



THE STATE  
of **ALASKA**  
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,  
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS  
Local Boundary Commission

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June 26, 2019

Beth Weldon, Mayor  
155 South Seward Street  
Juneau, AK 99801

Mayor Weldon:

As requested, we have conducted an informal technical review of the draft petition by the City and Borough of Juneau for annexation, as provided June 14, 2019. A technical review assesses whether a petition is sufficient for the commission to review. The technical review does not assess whether the petition meets the standards, nor its likelihood of being approved. The informal technical review is performed as a courtesy prior to the petition being submitted for technical review, and provides similar feedback to the technical review.

We have assessed the petition to ensure all requirements of 3 AAC 110.420 are present, and have concluded that all required elements do appear to be present. However, we have some feedback for your consideration:

- In order to comply with 3 AAC 110.450, please add the following to the list of entities who will receive public notice:
  - Petersburg Pilot, Petersburg
  - KFSK Community Radio, Petersburg
  - Chilkat Valley News, Haines
  - KHNS FM, Haines
- In order to comply with 3 AAC 110.460, the petitioner will be required to provide service of petition to the Petersburg Borough and the Haines Borough. Please explicitly state this in Exhibit B, along with a list of any other entities you will be providing service of petition.
- The attached document titled “Exhibit A – Legal Descriptions and Maps” has been reviewed by our GIS staff, and includes edits and questions in highlights or a different color for your attention. All significant discrepancies are noted in screenshots also found in the document. The lettering and numbering on each line matches with labels on map documents, which we will send via a file sharing tool, as they are too large to include in the email.
- Regarding Section 14(D) of your petition, additional information as to why the petition assumes the Alaska State Troopers will continue providing services in this area after annexation would be helpful. For instance, do they provide said services in other areas

within CBJ's boundaries; or if not, have they indicated they will continue providing these services within newly-annexed areas?

- Please remember to complete Exhibit G prior to submission.
- Please consider the length of Exhibit H. It would be helpful to include only documents relevant to the annexation, insofar as that is possible. If relevance is unclear, please clarify. (Examples: 2015 Juneau Jokulhlaup Inundation Report; Juneau Empire and USA Today excerpts; unrelated back-up documents; AMCO documents, etc.) Exclusion of irrelevant documents and/or clarification of their relevance will assist the commission in finding vital information to more thoroughly assess the petition and its merits.
- Relatedly, when the CBJ submits a formal petition, please limit the size of binders (if applicable) to fewer than 3 inches. Previous petitions contained in large binders have proven difficult for commissioners to handle and travel with.
- The last public hearing was held in January 2018, a year and a half prior to the submission of this draft petition for informal technical review. Since that hearing, an amendment was adopted by the assembly in February 2018 to exclude Funter Bay. It appears that the public hearing requirement of 3 AAC 110.425 has been met, and barring any additional changes or information, a further meeting will not be required. However, it is always preferable to keep the public informed. Thus, a further public meeting, while not required, would ensure the community is aware of the requested petition and boundaries.
- We note the inclusion of three years of expenditure summaries. However, as FY19 has passed, please provide for the FY20, FY21, and FY22.
- In Exhibit A, page 21 of 23, Area D is mislabeled as Area A.
- Please clarify any acronyms used, e.g. those used in the budget section.

Please let us know if you have any questions about the above information. We will be happy to assist further information as needed.

Sincerely,



Lynn Kenealy  
Local Government Specialist IV  
Local Boundary Commission Staff