ASSEMBLY HUMAN RESOURCES COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA

November 22, 2021 6:00 PM
Assembly Chambers/Zoom Webinar
https://juneau.zoom.us/j/95241164899 or 1-253-215-8782 Webinar ID: 952 4116 4899
AGENDA

I. CALL TO ORDER

II. LAND ACKNOWLEDGEMENT

A. 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!

III. ROLL CALL

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

A. 2021-09-13 Human Resources Committee Minutes-Draft

VI. PUBLIC PARTICIPATION

VII. AGENDA TOPICS

A. Juneau Economic Development Council - Appointments

Juneau Economic Development Council (JEDC) Board Members serve staggered three-year terms and may serve two consecutive terms. Article Four, Section 2, Paragraph E, of JEDC Bylaws, states:

"*The JEDC shall publish notice of vacancies on the JEDC Board of Directors. The JEDC Board or a recruitment committee will review and may interview candidates for the JEDC Board of Directors. The JEDC Board will forward the names of recommended candidates to the CBJ Assembly. The CBJ Assembly will appoint JEDC board members*."

The JEDC applicants are included in the Human Resources Committee packet

along with a memo from JEDC Executive Director Brian Holst outlining the the process and recommendations.

Recommended Motion: to forward to the full Assembly for approval, appointments to the Juneau Economic Development Council Board as outlined in the memo presented by the Juneau Economic Development Council: Melissa Kookesh, Jake Carpenter and Aaron Morrison to at-large seats all for terms beginning immediately and ending October 31, 2024.

B. Proposed Regulation re Commercial Use of Aquatics Facilities

C. Juneau Human Rights Commission Letters to the Assembly

VIIILIQUOR LICENSES

A. Recommended Protest of Liquor License #1384 Renewal for Haeinadangle LLC d/b/a Bowl of Pho

This liquor license renewal is before the Assembly Human Resources Committee for review and to forward a recommendation to the full Assembly on whether to let the recommended protest stand or to waive the right to protest. If the HRC recommends the protest stand, this license will come before the full Assembly at its Regular Assembly Meeting on November 22, 2021 for final action.

The AMCO 60-day comment period from the local governing body ends Friday, December 10, 2021.

IX. STAFF REPORTS

A. Setting Date(s) for Empowered Board Interviews/Appointments

There are three (3) seats for both the Planning Commission and the Bartlett Regional Hospital Board with terms coming due December 31, 2021. There is also a recent vacancy on the Systemic Racism Review Committee for a seat with term ending June 30, 2024. The Clerk's Office is advertising for all the previous mentioned seats with applications due by close of business Wednesday, December 1, 2021 and have reached out to previous applicants to see if they are still interested in being considered.

Staff is requesting the Human Resources Committee set a date/dates to hold interviews and appointments for those seats, prior to the end of the year if possible. Staff is also requesting the committee decide if they would like to use the same advanced interview questions as used in the past (included in the packet) or if committee members would like to revise any of the questions.

Tentative dates to hold interviews: Wednesday, December 15 and/or Thursday,

December 16. Depending on the number of applicants, committee members could choose to hold all interviews on one evening but may be best split into two evenings.

X. NEXT MEETING DATE

A. December 13, 2021 at 6:00pm

XI. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

ASSEMBLY HUMAN RESOURCES COMMITTEE

September 13, 2021 6:00 PM
Assembly Chambers/Zoom Webinar
MINUTES

I. CALL TO ORDER

Chair Bryson called the Assembly Human Resources Committee meeting to order at 6:00 p.m.

II. ROLL CALL

Members Present: Chair Wade Bryson, Loren Jones, Greg Smith and Christine Woll

Members Absent: None

Staff Present: Deputy Clerk, Diane Cathcart, Community Development Staff: Director Jill Maclean, Senior Planner Beth McKibben

Others Present: Erin Walker-Tolles, Mandy Cole

III. APPROVAL OF AGENDA

Agenda approved as presented.

IV. APPROVAL OF MINUTES

Minutes approved as presented.

A. 2020-08-03 Human Resources Committee Minutes-Draft

B. 2020-08-24 Human Resources Committee Minutes-Draft

C. 2020-12-14 Human Resources Committee Minutes-Draft

D. 2021-01-25 Human Resources Committee Minutes-Draft

E. 2021-07-12 Human Resources Committee Minutes-Draft

V. PUBLIC PARTICIPATION

VI. AGENDA TOPICS

A. Aquatics Board - Appointment

Per CBJ 67.10, the Aquatics Board shall generally exercise all powers necessary and incidental to the operation and maintenance of the municipally owned aquatics facilities according to the best

interests of the public and in a sound business manner.

The Aquatics Board consists of nine voting members appointed by the Assembly to serve without compensation for staggered three-year terms. No board member who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened however this restriction shall not apply if there are no other qualified applicants at the time reappointment is considered by the assembly.

One board member shall be from and represent the Juneau School District. One board member shall be from any local aquatics organization that rents a pool facility. To the extent possible, appointments to the remaining seven seats on the Aquatics Board shall include persons having skills relevant to matters concerning the aquatics facilities. No more than two members of the Aquatics Board shall be a member or employee of any local aquatics organization, or the immediate family member of any member or employee of any local aquatics organization.

There are currently 3 seats with terms beginning July 1, 2021 (immediately) and ending June 30, 2024. One boardmember has applied for reappointment, no other applications have been received for the other two vacant seats.

MOTION: by Mr. Smith to forward to the full Assembly for approval, the recommendation to reappoint Lena Merrell to the Aquatics Board for a term beginning immediately and ending June 30, 2024. ***Hearing no objections, motion passed.***

B. Sister Cities Committee Appointment

Per Resolution 2508 Increasing Membership to the Sister Cities Committee (SCC). The SCC is a seven member committee appointed by the Assembly for staggered three-year terms.

There are currently two open seats on the committee, both for full terms beginning immediately and ending January 1, 2024. There is one application in the HRC agenda packet.

MOTION: by Ms. Woll to forward to the full Assembly for approval, the recommendation to appoint Samantha Brown to the Sister Cities Committee for a term beginning immediately and ending January 1, 2024. ***Hearing no objections, motion passed.***

C. Community Development Block Grant - Review & Recommendation

MOTION: by Mr. Jones to recommend the Human Resources Committee forward to the full Assembly the recommendation that the Assembly ask the Community Development Department and AWARE to apply for the block grant and asked for unanimous consent; ***hearing no objections, motion passed.***

VII. NEXT MEETING DATE

A. Monday, November 22, 2021 @ 6:00pm

VIII. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 6:14 p.m.

JEDC.org
612 West Willoughby Ave. Suite A
Juneau, AK 99801
Phone 907-523-2300
Fax 907-463-3929

Board of Directors
Juneau Economic Development Council
612 West Willoughby Avenue
Juneau, AK 99801

November 15, 2021

Assembly of the City and Borough of Juneau
155 South Seward Street
Juneau, AK 99801
Attention: Beth McEwen, Municipal Clerk

RE: Recommendations to the CBJ Assembly for appointment of members of the Board of Directors of the Juneau Economic Development Council

Dear CBJ Assembly:

The Juneau Economic Development Council (JEDC) seeks the assistance of the City and Borough of Juneau (CBJ) Assembly to make three appointments to our Board of Directors. In accordance with the Bylaws of JEDC, the membership of the JEDC Board of Directors is comprised as follows:

- The Mayor of the City and Borough of Juneau or the Mayor's designee from the CBJ Assembly;
- The Chancellor of University of Alaska Southeast (UAS) or the Chancellor's designee from UAS;
- One member appointed by the CBJ Assembly representing organized labor;
- One member appointed by the CBJ Assembly representing a nonprofit environmental organization;
- Seven (7) members appointed by the CBJ Assembly based upon their experience and expertise in fields relating to economic development, including but not limited to large and small business, entrepreneurship, natural resource development, tourism, banking and finance, engineering and construction, and government.

Board Members serve staggered three-year terms and may serve two consecutive terms. In Article Four, Section 2, Paragraph E, of JEDC Bylaws, it states:

> *"The JEDC shall publish notice of vacancies on the JEDC Board of Directors. The JEDC Board or a recruitment committee will review and may interview candidates for the JEDC Board of Directors. The JEDC Board will forward the names of recommended candidates to the CBJ Assembly. The CBJ Assembly will appoint JEDC board members."*

In accordance with our Bylaws, notice of vacancies on the JEDC Board of Directors was posted to the CBJ and JEDC websites. Three At-Large Seat openings currently exist on the Board with terms expiring on/about November 2024.

At the meeting of the Board of Directors of JEDC on Wednesday, November 3, the Board reviewed the applications of four (4) candidates and arrived at recommendations for appointments. The Board appreciates these citizens for applying to serve our community. We had an excellent applicant pool. The four applicants are:

1. Melissa Kookesh
2. Jake Carpenter
3. Aaron Morrison
4. Seena Poopathi

The JEDC Board of Directors recommends to the CBJ Assembly that the following persons be appointed to the JEDC Board:

1. Melissa Kookesh, to an At-Large Seat for a three-year term expiring on/about November 2024. Ms. Kookesh currently serves as the Chair of the Board of Kootznoowoo, Incorporated. She is a Legislative Aide to Senator Bert Stedman. Ms. Kookesh has deep knowledge of Southeast tribal work from her time at Central Council Tlingit & Haida Indian Tribes of Alaska from 2005 to 2014. Melissa received a Certificate in Tribal Management from the University of Alaska, Fairbanks in 2014.

2. Jake Carpenter, to an At-Large Seat for a three-year term expiring on/about November 2024. Born and raised in Juneau, Mr. Carpenter is a technologist and entrepreneur involved in the business startup community across Alaska and the Pacific Northwest. He is the CEO & Founder of Epricot, Incorporated; an app software company. He currently serves as the Vice President of Eagle River United Methodist Camp, and on the board of HealthTIE, a statewide, non-profit health innovation incubator. Jake holds a BA in Liberal Studies and an Executive MBA in Entrepreneurship.

3. Aaron Morrison, to an At-Large Seat for a three-year term expiring on/about November 2024. Mr. Morrison is the Mechanical Engineering Supervisor for the Southeast Alaska office of PDC Engineers/RESPEC. He currently serves as the Construction Administrator for the Juneau Int'l Airport Reconstruction Project. He is a past president and active board member of the Rotary Club of Juneau, and the current president of the Southeast Alaska Friends of Montessori (SEAFOM). Aaron holds both, a Masters Degree in Business Administration (MBA) and a Masters Degree in Science (Engineering) from San Jose State University.

On behalf of the JEDC Board of Directors, we look forward to your appointments.

The JEDC Board of Directors would like to thank the following Board Members who are ending their service on the Juneau Economic Development Council: Alec Mesdag.

Regards,

Brian Holst
Executive Director

Melissa Kookesh

Legislative Aide, Alaska State Legislature

Board Chair, Kootznoowoo, Inc.

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING"** address in the first address block labeled **"HOME."** The optional secondary address field is for your "**RESIDENCE"** address.]

Melissa — First Name
M — Middle Initial
Kookesh — Last Name

Email Address

Home Address

Suite or Apt

Juneau — City
AK — State
99801 — Postal Code

Primary Phone

Alternate Phone

Alaska State Legislature — Employer
Legislative Aide — Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Economic Development Council: Submitted

Are you applying for reappointment to this board?

◉ Yes ○ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [*Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV*]

Please explain, with specificity, your reasons for applying to serve on this particular board.

5+ years of serving as the Board Chair for Kootznoowoo, Inc our village corporation for Angoon, in which our board has been turning the corporation around and are moving the corporation forward. 6.5 years as Legislative Aide, 4 years serving as Assistant to the President for the largest tribe in the region. This position aligns with my professional trajectory and my guiding value of serving my people which I have dedicated myself to for the last 15 years. With my skill set and proven record of accomplishment, I can be a valuable addition to the JEDC Board of Directors.

Please select the type of board seat for which you are applying *

☑ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Kootznoowoo Inc BOD, Chair June 2016-June 2022

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Education/Training: Please list both formal and informal education & training experiences:

UAF, Fairbanks, AK

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Tribal Management Certificate Dec 2014 Associates of Applied Science Degree in Tribal Management May 2015

Demographics

The following ***optional*** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☑ American Indian/Alaskan native Aleutian

Gender

☑ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☑ I Agree

Melissa M. Kookesh
[redacted]
Juneau, Alaska 99801
(907) [redacted] mmkookesh@gmail.com

October14, 2021

Brian Holst, Executive Director
Juneau Economic Development
Council 612 W. Willoughby Ave.,
Suite A Juneau, Alaska 99801

RE: JEDC Board of Directors Vacancy

Dear Mr. Holst,

I am excited to seek re-election for my name to be reconsidered for a board member positions for the Juneau Economic Development Council Board of Directors. Please accept my letter of interest for the board position as well as consider my relevant qualifications:

1. Over 5+ years of serving as the Board Chair for Kootznoowoo, Incorporated, our village corporation for Angoon, in which our board has been turning the corporation around and are moving the corporation forward.
2. 6.5 years as Legislative Aide, Responsibilities include for Senate Health and Social Services Committee management, preparations, and execution of bills passed through committee. Currently, I am responsible for maintaining the schedule for the Senator and any meetings, events, and any travel needed. Additionally, during my tenure, I am responsible for the press releases, keeping the website updated, and preparation of the newsletter for distribution to the constituents.
3. 4 years serving as the Assistant to the President for the largest tribe in the region where I was responsible for the preparation, oversight, and proper tracking of four separate budgets, ensured tribal directives were executed and upheld, and was responsible for the official communication on behalf of the President. In addition to recording the meeting minutes for both the monthly and annual meetings.

This position aligns with my professional trajectory and my guiding value of serving my people which I have dedicated myself to for the last 17 years. With my skill set and proven record of accomplishment, I can be a valuable addition to the Juneau Economic Development Council Board of Directors.

Thank you for your time and thoughtful consideration.

Gunalchéesh,

Melissa M. Kookesh

Jake Carpenter

Founder & CEO, Epricot, Inc.

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING"** address in the first address block labeled **"HOME."** The optional secondary address field is for your "**RESIDENCE"** address.]

Jake
First Name

Middle Initial

Carpenter
Last Name

Email Address

Home Address

Suite or Apt

Juneau
City

AK
State

99801
Postal Code

Primary Phone

Alternate Phone

Epricot, Inc
Employer

Founder & CEO
Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Economic Development Council: Submitted

Are you applying for reappointment to this board?

◉ Yes ○ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [*Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV*]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I believe that economic diversity is the key to Juneau's long term success. As a Juneauite and an entrepreneur, I think we should all be doing everything we can to support economic development in Juneau (and Alaska). We need to support existing business and industry while fostering new businesses and industries.

Please select the type of board seat for which you are applying *

☑ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Epricot, Inc: CEO, Founder, President (App Software Company), Dixon Marketing LLC: Partner (e-commerce business - very part time), Eagle River United Methodist Camp: Vice President (non-profit camp)

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

I have been in the tech sector for most of my career, starting with Catholic Community Service (Juneau), then the Legislature (Juneau), then Intel (San Francisco), then a couple of startups (CA & UT), now I'm the Director of Tech for APICDA (Juneau). I am currently on the board of HealthTIE, a statewide health innovation incubator (and non profit)

Education/Training: Please list both formal and informal education & training experiences:

Diploma (JDHS) BA Liberal Studies (Thomas Edison State College) MBA (Quantic School of Business and Technology)

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

na

Demographics

The following ***optional*** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☑ Unknown

Gender

☑ Male

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☑ I Agree

Aaron Morrison

Engineer & Project Manager, RESPEC Company, LLC

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING"** address in the first address block labeled **"HOME."** The optional secondary address field is for your "**RESIDENCE"** address.]

Aaron — First Name
J — Middle Initial
Morrison — Last Name

Email Address

Home Address
Suite or Apt

Juneau — City
AK — State
99801 — Postal Code

Primary Phone
Alternate Phone

RESPEC Company LLC — Employer
Engineer / Project Manager — Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Economic Development Council: Submitted

Are you applying for reappointment to this board?

○ Yes ◉ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [*Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV*]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I am applying for the JEDC board because I am impressed with the programs that this organization has brought to the community and I would like to help those programs remain successful. Of particular note, maintaining and growing the innovation summit, the sustainability grant program, and the Local Frequency Program.

Please select the type of board seat for which you are applying *

☑ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

RESPEC Company LLC - Employee Southeast Alaska Friends of Montessori - President Juneau Rotary Club - Board Member, Past President ASHRAE - Member

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

PDC Engineers - (2017 - 2020) Senior Mechanical Engineer / Project Manager (Company changed name to Respec in March of 2020) PCL Construction - (2007 - 2017) Engineer / Project Manager AEPC Group LLC (2001-2007) Mechanical Engineer The Bentley Group / Enron (2000-2001) Mechanical Engineer WES-CO Industries (1998-2000) Engineer in Training

Education/Training: Please list both formal and informal education & training experiences:

Bachelor of Science, Mechanical Engineering, University of California, Berkeley, 1998 Masters of Business Administration (MBA), San Jose State University, 2003 Masters of Science, Engineering, San Jose State University, 2003

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Professional Engineer, Mechanical State of Alaska 2018 Professional Engineer, Mechanical State of California 2003 US Green Building Council LEED AP 2010

Demographics

The following ***optional*** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☑ Caucasian/Non-Hispanic

Gender

☑ Male

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☑ I Agree

AARON J. MORRISON PE
Juneau, AK 99801

Letter of Interest

Brian Holst -CEO
Juneau Economic Development Council
612 W Willoughby Ave
Juneau, AK 99801

Dear Mr. Holst

I have been a resident of Juneau since I was relocated with my family in 2012 to manage the construction of the Fr. Andrew P. Kashevaroff Building (SLAM). Soon after our arrival my family and I came to the conclusion that Juneau is the place we wanted to make our permanent home.

Upon the successful completion of the SLAM building, I was able to continue gainful employment with a local engineering firm. I credit some of my success to the opportunities available in Alaska's Capital and I want to do my part to maintain and grow our economy. Therefore, I would like to take this opportunity to declare my interest in serving on one of the open positions on the nine-member board of the Juneau Economic Development Council.

I am confident that I could be a contributing member of the council and can help to maintain and grow the programs that JEDC has implemented. I can bring the following qualities to the group:

- I have over 20 years of experience in the facility design and construction industry.
- My work has provided me with experience in all facets of industry in Juneau and Southeast Alaska from larger State and Federal agencies all the way to helping a local distillery obtain their certificate of occupancy.
- I have successfully managed large, multidiscipline projects with an emphasis in staying on budget and ahead of schedule.
- I am a Professional Engineer licensed in two states with a master's in business administration.
- I am an active member of the community including as a past president and active board member of the Rotary Club of Juneau, and the current president of the Southeast Alaska Friends of Montessori (SEAFOM).

Most of all, I really like Juneau, and I want to see a strong, diverse economy in Alaska's Capital City. I see JEDC is at the forefront of this effort with your work in the Sustainability Grant Program, and your continued efforts in the Innovation Summit.

Please consider my application to one of the open positions on your board.

Aaron Morrison

AARON J. MORRISON PE

PROFILE

- Design Project Manager and Engineer on multiple Southeast Alaska Facility Construction Jobs that include Private, City, State, and Federal Government locations. This diverse list of projects includes facilities that function as Hospitals, Airports, Office Buildings, Libraries, Museums, Archives, Manufacturing and General Industry.
- Licensed Mechanical Engineer in the States of Alaska and California
- Demonstrates ability to stay within project budget, timelines and meet federal regulations
- For 10 years I worked for a General Contractor as a Project Manager, Engineer, MEP coordinator, QC manager, scheduler, and commissioning agent.
- Manager and coordinator of all phases of construction from schematic design to engineering, construction and commission/turnover
- Contract experience includes hard bid, time and material, design-build and CM/GC
- Current Role:
    - Mechanical Engineering Supervisor for the S.E Alaska office
    - Construction Administrator for the Juneau Terminal Reconstruction Project. In this role I am the liaison between the Contractor, Designer and the City of Juneau.

PROFESSIONAL EXPERIENCE

PDC Engineers / RESPEC 2017 - Present

Employed for the last 4 years with PDC Engineers / RESPEC as a Mechanical Engineering Supervisor.

Juneau International Airport Retrofit, Juneau AK
Construction Administrator

- Managing the construction of the North Terminal Expansion.
- Multi-phase expansion and retrofit of an active airport.
- Oversee designer, owner, and contractor interface.

PCL Construction, Juneau/Anchorage/Fairbanks AK 2007 - 2017

Employed for 10 years with PCL Construction Services, an ENR-400 top 10 company with satellite offices in Anchorage and Seattle. Project highlights include:

State Library Archives Museum (SLAM), Juneau AK
MEP Manager/Commissioning Rep

- Worked with the Alaska Department of Transportation and Public Facilities on a CM/GM project for the SLAM project.
- Replaced five existing buildings to consolidate and provide greater efficiency to the three branches in Juneau, AK.
- Managed mechanical, electrical and special systems work and project changes
- Directed the commissioning effort including stages of preconstruction to project competition.

Ft. Wainwright Utilities Extension, Fairbanks AK
Project Manager

- Managed underground tie-in to base utility network which included excavation, compaction and backfill to install owner supplied material for water, sanitary, sewer, stream and condensate return piping for utilidor vaults in direct buried trenches for mechanical rooms.
- Repaired and reinstalled waterproofing and insulation to vault walls and extending walls.
- Electrical work included exterior duct banks and conduit, power connections from utility poles to vaults and installation of power and control panels within the utility vaults.

Anchorage International Airport Seismic & Security Retrofit, Anchorage AK
MEP Coordinator/Commissioning Rep/Scheduler

- Multi-phase retrofit of the Anchorage International Airport
- Complete abatement and demolition of the second floor of the concourse.
- Installation of seismic structural upgrades, procurement.
- Installation and commissioning of new baggage handling system, replacement of airport security systems.
- Modifications to underground fueling system and complete upgrades to the mechanical and electrical systems.

AEPC Group LLC, San Ramon, CA 2001-2007

Progressed from lead mechanical engineer to project manager in a full service A&E firm. Projects of note include:

Joint Strike Fighter Facilities, Edwards Air Force Base, CA
Quality Control Manager

- Managed the construction of $30M, two-year aircraft support facilities.
- Development and implantation of a QC plan that exceeded U.S. Corps of Engineers' requirements.
- Developed a $1M hazmat plan for abatement activities.

Applied Materials (AMAT) Building 77 Commissioning, Santa Clara, CA –
Commissioning Agent

- Designed and implemented the commissioning procedures and start-up for a semiconductor manufacturing facility including its DI water systems, process waste systems, CDA systems, Class 10 clean room ventilation system and process exhaust systems.

The Bentley Group (Enron), San Ramon, CA 2000-2001

Lead mechanical engineer on a variety of projects in the high tech and bio-pharmaceutical fields. Project highlights include:

ALZA Corporation, Orchard Expansion Project, Vacaville, CA
Mechanical Engineer

- Designed a 32,000 sq. ft. laboratory expansion that included a chiller plant, heating water system, 100% outside air and associated utilities.

Applied Materials (AMAT) Tool Relocations/Facility Modifications, Santa Clara, CA
Lead Engineer

- Relocated approximately eight separate semiconductor production tools in various buildings throughout the south bay campuses.
- Coordinated the mechanical, electrical utility connections and structural design.

WES-CO Industries, Oakland, CA 1998-2000

Various Clients Including: Morton Salt, C&H Sugar Company, Longview Fiber
Mechanical Engineer

- Estimated, designed and supervised the installation of dust collection systems and scrap collection systems.

EDUCATION

Bachelor of Science, Mechanical Engineering	University of California, Berkeley	1998
Masters of Business Administration (MBA)	San Jose State University	2003
Masters of Science, Engineering	San Jose State University	2003

PROGRAM TRAINING AND EXPERIENCE

I have training and work experience in the following programs:
Autodesk: Autocad, Revit, Navisworks
Oracle/Primavera Scheduling Software: P3, P6 and Suretrack
Microsoft Suite: Word, Excel, Power Point, Project

AFFILIATIONS /CERTIFICATES/ AWARDS

Professional Engineer, Mechanical	State of Alaska	2018
Professional Engineer, Mechanical	State of California	2003
ASHRAE Member	ASHRAE, Inc.	2006
U.S.A.C.E. Construction Quality Manager	US Army Corp of Engineers	2010
US Green Building Council	LEED AP	2010
Anchorage International Rotary Club	Vocational Service Award	2012
Juneau Rotary Club	Past President, Active Member	since 2012
Eagle Scout	Scouts BSA	1993

References are available upon request.

Seena Poopathi

Vice President of Accounting and Finance,

Alaska Travel Adventures, Inc.

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING"** address in the first address block labeled **"HOME."** The optional secondary address field is for your "**RESIDENCE"** address.]

Seena — First Name
S — Middle Initial
Poopathi — Last Name

Email Address

Home Address

Suite or Apt

Juneau — City
AK — State
99801 — Postal Code

Primary Phone

Alternate Phone

Alaska Travel Adventures Inc — Employer
Vice President of Accounting and Finance — Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Economic Development Council: Submitted

Are you applying for reappointment to this board?

○ Yes ◉ No

If you are applying for more than one board, how many total boards are you willing to serve on?

☑ 1

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

n/a

Interests & Experiences

Please tell us about yourself and why you want to serve. [*Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV*]

Please explain, with specificity, your reasons for applying to serve on this particular board.

Interested in learning more about the city that I live in and share a bit of my knowledge that I gained over my professional years.

Please select the type of board seat for which you are applying *

☑ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

N/A

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Little League - Kirkland - Treasurer Kirkland Performance Center - Kirkland - Finance Advisor IRS Tax Preparation at IRS Locations and Salvation Army-sponsored sites in Seattle

Education/Training: Please list both formal and informal education & training experiences:

MBA - Accounting

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Working towards receiving CPA License

Demographics

The following ***optional*** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☑ Asian or Pacific islander

Gender

☑ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☑ I Agree

November 1, 2021

Board of Directors,
Juneau Economic Development Council,
612 West Willoughby Ave,
Juneau, AK 99801

Dear Sirs/Madam:

I want to take this opportunity to declare my interest in serving the Board of Juneau Economic Development council by being considered to fill the vacant spot on the board.

My name is Seena Poopathi. My husband, Poopathi Manickam (Mike), and I have resided in Juneau for 4 1/2 years. We have three kids, who are young men now. They live in Seattle. We moved to Juneau for the job opportunity and decided to enjoy our empty nester life with Juneau's people and city.

I have worked for small and medium-sized businesses in Seattle, WA, for my entire career life. Over my years, I have created many financial models to help companies develop succession planning or help survive during challenging economic circumstances. My responsibilities included working with lenders and financial partners, along with managing the treasury function. I have dealt with tax strategies, budgeting, KPI, and financial presentations to outside stakeholders, including the board and shareholders. I am interested in bringing the above knowledge to the community that I call home and helping the community to thrive during these unforeseen hardship periods and beyond.

Currently, I am working for Alaska Travel Adventure as the Vice President of Accounting and Finance. My attached resume provides additional details about the responsibilities and contributions that I have provided over the years. Please let me know if you need any further information or answer any questions.

In the interim, thank you in advance for your time to review my application.

Sincerely,

Seena Poopathi

SEENA POOPATHI

PROFESSIONAL EXPERIENCE:

ALASKA TRAVEL ADVENTURES INC, Travel Industry, Juneau, AK May 2017 to Current

VP of Accounting & Finance

- Work closely with senior management, operations, and sales teams to improve the company's financial performance
- Oversee the monthly accounting close process to ensure timely and accurate reporting of financials to outside stakeholders, making sure that statements correctly reflect the company's financial position in accordance with GAAP
- Review financial results and key metrics with senior management
- Assess and quantify risks, monitor the execution of deliverables, recommend, and implement necessary actions to improve profit and the financial position
- Lead the development of the annual business plan and monthly profit and loss forecasts
- Support senior management to evaluate and execute new business opportunities
- Prepare financial analysis to support our customer process and investment decisions
- Work with sales and marketing to optimize payment terms
- Evaluate capital expenditure requests and validate the return on investment
- Perform pricing analysis and audit to ensure compliance with the company's pricing policy
- Support functional leaders to achieve their productivity and cost improvement commitments
- Manage working capital with focus on inventory, trade receivables, and trade payables
- Evaluate existing financial processes and systems to drive continuous improvement in efficiency, internal controls, and reporting capabilities
- Maintain internal accounting control and SOX compliance as well as support internal and external audits
- Train, develop, coach and mentor the staff, creating a workplace that fosters teamwork and strengthens communication both in and outside of the department

COINLAB, Bitcoin Currency, Bainbridge Island, WA August 2014 to May 2017

Director of Finance/CFO

- Provide leadership in developing sound business risk management and internal accounting control practices.
- Supervise and manage all the vendors' contracts, approving payment process and have overseen EFT payments.
- Manage accounting functions including financial reporting, cost and labor management, internal controls and sales analysis, and managed individual and collective P&L's and its analysis Preparing quarterly payroll taxes, and city business taxes.
- Work closely with departments and assisted managers to understand and implement policies and procedures on some of the issues on their working conditions, performance management, advising pay and benefits along with the market rate and compare these and submit the analyze report for further discussion.

- Work with benefit vendors regarding 401K and health and life benefits for the staff and has submitted the proposal to CEO along with the analyzed report for the existing and proposed plan.
- Serve as a technical accounting resource, provided strategic advice on reporting and accounting issues.
- Set strategic direction for interpretation of new or proposed accounting standards and coordinated the implementation of new standards to ensure accurate financial reporting.
- Direct efforts to maintain appropriate internal control standards to ensure the accuracy and integrity of the financial statements.
- Review and update all regulatory changes in the payroll environment and advised various departments the updates and how it impacts their departments and implemented.

NATURAL MOLECULAR DNA TESTING CORPORATION, Renton, WA March 2012 to August 2014

Senior Accountant

- Provide leadership in developing sound business risk management and internal accounting control practices.
- Supervise and manage all the vendors' contracts, approving payment process and have overseen EFT payments.
- Supervise and manage all the billing sources; Medicare, Insurance and individual.
- Manage accounting functions including financial reporting, cost and labor management, internal controls and sales
- analysis, and managed individual and collective P&L's and its analysis Preparing quarterly payroll taxes, and city business taxes.
- Work closely with departments and assisted managers to understand and implement policies and procedures on some of the issues on their working conditions, performance management, advising pay and benefits along with the market rate and compare these and submit the analyze report for further discussion.
- Work with benefit vendors regarding 401K and health and life benefits for the staff and has submitted the proposal to CEO along with the analyzed report for the existing and proposed plan.
- Serve as a technical accounting resource, provided strategic advice on reporting and accounting issues.
- Setup a new billing company and monitored the Accounts Receivable collection process and implemented timely procedures and audits regarding the denials and claims processed by third party insurance companies.
- Set strategic direction for interpretation of new or proposed accounting standards and coordinated the implementation of new standards to ensure accurate financial reporting.
- Direct efforts to maintain appropriate internal control standards to ensure the accuracy and integrity of the financial statements.
- Review and update all regulatory changes in the payroll environment and advised various departments the updates and how it impacts their departments and implemented.

COURTTRAX: ONLINE ACCESS FOR LEGAL DOCUMENT, Bellevue, WA July 2010 to March 2012

Controller

- Provided leadership in developing sound business risk management and internal accounting control practices.
- Managed accounting functions including financial reporting, cost and labor management, internal controls and sales analysis, and managed individual and collective P&L's and its analysis Preparing quarterly payroll taxes, and city

business taxes.

- Served as a technical accounting resource, provided strategic advice on reporting and accounting issues.
- Set strategic direction for interpretation of new or proposed accounting standards and coordinates implementation of new standards to ensure accurate financial reporting.
- Directed efforts to maintain appropriate internal control standards to ensure the accuracy and integrity of the financial statements.
- Prepared sales analysis report and work with VP of sales to create a sales forecast, prepared succession planning and finance modules for the prospective acquirer, prepared financial analysis to Board of Directors and Shareholders.
- Monitored and motivated for better usage of the supplies and met the goals by setting a Budget.

NORTHWEST RADIOGRAPHY PS- ORTHODONTICS & IMAGING LAB, Bellevue, WA March 2001 to June 2010

Accounting Manager / Controller

- Provided leadership in developing sound business risk management and internal accounting control practices.
- Prepared job costing and analyzed report.
- Managed accounting functions including financial reporting, cost and labor management, internal controls and sales analysis, and managed individual and collective P&L's, prepared quarterly payroll taxes, city business taxes and S corporation yearend tax.
- Worked closely with departments and assisted managers to understand and implement policies and procedures on some of the issues on their working conditions, performance management, advising pay and benefits along with the market rate and compare these and submit the analyze report for further discussion.
- Worked with benefit vendors regarding 401K and health and life benefits for the staff and have submitted the proposal to CEO along with the analyzed report for the existing and proposed plan.
- Served as a technical accounting resource, provided strategic advice on reporting and accounting issues.
- Set strategic direction for interpretation of new or proposed accounting standards and coordinates implementation of new standards to ensure accurate financial reporting Implemented, maintained and documented effective internal control and processes to ensure system integrity and compliance with accounting system requirements Consolidated, Prepared and presented financial analysis to Board of Directors and Shareholders Monitored and motivated for better usage of the supplies and met the goals by setting a Budget.
- Conducted due diligence on companies and industries by researching, reading financial statements and market data. Also kept up-to-date information regarding market development, new investment products, economic implications and other areas that can affect the market. Drafted the summaries of research, investment ideas, key events that drive the market to CEO for future investments.
- Reviewed and analyzed benefit accounting source documents to ensure that posted amounts are correctly classified according to Company policy Worked in obtaining and administered the Grant funds.
- Converted the management software database using Pascal program and report builder and exported into Peachtree and QuickBooks for accounting access.
- Managed doctor’s record using SQL to access the cloud basis database and records.
- Took a vital role with the employees hiring, supervising and decisions making process for the six branches.

WOODHOUSE APPARELS INC. (EXPORTS & IMPORTS), Seattle, WA May 1997 to March 2001

Accounting Manager

- Prepared payroll, quarterly and yearly taxes for business and payroll, G/L, Bank Reconcile and Costing using Peachtree, quicken pro prepared job costing and analyzed the job costing report.
- Foreign Exchange translation and recording of investments in U.S. currencies. Created and maintained Accounting Information system using C++ and Visual Basic Program and Maintained NT and Windows 2000 servers.
- Conducted due diligence on companies and industries by researching, reading financial statements and market data. Also kept up-to-date information regarding market development, new investment products, economic implications and other areas that can affect the market. Drafted the summaries of research, investment ideas, key events that drive the market to VP of Finance for future investments.
- Dealt with overseas L/C. Translated English accounting system into GATT.
- Oversaw and updated the employee handbook, benefits and 401K plan. Worked closely with departments and assisted managers to understand and implement policies and procedures on some of the issues on their working conditions, performance management, advising pay and benefits along with the market rate and compare these and submit the analyze report for further discussion. Worked with benefit vendors regarding 401K and health and life benefits for the staff and have submitted the proposal to VP of Finance along with the analyzed report for the existing and proposed plan. Prepared month-end and Year-ending.
- Created Budget using Excel and Lotus spreadsheet and prepared documents for bank audit and company audit

CONTRACT EXPERIENCE:

EAGLE BEVERAGE MANUFACTURING & ACCESSORY PRODUCTS, Kent, WA April 2012 to February 2013

Corporate Controller

- Prepared work papers supporting the annual tax return and have filed payroll, city and state taxes.
- Prepared and analyzed product cost by job costing and advise the sales team the margin for each product.
- Implemented process to record transactions by department and compare costs incurred to budget and performance analysis of profit centers.
- Performed cash projections to effectively manage cash balances and maximize the return on any excess cash balances or minimize the borrowing.
- Implemented, documented and maintained adequate and effective internal controls.
- Implemented, documented and maintained adequate and effective processes to improve the close and reporting cycle to ensure timely and accurate reporting.
- Responsible for ensuring compliance with all applicable laws, rules, and regulations Analytical review of the asset operations from a balance sheet, income statement and cash flow perspective as well as an overall business perspective.

KIRKLAND PERFORMANCE CENTER – NON-PROFIT, Kirkland, WA October 2008 to April 2010

Accountant

- Prepared payroll, quarterly taxes, Month end and Year end G/L, Bank Reconcile, Cost Accounting
- Managed trust accounts, analyzed company portfolio management, prepared payroll, quarterly taxes, Month end and Year end G/L, and Bank Reconcile. Prepared for external audit and 990 tax return.

EDUCATION:

CPA – in progress

City University, Seattle, Seattle, WA
Master of Business Administration, Accounting

Brigham Young University, School of Business, Hawaii campus
Bachelor of Science, Major: Accounting, Minor: Computer Science

Vellalar College for Women Bharathiar, University-TN, India
Bachelor of Commerce, Major: Commerce/ Accounting

COMPUTER SKILLS:

- Advanced knowledge in major accounting software – Great Plains, CenterPoint, Peachtree, QuickBooks, one write plus, People Soft, Timberline, ADP, Compu-pay, Microsoft Office & Accounting.
- Strong working knowledge in major applications both Mac and PC – Sales Force, Excel, Access and Works! Programing knowledge in Pascal, SQL and HTML.
- Trained in the operation of both PC and Macintosh peripherals

City and Borough of Juneau, AK

Juneau Economic Development Council

Board Roster

Alec Mesdag

3rd Term Nov 26, 2018 - Nov 01, 2021

Appointing Authority Assembly
Position Voting Member
Office/Role Chair
Category Public
Dais Seat 7

Melissa M Kookesh

1st Term Nov 25, 2019 - Nov 01, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 2

Jake Carpenter

1st Term Nov 26, 2018 - Nov 01, 2021

Appointing Authority Assembly
Position Voting Member
Office/Role Secretary
Category Public
Dais Seat 8

Alexander Kotlarov

1st Term Nov 25, 2019 - Nov 01, 2022

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 10

Christopher Dimond

1st Term Nov 25, 2019 - Nov 01, 2022

Appointing Authority Assembly
Position Voting Member
Category Organized Labor Representative
Dais Seat 5

Garrett Schoenberger

1st Term Nov 25, 2019 - Nov 01, 2022

Appointing Authority Assembly
Position Voting Member
Office/Role Vice-Chair
Category Public
Dais Seat 4

Marc Guevarra

1st Term Nov 23, 2020 - Oct 31, 2023

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 3

Raymond Paddock

1st Term Nov 23, 2020 - Oct 31, 2023

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 6

Jill M Weitz

1st Term Nov 23, 2020 - Oct 31, 2023

Appointing Authority Assembly
Position Voting Member
Category Non-Profit Environmental Rep.
Dais Seat 9

Rick Caulfield

1st Term N/A - N/A

No Recruitment

Appointing Authority Assembly
Position Voting Member
Category UAS Chancellor
Dais Seat 1

Beth Weldon

1st Term N/A - N/A

No Recruitment

Appointing Authority Assembly
Position Voting Member
Office/Role Mayor
Category Mayor Seat
Dais Seat 11

Michelle Bonnet Hale

1st Term N/A - N/A

No Recruitment

Appointing Authority Assembly
Position Voting Member
Office/Role Mayor's Alternate
Category Mayor's Alternate
Dais Seat 12

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
PARKS & RECREATION

TO: Human Resources Committee
FROM: George Schaaf, Parks & Recreation Director
DATE: November 18, 2021
RE: Commercial Use of Aquatics Facilities

Pursuant to CBJ 67.10.020(a)(3), the Aquatics Board is empowered to adopt regulations necessary for the administration of aquatics facilities. For over two years, the Aquatics Board has worked with staff and the community to adopt regulations regulating commercial use of the Dimond Park Aquatic Center and Augustus Brown Pool, including private swim lessons. The regulations provide a process for commercial users like private swim instructors to obtain a permit, as required by CBJ 67.01.090(i). Permits will be issued by the Aquatics Manager for up to one year, and may contain reasonable conditions such as to time, training, and certification.

The Aquatics Board solicited public comment at seven meetings held over two years, and also invited public comment for 21 days as required by CBJ 01.60. The comments received focused on two concerns: (1) That permit fees could make it cost-prohibitive for private swim instructors to offer lessons, and (2) that liability insurance was unavailable or unaffordable. In response to the first concern, the Aquatics Board has set the application fee at $100 and the permit fee at $0.00 per user day. In response to the second concern, staff worked with CBJ's insurance carrier to offer up to $2 million in liability insurance for approximately $100 per year.

All regulations are presented to the Assembly as required by CBJ 01.60.260. If the Assembly does not take up consideration of the item, or takes up consideration and approves the regulation, then the regulations are approved. If the Assembly disapproves the regulation, it may return the regulations to the Aquatics Board. The Assembly may also direct the substance of the regulations be prepared as an ordinance or resolution for consideration by the Assembly.

The Parks & Recreation Department requests that the Committee discuss the proposed new regulation and forward to the full Assembly for action at its regular meeting on October 25, 2021.

155 S. Seward St • Juneau, AK 99801
Phone: (907) 586-5226 • Fax: (907) 586-4589 • Email: Parks.Rec@juneau.org

REGULATIONS OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Adoption of Title 11, Chapter 02
PARKS AND RECREATION – Part 1
COMMERCIAL USE OF MUNICIPAL AQUATICS FACILITIES

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE AQUATICS BOARD PROPOSES TO ADOPT THE FOLLOWING AMENDMENTS TO REGULATIONS:

Section 1. Authority. These regulations are adopted pursuant to CBJ Code 01.60 and 67.10.020(a)(3).

Section 2. New Chapter. Chapter 02 Commercial Use of Municipal Aquatics Facilities, is established to read:

City and Borough of Juneau Administrative Code
Title 11: Parks and Recreation
Chapter 02: Commercial Use of Municipal Aquatics Facilities

11 CBJAC 02.010 Policy.

The policy of the City and Borough of Juneau concerning the commercial use of municipal aquatics facilities is to:

(a) Maintain and improve aquatics facilities for their primary use by the public;

(b) Offer aquatics programs and lessons that respond to community needs and meet high standards for training, quality, and safety;

(c) Establish consistent rules and conditions for the commercial use of municipal aquatic facilities; and

(d) Charge for commercial use of municipal aquatics facilities in order to generate a fair and reasonable return for the public.

11 CBJAC 02.020 Facilities regulated.

These regulations apply to all municipally owned aquatics facilities, including the grounds of such facilities.

11 CBJAC 02.030 Permit required.

(a) No person may conduct commercial use in facilities subject to these regulations except as authorized by a permit issued by the Aquatics Manager. A permit under this chapter is not required for activities conducted by an organization under an agreement with the City and Borough.

(b) The Aquatics Manager may issue a permit for commercial activities only upon a determination that the proposed use:

(1) Will not damage or degrade the facility;

(2) Will not impair the public's enjoyment of the facility;

(3) Will not endanger the public health, safety, and welfare; and

(4) Is consistent with established terms and policies under which persons and groups may use the aquatic facilities.

(c) A permit may include reasonable conditions to minimize conflicts amongst users and to ensure adequate qualifications of commercial vendors, including conditions related to time, area, equipment, parking, noise, training, certification, and other similar factors.

(d) If the cumulative impact on the proposed commercial use would likely cause unreasonable user conflicts at the time requested or place requested, the Aquatics Manager shall not issue additional commercial use permit for that time or place

(e) A permit is transferable only with the permittee's entire business interest in activities conducted under the permit and upon approval by the Aquatics Manager after the transferee completes the permit application process. No credit will be given for any permit payments made by the previous holder of the permit.

(f) No permit shall be issued to any person or entity delinquent in the payment of fines, taxes or other monies owed to the City and Borough.

11 CBJAC 02.040 Application process.

(a) General requirements.

(1) Applications for permits will be accepted only from persons who have the legal authority to act in accordance with the permit. All applications must be signed by the owner(s) of the business to be subject to the permit.

(2) All applications for permits must be on forms provided by the department. Applications will not be considered unless they are complete, signed, accompanied by the applicable fee, and filed together with any required attachments or exhibits at the offices of the Parks and Recreation Department during regular business hours.

(b) Application information.

(1) Applicant information.

(A) The application shall identify each individual or business entity responsible for the use intended;

(B) The application shall include the physical address, mailing address, and phone number for each person, owner, and company responsible for the use intended;

(2) Proposed use.

(A) The application shall include a description of each proposed use, providing sufficient detail to allow the Department to determine the effect of the use on the facility and impacts, if any, to the public;

(B) The application shall include a description of the maximum number of customers anticipated on a daily, monthly, and annual basis.

(3) Fees to be charged by permit holder.

(A) The application shall include a schedule of fees and charges to customers and a description of any collection, disbursement, royalty, commission or similar arrangements with others.

11 CBJAC 02.050 Fees.

(a) Application Fee. The applicant shall pay a nonrefundable fee, established by the Aquatics Board, which fee is intended to recover the full cost of processing the application for a commercial use permit.

(b) Reserved.

(c) Standard admission fees shall be paid by all persons engaged in the permitted commercial use activity, including the permittee. Annual passes, employee discounts, punch cards, and other passes are valid for commercial activities.

(d) Fees shall be calculated on a daily basis, per person. The fee shall be paid to the Department by the 15th day of each month for fees owed in the previous calendar month. All payments shall be accompanied by a completed activity report on a form provided by the Department. Fees and charges not paid by the 15th day of each month will be considered delinquent and subject to the interest provisions established in CBJ Code 01.41.

11 CBJAC 02.060 Insurance and indemnification.

Prior to issuance of a permit, the permittee must provide the Department with a broker's certificate of insurance showing that the permittee has obtained public liability insurance in the amount and for the risks determined by the risk manager of the City and Borough of Juneau for the proposed use. The certificate must establish that the City and Borough is named as an additional insured on the policy, and that the insurer shall notify the City and Borough if the policy is modified, canceled, or terminated.

11 CBJAC 02.070 Permit duration.

(a) Permits may be authorized for a maximum of one (1) year from the date of issue.

(b) Permits are valid only for the dates, times, activities and facilities specified.

(c) Permits are not renewable. Issuance of a permit shall not entitle the permit holder to any priority or preferential consideration for subsequent, new, or additional permits for the same or related uses or areas. A new application must be submitted each permit period, for each permit.

(d) The Aquatics Manager may issue a temporary permit at any time, valid for no more than 30 days and not renewable. The application process for a temporary permit shall be the same as the other permits.

11 CBJAC 02.080 General operating requirements.

(a) Permittees shall have a copy of the permit available for inspection while engaged in activities authorized by the permit.

(b) Permittees are responsible for their actions and those of their agents, employees, and/or customers while engaged in permitted activities. The following operating requirements apply to activities conducted under the permit unless otherwise specified in a permit.

(1) Commercial use of aquatics facilities shall be limited to public swim periods.

(2) No advertising or solicitation of services is permitted within any municipal aquatics facility.

(3) No alterations or improvements to the facility are allowed, nor may anything be posted or signs of any kind be displayed in the facility.

(4) The permit holder shall promptly notify the Aquatics Manager of any accident, injury or claim relating to the permitted activity.

(5) The permit holder should promptly notify the Aquatics Manager of any repair or maintenance needed within the facility, or of any conditions which constitute a hazard. The permit holder shall not make any repairs or alterations to the facility.

(6) Permit holders shall comply with all CBJ policies, rules and regulations; as well as all applicable state, federal, and local laws.

(7) Permit holders shall properly dispose of all litter resulting from their use of the facility.

(8) The permit holder shall reimburse the City and Borough of Juneau for any damage to municipal property caused by the permittee, their clients, or their use of the facility, including cleaning costs.

(9) No equipment or supplies may be stored at any municipal facility.

(10) Animals, including pets, are prohibited in an aquatics facility except the Aquatics Manager shall provide reasonable accommodations for service animals.

11 CBJAC 02.090 Enforcement and penalties.

(a) A permit may be suspended by the Aquatics Manager without advance notice for a period not to exceed ten days if any activities conducted under the permit present an immediate danger to the public health, welfare, or safety.

(b) A permit may be suspended or revoked by the Aquatics Manager upon a written finding that the permittee has violated these regulations, failed to comply with permit conditions, engaged in fraud or negligence, or misrepresented the nature and substance of the commercial activity. The permittee shall be provided at least ten business days' notice and an opportunity to be heard at an informal hearing on the suspension or revocation. The Aquatics Manager's decision may be appealed to the City Manager by filing a notice of appeal with the Clerk's Office within ten business days of the Aquatics Manager's decision, setting forth the reasons for the appeal. The City Manager shall hold an informal hearing within thirty calendar days of receiving an appeal. The City Manager's decision to deny a permit shall constitute a final agency action subject to appeal in accordance with CBJ 01.50.020(b).

11 CBJAC 02.100 Definitions.

As used in this chapter:

"Commercial use" and "commercial purpose" mean the sale, delivery, or solicitation to provide, goods or services in exchange for valuable consideration. The term includes a service offered in conjunction with another sale of goods or services whether or not it is incidental to, advertised with, or specifically offered in the other sale. All instruction, lessons, classes, and other services are commercial activities if any payment or valuable consideration through barter, trade, cash or other commercial means is required, expected or received.

"Department" means the City and Borough of Juneau Parks and Recreation Department.

"Municipal aquatics facilities" and "pools" mean all swimming pools and related buildings and grounds owned by the City & Borough of Juneau.

"Permittee" or "permit holder" means the business entity or its authorized representative conducting commercial activities in an aquatic facility according to a permit issued under these regulations.

"Person" means a natural person, firm, partnership, corporation, association, or other entity organized for a common purpose.

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on August 12, 2021, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

_____
Will Muldoon, Chair
CBJ Aquatics Board

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

(1) Its consistency with federal and state law and with the charter, code, and other municipal regulations;
(2) The existence of code authority and the correctness of the required citation of code authority following each section; and
(3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

_____
Sherri Layne
Assistant Municipal Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

_____
Elizabeth J. McEwen, Clerk

Filing with Clerk

I certify, as the Clerk of the City and Borough of Juneau, that the following statements are true:

(1) These regulations were accepted for filing by the office of the clerk at ___:___ a.m./p.m. on the _____day of _____, _____.
(2) After signing, I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
(3) A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
(4) Effective date: _____.

Date: _____

_____
Elizabeth J. McEwen, Clerk

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
HUMAN RIGHTS COMMISSION [JHRC]

October 19, 2021

Mayor Beth Weldon
City and Borough of Juneau
BoroughAssembly@juneau.org

Dear Mayor Weldon and Members of the City and Borough of Juneau Assembly,

The Juneau Human Rights Commission strives to find ways for the City and Borough of Juneau to address issues of discrimination or harassment. As such, we are concerned about the plight of recent Afghan refugees who are in need of a welcoming community and new home after being displaced. News reports indicate that up to 100 Afghan refugees will be resettled in Alaska, and we are writing to request that the Assembly make a proclamation of welcome to Afghan refugees in Juneau and we stand ready to assist in this process. Additionally, the Juneau Human Rights Commission encourages the Assembly to consider additional actions they can take to support this vulnerable community.

Alaska Public Media (September 16, 2021) reported that the Afghan refugees expected to resettle in Alaska will include translators, children, and the elderly, which are the most vulnerable populations, as well as those who have shown their commitment to the American cause. Welcoming individuals in need generates goodwill within those involved, which can ripple throughout the entirety of our community. Additionally, it is a tangible action that prevents issues of discrimination or harrassment that can be experienced by refugees.

Juneau has learned that the more we invite marginalized voices to the table the richer our community becomes. A few recent examples include the establishment of the Systemic Racism Review Committee, the passing of Resolution 2899, the decision to make a Land Acknowledgement at every Assembly meeting, as well as the growing community interest in issues that impact people who have not always been recognized, leading to an increase in the number of members on the Juneau Human Rights Commission.

It is hard to imagine living through 20 years of perpetual war and then to have to leave your home and country due to fear for your and your family's safety, and yet this is the reality for these Afghan refugees. The Juneau Human Rights Commission feels that a proclamation by the Juneau Assembly would be a lighthouse that guides safe passage on a stormy journey.

Sincerely,

Haifa Foroughi, Chair
Juneau Human Rights Commission

CITY AND BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
HUMAN RIGHTS COMMISSION [JHRC]

November 7, 2021

Mayor Beth Weldon
City and Borough of Juneau
BoroughAssembly@juneau.org

Dear Mayor Weldon and Members of the City and Borough of Juneau Assembly,

The Juneau Human Rights Commission strives to support the City and Borough of Juneau in addressing issues of discrimination or harassment in the community. As such, we are concerned about the increase in anti-Semitism on the part of the public at City and Borough of Juneau Assembly meetings and elsewhere. Numerous anti-Semitic tropes and allusions to Nazism have recently found their way into the public discourse, most notably in Anchorage, in the form of yellow Stars of David worn by opponents of city mandates. The October 1 article from KTOO describes the scenario witnessed in Anchorage, as a "… tactic .. not unique to Anchorage. Periodically throughout the pandemic, COVID-19 skeptics and opponents of mask and vaccine mandates have sought to compare public health restrictions to Nazism."

With the endeavor to educate the public on the history of these tropes, and the goal of raising awareness and lessening their effectiveness as political tools, JHRC requests approval to jointly host with Congregation Sukkat Shalom an online townhall webinar featuring Holocaust survivor Gidon Lev and author Julie Gray live from the city of Tel Aviv, Israel on December 6. We also invite the assembly to participate.

With this event, JHRC intends not only to honor the members of the Jewish community who call Juneau their home, but also to demonstrate to the whole community that we strive to build conditions which are inviting, safe, and inclusive for all Juneau's collectives, both during flashpoint events such as what happened in Anchorage, as well as during intervening times when these sentiments are certainly present, but not always seen. Part of the JHRC mission is to develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination and promote harmonious inter-group relationships within the City and Borough of Juneau. Bringing in these speakers will bring us closer to these goals. This initiative is aligned with previous efforts of the Juneau Human Rights Commission. You may recall Perseverance Theater director Leslie Ishii's presentation during last year's wave of anti-Asian violence, as well as one by Paulette Moreno and Tamzyn Al-Zyout from ANS and ANB, who discussed women's roles and positions in Native organizations.

Juneau has historically distinguished itself by the high esteem demonstrated towards newcomers, minority groups, and ethnic communities. With this and future efforts, the hope is that we can elevate the spirit of inclusiveness in the community, and continue to be the safe haven, stripped of divisive rhetoric, that our community deserves. With visible support from its political institutions, and participation by Assembly members, these efforts will certainly carry more weight. To these ends, the Juneau Human Rights Commission extends an invitation to all CBJ Assembly members to attend this town hall.

Sincerely,

Haifa Foroughi, Chair
Juneau Human Rights Commission

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development
ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

October 12, 2021

City and Borough of Juneau
Via Email: beth.mcewen@juneau.org; city.clerk@juneau.org; di.cathcart@juneau.org

Re: Notice of 2021/2022 Liquor License Renewal Application

License Type:	Restaurant/Eating Place	**License Number:**	1384
Licensee:	Haeinadangle LLC		
Doing Business As:	Bowl of Pho		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director
amco.localgovernmentonly@alaska.gov

OFFICE OF THE MUNICIPAL CLERK
Ph: (907)586-5278 Fax: (907)586-4552
e-mail: city.clerk@juneau.org

November 12, 2021

Via certified & regular mail & email
Haeinadangle LLC d/b/a Bowl of Pho
9121 Glacier Hwy #106
Juneau, AK 99801
Bowlofpho6770@yahoo.com

Re: Restaurant or Eating Place Liquor License Renewal Protest
Haienadangle LLC d/b/a Bowl of Pho License #1384

Dear Hai Dang,

City and Borough of Juneau is in receipt of your liquor license renewal from the Alcohol Beverage Control Board which is being forwarded to the Assembly for local governing body action.

As is our practice in these matters, staff from the Fire, Finance, Police, and Community Development Departments has reviewed your establishment to insure compliance with city code. **The Finance Department is recommending the Assembly protest this license renewal due to non-filing of Sales Tax returns since 2nd Quarter 2020.**

CBJ Code 20.25.025 provides you with the right to an informal hearing before the Assembly to address this issue. **This matter will be considered at the Monday, November 22, 2021 Assembly Human Resources Committee (HRC) meeting at 6:00pm in the Assembly Chambers & via zoom webinar** and the HRC will then forward a recommendation to the Assembly at its regular meeting that same evening at 7:00pm in the Assembly Chambers & via zoom webinar. **The Assembly will take up the action regarding the protest at its regular meeting on Monday, November 22, 2021 at 7:00pm in the Assembly Chambers & via zoom webinar**. You will be given the opportunity to participate in an informal hearing before the HRC and the Assembly during these meetings if you wish to do so.

Copies of the CBJ Code and Alaska Statutes pertaining to the protest process are enclosed for your reference. In the meantime, I urge you to work with CBJ Sales Tax staff to ensure all outstanding balances and returns are resolved prior to this appearing before the Assembly on November 22, 2021 at 7:00pm otherwise we will notify AMCO on November 23, 2021 of recommended protest. Finance Sales Tax staff can be reached at 586-5215 extension 4901.

To participate via zoom on November 22, 2021 use the following participation information:
https://juneau.zoom.us/j/95241164899 or call: 1-253-215-8782 Webinar ID: 952 4116 4899

Sincerely,
Diane Cathcart
Deputy Municipal Clerk

Enclosures
cc via email: Assembly & Liquor License Staff Reviewers

ALASKA STATUTES AND CBJ CODE SECTIONS
RE: ASSEMBLY LIQUOR LICENSE PROTEST PROCESS

Alaska Statutes 04.11.480

Sec. 04.11.480. Protest.

(a) A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license by sending the board and the applicant a protest and the reasons for the protest within 60 days of receipt from the board of notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and in no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer. The local governing body may protest the continued operation of a license during the second year of the biennial license period by sending the board and the licensee a protest and the reasons for the protest by January 31 of the second year of the license. The procedures for action on a protest of continued operation of a license are the same as the procedures for action on a protest of a renewal application. The board shall consider a protest and testimony received at a hearing conducted under AS 04.11.510(b)(2) or (4) when it considers the application or continued operation, and the protest and the record of the hearing conducted under AS 04.11.510 (b)(2) or (4) shall be kept as part of the board's permanent record of its review. If an application or continued operation is protested, the board shall deny the application or continued operation unless the board finds that the protest is arbitrary, capricious, and unreasonable.

(b) If the permanent residents residing outside of but within two miles of an incorporated city or an established village wish to protest the issuance, renewal, or transfer of a license within the city or village, they shall file with the board a petition meeting the requirements of AS 04.11.510 (b)(3) requesting a public hearing within 30 days of the posting of notice required under AS 04.11.310 , or by December 31 of the year application is made for renewal of a license. The board shall consider testimony received at a hearing conducted under AS 04.11.510 (b)(3) when it considers the application, and the record of a hearing conducted under AS 04.11.510 (b)(3) shall be retained as part of the board's permanent record of its review of the application.

(c) A local governing body may recommend that a license be issued, renewed, relocated, or transferred with conditions. The board shall consider recommended conditions and testimony received at a hearing conducted under AS 04.11.510 (b)(2) or (4) when it considers the application or continued operation, and the recommended conditions and the record of the hearing conducted under AS 04.11.510 (b)(2) or (4) shall be kept as part of the board's permanent record of its review. If the local governing body recommends conditions, the board shall impose the recommended conditions unless the board finds that the recommended conditions are arbitrary, capricious, or unreasonable. If a condition recommended by a local governing body is imposed on a licensee, the local governing body shall assume responsibility for monitoring compliance with the condition, except as otherwise provided by the board.

(d) In addition to the right to protest under (a) of this section, a local governing body may notify the board that the local governing body has determined that a licensee has violated a provision of this title or a condition imposed on the licensee by the board. Unless the board finds that the local governing body's determination is arbitrary, capricious, or unreasonable, the board shall prepare the determination as an accusation against the licensee under AS 44.62.360 and conduct proceedings to resolve the matter as described under AS 04.11.510 (c).

CBJ Code 20.25.025

20.25.025 Assembly review of license issuance, renewal, transfer, relocation, or continued operation.

(a) The assembly may protest the issuance, renewal, transfer, relocation, or continued operation of an alcoholic beverage license as provided in state law. The protest shall cite any of the following criteria which the assembly determines to be pertinent:

(1) The character and public interests of the surrounding neighborhood;

(2) Actual and potential law enforcement problems, including the proximity of the premises to law enforcement stations and patrols;

(3) The concentration of other licenses of the same and other types in the area;

(4) Whether the surrounding area experiences an unacceptable rate of alcohol abuse or of crime or accidents in which the abuse of alcohol is involved;

(5) The adequacy of parking facilities;

(6) The safety of ingress to and egress from the premises;

(7) Compliance with state and local fire, health and safety codes;

(8) The degree of control the licensee has or proposes to have over the conduct of the licensed business;

(9) The history of convictions of the applicants and affiliates of the applicants for:

(A) Any felony involving moral turpitude;

(B) Any violation of AS title 04; and

(C) Any violation of the alcoholic beverage control laws of another state as a licensee of that state;

(10) Whether the applicant or the applicant's affiliates are untrustworthy, unfit to conduct a licensed business or constitute a potential source of harm to the public;

(11) Any other factor the assembly determines is generally relevant or is relevant to a particular application.

(b) The assembly may protest the issuance, transfer, renewal, relocation, or continued operation of a license as provided in state law if it determines any of the following conditions exist:

(1) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any sales tax or penalty or interest on sales tax arising out of the operation of the licensed premises;

(2) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real or personal property owned in whole or in part by any person named in the application as an applicant or on the permit which is to be continued where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;

(3) There is a delinquent charge or assessment owing the City and Borough by the licensee for a municipal service provided for the benefit of the business conducted under the license or for a service or an activity provided or conducted by the municipality at the request of or arising out of an activity of the business conducted under the license;

(4) If the license requested is for a beverage dispensary and is requested under AS 04.11.400(d)(1), unless the tourist facility will contain 30 or more rooms;

(5) If the application is for the issuance or relocation of a license and, after the issuance or relocation, there would be:

(A) More than one restaurant or eating place license for each 1,500 population, or fraction thereof, residing within the City and Borough; or

(B) More than one license of each other type for each 3,000 population or fraction thereof residing within the City and Borough.

(6) The business operated or to be operated under the license is violating or would violate the zoning code of the City and Borough; or

(7) The business operated under the license is, on the date the assembly considers the application, in violation of state or local fire, health, or safety codes. A criminal conviction of this violation is not a prerequisite for a protest under this section.

(c) If the assembly or committee or a subcommittee thereof recommends protest of the issuance, renewal, transfer, relocation, or continued operation of a license it shall state the basis of the protest and the applicant shall be afforded notice and an opportunity to be heard at an abbreviated informal hearing before the assembly to defend the application. For the purposes of this subsection, notice shall be sufficient if sent at least ten days prior to the hearing by certified first class mail to the address last provided by the applicant to the municipal sales tax examiner. At the conclusion of the hearing, the assembly decision to protest the application shall stand unless the majority of the assembly votes to withdraw the protest.
(Serial No. 84-50, § 4, 1984; Serial No. 86-35, §§ 2, 3, 1986; Serial No. 93-25, § 2, 1993; Serial No. 2002-06, § 2, 2-25-2002; Serial No. 2002-44, § 2, 12-2-2002)

State Law References: Assembly protest, AS 04.11.480.

Systemic Racism Review Committee
Advanced Interview Questions

Full CBJ Assembly Sitting as the Human Resources Committee
via Zoom Webinar

Applicant Name:_____

1. Describe your experience identifying and addressing systemic racism.

2. Please describe your knowledge of local and minority cultures and practices.

3. How does your current work, community service and other activities and interests relate to and prepare you for the duties of this committee?

4. Have you served on similar groups within work, education or community settings?

5. What most interests you about the work of this committee?

6. What is your experience balancing different community interests?

7. How do you think this committee will work with the Juneau Human Rights Commission?

8. The first duty that the Committee is charged with is creating legislative review criteria. Do you have preliminary ideas on what that legislative review criteria could be?

9. Please describe any experience you have reading, writing or reviewing legislation including budgets.

Full Assembly Sitting as the Human Resources Committee
Tuesday, December 15, 2020 at 5:30pm
Zoom Webinar
Bartlett Regional Hospital (BRH) Board of Directors Advance Interview Questions

Applicant Name: _____

1. Why do you want to be on this board and what skills and experience would make you an effective board member?

2. What do you perceive as the major issues facing the Bartlett Regional Hospital and what is your perspective of those issues?

3. What do you believe is the fundamental role of the BRH Board of Directors?

4. Do you have any interest that would pose a potential conflict of interest on matters coming before the Board of Directors?

5. What is your idea of the role of a community hospital?

6. What role, if any, does the BRH play in the economy and well-being of the community?

7. What do you think the appropriate relationship between the Board of Directors and the Assembly should be?

8. The current CEO has announced his retirement and the Board will be recruiting for a new CEO. What are the major attributes/qualifications/experience that you would be looking for in evaluating candidates for CEO?

City and Borough of Juneau
Full Assembly Sitting as the Human Resources Committee
Thursday, December 17, 2020 at 5:30pm
Zoom Webinar
Planning Commission Advance Interview Questions

Applicant Name: _____

1. What skills and experience would make you an effective Planning Commissioner?

2. What is the fundamental role of the Planning Commission?

3. What are your thoughts on the Comprehensive Plan and its updating process?

4. Do you have any interest that would pose a potential conflict of interest on matters coming before the Planning Commission?

5. Describe your experience in the areas of land use, construction, and/or transportation.

6. What is the role of the Planning Commission in economic development and community building?

7. Please describe the appropriate relationship between the Planning Commission and the Assembly.

8. What role should sustainability concerns play in Planning Commission decisions?

9. Explain what you do to resolve conflicts while working in groups with members who disagree.

10. The Planning Commission requires significant investment of your time. Twice monthly meetings (from 2-10 hours). Committee meetings and prep time (equal to meeting time or more). Are you committed to be at all the meetings as required?