

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

January 9, 2017 5:00 PM
Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. December 19, 2016 Human Resources Committee 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

- B. Liquor Licenses

- 1. Liquor License #4405 - Tides Complex, Inc. dba Dragon Inn Chinese Cuisine Inc.

The Finance Department recommended the Assembly file a mid-cycle protest of the Tides Complex, Inc. d/b/a Dragon Inn Chinese Cuisine Inc. Liquor License #4405 in accordance with AS 04.11.480 which states the following:

“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 initial protest was based on the continued delinquency on the Confession of Judgment (COJ) which was in default for the second time with a total of 7 missed monthly payments as of November 30, 2016 resulting in a total of \$10,000 in back payments due to bring the COJ current again. In addition to the defaulted COJ payments, there was a total of \$141.12 in outstanding sales taxes, penalties, and interest also owing to pay the sales tax account current through December 2016. Following notice sent to the licensee of these delinquencies, a payment was received on December 16, 2016 bringing current the sales tax balances. A \$9,000 payment via cashiers check brought the COJ current through November 2016. The licensee also provided a post-dated check for December 23 in the amount of \$1,000 for the December 2016 COJ payment.

At its meeting on December 19, 2016 the Assembly Human Resources Committee recommended postponement of action on this license to the January 9, 2017 Assembly meeting in order to ensure the December 23 payment went through as well as to ensure the payment due January 1, 2017 was received in a timely manner.

CBJ Code 20.25.025 provides the business the right to an informal hearing before the Assembly if they choose to do so and this would be that opportunity should they choose to request an informal hearing.

As of January 5, 2017, when this packet was going to print, staff from the Finance Department reported that the postdated check of December 23, 2016 has cleared the bank. They also reported that the January payment of \$1,500 was dated January 1, 2017 and there is only one remaining payment due on February 1, 2017 for a little over \$1,300 to pay the COJ balance in full.

In light of the above payments having been received, Finance staff is removing its request for a protest of the continued operation of this liquor license.

C. Other Business

1. General Discussion re: CBJ Boards and Board Management
http://www.juneau.org/clerk/boards/Board_Information.php

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 MINUTES

December 19, 2016 6:00 PM
Chambers

I. ROLL CALL

Chairman Jones called the meeting to order at 6:07 p.m.

HRC Members present: Chairman Loren Jones, Assemblymembers Norton Gregory, Beth Weldon, and Debbie White

Other Assemblymembers present: Jerry Nankervis

Staff present: Deputy Clerk Beth McEwen, Deputy City Manager Mila Cosgrove, Municipal Clerk Laurie Sica, Human Resources/Risk Management Director Dallas Hargrave, BRH HR Manager Kelly Mercer, CDD Planning Manager Beth McKibben

II. APPROVAL OF AGENDA

Mr. Jones noted that he is moving the discussion of the Bartlett Regional Hospital Personnel Rules to the end of the agenda just before discussion on the scheduling of upcoming HRC meetings.

III. APPROVAL OF MINUTES

A. November 28, 2016 Regular HRC Meeting Minutes

Hearing no objection, the minutes of the November 28, 2016 Assembly Human Resources Committee meeting were approved as presented.

B. December 8, 2016 Special HRC Meeting Minutes

Hearing no objection, the minutes of the December 8, 2016 Special Assembly Human Resources Committee meeting were approved as presented.

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. Bartlett Regional Hospital - Personnel Rules

HR/RM Director Dallas Hargrave provided information on the process these Personnel Rules underwent. He was joined by Mila Cosgrove in answering questions from HRC members.

They discussed union contract negotiations and how the rules apply to union members vs. those holding positions that are in exempt or partially exempt classifications.

Mr. Hargrave went through the summary of change documents and highlighted those areas that were quite different from the procedures currently followed. He and Ms. Cosgrove answered a variety of questions from HRC members on specific changes or rules.

Some of the key points discussed included drug testing and whether it is only for pre-employment purposes or testing for cause during employment. Ms. Cosgrove explained that given the accessibility of pharmaceuticals in this medical environment, there is a good structure in place to do testing for cause.

Other topics discussed included psychiatric evaluations, merit increases, leave accrual rates, layoffs and changes to the process for appeals. Appeals used to go to an arbitrator, contrary to code, and will now be going to the CBJ Personnel Board.

HRC members mentioned a number of minor modifications they wished to see made to correct numbering issues as well as minor corrections.

Mr. Gregory asked about the section of the rules pertaining to the (18 PR 070) under mileage and vehicle allowance. He asked if the employee was to get into an accident while on business related travel, if the employee's insurance would be the primary insurance or if that would be CBJ insurance as the primary. Ms. Cosgrove and Mr. Hargrave said they did not know the answer to that question but would find out and get back to Mr. Gregory with the answer.

Mr. Jones asked members if they were ready to move these forward with the requested changes to be made by staff and to be brought back before the Assembly at such a time as the contract negotiations were complete. Ms. White asked for clarification if that would allow for sufficient time for HRRM staff to make the modifications requested by HRC members. Mr. Jones stated it would.

MOTION by Ms. Beth Weldon for the Human Resources Committee sent the BRH Personnel Rules with modifications as noted to Mr. Hargrave to the Assembly for adoption and asked for unanimous consent. *Hearing no objection, the motion passed.*

2. Douglas Advisory Board - Annual Report and Appointments

Past Chair of the Douglas Advisory Board John DelGado was present to answer questions regarding the board's annual report which had been provided in the

packet. Mr. Jones thanked Mr. DelGado for attending and extended his gratitude to the board for taking up the issue of the graveyard maintenance in Douglas and pursuing that with the Parks and Recreation Department.

Mr. Jones noted there were three seats on the Douglas Advisory Board for terms expiring September 30, 2019. There were more applicants than seats available.

MOTION by Mr. Gregory to recommend the reappointment of Mary Kay Pusich, Adam Garner, and John DelGado to the Douglas Advisory Board to terms expiring September 30, 2019 and asked for unanimous consent. *Hearing no objection, those recommendations will be forwarded to the Assembly for appointment.*

3. Local Emergency Planning Committee - Seat Assignment Correction

Chairman Jones noted that there had been an error during the last meeting with respect to the names of the vulnerable population seat primary and alternate members being accidentally switched around. Mr. Jones asked the committee had any objections in making that correction. *Hearing no objection, the Vulnerable Population Primary Seat 11 would be held by Mr. Jason Burke and the alternate Seat 11a would be held by Ms. Suzanne Dutson.*

B. Liquor Licenses

1. Liquor License #4405 - Tides Complex, Inc. dba Dragon Inn Chinese Cuisine Inc.

Ms. McEwen provided a staff update on this protested liquor license. Ms. McEwen stated that she discussed the matter with Revenue Collector Nicole Tragis earlier in the day and Ms. Tragis asked that the Assembly postpone action on this matter to the January 9, 2017 meeting. Ms. Tragis stated that they received a cashiers check for \$9,000 on December 16, 2016 which paid the Confession of Judgment (COJ) up through November 2016. They also received a \$1,000 post-dated check to December 23, 2016 which would pay the December payment which was actually due on December 1, 2016. Ms. Tragis stated that the next payment is due on January 1, 2017 (which becomes January 3 due to the holiday). By postponing action until the January 9, 2017 meeting, this would give time for the December 23 check to clear the bank as well as provide the time needed to ensure the January payment was also received in a timely manner.

Mr. Jones said that since he serves on the Marijuana Control Board and they have the same staff as the Alcohol Beverage Control Board, the MCB members were given notice that the staff is not reviewing any applications for marijuana licenses because they have only gotten through 200 of the 990 alcohol license renewals that have to be done before December 31, 2016 and they are short staffed. He asked if by postponing this action, we are getting passed the 60 day clock in which to protest.

Ms. McEwen explained that this is not one of those licenses that were up for renewal and in fact is a mid-cycle protest which the statutes allow for protest of the continuation of a license during the second year of the two-year licensee provided the local governing body acts on its protest and notifies the ABC staff by January 31 of the protest. In light of that, either the January 9 or the January 23 meeting could take up this mid-cycle protest.

Mr. Jones stated that there being no further questions or objections, the postponement to a date certain will be taken up during discussion of scheduling matters latter in this HRC meeting and they will then forward that recommendation for postponement to a time certain to the Assembly at tonight's meeting.

C. Other Business

1. Scheduling of Upcoming HRC Meetings

Mr. Jones noted that the City Manager has asked to hold a Committee of the Whole meeting on January 9 prior to the Assembly meeting. He noted that the HRC could meet starting at 5pm on January 9 or they can choose to move all items to the HRC meeting on January 23. He also stated that the meeting on January 23 is the meeting of the Full Assembly sitting as the HRC to interview applicants for the Bartlett Regional Hospital Board and the rest of the HRC regular business will follow.

Members agreed that they wanted to hold an HRC meeting on January 9, 2017 at 5pm and to limit the agenda to a half hour which would then be followed by the COW meeting at 5:30pm and the Regular Assembly meeting at 7pm.

VI. STAFF REPORTS

None.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:49 p.m.

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

December 20, 2016

Via certified & regular mail

Tides Complex, Inc.
d/b/a Dragon Inn Chinese Cuisine Inc.
Attn: Quy T. Lam & Than H. Nyugen
5000 Glacier Hwy.
Juneau, AK 99801

Re: Restaurant Eating Place Liquor License #4405 Protest

Dear Quy T. Lam & Than H. Nyugen,

The Assembly, at its meeting on Monday, December 19, 2016, decided to postpone action on the CBJ Finance Department request to protest the continued operation of your liquor license.

As you are aware, the initial protest recommendation was based upon the default of the Confession of Judgement (COJ) and delinquency of sales taxes as outlined in my letter of December 8, 2016. CBJ Finance staff has stated that on December 16, 2016 you paid the delinquent sales taxes, interest and penalties owing and provided a cashier's check in the amount of \$9,000 to pay your COJ agreement current through November 2016. They also stated that you provided a posted dated check in the amount of \$1,000, dated December 23, 2016, as payment for your December 2016 COJ payment.

As a result of the above payments, Finance staff requested the Assembly to postpone action on the request for protest of the liquor license until its meeting on January 9, 2017 to ensure the December 23 post-dated check clears as well as to ensure the COJ payment due on January 1, 2017 is received in a timely manner. In the event the December 23 payment goes through and the January 1, 2017 COJ payment is made on time, the Finance staff has indicated they will withdraw their request for protest. However, if these payments do not occur as scheduled, the Finance staff has requested the protest be upheld.

CBJ Code 20.25.025 provides you with the right to an informal hearing before the Assembly to address this issue. This matter will again be considered at the Monday, January 9, 2017 Assembly Human Resources Committee (HRC) meeting at 5 p.m. in the Assembly Chambers and the HRC will then forward a recommendation to the Assembly for action at its regular meeting that same evening at 7 p.m. in the Assembly Chambers. At that meeting will be your opportunity to participate in an informal hearing before the Assembly if you wish to do so.

December 20, 2016

Page 2 of 2

Letter to Tides Complex, Inc. d/b/a Dragon Inn Chinese Cuisine Inc. re: Liquor License Protest

In the meantime, I would urge you to ensure the January 1, 2017 COJ payment is made in a timely manner. Should you have any questions, please contact the CBJ Finance Collections office at 586-5268.

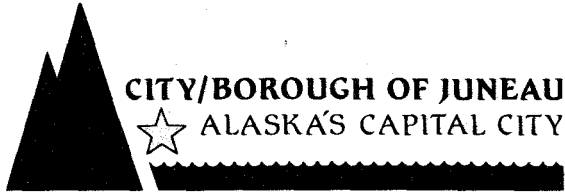
Sincerely,

Beth McEwen
Deputy Clerk

Enclosures

- December 8, 2016 Letter plus attachments
- CBJ Code & Alaska Statutes re: Protest process

cc: CBJ Assembly
Finance Department Staff
Law Department Staff



OFFICE OF THE MUNICIPAL CLERK

Ph: (907)586-5278 Fax: (907)586-4552

e-mail: Beth.McEwen@juneau.org

December 8, 2016

Via certified & regular mail

Tides Complex, Inc.

d/b/a Dragon Inn Chinese Cuisine Inc.

Attn: Quy T. Lam & Than H. Nyugen

5000 Glacier Hwy.

Juneau, AK 99801

Re: Restaurant Eating Place Liquor License #4405 Protest

Dear Quy T. Lam & Than H. Nyugen,

CBJ Finance Department has asked that the Assembly protest the continued operation of your liquor license due to the default on your Confession of Judgement (COJ) dated May 27, 2014 in addition to delinquent Sales Taxes owing at this time.

Enclosed with this letter are copies of the following documents pertaining to this matter:

- Dec. 8, 2016 Memo from Revenue Collections Office
 - Attachment A: Balance and Payment History
 - Attachment B: COJ Monthly Statement
 - Attachment C: Default Notices Sent (From CBJ Law Dept. Nov. 23, 2016)

Per the December 8, 2016 memo, the COJ is in default for a 2nd time with 7 missed monthly payments as of November 30, 2016 resulting in a total of \$10,000 in back payments due to bring the COJ current again.

In addition to the COJ delinquency, the Sales Tax office has indicated there is a total amount of \$141.12 to bring your sales tax current. The \$141.12 amount is the sum of two reporting periods: the period ending June 30, 2016 amount of \$88.19 which includes late filing and late payment penalty and interest, and the period ending September 30, 2016 amount of \$52.93 which also includes late payment penalty and interest. These amounts are good through December 2016.

December 8, 2016

Page 2 of 2

Letter to Tides Complex, Inc. d/b/a Dragon Inn Chinese Cuisine Inc. re: Liquor License Protest

Alaska Statutes 04.11.480 provides in part...

"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...."

For the reasons listed above, the Finance Department is recommending the Assembly protest the continued operation of this liquor license unless the outstanding delinquencies for both the COJ and Sales Taxes owing are brought current.

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, December 19, 2016 Assembly Human Resources Committee (HRC) meeting at 6 p.m. in the Assembly Chambers and the HRC will then forward a recommendation to the Assembly for action at its regular meeting that same evening at 7 p.m. in the Assembly Chambers. At that meeting will be your opportunity to participate in an informal hearing before the Assembly if you wish to do so.

In the meantime, I would urge you to work with CBJ Finance staff to try to resolve all outstanding balances owing on your accounts. They can be reached at 586-5268.

Sincerely,

A handwritten signature in black ink, appearing to read "Beth McEwen", with a stylized, flowing script.

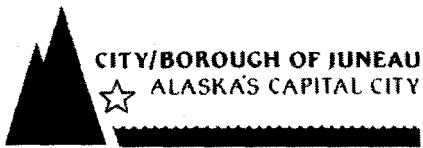
Beth McEwen
Deputy Clerk

Enclosures

cc: CBJ Assembly

Finance Department Staff

Law Department Staff



Revenue Collections Office
155 South Seward Street,
Juneau, Alaska 99801
(907) 586-5268 Ph
collections@juneau.org

December 8, 2016

MEMO

SUBJECT: DRAGON INN LIQUOR LICENSE PROTEST
ACCOUNT: COJUB2027
COJ CASE: 1JU-14-00677CI

The Dragon Inn Chinese Cuisine, Inc., owned and operated by Quy Lam and Than H. Nyugen, a business which includes Tides Motel and Dragon Inn, entered into a Confession of Judgment, 1JU-14-00677CI, for back billing of water/sewer as a result of water meter tampering. The key COJ terms were as follows:

- Judgment was signed on June 13, 2014
- Original principal balance was \$ 38,240.94 plus post judgment interest accruing @ 3.75% per annum
- Minimum payments of \$ 500 per month beginning June 01, 2014 continuing to December 01, 2014
- Minimum payments increased to \$1,500.00 per month beginning January 01, 2015 which continue until the judgment is paid in full

Attachment A - Balance and Payment History. The attachment shows the running balance, scheduled payments, actual payments received, and default notices sent. It also shows that 12 monthly payments were missed when the liquor license was protested in January 2016. As a result of that protest, \$10,500.00 in back payments were required to bring the COJ current. A payment of \$10,500.00 was made on February 29, 2016 and the COJ was brought current. **The COJ is now in default for a 2nd time with 7 missed monthly payments as of November 30, 2016. As a result, \$10,000.00 in back payments are required to bring the COJ current again.** Note that December's payment is also due 12/01/16. The current balance due on the COJ as of 11/30/16 is \$12,804.84.

Attachment B – COJ Monthly Statement. Statements are sent monthly for all COJs. The attachment shows an example of one for Dragon Inn. COJ payments are due the 1st of each month.

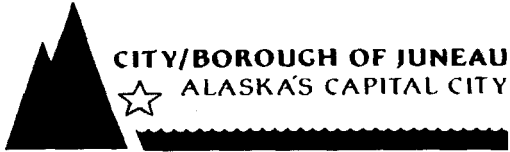
Attachment C – Default Notices Sent. Notice of CBJ Intent to Execute on Judgment, with its attachments, issued by the CBJ Law Department on November 23, 2016.

Nicole A Tragis
Revenue Collector

ATTACHMENT A
BALANCE AND PAYMENT HISTORY

DRAGON INN COJ COJUB2027
ANNUAL INTEREST RATE 3.75%
BEGINNING BALANCE \$ 38,240.94

			PAYMENT	PAYMENT		MNTHLY
	BALANCE	REQUIRED	MADE	PAY DATE	STMT	SENT
June 13, 2014	\$ 37,740.94	\$ 500.00	\$ 500.00	06/02/14	YES	
July 31, 2014	\$ 37,429.94	\$ 500.00	\$ 500.00	07/08/14	YES	
August 31, 2014	\$ 37,548.86	\$ 500.00	\$ -		YES	
September 30, 2014	\$ 36,663.29	\$ 500.00	\$ 1,000.00	09/22/14	YES	
October 31, 2014	\$ 36,779.95	\$ 500.00	\$ -		YES	
November 30, 2014	\$ 36,892.85	\$ 500.00	\$ -		YES	
December 29, 2014	Default of Payment Plan letter sent					
December 31, 2014	\$ 37,009.51	\$ 500.00	\$ -		YES	
January 31, 2015	\$ 35,623.35	\$ 1,500.00	\$ 1,500.00	01/07/15	YES	
February 28, 2015	\$ 34,222.87	\$ 1,500.00	\$ 1,500.00	02/10/15	YES	
March 31, 2015	\$ 34,331.65	\$ 1,500.00	\$ -		YES	
April 30, 2015	\$ 34,436.93	\$ 1,500.00	\$ -		YES	
May 31, 2015	\$ 34,545.71	\$ 1,500.00	\$ -		YES	
June 1, 2015	Default of Payment Plan letter sent					
June 30, 2015	\$ 31,650.72	\$ 1,500.00	\$ 3,000.00	06/30/15	YES	
July 31, 2015	\$ 31,751.51	\$ 1,500.00	\$ -		YES	
August 31, 2015	\$ 31,852.30	\$ 1,500.00	\$ -		YES	
September 30, 2015	\$ 31,949.39	\$ 1,500.00	\$ -		YES	
October 31, 2015	\$ 32,050.64	\$ 1,500.00	\$ -		YES	
November 20, 2015	Notice of CBJ Intent to Execute on Judgment sent					
November 30, 2015	\$ 32,148.19	\$ 1,500.00	\$ -		YES	
December 31, 2015	\$ 29,247.99	\$ 1,500.00	\$ 3,000.00	12/28/15	YES	
January 31, 2016	\$ 27,840.96	\$ 1,500.00	\$ 1,500.00	01/31/16	YES	
Liquor License Protested for 1st time						
February 29, 2016	\$ 27,921.04	\$ 1,500.00	\$ 1,500.00	02/29/16	YES	
February 29, 2016	\$ 15,921.04	\$ -	\$ 10,500.00	02/29/16	YES	
March 31, 2016	\$ 15,973.37	\$ 1,500.00	\$ -		YES	
April 30, 2016	\$ 14,020.07	\$ 1,500.00	\$ 2,000.00	04/19/16	YES	
May 31, 2016	\$ 14,064.67	\$ 1,500.00	\$ -		YES	
June 30, 2016	\$ 12,606.82	\$ 1,500.00	\$ 1,500.00	06/24/16	YES	
July 31, 2016	\$ 12,646.94	\$ 1,500.00	\$ -		YES	
August 31, 2016	\$ 12,687.06	\$ 1,500.00	\$ -		YES	
September 30, 2016	\$ 12,725.89	\$ 1,500.00	\$ -		YES	
October 31, 2016	\$ 12,766.01	\$ 1,500.00	\$ -		YES	
November 23, 2016	Notice of CBJ Intent to Execute on Judgment sent					
November 30, 2016	\$ 12,804.84	\$ 1,500.00	\$ -		YES	
		\$ 38,000.00	\$ 28,000.00			



TREASURER'S OFFICE
155 South Seward St
Juneau, AK 99801

DRAGON INN CHINESE CUISINE INC
QUY LAM; THAN H NYUGEN
5000 GLACIER HWY
JUNEAU AK 99801

STATEMENT

Reflects Payments Received Thru :	12/05/2016
Customer Number :	COJUB2027
Total Due :	\$12,804.84
Total Remitted :	

REMIT THIS PORTION TO ENSURE PROPER APPLICATION

FOLD HERE AND DETACH

Barcode 200126137

DRAGON INN CHINESE CUISINE INC
QUY LAM; THAN H NYUGEN
CUSTOMER NUMBER: COJUB2027
BARCODE: 200126137

Statement of Activity for 12/01/2016 - 12/05/2016

<u>INVOICE</u> <u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u> <u>OUTSTANDING</u>
	BALANCE FORWARD		\$12,804.84

Ending Principal Balance \$12,597.76
Ending Accrued Interest Balance \$207.08

1JU-14-00677CI - Judgment signed 06/13/14. Original principal balance = \$38,240.94 @ 3.75%. Minimum monthly pmts of \$500.00 due on the 1st of each month beginning 06/01/14; increasing to minimum monthly pmts of \$1,500.00 beginning 01/01/15.

Total Due \$12,804.84

Failure to make the required scheduled payments will result in the publishing of the outstanding balance of the judgement in the Juneau Empire. Cost of publication will be at the expense of the debtor. In addition, your case may be forwarded to the CBJ Law Dept for execution of the judgement.

Credit Card Option: To pay by credit card, call Official Payments Corporation at (800) 272-9829 or visit www.officialpayments.com (use Jurisdiction Code 1202). Official Payments Corporation charges a fee for this service.

Make check payable to:
CITY & BOROUGH OF JUNEAU
All returned checks are subject to a \$30 return check fee.

Payment Locations: Payments may be made by mail or in person at the Treasury Office located on the ground floor of the Municipal Building, 155 South Seward Street. Payments can also be made at any one of our three drop boxes: the Payment Centers at Super Bear, IGA, or outside the main entrance to the Municipal Building.

City and Borough of Juneau
Treasury Division

Please retain this portion for your records

Billing Inquiries: (907)586-5268
Business Hours: 8:00 a.m. to 4:30 p.m.
Monday through Friday

Amy G. Mead
Municipal Attorney

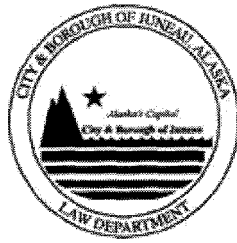
Jane E. Sebens
Deputy Municipal Attorney

Trinidad R. Contreras
Assistant Municipal Attorney

Robyn L. Carlisle
Assistant Municipal Attorney

Sherri Layne
Assistant Municipal Attorney

Robert H. Palmer III
Assistant Municipal Attorney



Law Department City & Borough of Juneau

Debbie L. Senn
Office Manager

Leo Helmar
Litigation and Support
Assistant-Criminal

Audrey Dean
Litigation and Support
Assistant-Criminal

Samantha L. Sanbei
Litigation and Support
Assistant-Civil

Jesse G. Peterson
Litigation and Support
Assistant-Civil

November 23, 2016

USPS Certified and First Class Mail

Dragon Inn Chinese Cuisine, Inc.
Than Nguyen and Quy Lam
5000 Glacier Hwy.
Juneau, AK 99801

Re: Notice of CBJ Intent to Execute on Judgment

Dear Mr. Nguyen and Mr. Lam:

This letter is to notify you that the CBJ Law Department has determined that you are no longer complying with the stipulation to pay your past utility debt which you agreed to in May 29, 2014. This means the CBJ can immediately execute to obtain the outstanding amount of \$12,794.48.

If you have an attorney, he or she should contact me as soon as possible.

CBJ Collections' records indicate you have not paid the agreed to amount of \$1,500 per month for the months of May, July, August, September, October and November 2016; therefore you have not made six monthly payments in 2016 of \$1,500 for a total of \$9,000 owed to the CBJ per agreement.

This delinquency is in violation of the stipulation agreed to and entered into by the parties in May 2014. **By being in violation of the stipulation, the CBJ can legally execute the May 2014 judgment to obtain the outstanding balance of \$12,794.48.**

On May 30, 2014, the parties agreed to and signed a confession of judgment and a stipulation to postpone execution of judgment. The confession of judgment was in the amount of \$38,240.94. Judge Levy entered an order in the amount of \$38,240.94 on June 16, 2014.

The parties' stipulation to postpone execution as to judgment stated:

... defendant guarantees a minimum payment of \$500 per month, inclusive of principal and interest, to the CBJ commencing June 1, 2014, and continuing to December 1, 2014. Starting in January 1, 2014, defendant guarantees a minimum payment of \$500 per month, inclusive of principal and interest, to the CBJ commencing

June 1, 2014, and continuing to December 1, 2014. Starting in January 1, 2015, defendant guarantees a minimum payment of \$1500 per month, inclusive of principal and interest, to the CBJ and will then make payments on the 1st day of each succeeding month until the judgment is paid in full.

Therefore, if you paid \$1,500 each month until the debt owed was paid in full, you were acting consistent with the stipulation. Not paying the amount for eight months means you are not complying with the terms of this agreement.

Regarding payments and failure to comply with the stipulation's terms, the stipulation then states:

10. Provided defendant is in compliance with the terms of this Stipulation, plaintiff shall refrain from taking further collection action on the judgment entered in the case. In the event of a violation by defendant of any condition of this Stipulation, the balance of the judgment plus post judgment interest will immediately become due and payable.

Therefore, under the signed agreement, if you fail to comply with the stipulation and – for example – make timely payments, the amount owed becomes immediately due and the CBJ may entered collection efforts consistent with the judgment issued by Judge Levy on June 16, 2014.

As noted above, you have not paid the stipulated amount of \$1,500 over the last six months; resulting in a total delinquency of \$9,000. You are not in compliance with the stipulation entered into between the parties in May 2014.

CBJ Law Department is providing this notice to allow you one last chance to return to compliance as to the stipulation and confession of judgment. **From the date of this notice, CBJ Law will provide you 30 days to comply with the stipulation; meaning 30 days from November 23, 2016, you will have paid the \$9,000 or made substantial efforts to comply and pay the amount by agreement with the CBJ Collections Office.** If you do not undertake such efforts and comply with the May 2014 stipulation, the CBJ Law Department will undertake various collection efforts to satisfy the outstanding debt.

Please contact the CBJ Revenue Collections Office by December 23, 2016, and pay the delinquent amount of \$9,000. Their phone number is listed below. If you fail to remedy your delinquency by December 23, 2016, the CBJ will simply commence collection efforts to obtain the outstanding balance.

This letter and the additional time being provided is a courtesy only.

Dragon Inn Chinese Cuisine, Inc.
Than Nguyen and Quy Lam
5000 Glacier Hwy.
Juneau, AK 99801

November 23, 2016
Page 3

Sincerely,

Trinidad R. Contreras
Assistant City and Borough Attorney
(907) 586-0273

Enclosures:

May 2014 confession of judgment and stipulation
Spreadsheet Outlining Payment History since June 2014

cc: CBJ Public Works (907) 586-0917
CBJ Collections (907) 586-5268

IN THE DISTRICT COURT FOR THE STATE OF ALASKA
FIRST JUDICIAL DISTRICT AT JUNEAU

CITY AND BOROUGH OF JUNEAU,)

Plaintiff,)

v.)

DRAGON INN CHINESE,
CUISINE, INC.,)

Defendant.)

COPY
Original Received

MAY 30 2014

Clerk of the Trial Courts

By W Deputy

CASE NO.: 1JU-14-677CI

**CONFESSION OF JUDGMENT WITHOUT ACTION AND ASSENT BY
PLAINTIFF**

The undersigned defendant Dragon Inn Chinese Cuisine, Inc. owned and operated by Quy Lam and Than H. Nyugen, a business which includes Tides Motel and Dragon Inn, hereby acknowledges, confesses, and authorizes judgment to be entered against them in accordance with the stipulations and recitals set forth below.

1. Acknowledgement of Water Utilities Owed

Defendant acknowledges that the City and Borough of Juneau has Water Utilities ordinances, codified as CBJ 75.01.010 through 220 inclusive, incorporated by reference herein, and that under these provisions the City and Borough of Juneau can seek payment for water use when a meter does not register or has been tampered with based on estimated use per CBJ 75.01.100(d).

2. Confession of Judgment

Defendant used water from August 2009 to July 2012 which was not registered by a meter and do hereby confess and authorize judgment to be entered in favor of the City

City & Borough Attorney
City & Borough of Juneau
155 South Seward Street, Juneau, Alaska 99801
voice: 907-586-5242 fax: 907-586-1147

and Borough of Juneau in connection with the aforesaid business, for past water use, interest, and penalties in the amount of \$37,950.94, filing fees in the amount of \$90.00 and attorneys' fees in the amount of \$200.00, for a total of \$38,240.94. Post Judgment interest shall be 3.75% per annum.

3. Just Debt

The total judgment is \$38,240.94. This amount is a just debt owed by Dragon Inn Chinese Cuisine, Inc. to the City and Borough of Juneau.

DEFENDANT:

I, QUY LAM, ON BEHALF OF DRAGON INN CHINESE CUISINE, INC., DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF ALASKA, THAT I HAVE READ THE ABOVE CONFESSION OF JUDGMENT AND I VERIFY THE ABOVE TO BE TRUE AND CORRECT.

By: 
Quy Lam d.b.a. Dragon Inn Chinese
Cuisine, Inc.

Dated: 5/27/14

ACKNOWLEDGMENT

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 27 day of May, 2014, personally appeared before me Quy Lam, President of Dragon Inn Chinese Cuisine, Inc., to me known to be the person who executed the foregoing Confession of Judgment Prior To Action, freely and voluntarily, for and on behalf of Dragon Inn Chinese Cuisine, Inc., for the uses and purposes therein mentioned.

GIVEN UNDER MY HAND and official seal the day and year last above written.

Notary Public, State of Alaska

My commission expires: 7-16-76

DEFENDANT:

I, THAN H. NGUYEN, ON BEHALF OF DRAGON INN CHINESE CUISINE, INC., DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF ALASKA, THAT I HAVE READ THE ABOVE CONFESSION OF JUDGMENT AND I VERIFY THE ABOVE TO BE TRUE AND CORRECT.

By: Than H. Nguyen
Than H. Nguyen d.b.a. Dragon Inn
Chinese Cuisine, Inc.

Dated: 5-24-199

ACKNOWLEDGMENT

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 27 day of May, 2014, personally appeared before me Than H. Nguyen, of Dragon Inn Chinese Cuisine, Inc., to me known to be the person who executed the foregoing Confession of Judgment Prior To Action, freely and voluntarily, for and on behalf of Dragon Inn Chinese Cuisine, Inc., for the uses and purposes therein mentioned.

GIVEN UNDER MY HAND and official seal the day and year last above written.

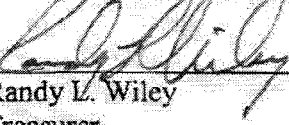
Blair S. Ingham
Notary Public, State of Alaska

My commission expires: 7-16-16

ASSENT BY PLAINTIFF

The City and Borough of Juneau hereby assents to the foregoing Confession of Judgment Without Action.

CITY AND BOROUGH OF JUNEAU

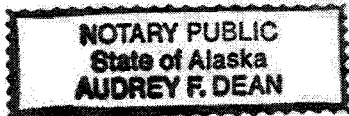
By: 
Randy L. Wiley
Treasurer

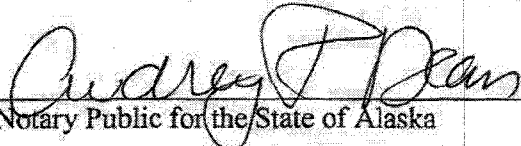
ACKNOWLEDGMENT

STATE OF ALASKA)
First Judicial District) ss.
CITY AND BOROUGH OF JUNEAU)

THIS CERTIFIES that on the 29th day of May, 2014, before me a Notary Public in and for the State of Alaska, personally appeared, Randy L. Wiley, to me known and known to me and ~~she~~ acknowledged to me that ~~she~~ is authorized to assent on behalf of the City and Borough of Juneau and that ~~she~~ executed the above on behalf of the City and Borough of Juneau.

WITNESS my hand and official seal the day and year in this certificate first above written.




Notary Public for the State of Alaska

My commission expires: 11/18/2014

THIS MATTER IS FORMALLY
ASSIGNED TO
KEITH LEVY
DISTRICT COURT JUDGE

IN THE DISTRICT COURT FOR THE STATE OF ALASKA
FIRST JUDICIAL DISTRICT AT JUNEAU

CITY AND BOROUGH OF JUNEAU,)
)
Plaintiff,)
)
v.)
)
DRAGON INN CHINESE,)
CUISINE, INC.,)
)
Defendant.)
)

COPY
Original Received

MAY 30 2014

Clerk of the Trial Courts

By Deputy

CASE NO.: 1JU-14- 677 CI

STIPULATION TO POSTPONE EXECUTION OF JUDGMENT

WHEREAS, Dragon Inn Chinese Cuisine, Inc., Defendant herein, owned and operated by Quy Lam and Than H. Nyugen, a business which includes Tides Motel and Dragon Inn, has confessed judgment in favor of plaintiff City and Borough of Juneau in the amount of \$-38,240.94 owed for past utilities owed, filing and court costs, and attorneys' fees; and

WHEREAS, the City and Borough of Juneau provides a water utilities service and there are costs associated with the service as codified in CBJ 72.01.010 through .220, incorporated by reference herein; and

WHEREAS, defendant acknowledge that water utilities must be paid for water use, including back bills for water used and reasonably determined based upon CBJ 72.01.010 through .220; and

WHEREAS, defendant's water utility meter, for a variety of reasons, did not properly register CBJ water use for the property from August 2009 to July 2012. When a lock box

City & Borough Attorney
City & Borough of Juneau
155 South Seward Street, Juneau, Alaska 99801
voice: 907-586-5242 fax: 907-586-1147

was installed on the meter on March 29, 2013, the CBJ estimated the amount of water used from August 2009 to July 2012 in a net cost of \$37,950.94¹; and

WHEREAS, in consideration of the City and Borough of Juneau postponing further collection proceedings, defendant has agreed to make periodic payments toward the satisfaction of judgment; and

WHEREAS, defendant acknowledges receipt of executed copies of the Confession of Judgment Without Action and the Stipulation to Postpone Execution of Judgment;

NOW, THEREFORE, THE PARTIES HEREBY STIPULATE AS FOLLOWS:

1. In addition to staying current with the filing and paying of all obligations to the CBJ incurred after the execution of this stipulation, defendant guarantees a minimum payment of \$500 per month, inclusive of principal and interest, to the CBJ commencing June 1, 2014, and continuing to December 1, 2014. Starting in January 1, 2015, defendant guarantees a minimum payment of \$1500 per month, inclusive of principal and interest, to the CBJ and will then make payments on the 1st day of each succeeding month until the judgment is paid in full. Defendant may, at its option, make payments in excess of the scheduled amounts at any time and may pay off the indebtedness at its option at any time prior to the scheduled times of payments.

2. Defendant shall pay the aforesaid judgment, plus accrued interest post judgment at 3.75% per annum, in full prior to the sale, assignment, transfer, conveyance, lease, forfeiture, or abandonment of its business to another person, including a creditor or secured party.

¹ This amount does not include the \$90 filing fee or attorney's fees of \$200.

3. Defendant agrees to provide the CBJ with its current physical and mailing addresses and telephone numbers and to update the same within TEN (10) days should this information change.
4. Defendant agrees to provide the CBJ notice if it changes the name of the corporation within TEN (10) days of making such a change. Defendant agrees that changing the name of the corporation does not extinguish the utility debt owed and further agrees that should the corporation change its name, this debt will remain.
5. Consistent with the CBJ Assembly's vote on March 24, 2014, Defendant agrees that their current liquor license will contain a condition requiring compliance with these stipulations and making the payments contained herein to maintain the liquor license.
6. Defendant agrees if they fail to remain current with its payments for the utilities owed as outlined above, the CBJ may contest the Defendant's liquor license consistent with CBJ 20.25.25(b)(3) at the next scheduled hearing for contesting the license.
7. Defendant shall keep current on all other business obligations to the CBJ, including but not limited to water and sewer service accounts (and all bills therein such as for example current water bills), real and personal property taxes, CBJ sales taxes, and similar obligations to the CBJ.
8. This judgment shall not supersede the requirements for obtaining a liquor license renewal, certificate of convenience or for bidding on CBJ contracts. Defendant understands that neither the Confession of Judgment nor this Stipulation puts their business in good standing with the City and Borough of Juneau Finance Department for purposes of,

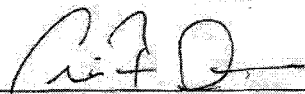
certificate of convenience or bidding on CBJ contracts. Furthermore, Defendant acknowledges until paid in full, the CBJ will request a condition on their liquor license requiring payment of the amount owed.

9. Upon payment in full of the judgment entered in this case, plaintiff shall execute a satisfaction and release of judgment.

10. Provided defendant is in compliance with the terms of this Stipulation, plaintiff shall refrain from taking further collection action on the judgment entered in the case. In the event of a violation by defendant of any condition of this Stipulation, the balance of the judgment plus post judgment interest will immediately become due and payable.

11. This Stipulation contains the entire agreement between the parties. There are no oral promises, representations or warranties between the parties regarding the matters or things connected with or related to the matters or things which are subject to this agreement.

PLAINTIFF: CITY AND BOROUGH OF JUNEAU:

By: 
Christopher F. Orman (AK Bar 1011099)
Assistant City-Borough Attorney

Dated: May 29, 2014

DEFENDANT:

By: 
Quy Lam, d.b.a. Dragon Inn Chinese
Cuisine, Inc.

Dated: 5/27/14

Date of Birth: _____

4/17/64

Social Security Number: _____

Stipulation to Postpone Execution of Judgment

1JU-14-1077 CI
Page 4 of 5

Personal Mailing Address:

5000 Glacier Hwy
Juneau AK 99801

Personal Physical Address:

Same as

DEFENDANT:

By: 
Than H. Nguyen, d.b.a. Dragon Inn
Chinese Cuisine, Inc.

Dated: 5-27-14

Date of Birth:

02-02-1962

Social Security Number:

Personal Mailing Address:

6007 Lagoon St
Juneau, AK 99801

Personal Physical Address:

Same as

IN THE DISTRICT COURT FOR THE STATE OF ALASKA
FIRST JUDICIAL DISTRICT AT JUNEAU

COPY
Original Received

MAY 30 2014

Clerk of the Trial Courts

By Deputy

CASE NO.: 1JU-14-677CI

CITY AND BOROUGH OF JUNEAU,)

Plaintiff,)

v.)

DRAGON INN CHINESE,)

CUISINE, INC.,)

Defendant.)

JUDGMENT ON CONFESSION OF JUDGMENT

WHEREAS, defendant Dragon Inn Chinese Cuisine, Inc., owned and operated by Quy Lam and Than H. Nyugen, a business which includes Tides Motel and Dragon Inn, have executed a Confession of Judgment for water and sewer utilities owed, penalties, and interest, dated the ____ day of ____, 2014, in favor of plaintiff City and Borough of Juneau in the amount of \$37,950.94 for filing fees in the amount of \$90.00 and attorneys' fees in the amount of \$200.00, for a total of \$38,240.94;

WHEREAS, the defendant used CBJ water and sewer utilities and did not pay for that service;

WHEREAS, Defendant has consented to entry of judgment and acknowledged before an officer authorized by law to administer oaths its confession of judgment and verified the same to be true; and

City & Borough Attorney
City & Borough of Juneau, Alaska 99801
155 South Seward Street, Juneau, Alaska 99801
voice: 907-586-5242 fax: 907-586-1147

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WHEREAS the Plaintiff has acknowledged its assent to the confession of judgment.

NOW, THEREFORE, IT IS ORDERED that judgment shall enter against defendant Dragon Inn Chinese Cuisine, Inc., owned and operated by Quy Lam and Than H. Nyugen, a business which includes Tides Motel and Dragon Inn in the amount of \$38,240.94 plus post judgment interest accruing at the rate of 3.75% per annum.

Dated this _____ day of _____ 2014.

District Court Judge

CERTIFICATION:
Copies Distributed:

Date: _____

To: Christopher F. Orman via court box

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IN THE DISTRICT COURT FOR THE STATE OF ALASKA
FIRST JUDICIAL DISTRICT AT JUNEAU

CITY AND BOROUGH OF JUNEAU,

Plaintiff,

v.

DRAGON INN CHINESE,
CUISINE, INC.,

Defendant.

COPY
Original Received

MAY 30 2014

Clerk of the Trial Courts

By

CASE NO.: 1JU-14-677 CI Deputy

CERTIFICATE OF SERVICE

I, Audrey Dean, certify that on the 30th day of May, 2014, a true and correct copy of the CONFESSION OF JUDGMENT WITHOUT ACTION AND ASSENT BY PLAINTIFF, STIPULATION TO POSTPONE EXECUTION OF JUDGMENT and proposed JUDGMENT ON CONFESSION OF JUDGMENT were served via first class mail, postage pre-paid to:

Robert S. Spitzfaden
Gruening & Spitzfaden
217 Second Street, Ste. 204
Juneau, AK 99801

DATED this 30th day of May, 2014.



Audrey Dean, Litigation and Civil Support Assistant

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

City and Borough of Juneau (CBJ) Code

**20.25.025 - Assembly review of license issuance, renewal, transfer, or continued operation.
modified**

(a) The assembly may protest the issuance, renewal, transfer, 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) Failure of the applicant to secure a local permit, or if the applicant is in violation of any applicable local permit;

(2) That the applicant has violated a provision of AS 04 or regulations adopted by the state, or a condition imposed by the alcohol control board on the licensee, or if issuance of the license would violate a provision of state law or regulations;

(3) 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;

(4) 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;

(5) 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;

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

(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;

(8) The concentration of other marijuana establishment or alcohol licenses in the area;

(9) Any factor identified by state statute or regulation as appropriate grounds for a protest;

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

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

(b) If the assembly or committee or a subcommittee thereof recommends protest of the issuance, renewal, transfer, 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 applicant's address identified on the state license application. 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; [Serial No. 2016-22\(am\), § 3, 8-22-2016](#))

State Law reference— Assembly protest, AS 04.11.480.

Alaska Statutes

Sec. 04.11.480. Protest.

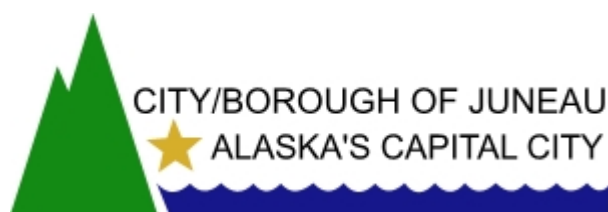
(a) A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license by sending the board and the applicant a protest and the reasons for the protest within 60 days of receipt from the board of notice of filing of the application. A protest received after 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.

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

(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).



City and Borough of Juneau
 155 S. Seward Street
 Juneau, Alaska 99801
 tel. 907-586-5240
 fax 907-586-5385
<http://www.juneau.org>

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Current & Upcoming Vacancies

Please note, we do not list our CBJ Boardmembers or their contact information on the website. However, copies of the board membership lists with their contact information are available upon request from the Clerk's Office. Or if you would rather send a message to members of a particular board, at the bottom of each fact sheet is an staff liaison email address that you can send comments to. For those boards without a staff liaison you can send comments through the Clerk's Office by email to: City.Clerk@juneau.org via fax at 907-586-4552, or via mail to 155 S. Seward Street, Juneau, AK 99801. Please note that for our appeal boards, we usually do not provide copies of the board member contact lists as communication with boardmembers on any matter which might be the subject of an appeal or part of a quasi-judicial proceeding must be handled in accordance with that bodies rules of procedures.

Advisory Boards

Americans with Disabilities Act Committee	Factsheet	Website
Aquatic Facilities Advisory Board-INACTIVE	Factsheet	Website
Building Code Advisory Committee	Factsheet	No Website
Douglas Advisory Board	Factsheet	Website
Fisheries Development Committee	Factsheet	Website
Historic Resources Advisory Committee	Factsheet	Website
Jensen-Olson Arboretum Advisory Board	Factsheet	Website
Juneau Affordable Housing Commission	Factsheet	Website
Juneau Commission on Aging	Factsheet	Website
Juneau Commission on Sustainability	Factsheet	Website
Juneau Human Rights Commission	Factsheet	Website
Juneau Local Emergency Planning Committee (LEPC)	Factsheet	Website
Juneau Public Libraries Endowment Board	Factsheet	Website
Parks & Recreation Advisory Committee (PRAC)	Factsheet	Website
Sister Cities Committee	Factsheet	Website
Social Services Advisory Board - INACTIVE	Factsheet	Website
Treadwell Arena Advisory Board	Factsheet	Website
Utility Advisory Board	Factsheet	Website
Wetlands Review Board	Factsheet	Website
Youth Activities Board	Factsheet	Website

Appeal Boards

Animal Hearing Board	Factsheet	No Website
Bidding Review Board	Factsheet	No Website
Board of Equalization	Factsheet	Website
Building Code Board of Appeals	Factsheet	No Website
Personnel Board	Factsheet	No Website
Sales Tax Board of Appeals	Factsheet	Website

Boards Established By Charter (Enterprise & Special Boards)

Aquatics Board	Factsheet	Website
Bartlett Regional Hospital Board	Factsheet	Website
Board of Education (School Board)	Factsheet	Website
Docks & Harbors Board	Factsheet	Website
Eaglecrest Ski Area Board	Factsheet	Website
Juneau International Airport Board	Factsheet	Website
Planning Commission	Factsheet	Website

Ad Hoc Committees/Task Forces and Boards Appointed by Others

AJ Mine Advisory Committee - INACTIVE	Factsheet	Website
CBJ Dimond Park Pool Task Force - INACTIVE	Factsheet	Website
CBJ Review Task Force Basing NOAA Fisheries and Oceanographic Functions in Alaska - INACTIVE	Factsheet	Website
Juneau Convention and Visitors Bureau	Factsheet	Website
Juneau Economic Development Council	Factsheet	Website
Treadwell Ice Arena Review Task Force - INACTIVE	Factsheet	Website
West Douglas Development Working Group - INACTIVE	Factsheet	Website

[Boards and Commissions Archive Page](#)