AGENDA/anager’S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA
Monday, September 11, 2000  7:00 – 11:00 PM
Assembly Chambers – Municipal Building
Meeting No. 2000-18

Submitted by: _____________________________
David R. Palmer
City & Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

IV. APPROVAL OF MINUTES
A. August 21, 2000 – Regular Meeting 2000-16
B. September 1, 2000 – Special Meeting 2000-17

V. MANAGER’S REQUEST FOR AGENDA CHANGES

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS. (Not to exceed a total of 20 minutes nor more than 5 minutes for any individual).

VII. CONSENT AGENDA
A. Public and Assembly Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

B. Assembly Action
1. Ordinances for Introduction
   a. Ordinance No. 2000-11(N)
      An Ordinance Appropriating To The Manager The Sum Of $300,000 As Partial Funding For Improvements To The Amalga Harbor Launch Ramp. Such Funds Provided By The Alaska Department Of Fish And Game.

This ordinance appropriates a $300,000 grant from the Alaska Department of Fish and Game as partial funding for improvements to the Amalga Harbor boat launch area and transfers $100,000 from Harbors General Operations as local match for the grant, and to fully fund the project.
The project will consist primarily of ramp replacement, slope stabilization, float repairs, upgrade of the lower and upper parking lots, and restroom improvements.

The action was approved by the Docks and Harbors Board at their regular meeting of June 29, 2000.

**I recommend this ordinance be introduced and set for public hearing at the next regular meeting.**

b. Ordinance No. 2000-11(O)

An Ordinance Appropriating To The Manager The Sum Of $455,000 For The Purchase Of Land And Renovation Of A Warehouse Located At The Rock Dump. Such Funds Provided By The Land Fund Unreserved Fund Balance.

This ordinance appropriates $455,000 for the purchase of land and renovation of a building located at the Rock Dump. The building will be used as a warehouse for the City and Borough and the School District to serve our storage needs.

The building is the former IHH factory, which was funded through the JEDC revolving loan fund. IHH defaulted on their loan and JEDC foreclosed on the building. The land is under a lease with AJ Associates and will be purchased with a portion of the appropriated funds. The parcel is 1.48 acres in size. The building has 11,000 square feet of space and is served with water and sewer and is well lighted.

The purchase price for the land is $355,000 ($5.50/ square foot) which is the appraised value. $100,000 of the appropriation will be used for connecting the heating system, finishing a bathroom which has been roughed-in, installing several new rollup doors, and grading the access driveway and outside storage area.

JEDC owns the building, and offers it to CBJ in exchange for reimbursement for its out-of-pocket costs related to the foreclosure ($142,504). This amount will be paid by a separate appropriation if Proposition 2 passes. If Proposition 2 fails, JEDC transfers the building without additional compensation.

This building will serve the needs of the warehouse contemplated to be constructed with sales tax money in the October ballot. $1.2M was the estimated cost of constructing a new 8,000 square foot warehouse. The Lands Fund will front the money for the project and will be paid back from the sales tax funds if it is approved by the voters.

The acquisition of this land and remodeling the warehouse will provide needed storage space at a fraction of the cost of constructing a new storage building.
After this ordinance is adopted, the unreserved fund balance in the Land Fund will be $1,481,700.

I recommend this ordinance be introduced and set for public hearing at the next regular meeting.

c. Ordinance No. 2000-11(P)  
An Ordinance De-Appropriating The Sum Of $8,000 From The Manager’s General Operations. Such Funds Provided By The General Fund.

The Alaska Public Offices Commission requires a specific appropriation of funds by the Assembly for the publication of a voter information brochure. Each year, the Manager prepares an objective summary of ballot propositions using a "Q & A" format. This year, the brochure is scheduled to be mailed out to all postal customers on September 22.

This de-appropriation ordinance removes funds from the Manager's budget so they can be appropriated for this purpose by the accompanying ordinance 2000-11 (Q).

I recommend this ordinance be introduced and set for public hearing at the next regular meeting.

d. Ordinance No. 2000-11(Q)  
An Ordinance Appropriating To The Manager The Sum Of $8,000 For Publication Of Voter Information Pamphlets. Such Funds Provided By The General Fund Unreserved Fund Balance.

This ordinance appropriates funds for the voter information brochure as described in Ordinance 2000-11(P).

I recommend this ordinance be introduced and set for public hearing at the next regular meeting.

2. Resolutions

a. Resolution No. 2040am  
A Resolution Authorizing The Manager To Donate Surplus Dive Rescue And Recovery Equipment To Southeast Aquatic Safety, Inc.

This resolution endorses the efforts of South East Aquatic Safety, Inc. (S.E.A.S.) by transferring Capital City Fire and Rescue (CCF/R) underwater equipment to SEAS. This issue was referred by the Assembly to the Capital City Emergency Planning Committee. The Committee held one organizational and two special meetings to hear testimony and debate the issue. The Committee unanimously recommended adoption of this amended
resolution, together with the Memorandum of Understanding (included in your packet).

This change will expand the number of divers available for response and will focus training and planning. The attached inventory list indicates the quantity and type of equipment that will be donated to S.E.A.S. and related descriptive information.

I recommend this resolution be adopted.

b. Resolution No. 2052

I recommend this resolution be adopted.

c. Resolution No. 2053
A Resolution Reestablishing The Social Services Advisory Board, Disestablishing The Mental Health And Chemical Dependency Committees Of The Board, And Repealing Resolution No. 1768.

This resolution redefines the purpose and membership of the Social Services Advisory Board. These changes reflect the transfer of chemical dependency services to Bartlett Regional Hospital and mental health services to JAMI from the CBJ Health and Social Services Department. The primary purpose of the Board will now be evaluating block grant applications and recommending to the Assembly the allocation of block grant funds among local social service agencies. The Board may also, at the Assembly's request, serve as a forum for community health and social service issues. The seven-person membership specifically excludes recipients of block grant funds. The Board will now meet quarterly to review grant reports and hold special meetings as necessary.

Staff support will be provided by an administrative assistant position that is being transferred from the Health and Social Services Department to the Finance Department, where she will work with the grants accountant. It is estimated that about half an FTE is needed for block grant support.

This resolution was developed with the assistance of current members of the Board, and was approved by the Human Resources Committee at its August 21, 2000 meeting and forwarded to the Assembly for adoption.

I recommend this resolution be adopted.

3. Transfer Requests:

a. Transfer Request No. T-696 Transfers $150,000 In Temporary 1% Sales Tax (Prop 3 Sales Tax) From The Harbors Areawide Restroom
Construction Project To The Statter Harbor Parking And Pedestrian Improvement Project.
These funds will be used to construct public restroom and shower areas in the new harbor office building at Statter Harbor. Design for the new office building will be completed near the end of November, 2000. Once the estimated cost of the building is known, additional funds from the Harbor reserves will be transferred to fully fund the project.

After the transfer is approved, the fund available balances, budgets, and status for the projects will be as follows:

<table>
<thead>
<tr>
<th>Transfer Status/ Project Number/ Project Name</th>
<th>Unobligated Funds Available Prior to Transfer</th>
<th>Unobligated Funds Available After Transfer</th>
<th>Total Project Budget After Transfer</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transferred from:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H354-69/ Harbors AW Restroom Construction</td>
<td>$350,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>New Project</td>
</tr>
<tr>
<td>Transferred to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H354-71/ Statter Harbor Parking And Pedestrian Improvements</td>
<td>$972,158</td>
<td>$1,122,158</td>
<td>$1,965,641</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

I recommend approval of this transfer.

4. Bid Awards:

a. Contract No. E00-293 Statter Harbor Parking and Pedestrian Improvements, Phase II
The project consists of expanding the Statter Harbor parking lot, between the southernmost pedestrian gangway and the boat launch ramp. The work includes construction of a timber-faced geotextile wall; water and sewer improvements, with new services for a future harbor office; new storm drainage facilities; new sidewalk and curb; landscaping, and miscellaneous related work.
Bids were opened on the subject project on August 24, 2000. The bid protest period expired at 4:30pm on August 25, 2000. Results of the bid opening are as follows:

<table>
<thead>
<tr>
<th>RESPONSIVE</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miller Construction Company, Ltd.</td>
<td>$ 987,224.85</td>
</tr>
<tr>
<td>Arete Construction Corporation</td>
<td>1,153,419.00</td>
</tr>
<tr>
<td>Channel Construction, Inc.</td>
<td>1,227,536.00</td>
</tr>
<tr>
<td>Trucano Construction, Inc.</td>
<td>1,248,025.00</td>
</tr>
<tr>
<td>Glacier State Contractors, Inc.</td>
<td>1,278,935.00</td>
</tr>
<tr>
<td>South Coast, Inc.</td>
<td>1,288,826.00</td>
</tr>
<tr>
<td>Engineer's Estimate</td>
<td>$1,069,318.00</td>
</tr>
</tbody>
</table>
Funding Source: Proposition 3 Tax
Total Project Funds: $1,815,640
CIP No. H374-71
Fund Number: 374-71-5-01-40-690
Construction Encumbrance: $987,224.85
Construction Contingency: $100,000
Consultant Design: $120,000
Consultant Contract Admin./Inspection: $140,000
Engineering Department Administrative Costs: $80,000

I recommend the award of this project to Miller Construction Company, Ltd. in the amount bid, for a total award of $987,224.85.

b. **Contract No. E01-010 Eaglecrest Maintenance Shop Building Shell and Foundation.**

This project consists of the Base Bid to construct a foundation with concrete slab and exterior shell for an approximately 3,750 square foot, pre-engineered metal building for use as a maintenance shop, including site utilities, grading and drainage, with a completion date of July 1, 2001. The Alternate Base Bid is the same work, but with an accelerated completion date of February 1, 2001.

Bids were opened on the subject project on August 30, 2000. The bid protest period expired at 4:30pm on September 1, 2000. Results of the bid opening are as follows:

<table>
<thead>
<tr>
<th>RESPONSIVE</th>
<th>TOTAL BASE BID</th>
<th>TOTAL ALTERNATE BASE BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Channel Construction, Inc.</td>
<td>$295,000.00</td>
<td>$370,000.00</td>
</tr>
<tr>
<td>North Pacific Erectors, Inc.</td>
<td>343,602.00</td>
<td>353,293.00</td>
</tr>
<tr>
<td>EMPCO, Inc.</td>
<td>495,075.78</td>
<td>573,134.00</td>
</tr>
<tr>
<td>Engineer’s Estimate</td>
<td>$325,000.00</td>
<td>$355,000</td>
</tr>
</tbody>
</table>

Funding Source: FY00/01 CBJ Sales Tax
Total Project Funds: $535,464
CIP No. P374-47
Fund Number: 374-47-5-01-40-690
Construction Encumbrance: $295,000
Construction Contingency: $35,695
Consultant Design: $33,500
Consultant Contract Admin./Inspection: $23,300
I recommend award of this project to Channel Construction, Inc. in the amount bid, for a total award of $295,000.00.

c. **Bid No. 01-046 Track Type Oversnow Vehicle for the City and Borough of Juneau, Eaglecrest Ski Area**

Bid #01-046 Track Type Oversnow Vehicle for the City and Borough of Juneau, Eaglecrest Ski Area was opened August 28, 2000 with the following results:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kassbohrer Inc.</td>
<td>$220,010 as follows:</td>
</tr>
<tr>
<td></td>
<td>Vehicle    $190,452</td>
</tr>
<tr>
<td></td>
<td>Additional High Speed Tiller $ 28,258</td>
</tr>
<tr>
<td></td>
<td>Additional Tires $ 1,300</td>
</tr>
<tr>
<td>Tanners Svc. Center</td>
<td>No Bid (Does not offer this type of product)</td>
</tr>
<tr>
<td>Bombardier Inc.</td>
<td>No Bid (Does not meet minimum specifications)</td>
</tr>
<tr>
<td>Tucker Sno-Cat</td>
<td>No Bid (Manufacturer preferred to send bid through authorized representative-see Terra North Alaska below)</td>
</tr>
<tr>
<td>Terra North Alaska</td>
<td>No Bid (Does not meet minimum specifications)</td>
</tr>
</tbody>
</table>

This oversnow vehicle is specifically designed for working in terrain (snowboard) parks and must be capable of extreme ranges of motion for the front blade and the rear tiller in order to construct jumps and other features. We expect that the next time we bid this type of equipment (three to four years) there will be at least one more vendor, Bombardier. Unfortunately, Bombardier was not able to offer a production model vehicle suitable for downhill ski trail/terrain park grooming. Their vehicles are used in the ski industry to groom snowmobile or cross-country trails and are used for oversnow transportation.

Eaglecrest is also requesting the approval to use the CBJ’s master leasing agreement with Key Bank Alaska to acquire the $220,010 oversnow vehicle and equipment. The master lease provisions require the Assembly’s approval for all lease purchase transactions. Eaglecrest is requesting to lease the oversnow vehicle for a period of three years. The tax exempt lease financing rate will be 80% of the equivalent treasury note if Bank Qualified (approximately 5%) or 93% of the equivalent treasury note rate if Bank Non-qualified (approximately 5.6%). The actual rate will be determined at the time of leasing. The estimated annual debt service for this tax exempt leasing arrangement will be $79,500 per year if Bank Qualified and $80,200 per year if Bank Non-qualified.
The acquisition of this equipment was included in Eaglecrest’s/Fleet FY01 and FY02 approved budget. The current fleet contribution plan is sufficient to fund the acquisition of this equipment.

With the concurrence of Paul Swanson, Ski Area Manager, the Purchasing Division recommends award to Kassbohrer All Terrain Vehicles, Inc. on the basis of having the lowest responsive bid.

Total Bid award will be $220,010.00. The protest period expired on September 5, 2000.

I recommend award of this bid to Kassbohrer All Terrain Vehicles, Inc. in the amount of $222,010 and further recommend approval of the master lease financing option described above.

VIII. ORDINANCES FOR PUBLIC HEARING

a. Ordinance No. 2000-36
   An Ordinance Amending the Business Code to Improve the Administration of Keg Sales of Alcoholic Beverages.

   This ordinance amends the keg registration ordinance as recommended by the Mayor’s Task Force on Youth. The amendments are intended to improve enforcement by: (1) requiring buyers to return kegs; (2) discouraging removal of keg registration stickers; (3) providing more information on the stickers; and (4) make prosecution more practical by lowering penalties for first-time offenders.

   A memorandum from the Task Force to Mr. Corso is included in your packet for background information purposes.

   I recommend this ordinance be adopted.

   Public Hearing
   Assembly Action

b. Ordinance No. 2000-11 (G)
   An Ordinance Appropriating to the Manager the Sum of $10,314 for a Photo Documentation Project. Such Funds Provided by the Alaska Department of Education.

   This ordinance appropriates a $10,314 grant-in-aid from the Alaska Department of Education (DOE) for a Juneau-Douglas City Museum photo-documentation project.

   The first phase of the project will consist of documenting up to 2,500 objects, approximately one-third of the Museum’s collection. The color images can be used for publication, research, and in the future may be used for online
education. This documentation provides a valuable record and report of the condition of the objects. Photo documentation also decreases the need for handling which supports object preservation.

The Museum Curator will oversee the project with assistance from the Clerk Typist and Museum Intern. The required matching funds of $2,482 are included in the FY01 museum salary line in the Museum operating budget.

I recommend this ordinance be adopted.

Public Hearing
Assembly Action

c. Ordinance No. 2000-11(K)
An Ordinance Appropriating to the Manager the Sum of $1,555,000 as Partial Funding for Construction of the Lena Loop Reservoir. Such Funds Provided by the Alaska Department Of Environmental Conservation.

This ordinance appropriates a $1,555,000 grant from the Alaska Department of Environmental Conservation as partial funding for the construction of the Lena Loop Reservoir. This project will construct a one-million-gallon reservoir and pump station in the Lena Point area. This will provide the storage and pressure needed to meet fire flow demands for the Lena Loop and Tee Harbor areas, including the new National Oceanic and Atmospheric Administration fisheries laboratory. It will also provide the pressure zone water service to Andreanof Way, Randall Road, Cohen Drive and the uphill residences on Glacier Highway, and emergency storage for the water system in the event of main line or other system failure between Auke Lake Reservoir and Tee Harbor.

This project is under construction and is expected to be complete in Fall 2001. It is intended that customers in the Andreanof Way area will be able to connect to city water before winter 2000-2002 begins. In addition to State of Alaska grant funds, the project budget includes $1,552,054 in CIP sales tax revenues. The State of Alaska Grant will pay no more than 50% of the grant-eligible costs for the project.

I recommend this ordinance be adopted.

Public Hearing
Assembly Action

d. Ordinance No. 2000-11(L)
An Ordinance Appropriating to the Manager the Sum of $2,095,500 as Partial Funding for Construction of Phase I of the Expansion of the Wastewater Collection System to North Douglas. Such Funds Provided by the Alaska Department of Environmental Conservation.
This ordinance appropriates a $2,095,500 grant from the Alaska Department of Environmental Conservation as partial funding for the construction of phase I of the North Douglas sewer expansion project. The project will provide connection to the City and Borough of Juneau wastewater collection system for homes not currently served, including those in the Bonnie Brae Subdivision and along North Douglas highway from Falls Creek to Bonnie Brae. Currently, wastewater treatment and disposal in the project area are generally via on-lot treatment, typically septic tank or aerated unit, and disposal to a drain field or directly to Gastineau Channel. These existing systems will be abandoned in accordance with procedures outlined in the CBJ sewer code.

This project is under final design and is expected to be out to bid late this fall or early winter and is expected to be substantially complete by early winter 2001. CBJ is under a Compliance Order by Consent through the Departments of Fish and Game and Environmental Conservation to connect the Bonnie Brae Subdivision to the CBJ Sewer System by no later than August 31, 2002. The project budget includes:

- Total State Grant Funds (including earlier grant) $2,345,000
- LID Participants Share (Estimated) 835,500
- CBJ Sales Tax 1,293,242
- CBJ Sewer fund 138,203
- $4,611,945

I recommend this ordinance be adopted.

Public Hearing
Assembly Action

e. Ordinance No. 2000-11(M)

An Ordinance Appropriating to the Manager the Sum of $723,333 as Additional Funding for Construction of Phase I of the Runway Safety Area Expansion Project and for an Environmental Impact Study for the Follow-On Phases of the Project. Such Funds, $700,000, Provided by the Federal Aviation Administration, and $23,333, by the Alaska Department of Transportation and Public Facilities.

This ordinance appropriates $700,000 in a Federal Aviation Administration (FAA) grant and $23,333 in an Alaska Department of Transportation and Public Facilities matching grant as additional funding for construction of Phase I of the Runway Safety Area expansion (RSA) project, and for an environmental impact study for the follow-on phases of the project. This amount will be added to the funds provided by the original FAA grant and previous amendment to bring the total project budget to $4,512,943.

The local match for this project is $147,254. The City was required to
forward fund the Environmental Assessment (EA) for all phases of the RSA project. The EA budget is $242,500; funding sources are a combination of recoveries from past projects and Passenger Facility Charge revenues. The $95,246 in excess match will be used as match for the follow-on phases of the RSA project.

The RSA expansion project is a high FAA priority. Phase I is constructing safety areas parallel to the existing runway in locations not requiring environmental permits.

I recommend this ordinance be adopted.

Public Hearing
Assembly Action

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. STAFF REPORTS ON NON-AGENDA ITEMS

A. 2001 Assembly Schedule

XII. ASSEMBLY REPORTS ON NON-AGENDA ITEMS

A. Committee Reports

B. Liaison Reports

C. Presiding officer Reports

XIII. ASSEMBLY COMMENTS AND QUESTIONS

XIV. CONTINUATION OF PUBLIC PARTICIPATION ON PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XV. ADJOURNMENT

Note: Agenda packets are available for review at the Juneau Municipal Libraries.

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: Laurie_Sica@ci.juneau.ak.us.