

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

August 21, 2017 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. July 31, 2017 DRAFT HRC Minutes

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. Americans with Disabilities Act Committee - Annual Report and Appointments
2. Aquatics Board Annual Report
3. Historic Resources Advisory Committee - Appointment
4. Juneau Commission on Sustainability - Appointments
5. Youth Activities Board - Annual Report and Appointments

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

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

July 31, 2017 6:00 PM
Assembly Chambers

I. ROLL CALL

HRC Chair Loren Jones called the meeting to order at 6:00 p.m.

Assemblymembers Present: Loren Jones, Debbie White, Norton Gregory, Beth Weldon (telephonic)

Members absent: None

Staff present: Deputy Clerk Beth McEwen, City Manager Rorie Watt, Municipal Clerk Laurie Sica

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. APPROVAL OF MINUTES

A. June 26, 2017 Human Resources Committee Minutes

There being no objections and no corrections, the minutes of the June 26, 2017 regular HRC meeting were approved as presented.

IV. PUBLIC PARTICIPATION

None.

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

V. AGENDA TOPICS

A. Board Matters

1. DRAFT Resolution 2802 re: Juneau Commission on Aging

Current Juneau Commission on Aging member Eileen Hosey and former members Mary Lou Spartz and Marie Darlin were present at this meeting.

Mr. Jones explained that the draft Resolution 2802 proposes reestablishing the Juneau Commission on Aging with a change in the membership structure, the length of terms, and refocuses the mission of the commission. He stated that the main piece awaiting determination at the time the resolution was drafted was that of staff support. He then held discussions with the City Manager about that and while it was hoped that JEDC might be eventually tapped to provide support to the commission, they both thought it was best to leave the language of the resolution up to the City Manager to determine

who and how that staff support would be provided and funded.

MOTION by Ms. White to request the Law Department to add language to Section 6 of Resolution 2802 stating that the City Manager will provide staff assistance to the commission and to refer the amended resolution back to the Assembly for approval at the next Assembly meeting. *Hearing no objection, the motion carried.*

2. Local Emergency Planning Committee - Appointment

There is one application for the 11A Vulnerable Population Representative (Alternate) seat on the Local Emergency Planning Committee for a term beginning immediately and expiring 12/31/2019.

Mr. Jones noted that there was one applicant for Seat 11A - the Vulnerable Population alternate seat on the Local Emergency Planning Committee.

MOTION by Mr. Gregory to recommend the nomination of Zachariah Fisher to Seat 11A on the Local Emergency Planning Committee to a term beginning immediately and expiring December 31, 2019. *Hearing no objection, the motion carried.*

3. Treadwell Arena Advisory Board - Appointment

Mr. Jones noted that at the last HRC meeting, there were three open seats on the Treadwell Arena Advisory Board (TAAB) and only one applicant. There was one application in packet for an open seat on the board.

MOTION by Mr. Gregory to recommend the appointment of Leah Farzin on the Treadwell Arena Advisory Board for a term beginning immediately and expiring May 31, 2020. *Hearing no objection, the motion carried.*

4. Youth Activities Board Appointment

Mr. Jones stated that there was an application in the packet and a copy of the minutes of the JSA (Juneau Sports Association) for Tim Wilson to serve as the JSA representative on the Youth Activities Board.

MOTION by Mr. Gregory to recommend the appointment of Tim Wilson to serve as the Juneau Sports Association representative on the Youth Activities Board (YAB) for a term to begin immediately and end upon the nomination by JSA for a replacement to represent them on the YAB. *Hearing no objection, the motion carried.*

B. Other Business

None.

VI. STAFF REPORTS

Ms. McEwen noted that there are a number of board vacancies currently pending and encouraged members to help get the word out to anyone who may be interested in serving on a board or commission.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

VIII. ADJOURNMENT

There being no further business to come before the body, the meeting was adjourned at 6:11 p.m.

Respectfully submitted,

Beth McEwen, Deputy Clerk

DRAFT



ADA Committee

(907) 586-0715
www.juneau.org/
community-development/ada-committee
155 S. Seward Street • Juneau, AK 99801

DATE: August 17, 2017

TO: Human Resources Committee of the Assembly

FROM: Matt McGuan, Chair
Americans with Disabilities Act (ADA) Advisory Committee

SUBJECT: ADA Committee 2017 Annual Report

On behalf of our committee of dedicated members, I am pleased to present the following accomplishments since the last Annual Report:

In September, we elected the following officers for the year: Matthew McGuan, Chair; Marianne Mills, Vice Chair; Charlene Steinman, Secretary.

Public Input: Throughout the year, the Committee often receives input from the public regarding ADA concerns throughout the city. The Committee strives to make sure that public input is directed to the appropriate CBJ staff member for follow-up action. Staff Liaison, Charlie Ford, is extremely helpful in this regard. Input received this year included:

- Lack of curb cuts and accessible routes in West Juneau.
- Lack of curb cuts and poorly conceived accessible routes in the area of the Federal Building.
- Problem with the door openers at the Valley Library.
- Poorly signed accessible parking stall and difficult accessible routes at the Auke Bay post office.
- Problem with the lift chair at the Dimond Park Aquatic Center.
- Accessible parking stalls blocked during drop-off and pick-up times at Harborview Elementary School.
- The doors at Mendenhall River Elementary School can be difficult to open.
- Care-A-Van vans unable to use Capital Transit loading areas for passenger drop-offs or pick-ups.
- The bathroom stalls at the Downtown Library and at the Juneau Senior Center are difficult for wheel chair users to use because the hooks are too high up and the stall doors don't have handles.

Capital Improvement Projects: John Bohan, the CBJ Engineering CIP Chief, met with the committee to discuss how ADA requirements are taken into account during the design process. The Committee also discussed the importance of maintaining accessibility while the projects are under construction.

Centennial Hall Upgrades: The exterior door at Centennial Hall were retrofitted this year. The new doors are much easier to open which is very beneficial to people across the ADA spectrum. The committee had previously advocated for this project and we were pleased to see it come to fruition.

Lift Equipped Taxis: Aaron Brakel (REACH) met with the Committee to discuss lift equipped taxis. State grants have helped purchase the vehicles (currently 2 taxis in operation) and they are operated by the taxi companies. It is anticipated that the grant funding will be reduced or eliminated for the purchase of new taxis in the future. The cost of a lift equipped vehicle can run up towards \$45,000 with a modified van option costing around \$15,000, so the burden on the taxi company to fund this alone may not be profitable. Average life span of the vehicles was guessed at about 4 years, so a replacement cycle should be planned for.

Snow Removal: CBJ Streets Superintendent Ed Foster met with the Committee to discuss the snow removal process. Committee members expressed concern about bus stops and cross walks often being blocked by snow berms. This seems to occur more frequently with bus stops that are located in DOT right-of-ways. CBJ has applied for grant funding to purchase a trackless snow blower to help with sidewalk and crosswalk snow removal.

Downtown Fire Station Bus Stop: The Committee has reached out to CBJ Engineering regarding the possibility of installing a bench and/or shelter at the bus stop in front of the downtown fire station. Developing the location is complicated due to a nearby electrical transformer. This effort is still ongoing.

ADA Training: The Committee met with David Barton and discussed various resources available to municipalities and the public regarding ADA issues. David coordinates the Northwest ADA Information Center ALASKA located out of Access Alaska, Inc. (Anchorage). David operates as the Alaskan affiliate for the region's Disability & Business Technical Assistance Center (DBTAC). DBTAC's are a national platform of ten centers comprised of ADA professionals and experts charged with assisting businesses, state and local governments, and people with disabilities as they manage the process of changing our culture to be user friendly to disability and the effect the variety of health conditions can have on society. DBTAC's are funded by the National Institute on Disability and Rehabilitation Research (NIDRR).

Egan Drive Improvements: DOT Project Manager Chuck Tripp reviewed the Egan Corridor project covering work from Egan/10th Street to Egan/Main Street. Changes will include 8' sidewalks in the Merchant's wharf area and additional crossings across Egan Drive with new LED lighting throughout the project area.

Federal Building Planned Improvements: The Committee Chair met with the Federal Building GSA manager and the project architect to discuss ADA improvements that will be included in an improvement project planned for 2018. The Committee receives more complaints about the area in front of the Federal Building than any other location in Juneau. We look forward to seeing this area renovated in 2018.

Capital Transit Signage: Input from the public indicates that the new signage at the bus stops around town was very well received. Kudos to the Capital Transit team.

Front and Franklin Street Improvements: Lori Sowa (CBJ Project Manager) presented the project scope for the Franklin & Front Street Project. Phase I is complete with two more phases to follow. Issues discussed were curb cuts to crosswalks, widening of the sidewalks, raised pedestrian areas, and improved lighting.

As requested by the Human Resources Committee, following is the **Committee Attendance Record for the past 12 months:**

[illegible]

AMERICANS WITH DISABILITY ACT COMMITTEE

Governing Legislation: Resolution 2429

Total Seats: 7 Public Seats

Active Member or Liaison	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Re-appointed 2	Re-appointed 3	Re-appointed 4	Re-appointed 5	Re-appointed 6	Comments (Prior to adoption of Resolution 2429 some member seats were identified as Persons with Disability Seats, now all seats are considered Public seats)
Yes	Mr.	Ross	Douglas	Public		5/23/2016	8/31/2017	5/23/2016							Seat formerly held by Melanie Zahasky
Yes	Ms.	Cheryl	Putnam	Public		9/1/2015	8/31/2018	8/13/2012	8/31/2015						Wildflower Court resident
Yes	Mr.	Allen	Hulett	Public		9/19/2011	8/31/2017	9/29/2008	9/19/2011	9/29/2014					Works at Gastineau Human Services
Yes	Ms.	Pamela	Mueller-Guy	Public		11/4/2013	8/31/2019	11/1/1998	3/1/2001	3/1/2004	9/1/2007	10/25/2010	11/4/2013	8/22/2016	Needs Sign Language Interpreter @ meetings
Yes	Ms.	Charlene	Steinman	Public	Secretary	8/31/2015	8/31/2018	8/31/2015							Jensen Yorba Lott Interior Designer
Yes	Mr.	Matthew	McGuan	Public	Chair	9/1/2016	8/31/2019	11/4/2013	8/22/2016						Civil Engineer - USCG
Yes	Ms.	Marianne	Mills	Public	Vice Chair	9/19/2011	8/31/2017	9/19/2011	9/29/2014						Catholic Community Services Program Director
Yes	Mr.	Charlie	Ford	Staff Liaison	staff liaison	n/a	n/a								CDD Building Codes Official
Yes	Ms.	Brenwynne	Grigg	Staff Liaison	staff liaison	n/a	n/a	n/a							Community Development Department

City Borough of Juneau

DRAFT Aquatics Board Annual Report

June 27, 2017

Introduction:

In April, 2015, the Assembly established the Aquatics Board with the proviso that the Board sunset on May 28, 2018. The Board is empowered to 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 with the exception of hiring and firing personnel.

The Board now approaches the end of its second year, with two of its seven members now replacing the original appointees. We are satisfied that we have (1) done the necessary spade work to establish a cohesive group, with a common focus and diverse skills, and (2) achieved significant progress towards making the aquatics facilities sustainable for the community over the long haul.

On May 1, 2016, we submitted our startup year annual report. This subsequent report covers accomplishments of the second year of the Board's existence. Overall, the Aquatics programs and facilities are now viewed very favorably in the community, and the Board and Staff continue to receive compliments for the improvements in operations, as well as for being responsive to user needs and issues.

Augustus Brown Pool Improvements

As you are aware, we have recently provided a report by Jensen Yorba Lott that prioritizes five very important projects that will resolve long overdue deferred maintenance items. These projects, totaling \$4-4.8 million, will ensure that Augustus Brown Pool remains viable for many years to come. We hope that you will choose to include these projects in the renewal of the 1% sales tax for CIP items this fall.

Board Sunset

The ordinance for the Aquatics Board calls for the board to sunset at the end of FY 18. The board will evaluate options for the sunset and make a recommendation to the Assembly, hopefully around the end of calendar 2017.

2017 Aquatics Board Accomplishments

The unified and simplified pool pricing structure adopted in 2016 remains popular with pool users and is much easier to administer. The statewide Swim and Dive Meet held at Dimond Park Aquatic Center on November 4-5, 2016 was a huge success. 260 athletes, along with their coaches and fans from across the state, participated. And two lifeguards were recognized by CCFR and the Assembly for their life saving skills.

During FY 2017, the Board:

- Made and publicized an annual adjustment to the aquatics fee schedule.
- Completed an energy audit of both pools by PDC Engineering, dated November 2016. The report indicated that the ground source heat pumps are effective at DPAC and that pool covers at both pools, to be used when the pools are closed, would result in significant energy cost savings.
- Gaguine Foundation donated \$2,400 to fund 400+ daily pool passes to all graduating 5th grade students in the Juneau School District. Gaguine Foundation and Robert Storer donated funding of \$5,000 for 10 day pool passes and swim lessons for Juneau youth that need financial assistance.

- Initiated the provision of food service at DPAC.
- Beginning in mid-July, 2017, annual pass holders will be able to switch to a monthly credit card payment system with the goal of encouraging user retention and making annual passes more affordable.
- Evaluated pool usage at ABP and reviewed options for making schedule adjustments so as to reduce costs.
- Developed and began implementing a marketing plan with the goal of bringing new users into the aquatics community
- Met 12 times as a full Board, and 12 times as a “Committee of the Whole” prior to each monthly Board meeting - this being more efficient than holding multiple Committee meetings.
- Provided orientation to two new Board members.
- Held a “Potluck Social” for the Board, Staff, and their spouses/partners to continue building cohesion and collegiality among the group.
- Assumed responsibility for producing minutes of Board meetings in order to free up the Aquatics Manager for higher order tasks.

Additionally, the following projects are underway:

- Developing a sign sponsorship program at DPAC to raise revenues.
- Ordering covers for both pools to reduce energy costs and humidity, which has adverse effects on building components.
- Selling books of bulk discount tickets to businesses and nonprofits with a focus on wellness
- Negotiating an equitable contract with GSC.
- Evaluating the potential for comprehensive all site passes that include Treadwell, Aquatics, and Eaglecrest.

2017 Aquatics Staff Accomplishments

The Board wishes to acknowledge the many positive results in pool operations as a result of Mr. Duncan’s and Ms. Jackson’s hard work, which are included in the following list of additional aquatics accomplishments.

- Ensuring an adequate number of lifeguards are available and scheduled to meet demand. This issue was resolved by adding lifeguard training classes.
- Dramatically increasing fitness class participation among seniors and others.
- Implementing a fully functional new website
- Upgrading/replacing exercise and play equipment at both pools
- Attempting to recruit a full-time trainer to meet unmet demand for swim classes
- Evaluating the desirability of assigning permanent staffer for pool maintenance.
- Due to no available Water Safety Instructor Trainers here in Juneau, we contracted with a WSIT from Anchorage to come to Juneau this past spring to teach a course and certify 8 new Swim Lesson instructors. The course was a great success and the pool management have already begun to discuss and plan to host another course before Winter 17/18 to offer to the general public which will increase the pools’ instruction staff and ultimately increase the amount of lessons offered for the Juneau community.
- On-staff certified Lifeguard Instructors have held more lifeguard certification courses in the past two years certifying dozens of new lifeguards. This has increased the hiring pool and managers are now

able to be more selective in the hiring process. This is in contrast to fall of 2015, when the pools were so short-staffed on lifeguards we hired contract lifeguards to ensure consistent operations.

- Pool staff at each facility has reviewed the protocols and procedures for staff as well as facility rules for guests to eliminate inconsistencies between the two operations. This has resulted in consistent expectations for both staff and guests when working at or visiting the aquatic facilities.
- Staff have utilized the point of sale system (eTrak Plus) to host online registration for aquatic programs and passes as well as swim lessons for Augustus Brown Pool. Swim lesson registration for Dimond Park should be available by fall 2017 lesson sessions.
- In the spring of 2017, on-staff Lifeguard Instructors who are certified to teach American Red Cross First Aid/CPR/AED certification courses began to hold courses for the public on the 3rd Saturday of each month to meet the demand and requests from community members. This is a revenue generating opportunity and also improves overall public safety knowledge and skill.

Financial Results

Following are projected financial results for FY 2017 (using actuals through May 2017) with comparisons the two prior years. We were disappointed that revenues did not improve as expected this year. There were several factors for this. Our net General Fund Support will be about \$27,000 higher than the prior year. We hope that several efforts that we have been working on – food service, pool covers, marketing efforts – will pay dividends in fiscal year 2018's General Fund Support.

				FY 14 Actuals	FY 15 Actuals	FY 16 Actuals	FY 17 Projected Actuals
Revenues							
	ABP Revenues			\$ 201,412	\$ 223,493	\$ 218,517	\$ 251,837
	DPAC Revenues			370,202	359,148	433,412	424,856
	Total Revenues			571,614	582,641	651,929	676,693
Expenditures							
	ABP Expenditures			793,642	807,310	750,520	773,665
	DPAC Expenditures			1,135,749	1,015,712	1,173,810	1,194,306
	Total direct Expenditures			1,929,391	1,823,022	1,924,330	1,967,971
	Allocated Overhead from CBJ			-	-	-	730,400
	Total Expenditures			1,929,391	1,823,022	1,924,330	2,698,371
CBJ Subsidy							
	ABP Subsidy			(592,230)	(583,817)	(532,003)	(521,828)
	DPAC Subsidy			(765,547)	(656,564)	(740,398)	(769,450)
	GF Support before allocated overhead			(1,357,777)	(1,240,381)	(1,272,401)	(1,291,278)
	Allocated Overhead from CBJ			-	-	-	(730,400)
	Total GF Support			\$ (1,357,777)	\$ (1,240,381)	\$ (1,272,401)	\$ (2,021,678)

Conclusion

The Aquatics Board is satisfied that, despite somewhat disappointing financial results, it has continued to make good progress this second year in building on the ground work laid during 2016 to expand participation in the aquatics community and create a positive image among users and non-users alike. More remains to be done, however, and as the Board begins its final year members will also consider and offer a recommendation to the Assembly as to the Board's future at its sunset date at the end of May 2018.

HISTORIC RESOURCES ADVISORY COMMITTEE

Total # of Seats: 9

Governing Legislation: CBJ Code 49.10.410

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Re-appointed 2	Re-appointed 3	Re-appointed 4	Comments
Yes	Historic Resources Advisory Committee	Mr.	Chuck	Smythe	Public		9/12/2016	6/30/2019	9/12/2016					Sealaska Heritage Institute Director, History & Culture Dept.
Yes	Historic Resources Advisory Committee	Mr.	Gary	Gillette	Public		2/8/2016	6/30/2019	2/8/2016					previous member of HRAC 7/2003-6/2015
Yes	Historic Resources Advisory Committee	Ms.	Karenza	Bott	Public		7/1/2015	6/30/2018	6/8/2015					UAS Student - Alaska Native Studies and member of UAS Student Govt.
Yes	Historic Resources Advisory Committee	Mr.	John	Fox	Public		9/12/2016	6/30/2018	9/12/2016					HECLA Greens Creek Mine Purchasing Officer
Yes	Historic Resources Advisory Committee	Ms.	Anastasia	Tarmann	Public		7/1/2017	6/30/2020	6/26/2017					
Yes	Historic Resources Advisory Committee	Ms.	Shauna	McMahon	Public	Recorder	7/1/2017	6/30/2020	6/29/2009	5/23/2011	6/30/2014	6/26/2017		State Natural Resource Spec./AK State Museum Docent/Owner of Historic Home
Yes	Historic Resources Advisory Committee	Ms.	Myra	Gilliam	Public		7/1/2014	6/30/2017	9/20/2010	5/23/2011	6/30/2014			Originally appointed 8/1/2007, did not reapply when term expired. Serving again after reapplying
Yes	Historic Resources Advisory Committee	Mr.	Zane	Jones	Public		7/1/2016	6/30/2019	11/25/2013	6/13/2016				Also appointed 6/13/16 to serve on the Juneau Commission on Sustainability
Yes	Historic Resources Advisory Committee	Mr.	Donald G.	Harris	Public		7/1/2015	6/30/2018	6/4/2012	6/8/2015				Retired Psychologist. Member of Gastineau Channel Historical Society, Friends of JDCity Museum, JCVB Volunteer; Owner of Historic House (Cole House from 1899)
Yes	Historic Resources Advisory Committee	Ms.	Jane	Lindsey	Staff Liaison	staff liaison	n/a	n/a	n/a					
Yes	Historic Resources Advisory Committee	Ms.	Laura	Boyce	Staff Liaison	staff liaison	n/a	n/a	n/a					
Yes	Historic Resources Advisory Committee	Ms.	Allison	Eddins	Staff Liaison	staff liaison	n/a	n/a	n/a					

JUNEAU COMMISSION ON SUSTAINABILITY

Governing Legislation: Resolution 2755

Total # of Seats: 9 public + [1 Planning Commissioner 1 Assemblymember serving as liaisons]

Active Member or Liaison	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Reappointed 2	Comments
Yes	Mr.	Darrell	Wetherall	Public	Vice-Chair	8/17/2015	6/30/2018	9/19/2011	6/4/2012	8/17/2015	Electrical Engineer at AEL&P
Yes	Mr.	Steve	Behnke	Public		8/17/2015	6/30/2018	7/19/2010	6/4/2012	8/17/2015	Energy/Green House Gas Subcommittee Chair
Yes	Mr.	Duff	Mitchell	Public	Chair	7/1/2016	6/30/2019	4/2/2012	6/3/2013	6/13/2016	Juneau Hydropower, Inc. Business Manager
Yes		Open Seat	Open Seat	Public			6/30/2020				Seat formerly held by Clint Gundelfinger
Yes	Ms.	Kate	Bevegni	Public		7/1/2016	6/30/2019	11/7/2012	6/3/2013	6/13/2016	Consultant - Sustainable Construction & Planning
Yes	Mr.	Edward	King	Public		7/1/2017	6/30/2020	6/27/2017			State of Alaska Economist
Yes		Open Seat	Open Seat	Public			6/30/2018				Seat formerly held by Zane Jones - resigned effective 7/6/2017.
Yes		Open Seat	Open Seat	Public			6/30/2020				Seat formerly held by Gregory Smith
Yes	Mr.	John	Smith III	Public		7/1/2016	6/30/2019	2/23/2015	6/13/2016		Juneau School District-Culture Specialist; Trucano Construction-Mechanic
Yes	Mr.	Michael	LeVine	Planning Commission liaison		n/a	n/a	n/a			Planning Commission liaison
Yes	Assemblymember	Maria	Gladziszewski	Assembly Liaison		n/a	n/a	n/a			Assemblymember (Non-Voting Member)
Yes	Ms.	Beth	McKibben	Staff liaison	staff liaison	n/a	n/a				staff liaison
Yes	Mr.	Tim	Felstead	Staff liaison	staff liaison	n/a	n/a				staff liaison



To: Loren Jones, Chair
Human Resources Committee

From: John White, Chair
Youth Activity Board

Subject: FY17 (July '16-June'17) Youth Activity Board Annual Report

Date: August 21, 2017

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 FY17 and FY18 spreadsheets showing the organizations, amounts requested and recommended funding.

Fiscal year 2017 had 30 proposals totaling \$541,580; all 30 of the programs were partially funded. In FY18 there were 26 proposals totaling \$496,135.50 (down 8.4% from FY17) in requests; the board recommended partially funding for all 26 of the proposals.

During FY17, the board was active, a total of 7 meetings were conducted to review contingency grant applications and grant documents. In Fiscal Year 2016, the board reviewed 10 contingency grant applications, representing swimming, volleyball, jump roping, skiing and Lego robotics, totaling \$27,934.89 submitted by 6 different youth individuals and 3 different programs. During FY17, the board reviewed 11 contingency grant applications, representing swimming,



Skiing, baseball, figure skating and jump roping, totaling \$33,049.00 (up 18% from FY16) submitted by 5 different youth individuals and 3 different programs.

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

Chair: John White

General Public representatives: Joyce Vick, Liz Brooks, Bonita Nelson, Edric Carrillo

Parks and Recreation Advisory Committee representative: Tom Rutecki

Juneau Sports Association representative: Peter Christensen

Juneau Arts and Humanities representative: Sarah Cannard

Youth representative: Kathy Tran

**FY17 Youth Activity Annual Report
Appendices**

FY17 Youth Activity Grant Totals	Appendix A
FY18 Youth Activity Grant Totals	Appendix B
FY16 Youth Contingency Grant Totals	Appendix C
FY17 Youth Contingency Grant Totals	Appendix D
FY17 Youth Activity Board Annual Attendance Report	Appendix E

APPENDIX A
FY17 YOUTH ACTIVITY GRANT TOTALS

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	Final Award
ACADEMIC			
Girl Scouts of Alaska	Girl Scouts Take the Lead	\$19,500.00	\$12,500.00
Discovery Southeast	Recreation and Wellness: Active Outside	\$27,207.00	\$15,378.00
SAIL	ORCA Youth Program	\$19,126.00	\$14,576.00
AWARE, Inc	Girls on the Run	\$9,944.00	\$7,540.00
AEYC-SEA	Dimond Park Preschool Health Club	\$11,000.00	\$9,237.00
NCAAD	High Risk Youth Activities	\$16,317.00	\$11,200.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$8,160.00	\$5,500.00
	Total Program Amount Requested	\$111,254.00	\$75,931.00
ARTS			
The Canvas Art Studio	Canvas Youth Outreach	\$18,075.00	\$13,360.00
Juneau Dance Theatre	Juneau Fine Arts Camp	\$20,000.00	\$14,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$13,000.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$11,500.00	\$8,100.00
Friends of Alaska State Library	Experience Shakespeare at SLAM	\$2,235.00	\$2,000.00
Perseverance Theatre	STAR 2016	\$25,000.00	\$12,500.00
Juneau Tlingit & Haida Comm. Council	Raven Eagle Summer Culture Camp	\$6,525.00	\$3,000.00
Alaska Youth Choir	AYC Performance and Tour	\$16,950.00	\$2,200.00
	Total Program Amount Requested	\$120,285.00	\$68,160.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$41,800.00	\$30,000.00
Juneau Douglas Ice Association	Youth Hockey Program	\$21,100.00	\$16,000.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$34,015.00	\$23,000.00
Glacier Swim Club	Youth Competitive Swimming	\$27,000.00	\$18,000.00
Juneau Youth Football League	Increased Safety & Participation	\$32,000.00	\$22,000.00
Juneau Youth Sailing	Youth on the Water	\$12,680.00	\$7,000.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,972.00	\$5,000.00
Juneau Roller Girls	Junior Roller Derby	\$9,940.00	\$3,000.00
Juneau Skating Club	Youth Ice Skating	\$14,000.00	\$7,000.00
Midnight Suns Baseball	Youth Baseball	\$17,000.00	\$9,000.00
Midnight Suns Softball	Girls Fast Pitch Softball	\$18,000.00	\$9,000.00
Juneau Jumpers	Juneau Jumpers	\$19,750.00	\$5,000.00
Juneau Ski Club	JSC Climate Adaptation Program	\$33,000.00	\$9,250.00
Juneau Youth Wrestling	Youth Wrestling Program	\$16,570.00	\$6,320.00
Sealaska Heritage Institute	Latseen Hoop Camp	\$4,214.00	\$2,214.00
	Total Program Amount Requested	\$310,041.00	\$171,784.00
	Total FY17 Amount Requested	\$541,580.00	\$315,875.00

**APPENDIX B
FY18 YOUTH ACTIVITY GRANT TOTALS**

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
ACADEMIC			
Discovery Southeast	Learning Through Adventure	\$27,198.00	\$16,650.00
SAIL	ORCA Youth Program	\$19,630.00	\$14,630.00
AWARE, Inc	Girls on the Run/Boys Run	\$10,404.00	\$7,880.00
AEYC-SEA	Dimond Park Preschool Health Club	\$11,500.00	\$11,000.00
NCAAD	High Risk Youth Activities	\$11,200.00	\$10,700.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$7,280.50	\$6,031.00
	Total Program Amount Requested	\$87,212.50	\$66,891.00
ARTS			
The Canvas Art Studio	Canvas Youth Outreach	\$18,075.00	\$12,150.00
Juneau Dance Theatre	Juneau Fine Arts Camp	\$25,000.00	\$16,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$12,000.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$11,000.00	\$7,025.00
Friends of Alaska State Library	Exploring the Arts at the APK	\$6,700.00	\$4,609.00
Perseverance Theatre	STAR 2017	\$20,000.00	\$12,800.00
	Total Program Amount Requested	\$100,775.00	\$64,584.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$46,800.00	\$26,328.00
Juneau Douglas Ice Association	Youth Hockey Program	\$23,280.00	\$11,908.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$34,975.00	\$20,303.00
Glacier Swim Club	Youth Competitive Swimming	\$33,750.00	\$28,329.00
Juneau Youth Football League	Increased Safety & Participation	\$37,000.00	\$19,328.00
Juneau Youth Sailing	Youth on the Water	\$14,183.00	\$8,161.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,000.00	\$7,153.00
Juneau Skating Club	Youth Ice Skating	\$14,000.00	\$14,000.00
Midnight Suns Baseball	Youth Baseball	\$19,500.00	\$11,328.00
Midnight Suns Softball	Girls Fast Pitch Softball	\$18,000.00	\$11,328.00
Juneau Jumpers	Juneau Jumpers	\$14,750.00	\$6,578.00
Juneau Ski Club	JSC Safety & Training Equipment	\$14,900.00	\$10,328.00
Juneau Youth Wrestling	Youth Wrestling Program	\$23,650.00	\$6,000.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$5,360.00	\$3,328.00
	Total Program Amount Requested	\$308,148.00	\$184,400.00
	Total FY18 Amount Requested	\$496,135.50	\$315,875.00

APPENDIX C
FY16 CONTINGENCY GRANT TOTALS

Youth Activities Contingency Fund Balance FY16

July 1, 2015 to June 30, 2016

		Amount Requested	(+)	Amount Awarded(-)	Total Available Funding
	Beginning Balance (5% of \$332,500)		\$ 16,625.00		\$ 16,625.00
August	Youth #1 (Swim)	\$2,191.00		\$600.00	
	Youth #2 (Swim)	\$2,850.00		\$600.00	
February	Youth #3 (Swim)	\$600.00		\$500.00	
	Youth #4 (Swim)	\$600.00		\$500.00	
	Alaska State Lego Robotics Tournament (4 youth)	\$2,813.89		\$2,000.00	
March	Youth #5 (Arctic Winter Games -Volleyball)	\$1,150.00		\$700.00	
	Juneau Ski Club (Arctic Winter Games) & (Western Regionals) (Skiing) (5 youth)	\$3,500.00		\$3,500.00	
	Youth #6 (Swim)	\$1,330.00		\$700.00	
May	Youth #7 (Swim)	\$900.00		\$577.00	
	Juneau Jumpers (U.S. National Jump Rope Championship) (Jump Rope) (6 youth)	\$12,000.00		\$6,948.00	
	Totals	\$27,934.89		\$16,625.00	\$ -

APPENDIX D
FY17 CONTINGENCY GRANT TOTALS

Youth Activities Contingency Fund Balance FY17
July 1, 2016 to June 30, 2017

		Amount Requested	(+)	Amount Awarded (-)	Total Available Funding
	Beginning Balance (5% of \$332,500)		\$ 16,625.00		\$ 16,625.00
August	Youth #1 (Swim)	\$500.00		\$500.00	
	GCLL - Junior Baseball Western Regional Tournament (12 youth)	\$12,400.00		\$4,000.00	
September	Youth #2 (Swim)	\$1,400.00		\$500.00	
November	Youth #3 (Figure Skating)	\$1,000.00		\$625.00	
February	Youth #4 (Swim)	\$1,160.00		\$500.00	
April	Youth #5 (Swim)	\$1,275.00		\$150.00	
	Youth #6 (Swim)	\$940.00		\$150.00	
	Juneau Ski Club - Western Regionals & Tri-Divisional Championships (6 youth)	\$4,800.00		\$4,800.00	
May	Juneau Jumpers - U.S. National Jump Rope Championship (9 youth)	\$9,574.00		\$5,400.00	
	Totals	\$33,049.00		\$16,625.00	\$ -

DENIED

May	Floyd Dryden- Matthew J. Johns - National History Day Contest	\$1,500.00
May	Floyd Dryden- Preston Williams - National History Day Contest	\$1,500.00
	Totals	\$3,000.00

APPENDIX E

FY 17 Youth Activity Board Attendance

Member	8/11/2015	9/13/2016	11/8/2016	2/15/2017	4/18/2017	4/19/2017	5/9/2017	6/13/2017									
John White	A	P	A	P	P	P	A										
Tom Rutecki	P	P	P	P	P	P	P										
Peter Christensen	P	A	P	P	A	A	P										
Joyce Vick	P	P	A	P	P	P	P										
Kathy Tran	P	P	P	P	A	A	P										
Liz Brooks	P	P	P	P	P	P	P										
Bonita Nelson*	na	P	P	P	P	P	P										
Sarah Cannard*	na	na	na	A	P	P	P										
Edric Carrillo*	na	na	na	na	P	P	A										
Elizabeth Lange	P	P	P	A	na	na	na										
Sean Boily	A	P	A	na	na	na	na										
Sarah Cannard appointed by HRC November 7, 2016 replaced Sean Boily; JAHRC Representative																	
Liz Brooks reappointed by HRC August 22, 2016; public seat																	
Bonita Nelson appointed by HRC August 22, 2016; public seat																	
Edric Carrillo appointed by HRC April 3, 2017, as Elizabeth Lange resigned April 2017																	

YOUTH ACTIVITIES BOARD

Governing Legislation: Res. 2410

Total # of seats - 9: 1 PRAC rep., 1 JAHC rep., 1 JSA rep., 1 member 18 years or younger, 5 general public members

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Re-appointed 2	Re-appointed 3	Re-appointed 4	Re-appointed 5	Re-appointed 6	Comments
Yes	Youth Activities Board	Ms.	Joyce	Vick	Public Seat	Vice-Chair	9/1/2014	8/31/2017	8/1/2002	8/1/2005	8/25/2008	9/19/2011	8/25/2014			Also serving on the Douglas Advisory Board
Yes	Youth Activities Board	Mr.	John	White	Public Seat	Chair	9/1/2014	8/31/2017	6/1/1996	7/1/1999	7/1/2002	8/1/2005	8/25/2008	9/19/2011	8/25/2014	
Yes	Youth Activities Board	Ms.	Bonita	Nelson	Public Seat		9/1/2016	8/31/2019	8/22/2016							
Yes	Youth Activities Board	Mr.	Edric	Carrillo	Public Seat		4/3/2017	8/31/2018	4/3/2017							Filling seat formerly held by Liz Lange
Yes	Youth Activities Board	Ms.	Liz	Brooks	Public Seat		9/1/2016	8/31/2019	8/31/2015	8/22/2016						Former Elementary school teacher; State of Alaska Employee
Yes	Youth Activities Board	Ms.	Sarah	Cannard	Juneau Arts & Humanities Council Rep			upon end of JAHC term	11/7/2016							replaced Sean Boily as JAHC Representative
Yes	Youth Activities Board	Mr.	Tim	Wilson	Juneau Sport Association Rep		7/31/2017	Upon end of JSA term	7/31/2017							JSA Representative Seat
Yes	Youth Activities Board	Ms.	Kathy	Tran	Youth 18 yrs or younger when appointed		8/31/2015	8/31/2018	8/31/2015							Youth Representative Seat - TMHS Sophomore @ time of appointment
Yes	Youth Activities Board	Mr.	Tom	Rutecki	PRAC Rep		4/23/2012	upon 2013 appointment of PRAC Rep or PRAC term expiration of 2/28/2015								Had served as PRAC rep to YAB, Appointed to PRAC 9/2001, reappointed 1/2004 to term ending 2/2007; Assembly extended term to end 5/1/2007 so he could finish YAB grant process; Appointed as YAB public member 8/2007. Appointed to PRAC 4/2/2012 then PRAC Rep 4/23/2012
Yes	Youth Activities Board	Mr.	Dave	Pusich	Staff Liaison		n/a	n/a	n/a							Staff Liaison
Yes	Youth Activities Board	Ms.	Ana	Olivares-Ramos	Staff Liaison		n/a	n/a	n/a							Staff Liaison