Attachment A

Mayor’s Order Creating the Annexation Study Commission
CBJ ANNEXATION STUDY COMMISSION

CBJ Annexation Study Commission Created.

There is created within the City and Borough of Juneau an Annexation Study Commission to be composed initially of at least five, but no more than seven, members appointed by the Mayor to serve for one year, unless extended by the Mayor.

Background.

The Local Boundary Commission (LBC) has developed “model borough boundaries” for the state of Alaska. The LBC “Model Borough Boundaries” report (revised June 1997) includes “model borough boundaries” for the CBJ. It is appropriate that the CBJ undertake a public process to determine whether the CBJ should petition the LBC for annexation of all or part of the territory within the model borough boundaries for the CBJ.

Purpose.

The purpose of the commission is to study and make recommendations to the Assembly concerning (a) whether the CBJ should file a petition to annex territory within the “model borough boundaries” of the CBJ, and (b) if so, what territory should be proposed for annexation and by what procedure.

The commission should consider the LBC’s “Model Borough Boundaries” report, the “standards for annexation to boroughs” set out in the LBC regulations found at 3 AAC 110.160 – 210, and the procedures for petitioning found at 3 AAC 110.400 – 660.

More specifically, the purpose of the commission is:

1. To research and evaluate possible proposed boundaries for territory to be annexed in accordance with 3 AAC 110.190, with emphasis on consideration of the “model borough boundaries” for the CBJ as established by the LBC;

2. To research and evaluate the community of interests between the territory proposed to be annexed and the existing CBJ in accordance with 3 AAC 110.160, including social, cultural, and economic characteristics and activities, and communication media and land, water, and air transportation facilities;
3. To research and evaluate the population characteristics of the proposed borough after annexation in accordance with 3 AAC 110.170;

4. To research and evaluate the economy within the proposed borough boundaries in accordance with 3 AAC 110.180, including the human and financial resources necessary to provide essential borough services on an efficient and cost-effective basis;

5. To research and evaluate whether annexation of the proposed territory to the CBJ is in the best interests of the state, as provided in 3 AAC 110.195;

6. To hold public hearings, encourage public participation, and solicit public comment on these issues.

The commission shall submit a report on its activities, findings, and recommendations to the Mayor and Assembly on or before December 1, 2006.

Meetings, Officers, Records, Quorum, and Staff Support.

The commission shall hold regular meetings at least once a month. All meetings shall be open to the public and advertised through the Municipal Clerk’s office.

The Mayor shall appoint the commission chair and vice-chair.

The commission shall follow the procedures used by the Assembly and other CBJ boards and commissions for transaction of its business, as interpreted by the City Attorney as necessary. The commission shall keep a record of its meetings, resolutions, transactions, findings, determinations, and written public comments received, which shall be filed with the Municipal Clerk and be open to public inspection at reasonable times.

A majority of the appointed membership of the commission shall constitute a quorum for the transaction of business.

The City Manager will provide staff support and assistance to the commission as appropriate.

Signed: [Signature] 12/06/05

Bruce Botelho, Mayor

CBJ Annexation Study Commission