

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

August 24, 2020 5:30 PM

Zoom Webinar

webinar: <https://juneau.zoom.us/j/95564333493> or call: 1-346-248-7799 Webinar ID:

955 6433 3493

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. 2020-07-01 Special HRC Meeting Minutes - DRAFT

IV. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Aquatics Board - Appointments

The Aquatics Board has two seats with terms due effective immediately. Both incumbents have reapplied for their board seats; no other applications were received.

Two Aquatics Board seats for terms beginning immediately and ending June 30, 2023.

2. Parks & Recreation Advisory Committee (PRAC) - Annual Report

3. Jensen Olson Arboretum Advisory Board (JOAAB) - Annual Report

4. Youth Activities Board (YAB) - Annual Report

5. Juneau Human Rights Commission on Draft Anti-Racism Resolution

B. Other Business

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

DRAFT

SPECIAL ASSEMBLY HUMAN RESOURCES COMMITTEE

Zoom Webinar
July 1, 2020 5:30 PM

MINUTES

I. ROLL CALL

The Full Assembly met as the Human Resources Committee via Zoom Webinar in Juneau, Alaska; the meeting was called to order at 5:31 p.m. by HRC Chair Wade Bryson.

Assemblymembers Present: Chair Wade Bryson, Deputy Mayor Maria Gladziszewski, Loren Jones, Rob Edwardson, Michelle Hale, and Alicia Hughes-Skandijs.

Assemblymembers Absent: Mayor Beth Weldon, Carole Triem and Greg Smith

Staff Present: Deputy Municipal Clerk, Diane Cathcart, Port Director, Carl Uchytel

II. APPROVAL OF AGENDA

Agenda approved as presented.

III. AGENDA TOPICS

A. Board Matters

1. Docks and Harbors Board Applicant Interviews

There are three seats up for appoint with terms beginning July 1, 2020 and ending June 30, 2023. Two of the incumbents applied for reappointment; the third member, E. Budd Simpson, has termed out.

HRC members interviewed the three applicants: David Larkin, Don Etheridge and Mark Ridgway. The HRC noted there was no need to go into executive session to discuss interviews.

MOTION: by Mr. Jones for the Assembly Human Resources Committee to recommend the Assembly reappoint Don Etheridge and appoint David Larkin all to three year terms on the Docks and Harbors Board beginning July 1, 2020 and ending June 30, 2023. ***Hearing no objections, motion passed.***

B. Other Business

1. Title 85 Authorization to Allow Reservation Management for Downtown Private Docks

Port Director Carl Uchytel reported the the HRC the discussions Docks and Harbors is having with how to work together with private companies, such as Goldbelt Inc. regarding

reservation management of downtown's "small vessel" moorage facilities. The Port Director and Goldbelt CEO agreed that managing a single reservation system for vessels desiring to moor downtown could benefit all involved. Docks & Harbors is better suited to assume the role, on a trial basis, to manage a downtown moorage reservation system.

Vessels wishing to book moorage would only have to make one phone call to see what's available vs. reaching out to multiple entities. Docks & Harbors would receive 30% of any new booking charges.

MOTION: by Ms. Gladziszewski to forward Mr. Uchytel's request to allow Docks & Harbors to work with private businesses to coordinate and oversee reservation management for Downtown private docks. ***Hearing no objections, motion passed.***

IV. EXECUTIVE SESSION

A. Executive Session - Committee Deliberation

None

V. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 6:12 p.m.

Presented by: The Manager
Introduced: 01/07/2019
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-03(b)

An Ordinance Amending the City and Borough of Juneau Code Related to Aquatics Facilities and Repealing the Associated Sunset Date.

WHEREAS, the Juneau voters approved a proposition in October 2014 amending the Charter to give the Assembly discretion to establish a board to oversee the City and Borough's aquatics facilities; and

WHEREAS, Ordinance 2015-23(b) amended the City and Borough code to create a new chapter, Chapter 67.10 Aquatics Facilities, with an automatic sunset date of May 28, 2018; and

WHEREAS, Ordinance 2018-19 extended the sunset date to June 30, 2019.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. Except for Section 2, which is a non-code ordinance, this ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Repeal of Sunset Date. The sunset date created by Ordinance 2015-23(b) and extended by Ordinance 2018-19 is repealed. Chapter 67.10 no longer has a sunset date.

Section 3. Amendment of Section. CBJ 67.10.010 Board of directors, is amended to read:

67.10.010 Board of directors.

(a) The aquatics board shall consist of nine voting members appointed by the assembly to serve without compensation for staggered three-year terms. Members of the board shall serve at the pleasure of the assembly. Terms shall commence on July 1. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. 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, provided, however, that this restriction shall not apply if there are no other qualified applicants at the time reappointment is considered by the assembly.

(b) 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.

(c) The parks and recreation department director may participate in any board proceedings like a member but shall not have the power to vote and shall not be counted in determining whether a quorum of the board is present.

Section 4. Amendment of Section. CBJ 67.10.020 General powers, is amended to read:

67.10.020 General powers.

(a) Subject to state laws and City and Borough ordinances, the aquatics board shall make policy decisions and generally direct 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:

(1) Shall be responsible for generally directing the operation, maintenance, development and marketing of the municipally owned and operated aquatics facilities, except as otherwise provided by the assembly by resolution.

(2) Shall prescribe the terms under which persons and groups may use the aquatics facilities under the board's management and establish and enforce standards of operation.

(3) May adopt regulations pursuant to CBJ 01.60 necessary for the administration of the aquatics facilities under the board's management.

(4) Shall facilitate and receive citizen input on the management and operations of the aquatics program.

(b) Shall ensure all legal services for the aquatics board and aquatics facilities are provided by or under the supervision of the municipal attorney.

(c) Shall annually provide to the assembly a written review of the aquatics program. The review shall include public usage, financial trends, facility maintenance needs, capital needs, and the efficiency of the program operation.

(d) Shall annually provide a personnel evaluation to the parks and recreation department director of the aquatics manager's performance in supporting the board and implementing board direction. The aquatics manager personnel evaluation and the board's deliberation of it shall be confidential unless the aquatics manager requests a public discussion.

(e) Shall participate in the selection process for the hiring of the aquatics manager. In the event the board does not support the hiring recommendation of the parks and recreation department director, the board chair shall timely notify the city manager. The city manager shall then make the hiring decision.

Section 5. Amendment of Section. CBJ 67.10.050 Meetings, is amended to read:

67.10.050 Meetings.

(a) The aquatics board shall meet at least once each month at an accessible location and time to be designated by the board. The board chair may cancel a monthly meeting when a quorum will not be present. Subject to public notice requirements, any three board members may call for a special meeting.

(b) Every meeting of the board, including its committees, shall have an agenda. The agenda shall be prepared by the board or committee chair in consultation with the aquatics manager.

Section 6. Amendment of Section. CBJ 67.10.070 Manager designated, is amended to read:

67.10.070 Aquatics manager designated.

The aquatics manager shall provide staff support to the board but is supervised by the parks and recreation department director.

Section 7. Amendment of Section. CBJ 67.10.080 Director; duties and responsibilities, is amended to read:

67.10.080 Aquatics manager; duties and responsibilities.

The aquatics manager is responsible for the overall supervision of the municipally-owned aquatics facilities under the aquatics board's policy direction. The aquatics manager's authority and duties shall include, but are not limited by, the following:

- (1) To be responsible for carrying out all applicable laws, ordinances and regulations.
- (2) To be responsible for carrying out policies established by the aquatics board not in conflict with policies established or adopted by the assembly or manager.
- (3) To prepare an annual budget as required by City and Borough ordinance.
- (4) To attend all meetings of the aquatics board and its standing committees except as otherwise directed by the board and not otherwise conflicting with other duties of the position of aquatics manager.

- (5) Direct and supervise the maintenance and operation of the municipal pools.
- (6) Keep the aquatics board fully advised on the financial circumstances of the program budget, the physical condition, and the maintenance needs of the aquatics facilities.
- (7) At the direction of the aquatics board, prepare draft regulations and draft fee changes for consideration.
- (8) Assist the aquatics board in all matters, including the preparation of the annual report to the assembly.

Section 8. Amendment of Section. CBJ 67.10.100 Preparation and submission of budget, is amended to read:

67.10.100 Preparation and submission of budget.

The aquatics manager shall prepare the budget in accordance with approved City and Borough procedure and shall submit it to the aquatics board for approval. The aquatics manager shall submit to the board the draft Capital Improvement Plan no later than December 1 and the draft operating budget no later than February 1.

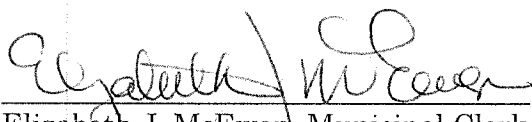
The operating portion of the budget submitted by the aquatics board shall, to the extent practical given safety concerns and maximizing operating hours of the pools, minimize its general fund subsidy. The aquatics board shall make its recommendations and submit the budget to the city manager for transmittal to the assembly in the same manner as general government departments.

Section 9. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 28th day of January, 2019.


Beth A. Weldon, Mayor

Attest:


Elizabeth J. McEwen, Municipal Clerk



City and Borough of Juneau,
AK

Aquatics Board

Board Roster



Will Muldoon

1st Term Jul 17, 2019 - Jun 30, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



Tom L Rutecki

2nd Term Jul 01, 2015 - Jun 30, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Lena Merrell

1st Term Jul 17, 2019 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



Donald R Beard

1st Term Jul 17, 2019 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3

**Pat Watt****2nd Term** Jul 01, 2015 - Jun 30, 2021**Appointing Authority** Assembly**Position** Voting Member**Category** Public**Dais Seat** 6**Molly K McCormick****1st Term** Jul 17, 2019 - Jun 30, 2022**Appointing Authority** Assembly**Position** Voting Member**Category** Public**Dais Seat** 7**Tracy L Morrison****1st Term** Jul 17, 2019 - Jun 30, 2022**Appointing Authority** Assembly**Position** Voting Member**Category** Public**Dais Seat** 4**Corry A Isabell****1st Term** Jul 01, 2019 - Jun 30, 2022**Appointing Authority** Assembly**Position** Voting Member**Category** Aquatics Organization Representative**Carole Triem****No Term****No Recruitment****Appointing Authority** Assembly**Position** Ex-Officio**Office/Role** Assemblymember**Category** Assembly Liaison**Dais Seat** 9



Kristin Bartlett

1st Term Jul 01, 2019 - N/A

Appointing Authority Assembly

Position Voting Member

Category School District Representative

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.]

Will Muldoon
First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

City

[Redacted]

Suite or Apt

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

State of Alaska Mainframe Operator
Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

As a 35 year old who intends to remain in Juneau for the long haul, I am interested in serving on this board. The issues we face today are with us for some time to come. With Juneau's changing demographics I think it's important to remain engaged on these topics as we move forward. As someone who is slightly under the median age of our community I think it's important to have a wide array of engaged parties to serve on the commission. Seeing as how JCOA is finishing it's own big changes and beginning the sub-committee formation process, I felt that this was a great time to apply for the vacancies to ensure they continue to function optimally.

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Aquatics Board: Appointed

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. [Please respond to each of the below questions and don't just write "see attached resume."]

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

After serving on the special cmte for the P&R Master Plan and serving on the PRAC as the Aquatics Liaison I feel that I would be a good fit for the board and look forward to helping them continue their excellent work.

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.

P&R Advisory Council: member of the public, Aquatics Board Liaison for PRAC

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

Served on KTOO's board of directors for 2 terms for a total of six years, resigned after reaching term-limit. I have also served on CoastAlaska's Board of Directors for one term, for a total of 2.5 years, resigned to allow another Juneauite to serve one term on the regional board. I also served on the P&R special cmte for the Master Plan and currently serve on the P&R Advisory Council as the Aquatics Liaison

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

High School diploma, some college

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.

Upload a Resume

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

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.]

Tom L Rutecki
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

NOAA Auke Bay Fisheries Lab Marine Fisheries Research
Employer Biologist Retired
Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Previous member of Dimond Park Pool Task Force, Aquatic Facilities Advisory Board; current member of YAB & PRAC

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Aquatics Board: Submitted

Parks & Recreation Advisory Committee: Submitted

Youth Activities Board: 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?

☒ 3

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. [Please respond to each of the below questions and don't just write "see attached resume."]

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

I want to switch from PRAC Liaison to YAB seat to Community YAB seat to get 3 year vs 1 yr appointment. YAB is losing its 2nd most senior member and maybe its 3rd as well. Training new members takes a lot of time and members with institutional knowledge are key to the success of YAB. YAB has had difficulty keeping members once appointed. For example, a person seated in last cycle came to 1 meeting and resigned at a very critical time. And as a result YAB was short a member to evaluate annual grants. My PRAC liaison appointment is up in September and the community would be best served if I was selected for a public YAB seat. I also want to serve another term on the Aquatics Board. I have been a member of each iteration of the Aquatics Board going back to Dimond Park Task Force. I have the most institutional/historical knowledge of any other board members and CBJ staff. I can provide historical knowledge on policy and programs that worked, did not work, and were bad ideas not to be revisited. Current CBJ staff are doing a great job running the pools and I want to remain part of that effort.

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.

See attached community service file.

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

See attached community service file.

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

Western Michigan University BS and MS Pre Med University of Michigan MS Thesis on Fish Behavior in a Great Lakes Trap Net

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.

Upload a Resume

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



PARKS & RECREATION ADVISORY COMMITTEE

155 S. Seward Street
Juneau AK 99801
(907) 586-5226

To: Assembly Human Resources Committee

From: Christopher Mertl, Chair
Parks & Recreation Advisory Committee

Date: June 30, 2020

Subject: Parks & Recreation Advisory Committee 2019 Annual Report

The City & Borough of Juneau Parks & Recreation Advisory Committee (PRAC) meets the first Tuesday of each month at its new time of 5:30 P.M. in the Assembly Chambers. The PRAC is comprised of nine members appointed by the Assembly for three-year terms. In 2019, PRAC held ten public meetings plus an annual retreat for PRAC members and key Parks and Recreation staff in January of 2019.

A major accomplishment this year was the finalization and adoption of the Parks and Recreation Master Plan 2019-2029. Special thanks go to Alix Pierce and the rest of the P&R Department who spearheaded this critical document for the Department. While PRAC provided oversight in the development of the document, Will Muldoon served on the steering committee to represent PRAC and provide valued input. Many thanks for his extra time and effort.

Another exciting development of 2019 was the addition of Michele Elfers as the Deputy Director. During the year Michele provided valued support and input to PRAC and she is a great addition to the Parks and Recreation Department. We look forward to working with you for years to come.

In 2019, PRAC did not have any new appointments. Will Muldoon and Edric Carrillo were reappointed.

The annual retreat was held in January 2019 and included PRAC members, several Department staff members and our Assembly liaison Wade Bryson. The retreat allowed informal discussion on PRAC and Department needs and priorities, sharing ideas and understand how we can support and be more efficient in providing parks and recreation related services to Juneau.

Key take-aways from the retreat included:

- Defining roles and responsibilities for PRAC and the Department and how to be more efficient and timely in supporting each other
- Shared priorities for 2019 included:
 - o Finalize the P&R Master Plan and have adopted by the Assembly
 - o Review P&R managed lands and identify those for land for disposal
 - o Expand cultural programs
 - o Develop more youth programs
 - o Create stronger community partnerships and celebrate successes
- Development of an annual work plan and schedule to identify key milestones, decision making, and input needed from PRAC to support the Department

While the PRAC received updates, took public comment, and provided input to the Department, several larger issues came before the PRAC. These included:

- Refining and providing input on the Capital Improvement Program FY2020-25
- Parks and Recreation Master Plan and final adoption by the Assembly
- Juneau Park Foundation receiving IRS 501(c) (3) status and partnerships with the Foundation in developing new projects and obtaining grants
- Development and funding of the Amalga Meadows Public Use Cabin (with Park Foundation)
- Chicken Yard Park Improvements
- Maintenance of Douglas Cemeteries to P&R Department
- Lease agreement for Gunakadeit Park as a food cart plaza
- Managed Parkland Disposal Process

Additionally the PRAC took public comment on a wide range of issues, providing support for several Parks & Recreation initiatives, and making recommendations to the Assembly. Planning and management highlights of 2019 include:

- | | |
|---|---|
| • Kaxdigoowu Heen Dei Trail Repairs | • Bay View Area/Fish Creek Natural Area Park Improvements |
| • Zach Gordon Youth Center Updates | • Amalga Meadows Public Use Cabin with Juneau Park Foundation |
| • AWARE Totem at Twin Lakes | • Aquatics Board Sunset |
| • Jensen-Olson Arboretum Improvements | • Invasive Plants on CBJ Parkland |
| • CIP Transfer for Under Thunder Pathway | • Request to Purchase CBJ Property at Artic Circle |
| • Blueprint Downtown Juneau Input | • Aquatics Updates |
| • Treadwell Arena Management and Cost Recovery at 60% | • Eaglecrest CIP and Long Term Planning Efforts |
| • Day of Play 2019 Events | • Pump Track Development at Cope Park by Juneau Mountain Bike Association |
| • P&R Pop-Up Movies in the Park Program | |
| • ATV Park Site Search | |

- Noise Concerns at Adair Kennedy Park
- Alcohol Permits for P&R Managed Facilities
- Nordic Ski Club Partnership and Development of New Ski Trails
- ADOT Easement Request for Several Sites Through Juneau
- Hank Harmon Rifle Range Management
- Christopher Trail Improvements
- Trails Plan Development
- New Parks & Recreation Website Preview
- Commercial Use Regulation Update

I wanted to take a minute to recognize our Assembly liaison Wade Bryson. He has attended every PRAC meeting, listened intently, and provided valued input related to parks and recreation issues. He has a keen interest in parks and recreation, and its contribution to the community. His passion and support is greatly appreciated.

Also of note is the elevated public visibility of the Parks and Recreation Department in the community. Special thanks goes to Lauren Verrelli, Recreation & Public Services Manager and Department staff who have increased the community exposure of the Department through the Movies in the Park Program, website and social media, Day of Play, and many other new and improved programs. Thanks also to all who maintain and manage all the great community facilities. Their priority and commitment to public service also elevates the public visibility of P&R. Thanks also to George Schaaf, Director for his continued leadership within the Department.

I also wanted to once again thank the entire Department for their professionalism in serving our community, from managing and maintaining our facilities and parks, to delivering the various programs that make Juneau a better place to live. The contribution these programs and facilities make to our quality of life, contribute to our youth's development and community as a whole; cannot be understated. Our facilities are loved by our residents and attract many visitors to Juneau who in turn support our local economy.

Thank you for this opportunity to serve our community. If you would like more information please call me at 907-988-9000.



Christopher Mertl
PRAC, Chair

Attachment: 2019 Attendance Record

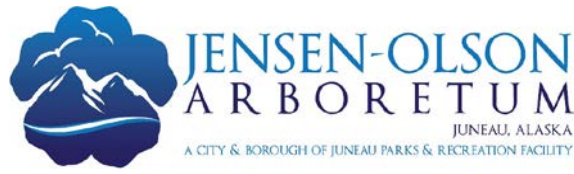
PARKS AND RECREATION ADVISORY COMMITTEE (PRAC)

ATTENDANCE 2019

Tuesdays @ 6pm unless specified	1/8	2/5	3/5	4/2	5/7	6/4	7/2	8/6	9/3	10/1	11/5	12/3
Josh Anderson	P	P	P	P(t)	P	P	N/A	P	P	P	P	A
Edric Carrillo	A	P	P	P	A	P	N/A	P	P	P	A	P
Kirk Duncan	P	P	P	P	P	P	N/A	P(t)	P(t)	P(t)	A	P(t)
Jon Gellings	P	P	P(t)	A	P	P	N/A	P	A	P	P	P(t)
Christopher Mertl Chair 2/5/19	P	P	P	A	P	P	N/A	P	P	P	P	P
Will Muldoon	P	P	P	P	P(t)	P	N/A	P	P	P	P	P
Emily Palmer	P	P	P	P	P	P	N/A	P	P	P	P	P
Tom Rutecki	P	P	P	P	P	P	N/A	P	P	P	P	P
Kirsten Shelton	P	P	A	P	P	A	N/A	A	P	P	A	P

LEGEND: **A** – Absent / **P** – Present / **P(t)** – Present Telephonically / **N/A**- No Meeting

*Date moved



Jensen-Olson Arboretum Advisory Board
Annual Report - 2019

To: CBJ Assembly Human Resources Committee
From: Nell McConahey, Chair. Jensen-Olson Arboretum Advisory Board
Date: August 12, 2020
Subject: Jensen-Olson Arboretum (JOA) Advisory Board 2019 Annual Report

The sunny summer of 2019 was filled with activity at the Arboretum. Educators, staff, and volunteers presented 3 children's programs serving 48 children as well as several group visits with Discovery Southeast and JSD Seaweed. Other special events included: A Day of *Primula*, Alaska Public Gardens Day, Photography Workshop for Adults, as well as several annual group picnics of Arboretum supporters. Overall visitor numbers were just under 9,000. Record heat required constant watering which taxed the single well on site. Docents served a total of 125 hours throughout the course of the visitor season.

The deteriorated gardeners' shed near the residence was extensively remodeled to provide safe storage and inside workspace for staff. The residence has some remodeling required to the kitchen and bath which will be deferred to 2021. Thanks to various contractors, CBJ staff, and volunteers for all the work in completing the projects. Thanks also to Juneau-Gastineau Rotary Club for a volunteer work party to rejuvenate turf areas.

Installation of the new entry Visitor Panel at the Arboretum trailhead provides space for announcements and interpretive information. JOA continues to partner with researchers and seed exchanges worldwide to share information and seed from its plant collections. Merrill Jensen is writing the content for a Field Guide to selected plants of the Arboretum; it is to be published in late 2020. This will make it easier for visitors to find specific plants and get more knowledge of varieties in the gardens. Merrill is also working with the UAS GIS group to develop a Visitor Map for the Arboretum, which will be available in 2020. FJOA will share in publication costs for each of these items. Due to significant tree and plant loss over the last couple of winters, new, non bear-attracting trees have been planted and the accessions have been recorded in the database.

The Parks and Recreation Department began overhauling its Commercial Use Policy. The Arboretum is revising its policy in accordance with the SEAL Trust Conservation Easement, and subject to policies outlined for allowable distribution of proceeds.

JOAAB Endowment Sub Committee met with CBJ Finance Director Jeff Rogers to familiarize him with the Endowment requirements and to discuss options for possible investment strategies.

In early Fall, the Arboretum Director, Merrill Jensen announced his retirement effective December 2020, after 13.5 years. He has updated the job description, and has started the yearlong succession planning.

Merrill has been the only Manager since the position was created and will be sorely missed. His knowledge and ability has been a benefit to the city of Juneau.

Nell McConahey
Jensen-Olson Arboretum Advisory Board, Chair

Attachment: 2019 Attendance Record

JENSEN-OLSON ARBORETUM ADVISORY BOARD ATTENDANCE 2019

LEGEND: **A** – Absent / **P** – Present /
P(t) Present telephonically

	2/13/19	5/8/19	8/14/19	11/13/19
Ed Buyarski, Chair Appt: 2/2018	P	A	A	P
Kristin Bartlett Appt: 8/2015	P	A	P	P
Catherine “Rose” Evans Appt: 10/2018	P(t)	P	P	P
Peter Froehlich Appt: 1/2019	P(t)	P	A	P(t)
Kim Garnero Appt: 2/2011	P(t)	P	P	P
Patricia Harris Appt: 2/2018	P	P	P	P
Nell McConahey Vice-Chair Appt: 11/2014	A	P	P	P
Deborah Rudis Appt: 1/2019	A	P	P	P
VACANT				



To: Wade Bryson, Chair
Human Resources Committee
From: Tom Rutecki, Chair
Youth Activity Board
Subject: Fiscal Year 2020 (July '19-June'20) Youth Activity Board Annual Report
Date: August 24, 2020

The Youth Activity Board (YAB) had a busy year reviewing and distributing grant money through the Youth Activity Grant and Contingency Grant programs. As budgets get tighter for the non-profit youth programs, these pools of money are becoming more strained.

The YAB is required by ordinance to place a sum equal to five percent of the amount allocated by the City Assembly into a contingency account to fund unanticipated events. \$332,500 minus the five-percent contingency (\$16,625) leaves the general youth activities fund with **\$315,875 to distribute for overall grant funding.**

CBJ share of Youth Activity funding	\$332,500
Contingency Fund Reduction (5%)	<u>(\$ 16,625)</u>
Total grant funding	\$315,875

Grant proposals are divided into three categories: Sports, Arts, and Academic/other for evaluation and ranking. The nine Youth Activity Board members* are each assigned to one of those categories so that three members review all grants in each category. In addition to the many hours spent individually evaluating and scoring each proposal, Board members spend two evenings publicly reviewing the proposals. The second and final meeting consists of the Board reaching an agreement on the groups to be funded and their recommended funding level. Attached are the Fiscal Year 2020 and Fiscal Year 2021 spreadsheets showing the organizations, amounts requested and recommended funding.

Fiscal Year 2020 had 27 proposals totaling \$517,210.00; all 27 of the programs were partially funded. In Fiscal Year 2021 there were 28 proposals totaling \$561,131.00 (up 8.5% from Fiscal Year 2020) in requests; the board recommended partial funding for all 28 of the proposals.

The board was active during Fiscal Year 2020 in which a total of six meetings were conducted to review contingency grant applications and grant documents. In Fiscal Year 2019, the board reviewed 7 contingency grant applications, representing robotics, baseball, softball and jump roping, totaling \$26,525.90 (down 40% from Fiscal Year 2018) submitted by one youth individual and 5 different programs.



During Fiscal Year 2020, the board reviewed 4 contingency grant applications, representing robotics, baseball and softball, totaling \$21,157.20 (down 25% from Fiscal Year 2019) submitted by 4 different programs.

*** Youth Activity Board Members (attendance record for the year attached)**

Chair: Tom Rutecki

General Public representatives: Joyce Vick, Liz Brooks, Bonita Nelson, Kiana Potter, Kristen Romanoff, Elizabeth Balstad, Michelle Burlin

Parks and Recreation Advisory Committee representative: Tom Rutecki

Juneau Arts and Humanities representative: Della Cheney

Youth representative: Caleb Peimann

**Fiscal Year 2020 Youth Activity Annual Report
Appendices**

FY20 Youth Activity Grant Totals	Appendix A
FY21 Youth Activity Grant Totals	Appendix B
FY19 Youth Contingency Grant Totals	Appendix C
FY20 Youth Contingency Grant Totals	Appendix D
FY20 Youth Activity Board Annual Attendance Report	Appendix E

APPENDIX A
FY20 YOUTH ACTIVITY GRANT TOTALS

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$18,870.00	\$17,670.00
SAIL	ORCA Youth Program	\$19,130.00	\$12,130.00
AWARE, Inc	Girls on the Run/Boys Run	\$8,910.00	\$7,290.00
AEYC-SEA	Dimond Park Preschool Health Club	\$13,000.00	\$6,810.00
Girl Scouts of Alaska	G.I.R.L. Power in Juneau	\$17,450.00	\$8,000.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$14,250.00	\$4,957.00
	Total Program Amount Requested	\$91,610.00	\$56,857.00
ARTS			
Juneau Dance Theatre	Juneau Fine Arts Camp	\$25,000.00	\$18,500.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$12,950.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$10,200.00	\$5,000.00
Friends of Alaska State Museum	Art & Culture at the APK	\$9,516.00	\$7,750.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR	\$25,000.00	\$9,500.00
	Total Program Amount Requested	\$89,716.00	\$53,700.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$38,500.00	\$24,750.00
Juneau Douglas Ice Association	Youth Hockey Program	\$21,500.00	\$11,825.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$29,800.00	\$22,340.00
Glacier Swim Club	Youth Competitive Swimming	\$19,520.00	\$19,520.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$35,000.00	\$26,500.00
Juneau Youth Sailing	Youth on the Water	\$11,760.00	\$7,056.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,604.00	\$4,292.00
Juneau Skating Club	Youth Ice Skating	\$36,845.00	\$16,607.00
Midnight Suns Fastpitch Softball	Girls Fast Pitch Softball	\$22,000.00	\$12,200.00
Juneau Jumpers	Juneau Jumpers	\$13,400.00	\$8,040.00
Juneau Ski Club	JSC Safety & Training Equipment	\$16,000.00	\$11,200.00
Juneau Gun Club	Juneau Trap Team Program	\$10,000.00	\$4,000.00
Midnight Suns Baseball Club	Youth Baseball	\$29,500.00	\$18,175.00
Hoop Rats Basketball Club	Hoop Rats Basketball	\$19,320.00	\$7,310.00
UAF Cooperative Extension Service	4-H Nordic Ski Club	\$15,820.00	\$9,492.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$8,315.00	\$2,011.00
	Total Program Amount Requested	\$335,884.00	\$205,318.00
	Total FY20 Amount Requested	\$517,210.00	\$315,875.00

APPENDIX B
FY21 YOUTH ACTIVITY GRANT TOTALS

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$13,070.00	\$8,431.00
SAIL	ORCA Youth Program	\$20,200.00	\$8,207.00
AWARE, Inc	Girls on the Run/Boys Run	\$8,910.00	\$8,175.00
AEYC-SEA	Dimond Park Preschool Health Club	\$12,700.00	\$8,078.00
Girl Scouts of Alaska	G.I.R.L. Power in Juneau	\$12,500.00	\$7,758.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$14,000.00	\$6,732.00
	Total Program Amount Requested	\$81,380.00	\$47,381.00
ARTS			
Juneau Dance Theatre	Juneau Fine Arts Camp	\$26,000.00	\$17,800.00
Juneau String Ensembles	New York Internatinal Music Festival	\$45,000.00	\$12,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$14,300.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$10,000.00	\$8,000.00
Friends of Alaska State Museum	Alaska Art at the APK	\$9,940.00	\$8,086.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR	\$25,000.00	\$15,624.00
	Total Program Amount Requested	\$135,940.00	\$75,810.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$38,000.00	\$27,548.00
Juneau Douglas Ice Association	Youth Hockey Program	\$20,800.00	\$12,065.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$34,955.00	\$23,944.00
Glacier Swim Club	Youth Competitive Swimming	\$18,350.00	\$18,350.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$28,000.00	\$19,600.00
Juneau Youth Sailing	Youth on the Water	\$11,490.00	\$4,598.00
Hooptime Basketball	Hooptime Basketball	\$13,987.00	\$8,513.00
Juneau Skating Club	Youth Ice Skating	\$33,175.00	\$16,090.00
Midnight Suns Fastpitch Softball	Girls Fast Pitch Softball	\$25,000.00	\$9,430.00
Juneau Jumpers	Juneau Jumpers	\$20,350.00	\$6,502.00
Juneau Ski Club	JSC Safety & Training Equipment	\$17,500.00	\$11,113.00
Juneau Trap Team	Juneau Trap Team Program	\$12,500.00	\$3,875.00
Midnight Suns Baseball Club	Youth Baseball	\$29,500.00	\$15,783.00
Hoop Rats Basketball Club	Hoop Rats Basketball	\$19,500.00	\$7,312.00
Juneau Nordic Ski Club	Youth Nordic Ski Program	\$16,400.00	\$7,134.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$4,304.00	\$827.00
	Total Program Amount Requested	\$343,811.00	\$192,684.00
	Total FY21 Amount Requested	\$561,131.00	\$315,875.00

APPENDIX C
FY19 CONTINGENCY GRANT TOTALS

Youth Activities Contingency Fund Balance FY19

July 1, 2018 to June 30, 2019

		Amount Requested	(+)	Amount Awarded(-)	Total Available Funding
	Beginning Balance (5% of \$332,500)		\$ 16,625.00		\$ 16,625.00
August	Youth #1 (Academic)	\$1,120.90		\$0.00	
	GCLL Majors Softball Western Regional Tournament (13 Youth)	\$2,000.00		\$1,455.00	
	GCLL Majors Baseball StateTournament (13 Youth)	\$5,430.00		\$1,692.00	
	GCLL Majors Baseball Western Regional Tournament (13 Youth)	\$2,000.00		\$1,869.00	
January	First Lego League Invitational Championship (8 Youth)	\$1,975.00		\$1,292.00	
May	First Lego League Global Innovation Competition (5 Youth)	\$5,000.00		\$3,439.00	
	Juneau Jumpers - U.S. National Jump Rope Championship (10 Youth)	\$9,000.00		\$6,878.00	
	Totals	\$26,525.90		\$16,625.00	\$ -

DENIED

August	Tara Moreno-Goodwin - Summer Springboard (Oakland, Ca)	\$1,120.90
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APPENDIX D
FY20 CONTINGENCY GRANT TOTALS

Youth Activities Contingency Fund Balance FY20

July 1, 2019 to June 30, 2020

		Amount Requested	(+)	Amount Awarded(-)	Total Available Funding
	Beginning Balance (5% of \$332,500)		\$ 16,625.00		\$ 16,625.00
August	GCLL Juniors Softball State Tournament (Anc) (12 Youth)	\$2,600.00		\$3,000.00	
	GCLL Juniors Baseball Western Regional Tournament (San Jose, Ca) (13 Youth)	\$10,924.20		\$3,250.00	
January	Katharine Miller - First Lego League Invitational Championship (4 Youth)	\$1,845.00		\$1,200.00	
	Girl Scouts of Alaska-First Lego League Invitational Championship (7 Youth)	\$5,788.00		\$2,100.00	
March	Arctic Winter Games Juneau Snowshoe Team Alaska				
	Canceled - COVID-19				
	Totals	\$21,157.20		\$9,550.00	\$ 7,075.00

Canceled COVID -19	Arctic Winter Games Juneau Snowshoe Team Alaska	\$3,700.00
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APPENDIX E
FY 20 Youth Activity Board Attendance

Member	8/13/2019	11/12/2019	1/14/2020	2/5/2020	3/10/2020	4/21/2020										
Tom Rutecki	P	P	P	P	P	P										
Joyce Vick	P	P	P	P	P	P										
Bonita Nelson	A	P	P	P	P	P										
Kristen Romanoff	P	P	P	P	A	P										
Elizabeth Balstad	P	A	P	A	P	P										
Caleb Peimann	P	P	P	P	P	A										
Kiana Potter	A	P	P	A	P	P										
Della Cheney	na	P	P	P	P	P										
Michelle Burlin*	na	P	A	P	A	na										
Liz Brooks	A	na	na	na	na	na										
Kristen Romanoff appointed by HRC March 5, 2018, public seat which was previously JSA seat																
Elizabeth Balstad appointed by HRC April 2, 2018, as Peter Christensen resigned March 2018																
Caleb Peimann appointed by HRC August 13, 2018; youth representative board seat																
Kiana Potter appointed by HRC August 13, 2018; public seat																
Della Cheney appointed by HRC August 19, 2019; JAHC representative																
Michelle Burlin appointed by HRC August 19, 2019; public seat																
*Michelle Burlin resigned from board March 2020; public seat																

Serial No. _____

A Resolution ... (revised Aug 11th)

WHEREAS, The City and Borough of Juneau Assembly and Mayor finds discrimination against an inhabitant of the municipality a matter of public concern, threatening the peace, order, health, safety and general welfare of the community; and

WHEREAS, the City and Borough of Juneau Assembly affirms the Supreme Court of Alaska statement released in June of 2020 addressed to fellow Alaskans that states “that the ideals on which our society is founded are far from the reality of many people’s lives... We recognize that too often African-American, Alaskan Natives, and other people of color are not treated with the same dignity and respect as white members of our communities.”; and

WHEREAS, the City and Borough of Juneau recognizes that social injustice and systemic racism are an outcome of institutional policies that legalize discrimination and create inequalities in education, health care, economic and political spheres including but not limited to representation opportunities in decision making structures; and

WHEREAS, the City and Borough of Juneau recognizes within our own community that systemic racism and discrimination requires systematic change; and

WHEREAS, local protests and call for action in our community create the moral imperative to act, and view all aspects of our political and social institutions through the lens of justice; and

WHEREAS, local protests and call for action in our community require instituting procedures to check for and remove from our systems and structures measures that disadvantage diverse groups in our community; and

WHEREAS, efforts to institutionalize anti-racist & anti-discrimination measures throughout the City and Borough of Juneau is a fundamental aspect of change that benefits every segment of our community’s structures and processes; and

WHEREAS, systematic, organized efforts to fight systemic racism and discrimination throughout the City and Borough of Juneau is an evolving and dynamic work requiring extensive discourse and planning; and

WHEREAS, the Juneau Human Rights Commission has prioritized four fundamental areas of human rights focus for our community: racial justice, economic justice, education justice, and health care justice; and

NOW THEREFORE BE IT RESOLVED, that the Assembly of the City and Borough of Juneau (CBJ) recognizes and embraces the diversity and cultural values of our community and holds itself accountable to:

- 1. Issue a proclamation affirming the Assembly and Mayor's commitment to social justice, anti-racism and anti-discrimination measures to bring about change and healing; and*
- 2. Commit to extensive, thorough internal examination and correction of discriminatory factors in its administrative structures; and*
- 3. Schedule regular and ongoing townhall meetings to consult with the community to review and update the equal rights anti-discriminatory policy pursuant to CBJ Code 41.05 to reflect the commitments made through this Resolution; and*
- 4. Commit to audit its administrative structures to identify whether or not citizens and employees, including but not limited to, Alaskan Native, African American/Black, Hispanic, Asian American, and/or Pacific Islander, are afforded opportunities to make good faith claims of discrimination free from fear of retaliation; and*
- 5. Extend invitations to CBJ Committees application processes to historically under-represented populations, specifically Alaskan Native, African American/Black, Hispanic, Asian American, and Pacific Islanders, in order to ensure key voices are brought in as architects of change as it is only through such inclusive participation that new directions can emerge; and*

6. *Encourage employers to consider the civic and moral imperative nature of the work of the JHRC, support leave for commission members, and create an anti-racism and anti-discriminatory line item in the city budget for those who are committed to fully engage in the immersive nature of this evolving and dynamic work requiring extensive discourse and planning; and*
7. *Ensure that short and long-term systemic anti-racism and anti-discrimination measures and accountability systems are included in the CBJ strategic and comprehensive plans; and*

In support of this Resolution the Juneau Human Rights Commission commits to the continuation of this work with the City and Borough of Juneau to prioritize continuing anti-racism and anti-discrimination conversation so that long term priorities can be realized, hard won efforts can be upheld, and past efforts inform the present and impact the future.