smith spoke about the Assembly goals as discussed at their retreat and asked for clarification on the direction they had given. Ms. Pierce said that her interpretation of the Assembly's direction to staff was to come up with a daily limit amount as well as keeping the numbers steady or slightly lower. She said she thinks that is what they are achieving here. She noted that the 2026 schedule is not yet finalized but it is approaching a 1.6 something million total for the season.

Ms. Hughes-Skandijs asked Ms. Pierce if she was able to determine what the daily impacts might be from one day of the week to the next. Ms. Pierce said that since the schedule for 2026 has not yet been finalized, they are still working to get the peak out of the week and also try to address the hot berthing issue.

Ms. Hale thanked Ms. Pierce for all her work that she has done and she commended the cruise line agencies for working with us to address these concerns.

Ms. Hughes-Skandijs commented that this is a good base line, similar to the five ship limit, and she hopes that the community will continue to communicate with the Assembly to let them know if they are meeting their goals to mitigate this issue. She also urged the Assembly to continue to be responsive to the community.

Ms. Hale thanked Ms. Hughes-Skandijs for emphasizing that. Ms. Hale also noted that these numbers would not go into effect until the 2026 season. Ms. Pierce highlighted Ms. Hales remarks and noted that we are still at status quo for the 2024 and 2025 cruise seasons. She said that we are negotiating for 2026 because that is when cruise schedules are decided upon.

#### **15. 2024 Municipal Elections Update**

Manager Koester noted that the packet contained information on citizen petitions and Municipal Clerk McEwen was available to answer any questions from the Assembly.

Ms. McEwen noted that the petition process is open all year round and depending on the type of petition that citizens may engage in, it may trigger a Special Election to be held. At the time of this meeting, there are recall petitions currently under way, and depending on how the petition process goes, there may need to be some special Assembly meetings to call for a Special Election and also to pass an appropriating ordinance by which to pay for a Special Election.

Mr. Kelly asked if the call for a Special Election had to be done by passing a Resolution or an Ordinance. Ms. McEwen explained that all that was required to call for a Special Election was for the Assembly to pass a motion to hold a Special Election. Once that motion passed, the Clerk would then set the date and take the necessary steps to conduct a Special Election.

Ms. McEwen then answered a number of other questions from Assemblymember related to the timing and process for the conduct of elections based on the various types of citizen petitions.

#### **16. RED FOLDER: City Attorney Position Description/Job Announcement**

Manager Koester noted that City Attorney Robert Palmer had submitted his notice of resignation and the red folder contained a job announcement for his position. Ms. Koester stated that we are fortunate that Mr. Palmer has given a flexible end date and will be staying at CBJ for a few more months to help make the transition process to a new City Attorney smooth. She is hoping that Mr. Palmer will stay on through the end of August. Manager

Koester noted that time goes quickly so they would like to post the job announcement tomorrow and have it published for thirty days before the Assembly can do the first round of reviews. She noted that in the meantime, they will be working with the Mayor and Deputy Mayor to put together a hiring committee and process. The goal is to have the hiring committee determined and timeline set out in time for the Assembly to consider it at the Special Joint Assembly/BRH meeting scheduled for May 29.

**R. ASSEMBLY REPORTS**

**Mayor's Report**

Deputy Mayor Hale noted that she has been filling in for Mayor Weldon for the past few weeks.

**Committee and Liaison Reports**

**Mr. Bryson** reported that the **Public Works & Facilities Committee (PWFC)** meeting last week had been cancelled. He attended a number of events on behalf of Acting Mayor Hale which included speaking at the Missing & Murdered Indigenous Person's Rally and he took a tour of the William Lawrence Destroyer and he participated in the Blessing of the Fleet.

**Ms. Hughes-Skandijs** reported that the **Lands, Housing & Economic Development Committee (LHEDC)** was also cancelled last week.

**Ms. Woll** reported that the **Assembly Finance Committee (AFC)** met last week where they approved CIPs and Marine Passenger Fees and about half of the community grant requests. The next AFC meeting is next Wednesday to finish the community grants and the pending list and to set a mill rate which will then be forwarded to the Assembly for final action. The final budget adoption is scheduled for a Special Assembly meeting on June 3 just prior to the Assembly COW meeting.

**Liaison reports:**

**Ms. Woll** reported that the Assembly has seen the **Eaglecrest** Budget request since the last meeting of the Eaglecrest Board. She also announced that the **Juneau Chamber of Commerce** is once again raffling off a shiny new truck.

**'Waahlaal Gidaag** said that she missed the Airport Board meeting last month and also the Juneau Commission on Aging but the HRC did receive a great update from JCOA at the meeting earlier this evening. She reported that she went to Washington D.C. for Alaska Federation of Natives Alaska Days and they met with the Alaska delegation as well as the Secretary of the Interior as well as White House officials and departmental staff. She said they were there for two days and it was a great chance to learn a lot and get some face time with the folks in Washington D.C.

**Ms. Adkison** said that she has been quite busy in her day job up at the State Capitol. She was able to make it to the May 1 meeting of the **Juneau Commission on Sustainability (JCOS)** where they received the Centennial Hall sustainability report. She found it interesting that during the construction project at Centennial Hall, they were able to divert 80% of the construction waste away from the landfill. JCOS is also looking at more grant opportunities for Juneau and doing great work.

**Mr. Kelly** said that he attending the **Local Emergency Planning Committee (LEPC)** meeting. He attended the most recent **Planning Commission (PC)** meeting. He noted that the School Board Finance Committee has not met for quite some time but he did receive a message from Finance Chair Muldoon that they were planning on a meeting in the next week or two. He said that the Planning Commission heard public testimony on the Blue Print Downtown and it was forwarded onto the Assembly which will be receiving it at the next LHEDC meeting. He said that he also attended the MMIP rally with Acting Deputy Mayor Bryson and Assemblymember Adkison. He also attended the How to Run for Local Office workshop this past weekend. Mr. Kelly concluded his remarks by wishing a happy belated birthday to Ms. Woll and happy belated Mother's day to all the mothers in the room and in the listening audience.

Mr. Smith reported that the **Human Resources Committee (HRC)** met just prior to the Assembly meeting. They received the annual report from the Parks & Recreation Advisory Committee and also a presentation by the JCOA. Mr. Smith forwarded and he moved approval of the following board appointments:

**Bidding Review Board:** the appointment of **Roger Healy** to a term beginning immediately and ending May 31, 2026, and the reappointments of **Alexander Smith** and **Stephen Sorensen** to terms beginning immediately and ending May 31, 2027. *Hearing no objections, those appointments were approved.*

Mr. Smith said that they need to determine dates for the full Assembly sitting as the HRC to interview applicants for the possible dates were June 10, June 11 or June 18 or 19. He noted that none of the dates have all nine members available to meet. After further discussion, the Clerk staff will determine the dates on which the majority of Assemblymembers would be available and will communicate that with Mr. Smith and the Assembly.

**Acting Mayor Hale** reported that she has been participating in all the same COW and AFC meetings that the other members have been attending. She also attended the reception on the naval ship and was honored that they were here in Juneau and it was great to see how well they were received by the community. She attended a number of community musical events and the Empty Bowls event. She said that the May PRAC meeting had been cancelled so she did not attend that.

Presiding Officer Reports

None.

**S. ASSEMBLY COMMENTS & QUESTIONS**

None.

**T. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**William Quayle**, a downtown resident, spoke in opposition to the limit on cruise ship passenger numbers and he said the Assembly should be encouraging year round tourism, not just during the summer.

**U. EXECUTIVE SESSION**

**V. SUPPLEMENTAL MATERIALS**

**16. RED FOLDER: City Attorney Position Description/Job Announcement**

**W. INSTRUCTION FOR PUBLIC PARTICIPATION**

The public may participate in person or via Zoom webinar. Testimony time will be limited by the Mayor based on the number of participants. **Members of the public that want to provide oral testimony via remote participation must notify the Municipal Clerk prior to 4pm the day of the meeting by calling 907-586-5278 and indicating the topic(s) upon which they wish to testify.** For in-person participation at the meeting, a sign-up sheet will be made available at the back of the Chambers and advance sign-up is not required. Members of the public are encouraged to send their comments in advance of the meeting to [BoroughAssembly@juneau.gov](mailto:BoroughAssembly@juneau.gov).

**X. ADJOURNMENT**

*There being no further business to come before the Assembly, the meeting was adjourned at 8:41 p.m.*

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

Elizabeth J. McEwen,  
Municipal Clerk

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

Michelle Hale,  
Acting Mayor