

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

June 13, 2016 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. May 23, 2016 Regular 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

1. Historic Resources Advisory Committee - Annual Report and Appointments

Up for committee consideration are two open seats for terms beginning July 1, 2016 and expiring June 30, 2019.

2. Juneau Commission on Aging - Annual Report and Appointments

Up for committee consideration are two open seats for terms beginning July 1, 2016 and expiring June 30, 2019.

3. Juneau Commission on Sustainability - Annual Report and Appointments

Up for committee consideration are a total of five open seats for the following terms:

- 3 seats for terms beginning July 1, 2016 and expiring June 30, 2019,
- 1 seat for a term beginning immediately and expiring June 30, 2018, and
- 1 seat for a term beginning immediately and expiring June 30, 2017.

4. Juneau Human Rights Commission - Appointments

Up for committee consideration are two open seats for the following terms:

- 1 seat for a term beginning immediately and expiring May 31, 2019, and
- 1 seat for a term beginning immediately and expiring May 31, 2018.

5. Youth Activities Board - Request for Governing Legislation Change

B. Other Business

VI. STAFF REPORTS

- A. Please note the following upcoming dates for HRC matters:

June 15, 2016, 5:30p.m. Full Assembly sitting as the Human Resources Committee to interview applicants for the Docks & Harbors Board and the Aquatics Board in City Hall Conference Room #224 - to be immediately followed by a Special Assembly Meeting for board appointments.

June 15, 2016 - Deadline for Airport Board and Eaglecrest Board applications to be turned into the Clerk's Office.

June 29, 2016, 5:30p.m. Full Assembly sitting as the Human Resources Committee to interview applicants for the Airport Board and the Eaglecrest Board in City Hall Conference Room #224 - to be immediately followed by a Special Assembly Meeting for board appointments.

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

May 23, 2016 6:00 PM
Assembly Chambers

I. ROLL CALL

Chair Loren Jones called the meeting of the HRC to order at 6pm.

II. APPROVAL OF AGENDA

Ms. McEwen noted two changes to note for the agenda:

- 1) An application from Andrew Campbell for the Utility Advisory Board was included in the red folder,
- 2) A correction was made to the term dates for the Treadwell Arena Advisory Board. The board's annual report provided at the 5/16/2016 Committee of the Whole meeting listed Jason Souza's term as expiring as of 5/31/2016 when the correct date should be reflected as 5/31/2017.

Hearing no objection, those changes were made to the agenda/packet.

III. APPROVAL OF MINUTES

Hearing no objection, the minutes of the May 2, May 4, and May 11, 2016 Assembly Human Resources Committee meetings were approved.

- A. May 2, 2016 Regular Human Resources Committee Minutes
- B. May 4, 2016 Special Human Resources Committee Minutes
- C. May 11, 2016 Special Human Resources Committee Minutes

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. ADA Committee Appointment

MOTION by Ms. Gladziszewski to appoint Ross Douglas to the ADA Committee to a term beginning immediately and expiring August 30, 2017.

Hearing no objection, the motion passed.

2. Treadwell Arena Advisory Board Appointment

MOTION by Ms. Gladziszewski to appoint Miles Brookes to the Treadwell Arena Advisory Board to a term beginning June 1, 2016 and expiring May 31, 2019.

Hearing no objection, the motion passed.

3. Juneau Local Emergency Planning Committee - Nomination

MOTION by Ms. Bursell to nominate Joe Mishler to seat 3a) Alternate Fire Fighter seat on the Juneau Local Emergency Planning Committee replacing Fire Chief Rich Etheridge on the committee.

Mr. Jones noted that since this is a designated seat chosen by the Fire Chief that they could make the nomination for Mr. Mishler's term to complete the remainder of the current term expiring December 31, 2016 as well as a full three year subsequent term of January 1, 2017 through December 31, 2019.

MOTION by Ms. Gladziszewski to nominate Lindsey Taylor to seat 4) General Public Seat on the Juneau Local Emergency Planning Committee replacing Alison Brehmer who resigned on April 13, 2016 from the committee.
Hearing no objection, those nominations will be forwarded to the Assembly to forward to the State for appointment.

4. Utility Advisory Board - Appointment

MOTION by Ms. Galdziszewski to recommend appointment of Leon Vance to the Utility Advisory Board (UAB) to a term expiring May 31, 2019 and Andrew Campbell to the UAB to the vacant seat to a term expiring May 31, 2018.

Hearing no objection, the motion passed.

B. Other Business

VI. STAFF REPORTS

Ms. McEwen reminded members that application due date for the Aquatics Board and Docks & Harbors Board was coming up on May 31 with the interviews for those two boards to take place on June 15. Also, June 15 was the due date for the Airport Board and Eaglecrest Board and the interviews for those boards would be taking place on Wednesday, June 29.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Mr. Jones commented that he needs to meet with staff to continue the review of the Hank Harmon Rifle Range and 4th of July Committees resolutions as well as follow-up some more on the Friends of the Flag Committee.

Ms. Gladziszewski said that people keep referring to the number of committees that CBJ has. She asked if there has ever been or how recently a systematic review of the boards and commissions.

Mr. Jones explained that is one of the tasks assigned to the HRC. He said a list of all the boards was distributed at an HRC meeting in December 2015 or January 2016 to see if there were any boards that committee members wished to review. He said there were none brought forward.

Mr. Jones stated that the Friends of the Flag, Hank Harmon Rifle Range, and 4th of July Committees came up because the Friends of the Flag Committee requested that Assembly make appointments to their committee. He said in the past year and half, the HRC has reviewed the Fisheries Development Committee, the Juneau Human Rights Commission, the Commission on Sustainability because they have requested changes in their membership and governing legislation. He said the last board they did a formal review of was the Social Services Advisory Board that resulted in that board going away.

He said although they have looked at approximately 6-7 boards over the course of the last year, they have not looked at all the boards systematically.

Ms. Gladziszewski asked Ms. McEwen if staff has a list of those boards that continually have vacancies and/or have a hard time meeting due to lack of quorum. Ms. McEwen said those boards that typically have a number of vacancies for longer periods of time are the appeal boards. The appeal boards very infrequently and only when an appeal is filed so there isn't as much interest in serving on those boards.

Ms. McEwen did state that those boards that seem to have the most difficulty obtaining and retaining members are the Fisheries Development Committee, the ADA Committee, the Juneau Human Rights Commission. She said that it is the task of the HRC to review all the boards and commissions so if there are any committees that HRC members wish brought forward to review to let her know.

Mr. Jones noted the following board application due dates coming up on June 7:
Juneau Historic Resources Advisory Committee – 2 seats
Juneau Commission on Aging – 2 seats
Juneau Commission on Sustainability – a variety of seats for various periods.

Ms. McEwen noted those will be on the June 13, 2016 HRC agenda.

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VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

There being no further business to come before the committee, Chair Jones adjourned the meeting at 6:15 p.m.



CBJ Historic Resources Advisory Committee

2015 Annual Report

Prepared by the City and Borough Juneau Community Development Department

On behalf of Juneau's Historic Resources Advisory Committee (HRAC), the City and Borough of Juneau (CBJ) Community Development Department is pleased to present the 2015 Annual Report. Within this document you will find information regarding HRAC's work during the 2015 calendar year. Concerns about the future of Juneau's downtown and the Historic District in particular have grown over the years. This has led to many opportunities for collaboration to address some of the biggest challenges that the Historic District faces. Today, more than ever, it is essential for local governments to be responsible stewards of its historic resources in an effort to preserve and maintain the community's cultural and historic heritage. These resources create a sense of community and space, provide an economic boost for the tourism industry, and preserve the community character for future generations.

A. LOCAL PRESERVATION ORDINANCES :

- HRAC formed a sub-committee in 2014 to address sign enforcement in the Historic District and worked with staff to propose the ordinance. In June 2015 the CBJ Assembly adopted ordinance 15-29 (c) to amend Juneau's Land Use Code. The ordinance increases the fine amount for non-permitted signs. Due to the high number of non-local seasonal businesses in Juneau's downtown it has been a challenge to enforce the historic district's sign standards.

B. HISTORIC RESOURCES ADVISORY COMMITTEE:

In accordance with the CBJ Land Use Code and HRAC's governing resolution, the Historic Resources Advisory Committee is entrusted with the following duties:

- Review and make recommendations on local projects that might affect properties identified in the local Historic Preservation Plan;
- Review and develop nominations to the National Register of Historic Places for properties within the City and Borough of Juneau;
- Cooperate and consult with the Assembly and the Community Development Department, and the State Historic Commission on matters concerning the historical district and historic, prehistoric and archaeological preservation in the City and Borough of Juneau;
- Review and make recommendations about the collections, exhibits, education programs, long-range plans, and other pertinent activities of the Juneau-Douglas City Museum;

- Cooperate and consult with the Parks and Recreation Department and the Parks and Recreation Advisory Committee while transitioning to the Library Department from July 1 forward on matters concerning the Juneau-Douglas City Museum; and
- Perform other actions which are necessary and proper to carry out the above duties.

In 2015, HRAC was comprised of the following members, with the specific seat held at the time and professional background.

- Zane Jones – Architect (Chair as of March 2015)
- Gary Gillette – Architect, Member of Gastineau Channel Historic Society and CBJ Liaison to Treadwell Historic Preservation and Restoration Society (Stepped down in June 2015)
- Don Harris (Vice Chair) – Retired Psychologist, historic home owner, and Board of Directors member of Friends of the Juneau-Douglas City Museum
- Shauna McMahon (Recorder) – State Natural Resource Specialist, State Museum docent
- Marie Darlin – Lifelong Juneau resident, Museum/Historic knowledge (Stepped down in June 2015)
- Gerald Gotschall – Historical Architect
- Myra Gilliam – US Forest Service Archaeologist
- Michael Tripp – Historic District Business/Property Owner
- Sorrel Nikko Goodwin – Native Alaskan representative; Librarian with the Alaska State Library Historic Collections (Resigned in November 2015)
- Daryl Miller – Lifelong Juneau resident, Downtown Business Owner, Member of Pioneers of Alaska (Appointed in July 2015)
- Karenza Bott – University of Alaska Southeast student of Alaska Native Studies, UAS Student Government member (Appointed in July 2015)

In 2015, two new members were appointed replacing two members who stepped down after serving many years on the Committee. HRAC currently has one open seat that was formerly held by Sorrel Goodwin.

Jane Lindsey, Director of the Juneau-Douglas City Museum, along with Laura Boyce, Planner and Allison Eddins, Planner from the Community Development Department (CDD), served as the staff liaisons between the CBJ and the Historic Resource Advisory Council. Laura Boyce remains as the main CDD staff liaison.

The Historic Resource Advisory Committee held regular monthly meetings on the first Wednesday of every month, with the exception of July. All of the meeting agendas, minutes and an attendance report are attached to this report

C. SURVEY AND INVENTORY OF HISTORIC PROPERTIES:

- No new properties were surveyed or inventoried during 2015.

D. PRESERVATION PLANNING ACTIVITIES:

- In April 2015, Juneau was awarded a Historic Preservation Fund grant from the State of Alaska to update Juneau's draft Historic Preservation Plan. The draft plan was completed in 1997 but was never officially adopted.

E. NATIONAL REGISTER PROGRAM PARTICIPATION:

- During the 2015 calendar year, HRAC recommended The Rudy-Kodzoff House to the National Register. The house has since been placed on the National Register of Historic Places. This brings the total number of building on the register to 22. A complete list of Juneau properties on the National Register can be found on the National Park Service website, <https://www.nps.gov/nr/research/>. There are also 1,052 sites and structures within the Borough that are listed on the Alaska Heritage Resource Survey. This list includes archaeological sites, buildings, locations and objects that have been found and recorded here in Juneau.

F. PROTECTION OF HISTORIC PROPERTIES:

The CBJ Planning Commission, in coordination with the HRAC, reviews major developments within the Downtown Historic District and other civic projects for potentially harmful impacts to historic and cultural resources. Minor developments, such as building permits and sign permits, are handled solely at the CBJ staff level; however, it has been department policy to consult with HRAC during the building and sign permit review process. During 2015, development projects were reviewed for potentially harmful impacts to historic properties and/or historic and cultural resources within the City and Borough of Juneau. Many DOT and CBJ projects were reviewed for potential impacts.

During 2015, the Historical Resources Advisory Committee reviewed and made recommendations for nine projects that had the potential to impact historically and culturally significant sites and structures. These projects included three development

projects in the Historic District, three AKDOT projects, two Wireless Communication Facility projects, and one project at Kensington Mine.

G. PUBLIC EDUCATION PROJECTS:

In 2015, the Juneau-Douglas City Museum continued the tradition of offering relevant and thoughtful historical presentations, lectures and exhibits. Below are the public education projects that were offered this past year:

Category	# of Participants
Education Visits / School groups	1420
For Pay Classes / Programs	280
Historic Downtown Walking Tour	157
Public Programs	3074
Total	4931

The Museum hosted the following activities directly related to historic preservation:

- *History Research* with Whitman, Geraghty & Harbanuk
- Local Heroes Walking Tours, themes important community members with historic structures and neighborhoods.
- Historic Downtown Walking Tours

H. HISTORIC PRESERVATION GRANT ACTIVITIES:

- In 2015, CBJ completed the Evergreen Cemetery Mapping project. The project was a collaborative effort between the Community Development Department, the Juneau-Douglas City Museum and the Department of Parks and Recreation. The project included locating and mapping gravesites and transferring the data to a searchable, digital database that is open to the public. The project also transferred historic paper Evergreen Cemetery documents to the City Museum's collection.

I. OTHER PRESERVATION ACTIVITIES:

- In July 2015, 27 iron tools that were on loan to the Last Chance Mining Museum were returned and the Museum. It is recommended that the remaining tools on loan be examined by an objects specialist who will conduct an assessment and provide a collections report of the condition of the objects.

- In October 2015, CBJ received a training and travel grant from the State Historic Preservation Office to send CDD staff to Alaska Preservation Conference. There, staff gave a presentation on the Evergreen Cemetery Mapping Project and learned about the economic and environmental benefits of preservation. This information was brought back and shared with HRAC.

J. UPDATED CONTACT INFORMATION:

- Commission Staff
Name: Laura Boyce, Senior Planner
Address: 4th Floor Marine View Building, Juneau, Alaska 99801
Phone: 907-586-0753
Email: laura.boyce@juneau.org

Name: Allison Eddins, Planner
Address: 4th Floor Marine View Building, Juneau, Alaska 99801
Phone: 907-586-0758
Email: allison.eddins@juneau.org
- Commission Chair
Name: Zane Jones, HRAC Chair
Phone: 907-586-1371
Email: zane@mrvarchitects.com

K. ATTACHMENTS:

- HRAC Agendas and Meeting Minutes for 2015
- HRAC Attendance Record for 2015

HISTORIC RESOURCES ADVISORY COMMITTEE

2015 Annual Report Attachments

JUNE 13, 2016

Assembly Human Resources Committee e-packet

**And paper copies are available upon request at the
Municipal Clerk's Office during regular business hours.**

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, January 7, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Gary Gillette (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Marie Darlin	☐ Gerald Gotschall	☐ Sorrel Goodwin
☐ Myra Gilliam	☐ Zane Jones	☐ Michael Tripp

Staff:

☐ Jane Lindsey (City Museum)	☐ Jonathan Lange (CDD)	☐ Allison Eddins (CDD)
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- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes: December 3, 2014
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Section 106 Review of two proposed cell towers
 - 2. National Register Nomination for Kodzoff House
 - 3. Annual Retreat Discussion and Planning
- VI. Old Business
 - 1. Grant Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – February 4, 2015, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, February 4, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Gary Gillette (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Marie Darlin	☐ Gerald Gotschall	☐ Sorrel Goodwin
☐ Myra Gilliam	☐ Zane Jones	☐ Michael Tripp

Staff:

☐ Jane Lindsey (City Museum)	☐ Laura Boyce (CDD)	☐ Allison Eddins (CDD)
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- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes: January 7, 2015
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Proposed Fuel Station at Kensington Mine – Curtis Caton, Forest Service
- VI. Old Business
 - 1. Signage Update
 - 2. Annual Retreat Planning
 - 3. Grant Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – March 4, 2015, 5:00 p.m., City Hall Room 224 – Annual Retreat
- IX. Adjournment

ANNUAL RETREAT
Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, March 4, 2015
City Hall Room 224
5:00 p.m. to 8:00 p.m.

Members:

☐ Gary Gillette (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Marie Darlin	☐ Gerald Gotschall	☐ Sorrel Goodwin
☐ Myra Gilliam	☐ Zane Jones	☐ Michael Tripp

Staff:

☐ Jane Lindsey (City Museum)	☐ Laura Boyce (CDD)	☐ Allison Eddins (CDD)
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- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes: February 4, 2015
- IV. Public Testimony on Non-agenda Items
- V. Business
 - 1. Election of Officers
 - 2. Guidelines and Standards for Murals in the Downtown Historic District
 - 3. Grant Status and Opportunities
- VI. Committee Member Comments
- VII. Next Regular Meeting – April 1, 2015, 5:00 p.m., City Hall Room 224
- VIII. Next Special Meeting – Signage Subcommittee - Thursday, March 5, 5 p.m., CDD Conference Room, Marine View Building, 4th Floor
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, April 1, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)
☐ Marie Darlin
☐ Gary Gillette

☐ Don Harris (Vice-Chair)
☐ Myra Gilliam
☐ Sorrel Goodwin

☐ Shauna McMahon (Recorder)
☐ Gerald Gotschall
☐ Michael Tripp

Staff:

☐ Jane Lindsey (City Museum)

☐ Laura Boyce (CDD)

☐ Allison Eddins (CDD)

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes: February 4, 2015 and March 4, 2015
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Baranof Hotel Repainting – Steve Hamilton, General Manager
- VI. Old Business
 - 1. Consideration of Draft Mural Language
 - 2. Signage Enforcement Fee Update
 - 3. Grant Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – May 6, 2015, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, May 6, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Marie Darlin	☐ Myra Gilliam	☐ Gerald Gotschall
☐ Gary Gillette	☐ Sorrel Goodwin	☐ Michael Tripp

Staff:

☐ Jane Lindsey (City Museum)	☐ Laura Boyce (CDD)	☐ Allison Eddins (CDD)
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- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes: April 1, 2015
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Front & Franklin Street Project Update – CBJ Engineering, Michele Elfers
 - 2. Annual Report Review – CBJ Staff
 - 3. HRAC Vacancies
- VI. Old Business
 - 1. Signage Enforcement Fee Update
 - 2. Signage Discussion
 - 3. Grant Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – June 3, 2015, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, June 3, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)
☐ Marie Darlin
☐ Gary Gillette

☐ Don Harris (Vice-Chair)
☐ Myra Gilliam
☐ Sorrel Goodwin

☐ Shauna McMahon (Recorder)
☐ Gerald Gotschall
☐ Michael Tripp

Staff:

☐ Jane Lindsey (City Museum)

☐ Laura Boyce (CDD)

☐ Allison Eddins (CDD)

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes: May 6, 2015
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Front & Franklin Street Project Update – CBJ Engineering, Michele Elfers
 - 2. Subcommittee Updates
- VI. Old Business
 - 1. Mural Discussion
 - 2. Signage Discussion
 - 3. Grant Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – August 5, 2015, 5:00 p.m., City Hall Room 224
(NO MEETING IN JULY)
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, September 2, 2015

City Hall Room 224

5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)

☐ Karenza Bott

☐ Sorrel Goodwin

☐ Don Harris (Vice-Chair)

☐ Myra Gilliam

☐ Daryl Miller

☐ Shauna McMahon (Recorder)

☐ Gerald Gotschall

☐ Michael Tripp

Staff:

☐ Laura Boyce (CDD)

☐ Jane Lindsey (City Museum)

☐ Allison Eddins (CDD)

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. City Museum Collections: Iron Tools
 - 2. Museum loans incoming - outgoing
 - 3. Museum casework project
- VI. Old Business
 - 1. Grant Updates – Evergreen Cemetery Brochure
- VII. Committee Member Comments
- VIII. Next Regular Meeting – October 7, 2015, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, October 7, 2015
Douglas Library
5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Karenza Bott	☐ Myra Gilliam	☐ Gerald Gotschall
☐ Sorrel Goodwin	☐ Daryl Miller	☐ Michael Tripp

Staff:

☐ Laura Boyce (CDD)	☐ Jane Lindsey (City Museum)	☐ Allison Eddins (CDD)
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- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Front and Franklin Streets Project Update – Michele Elfers, CBJ Staff
 - 2. Project Updates/Discussion - Staff
- VI. Old Business
 - 1. Grant Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – November 4, 2015, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, November 4, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Karenza Bott	☐ Myra Gilliam	☐ Gerald Gotschall
☐ Sorrel Goodwin	☐ Daryl Miller	☐ Michael Tripp

Staff:

☐ Laura Boyce (CDD)	☐ Jane Lindsey (City Museum)	☐ Allison Eddins (CDD)
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- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Anchorage Preservation Conference Overview
 - 2. Evergreen Cemetery Online Map Presentation & Project Update
 - 3. Project Updates/Discussion – Staff
 - a. Wells Fargo Mural
 - b. Baranof Hotel Windows
- VI. Old Business
 - 1. Grant Updates
 - 2. Subcommittee Updates
- VII. Committee Member Comments
- VIII. Next Regular Meeting – December 2, 2015, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Agenda of the
City and Borough of Juneau
Historic Resources Advisory Committee

Wednesday, December 2, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

☐ Zane Jones (Chair)	☐ Don Harris (Vice-Chair)	☐ Shauna McMahon (Recorder)
☐ Karenza Bott	☐ Myra Gilliam	☐ Gerald Gotschall
☐ Vacant Seat	☐ Daryl Miller	☐ Michael Tripp

Staff:

☐ Laura Boyce (CDD)	☐ Jane Lindsey (City Museum)	☐ Allison Eddins (CDD)
☐ Megan Daniels (CDD)		

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
- IV. Public Testimony on Non-agenda Items
- V. New Business
 - 1. Front and Franklin Streets Project Update – Michele Elfers
 - 2. State Road Project Section 106 Reviews
 - a. Industrial Blvd. & Glacier Hwy. Improvements
 - b. Douglas Sidewalk Extension – Gastineau School – Lawson Creek Rd.
 - 3. CBJ FY2016 Capital Improvements Projects (CIP)
- VI. Old Business
 - 1. Vacant HRAC seat
- VII. Committee Member Comments
- VIII. Next Regular Meeting – January 6, 2016, 5:00 p.m., City Hall Room 224
- IX. Adjournment

Meeting Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, January 7, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

___ Gary Gillette (Chair)	___ Don Harris (Vice-Chair)	___ Shauna McMahon (recorder)
___ Marie Darlin	___ Gerald Gotschall	<u>Abs</u> Sorrel Goodwin
___ Myra Gilliam	___ \ Zane Jones	___ Michael Tripp

Staff: ___ Jane Lindsey (CBJ, Juneau-Douglas City Museum)

___ Jonathon Lange (CBJ Community Development)

___ Allison Eddins (CBJ Community Development)

- I. Call to Order: 5:02 pm,
- II. Approval of Agenda: Approved unanimously.
- III. Approval of Minutes: Corrections to names in new business: Goodwin, Elfers. Zane Jones motioned for approval with name corrections. Approved unanimously.
- IV. Public Testimony on Non-agenda Items: none

V. New Business

1 Section 106 review of two proposed cell towers

Jonathan Lange gave brief location detail- both towers exist already. The Auk rec tower had four historic/cultural sites near location but project reported no adverse effect: Indian Village, Totem Pole, Indian Point and Mission. The backloop tower had two sites near project but reported no adverse effect: Van Dort Residence and UA Quast (log cabin across from Deharts). Myra Gilliam wondered about the presence of Hydaburg, Kake, and Hoonah tribal contacts given the location of projects. She also thought there should be additional contacts such as Sealaska. Gary Gillette noted that if you change the title from Tribal Involvement to Interested Parties it would be easier to incorporate non tribal cultural entities and it would support more commenting.

-Motion- (Auke Rec tower) Concur with result of no effect to historic properties but recommend update notification to include Sealaska and update Tlingit & Haida Central Council council.

(Motioned by Myra Gilliam, approved unanimously)

The difference between the two reports was noted by HRAC members- the Auk rec report being more comprehensive in map and photos. Time was spent by HRAC members clarifying the location and familiarizing with the two sites listed in the backloop report.

-Motion- (BackLoop tower) Concur with result of no effect to historic properties but in future additional information and maps could assist review.

(, approved unanimously)

2. National Register Nomination for Kodzoff House

HRAC members reviewed provided report. Gary Gillette noted terminology usage that could be changed to better reflect architectural concept. This was followed with an associated motion.

-Motion- HRAC supports nomination of Kodzoff House but with noted change for clarity: replace “suspended slab” with “elevated slab”

(Motioned by Gerald Gottschall and approved unanimously)

3. Annual Retreat Discussion and Planning

The HRAC committee brainstormed topics for retreat and discussed potential dates and times. Ultimately a spring evening retreat chosen. This spring (3/4/15) 5-8 pm.

Retreat topics:

Murals and historic district standards - JEDC/DIG have potential mural plans

General training on Historic District Standards and their implementation

Goals and tone for Historic District standards

Brainstorm ideas for future grant proposals.

Another topic that gained interest but possibly not for the retreat included expansion of the Historic District Boundary line (this line can be different than that in the federal designation). Also mentioned were standards for temporary structures- such as the summertime structure by the library.

VI Old Business

1. Grant Updates

It was noted that the Preservation Plan, Evergreen Cemetery, and Power Tower proposal were awarded grants.

VII Committee Comments -none

VIII. Next Meeting Wednesday February 4, 2015 at 5:00 pm, City Hall Room 225

IX Adjournment 6:15

Meeting Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, February 4, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

___ Gary Gillette (Chair)	___ Don Harris (Vice-Chair)	___ Shauna McMahon (recorder)
___ Marie Darlin	___ Gerald Gotschall	___ Sorrel Goodwin
___ Myra Gilliam	___ \ Zane Jones	___ Michael Tripp

Staff: ___ Jane Lindsey (CBJ, Juneau-Douglas City Museum)

___ Jonathon Lange (CBJ Community Development)

___ Allison Eddins (CBJ Community Development)

Guests: Hal Harte

- I. Call to Order: 5:00 pm,
- II. Approval of Agenda: Approved unanimously.
- III. Approval of Minutes: Marie Darlin motioned. Approved unanimously.
- IV. Public Testimony on Non-agenda Items: none
- V. New Business

1 Proposed Fuel Station at Kensington Mine Curtis Caton

Kensington Mine is proposing to create a fuel depots south of mine in Berners Bay area Mr.Caton provided handouts and an overview of the project. Don Harris asked about the adverse effect and mitigation referenced in the 1/2/15 U.S. Forest Service letter to the State Historic Preservation Officer. Myra Gilliam noted that mitigation was a part of the larger Kensington Mine development and included specific requirements regarding monitoring of 20+ sites, annual report, archaeology video, and education. She also mentioned prior surveys but that cultural site locations have confidentially protection. The larger mine are is a mix of private and federal lands. As a side note Shauna McMahon that the project managers will want to review the projects the fuel tank specifics and any financial responsibility requirement applicability.

Mr. Curtis described the purpose of the project. The flatbed hauling fuel in the winter has trouble with the long route in the winter. This would allow marine shipment of fuel to the dock and the tanks would provide for longer fuel needs. Mr. Curtis noted that project area was previously disturbed.

- Motion- HRAC committee agrees with the project finding that are no new adverse effects to historic properties and notes that prior adverse findings were previously considered and were previously addressed with mitigation.
(Motioned by Gerald Gottschall, approved unanimously)

VI Old Business

1. Signage Update

Michael Tripp noted that the HRAC Signage subcommittee gave a presentation to the Titel 49 Subcommittee of the Planning Commission. The planning commission subcommittee expressed support of option B. The proposal is being presented to the full Planning Commission next Tuesday at 7 pm. HRAC were encourage to attend to show support. [this presentation was later postponed to gather additional support]. The committee brainstormed questions and details that may be raised at the Tuesday presentation: ticket distribution and enforcement, adding fee to Title 3, downtown improvement group dialog.

2. Annual Retreat Planning

Gary Gillette asked about public notice requirements for retreat. CBJ staff was asked to make discussion prompts and obtain past standards for reference at the retreat. The retreat location to be determined at later date.

3/ Grant Updates

Additional funds were given to the Pump House and the Sentinel Lighthouse projects. Marie Darlin noted a 2nd round CLG opening with a March 5 deadline for submittals. The stamp mill protection project at Sandy Beach was brought up and how it can be more CLG attractive: cleaning and conservation versus protective shelter.

VII Committee Comments -none

VIII. Retreat Wednesday March 4, 2015 at 5:00 pm, locatation TBA

IX Adjournment 6:30

Retreat Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, March 4, 2015 City Hall Room 224 5:00 p.m. to 7:35 p.m.
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Members:

___ Gary Gillette (Chair)	___ Don Harris (Vice-Chair)	___ Shauna McMahon (recorder)
___ Marie Darlin	___ Gerald Gotschall	___ Sorrel Goodwin
___ Myra Gilliam	___ \ Zane Jones	___ Michael Tripp (by phone)

Staff: _abs_ Jane Lindsey (CBJ, Juneau-Douglas City Museum)

___ Jonathon Lange (CBJ Community Development)

___ Allison Eddins (CBJ Community Development)

___ Chrissy McNally (CBJ Community Development)

Guests: Hal Harte (CCD)

Amy Fletcher
Dana Gunderson- Alaska Brewing Co.
Margo Waring – JEDC
Electra Gardinier- Artist Roundtable
Jordan Kendall

- I. Call to Order: 5:07 pm,
- II. Approval of Agenda: Approved unanimously.
- III. Approval of Minutes: Minutes not available. Tabled to next meeting
- IV. Public Testimony on Non-agenda Items:

Margo Waring presented some JEDC information. Off season season window dressing- JEDC would like to get more participation next year. They also are hoping to do a storefront improvement contest again. Ms. Waring emphasized keeping business life vital and growing community and investment support and resources

V. New Business

1. Elections

The following people were nominated for committee offices and accepted offices

Motion-	Chair-	Zane Jones – (Gerald Gotschall motioned, approved unanimously)
	Vice-Chair-	Don Harris – (Myra Gilliam motioned, approved unanimously)
	Recorder-	Shauna McMahon (Myra Gilliam motioned, approved unanimously)

2. Guidelines and Standards for Murals in the Downtown Historic District

Current procedures (Laura Boyce)

Murals are not regulated in city unless falls into sign classification. For the historic district there are no standards in place for murals so variance is current practice- the Filipino building was mentioned as example. Variance usually has a \$400 fee, is about an eight week process, and has some board of adjustment oversight. Later Ms. Boyce also noted detached murals require permit because of safety hazard element.

Process of approving new historic district standards (Laura Boyce)

Proposed standards are developed . These are reviewed by CBJ Law Department. The proposed standards are then presented to the Title 49 Planning Commission and onwards to the full Planning Commission It is then item at two CBJ Assembly meetings. 30 days after Assembly approval the standards are implemented.

HRAC function and Regulatory Choices

After the mural and regulatory procedure introduction the HRAC member discussed direction and issues of Mural standard development and related issues. Michael Tripp had broader questions about the type authority and role wanted in future- discretionary powers? He also asked about HRAC role in the Mural standard implementation- whether it was CBJ staff implementing and enforcing proposed mural standards or whether HRAC had a larger decision role. Gerald Gottschall mentioned that If CBJ implementing then wording has specific enough to apply. Laura noted that choices about what buildings included will be need to made: contributing, non-contributing, outside historic district? Mike asked whether a group review by HRAC or related committee might be incorporated for Mural proposals. Gerald Gottschall noted that art has subjectivity for which group review may have advantages.

Public Commentary Regarding Mural and Regulatory Development

Artist Electra Gardinier noted that many businessowners are approaching roundtable artists for mural proposals but there is lack of administrative structure for getting city approval. She noted that a “defining history” clause might limit subjects and could hinder more contemporary concepts. She encourages research and access to information related to conservation needs and materials for murals. She also noted that detachability

Public Commentary regarding Murals continued...

allows the mural to follow leasees. Current variance fee can be imposing to artists and she was concerned about the artist losing that fee cost if the proposal is not approve

Margo Waring supported the mural development in CBJ and the issues mentioned by Ms. Gardinier. She felt mural art can contribute to vitality. Ms. Waring felt some of the sample processes could be over restrictive- perhaps looser standards for non-contributing buildings could help accommodate.

Gary Gillette offered thanks to the public for their commentary. He noted that artists are always welcomed to bring mural concepts to HRAC early in process. He then guided the Committee to focus on three aspects of mural regulation- design, review, and enforcement.

Design and mural guidelines

Size was an element that was a discussion topic: allow mural to dominate space- different cities have different attitudes. Laura Boyce noted that 3-D (depth) is limited by property line restrictions. Limits of mural lifespan and requirements of maintenance were discussed. Moving and flashing elements in murals was a discussion item –artistic creativity versus nuisance and safety issues. Accomodating old historic sign elements- “ghosts”- was raised in the discussion. A lot of time was spend on differentiating cultural versus historic themes. A list of priority considerations for mural designs was brainstormed.

- | | |
|---|---|
| 1) Preserve Historic value | 8) No moving mechanical parts |
| 2) No logos or text | 9) Requirements related to placement |
| 3) No damage to building (reversibility) | 10) Rules regarding lighting elements |
| 4) Does not obscure historic features of building | 11) Theme requirements? |
| 5) Neighborhood outreach | 12) Public notice signs at site during review |
| 6) Maintenance | 13) Considerations for digital prints. |
| 7) End lifespan & remove if in disrepair | |

Review and mural guidelines

Gary Gillette was curious about feasibility and support for a historic district permit. Hal Harte commented that need to build public will towards permit would be important. Time would be needed to build property owner and downtown rapport.

Priority considerations for mural design review included: 1) Use of CDD staff on development in historic district 2) Specific permits 3) and public noticing protocols.

Enforcement and mural guidelines

Two enforcement issues were discussed: 1) A requirement and timeframe to remove mural if does not follow previously approved design 2) Determining the appropriate part to contact for enforcement measures (artist? Building owner? Leasee? Building representative?)

3. Grant Status and Opportunities

Laura Boyce and Gary Gillette overviewed recently awarded grants. The 1st phase of the Preservation Grant was awarded – funding details pending. Evergreen cemetery project was changed to have mapping done inhouse and GIS compilation done by consultant. Last Chance Mine power tower project anticipates project engineering plan next September.

The HRAC members brainstormed concepts for project proposals for future grant opportunities. These included historic register nominations for capitol building and/or Treadwell mining district. Also noted was expanding historic neighborhood survey to top of Starr Hill and Norway Point areas

VI Committee Member Comments.

Hal Harte gave status update on Mendenhall Apartments- condition issues make historic restoration unfeasible and has lowered assessed value of property. Owner is still coordinating possible private issues. Private owner would enable more property use options than public city ownership. Fiscally hard time for city developed development incentives. Despite this Mr. Harte said it is important time to generate creative concepts for investment in historic downtown. A professional speaker by the name of Escobar from Washington D.C. was named as giving presentations on generating real estate vitality and economic valuation. Could be a good next step for CBJ and downtown interest groups.

VII. Next Regular Meeting – April 1, 2015, 5:00 p.m. City hall Room 224

VIII. Next Special Meeting – Signage Subcommittee – Thursday, March 5, 5 p.m., CDD Conference room, Marine View building, 4th

IX Adjournment 7:35

Retreat Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, April 1, 2015 City Hall Room 224 5:00 p.m. to 6:30 p.m.
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Members:

___ Gary Gillette (Chair)	___ Don Harris (Vice-Chair)	___ Shauna McMahon (recorder)
___ Marie Darlin	___ Gerald Gotschall	___ Sorrel Goodwin
___ Myra Gilliam	___ \ Zane Jones	___ Michael Tripp (by phone)

Staff: _abs_ Jane Lindsey (CBJ, Juneau-Douglas City Museum)

___ Jonathon Lange (CBJ Community Development)

___ Allison Eddins (CBJ Community Development)

Guests: Hal Harte (CCD)
Darryl Miller

- I. Call to Order: 5:03 pm,
- II. Approval of Agenda: Approved unanimously.
- III. Approval of Minutes: Both February meeting and March retreat minutes considered Approved unanimously.
(Gary Gillette motioned, Marie Darlin 2nd)
- IV. Public Testimony on Non-agenda Items: none
- V. New Business

- 1. Baranof Hotel Repainting- Steve Hamilton, General Manager

Mr. Hamilton presented 4 potential color schemes. HRA general impressions included: white may be prone to get dirty, keep red granite in mind, night and day contrast, and rich color for center stripe. Schemes 3 & 4 were the preferred by HRAC members. A graphic and posting of color for day and night view would be appreciated by HRAC members. There was some discussion of neon hotel name history at the Baranof. HRAC members expressed gratitude for Mr. Hamilton coming early in the planning process. Laura mentioned that the HRAC Building Sub-Committee may be a option for time-sensitive paint decisions. Michael Tripp expressed interest in being part of the sub-committee.

VI. Old Business

1. Consideration of Draft Mural Language

Allison Eddins review further research on mural regulations. Most cities do not have mural regulations so HRAC efforts are progressive. Commercialization and text in murals if restricted are typically not restricted by sometimes restricted with percentage use regulation. Gary Gillette used the example of the tram being placed in a “welcome to Juneau” mural as an example of challenge of defining place versus political statements and commercial messaging Daryl Miller mentioned thinking about defining commercial element limits. Daryl Miller talked about perfs (transient windows) and using window graphics and the appeal in his downtown shop. He also mentioned the International Group – Letterheads who will take a 10-15 building group of buildings He also mentioned about defining commercial element limits.

Conversation returned to procedural options for murals. It was noted people are waiting to do murals now- maybe fasttrack murals to Planning Commission decision while HRAC continues to work on bigger changes and potential permit. Also perhaps an initial informal review by HRAC that is used for city decision- the assembly would be involved if conflict.

2. Signage Enforcement Fee Update

The Planning Commission meeting on April 14 will consider the proposed regulation change about signage enforcement. Michael Tripp noted that a grandfather clause was not included currently. Daryl Miller mentioned that a sunset clause may be an option if a grandfather clause were included.

3. Grant Updates

Laura Boyce noted that money was appropriated for the Preservation Plan grant proposal.

VI Committee Member Comments.

Laura Boyce and Shauna McMahon noted some community planning webinars that may be of interest to HRAC member. Laura will make the information available to HRAC members.

A “World Café” Franklin and Front street visioning event was mentioned and the date was corrected to tomorrow (4/2) at the Heritage Café.

VII. Next Regular Meeting – May 6, 2015 5:00 p.m. City hall Room 224

IX Adjournment 6:30

Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, May 6, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

___ Gary Gillette (Chair) ___ Don Harris (Vice-Chair) ___ Shauna McMahon (recorder)

Abs Marie Darlin Abs Gerald Gotschall ___ Sorrel Goodwin

Abs Myra Gilliam Abs ___ Zane Jones ___ Michael Tripp (by phone)

Staff: ___ Jane Lindsey (CBJ, Juneau-Douglas City Museum)

___ Jonathon Lange (CBJ Community Development)

___ Allison Eddins (CBJ Community Development)

___ Laura Boyce (CBJ Community Development)

Guests: Darryl Miller

Grady Sanders- Heritage Coffee

Megan Daniels- CDD

Samantha Dye- Downtown Improvement Project

- I. Call to Order: 5:02 pm,
- II. Approval of Agenda: Approved unanimously.
- III. Approval of Minutes: Approved unanimously
(Gary Gillette motioned)
- IV. Public Testimony on Non-agenda Items:

Mr Sanders of Heritage Coffee talked about ~3' wide x 10' high sign proposed above for Heritage Coffee Café on Front Street. He was to have the Heritage Coffee design place above canopy so that it wraps building corner on south and east sides. The design would be the current Heritage logo without text. He noted yeawrs ago during log design it was vetted by Sealaska. The sign would be an inkjet graphic on panel and would be removable. Larura Boyce and Gary Gillette noted current signage requirements- a sign above canopy was allowed if it names the building or primary tenant.

V. New Business

1. Front & Franklin Street Project Update- Michele Elfers

The consultant and local architect have been selected. Phase 1 is planning & design with project definition including project boundaries. Some current downtown concerns include 30 year old planking, drainage issues, sidewalk widths, and light pole locations. Ms. Elfers noted recent “world café” gathering to get public thought on biggest concerns and goals in downtown. Lighting was a repeated theme by participants. HRAC members and present guests offered commentary related to the Front & Frankling planning project.

The sidewalk material was mentioned: would pavers like main street be used, would it be too busy a pattern or kept at intersections? Darryl liked the concrete with “sparkly” additive at the airport. Michele noted that lower Seward is an underutilized view cooridor that is centrally locally by preferred ship docking and lightering area. Laura noted that there had been a former CIP project to have a wright iron downtown entry feature and that Skagway is currently working on a downtown entry feature.

Also mentioned was Historic Loop possibilities. Laura Boyce mentioned the possibility of promoting historic plaques on buildings. Jane Lindsay said current museum historic walk goes north away from downtown core. She also mentioned the circulator would make hill, museum and capitol access easier.

Lighting and vibrancy were additional themes noted. Gary Gillette wanted to make sure lighting fixtures complement the historic structures and elements. Grady Saunders noted that building owners want guidance in efforts to invest in storefront- the Soboloff Center could help jumpstart energy of owners towards revitalization.

Michele Elfers then went into the project next steps. There will be a June 18th gathering where markers will be used to respond to design recommendations. In July a design and appropriation stage will occur.

2. Annual Report Review

The annual report was discussed. Myra Gilliam noted that the Kodzoff nomination could be added. Other suggested activity additions included the Treadwell sign install, Power tower grant, and Empty Chair. Gary Gillette asked about the JDCM collection review and had noted HRAC members has not acted on this task. Is the collections review a task done by friends of JDCM? Should HRAC be active or should a separate committee be established? Other comments could be provided to Laura

3. HRAC Vacancies

Marie Darlin, Gary Gillette, and Don Harris have seats that expire June 30. They can reapply prior if interested in retaining HRAC seat

VI. Old Business

1. Signage Enforcement Fee Update

May 18 the regulatory proposal will go to assembly for introduction.

2. Signage discussion

The HRAC committee tabled this topic to next meeting.

3. Grant Updates

Laura Boyce noted the Request for Bids closed for the Evergreen Grant and six bids were received.. A Request for Bids is currently be developed for the Preservation Plan project.

VI Committee Member Comments.

Gary Gillette discussed dock art project. There had been 28 proposals which were narrowed to 4. Current contender is 8-10 lighted helix shaped poles in high polish stainless steel about 16' tall. The proposal goes to assembly 5/18/15,

VII. Next Regular Meeting – June 3, 2015 5:00 p.m. City hall Room 224

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IX Adjournment 6:30

**Minutes of the City and Borough of Juneau, AK
Historic Resources Advisory Committee**

Wednesday, August 5, 2015

City Hall Room 224

5:00 pm – 6:30 pm

Members Present: Zane Jones (Chair); Don Harris (Vice Chair); Karenza Bott; Gerald Gotschall; Daryl Miller; Michael Tripp

Members Not Present: Myra Gilliam; Sorrell Goodwin; Shauna McMahon

Guests: Paulette Simpson; Wayne Jensen

Staff Present: Laura Boyce (CDD); Allison Eddins (CDD)

- I. Call to Order – Zane Jones called the August HRAC meeting to order at 5:05pm.
- II. Approval of Agenda – The August agenda was approved unanimously.
- III. Approval of Minutes – The approval of the June 2015 minutes was postponed until the September 2015 meeting.
- IV. Public Testimony on Non-agenda Items – There was no public testimony on non-agenda items at this meeting.
- V. New Business -
 - Welcome New Members – New members Karenza Bott and Daryl Miller introduced themselves to the rest of the Committee and a round of introductions followed.
 - Treadwell Office Building Update – Paulette Simpson and Wayne Jensen gave an update of the Treadwell Office restoration project. Gerald Gotschall proposed a motion to write a letter of support for the project. This motion was seconded by Karenza Bott and passed unanimously.
 - Proposed Signs/Building Permits – Daryl Miller excused himself from the Committee in order to present two sign proposals in the Historic District.
 1. Juneau Drug Store – The owner would like to replicate the historic window signs that date back to the 1940s. HRAC voted to give its unanimous support to the proposed sign.
 2. Capital Sign & Printing – The owner would like to place historic photos of the old steam laundry in the large windows on the north side of the building at 171 Shattuck Way. The photos would be made of perforated transit graphic. HRAC agreed that they liked the idea but are leery about setting precedence without having specific language in the Design Guidelines that pertain to this type of display. The committee felt that the proposed mural ordinance would be a good place to add this language.

3. Brotherhood Bridge – HRAC has been asked to provide feedback on the panels that will be installed once the reconstruction project is complete. Members will send their comments to Laura, who will pass the comments along to ADOT&PF.
- Sub-Committee Assignments –
 1. Sign Sub-Committee members are Michael Tripp, Zane Jones, Don Harris and Daryl Miller
 2. Mural Sub-Committee members are Gerald Gotschall, Karenza Bott and Daryl Miller
 3. Building Permit Sub-Committee members are Shauna McMahon and Gerald Gotschall
- Training Opportunities – The Alaska Historic Preservation Conference will be held in Anchorage from October 20-22. CDD will send Staff and HRAC members Zane Jones and Karenza Bott are both planning to attend.

VI. Old Business –

- The new sign ordinance is now in effect. However, the CBJ Law Department has advised that all enforcement be put on hold in light of the recent Supreme Court decision. Michael Tripp asked for more clarity from Law. Laura will look into having a representative from Law brief HRAC at the next meeting.
- The mural sub-committee will hold its first meeting in August 2015. Part of the discussion will be whether to add public art to the draft ordinance language.
- The Evergreen Cemetery grant is progressing on time and will be complete by September 30, 2015.

VII. Committee Member Comments – Michael Tripp would like an update from Laura and Allison about their recent trip to Skagway to learn about the city's strict sign ordinance.

VIII. Next Meeting will be held on September 2, 2015 in City Hall room 224.

IX. Meeting adjourned at 6:35 pm.

Retreat Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, September 2 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

___ Zane Jones (Chair)	___ Don Harris (Vice-Chair)	___ Shauna McMahon (recorder)
___ Karenza Bott	___ Myra Gilliam	<u>Abs</u> Gerald Gottschall
___ Sorrel Goodwin	___ Daryl Miller	___ Michael Tripp

Staff: ___ Laura Boyce (CBJ Community Development)
 ___ Jane Lindsey (CBJ, Juneau-Douglas City Museum)
 ___ Allison Eddins (CBJ Community Development)

Guests:

Rod Steedle - Asst. City Manager
Robert Barr- Library Director
Jodi DeBruyne- Curator of Collections & Exhibits

- I. Call to Order: 5:03 pm,
- II. Approval of Agenda: Approved unanimously.
- III. Approval of Minutes: Postponed
- IV. Public Testimony on Non-agenda Items: None
- V. New Business

1. City Museum Collections – Iron Tools- Jodi DeBruyne

Jodi DeBruyne described recent routine review of JDCM artifacts at the Last Chance Museum. The main JDCM collection at Last Chance Mine was accessioned in 1984 when CBJ purchased the Last Chance site from AEL&P. At the recent review a selection of the artifacts showed presence of “white powder” and some had orange corrosion and flaking. In July JDCM and Alaska State Museum staff visited the display. It was noted that cases might be offer limited protection given the humidity and exhibit dynamics at Last Chance Mine. 27 artifacts were removed from exhibit, condition reports prepared, and placed in JDCM. Storage. Ms. DeBruyne and Ms. Lindsey noted that any tool expertise that Mr. Harris might offer regarding this mining tool collection would be welcomed.

2. Museum Loans Incoming - Outgoing

Jane Lindsey noted the upcoming Rasmussen Retrospective

3. Museum Casework Project

Jane Lindsey mentioned pursuit of grants for lighting and new cases. This is part of a larger effort towards new energy behind permanent exhibits and using some suggestions noted in the long range planning document. This includes more Auk and Taku Kwan heritage in the general history section and expanding the melting pot section. At the popular store “curio” display JDHS wants to further tie to specific Juneau businesses. Also mentioned was the “fishing” display and adding a new maritime exhibit- hoping to better link Juneau and those industries. Rock and Mineral touch walls are grant potentials the museum is considering and Kensington may offer concentrate for such display. The Rie Munoz Chilkat Dance may be brought out into display as well.

The ~40’ Woosh-kee-taan (sp?) totem outside Centennial Hall is the subject of a grant to JDCM. Ms. Lindsey noted JDCM will have Steve Brown (the original carver) review the totem and a spruce transitional canoe in the JDCM collection for condition status. There was a previous condition review of the totem in 1981. Lindsey noted that a challenge to any recommended treatment is location biggest enough for “dry-docking”. Daryl Miller Miller noted current Centennial Hall renovation and wondered whether temporary treatment or longer term indoor display of the totem could be accommodated. Myra Gilliam referenced a recent USFS project treating the 4 story totem and that her experience may be helpful to the Woosh-ke-taan project.

As part of the project Ms. Elfers has recently talked to various specific stakeholders. The Chamber of Commerce, Downtown Business Association, and Sealaska were engaged. She also had talked with AEL&P regarding utility number or size options, relocating, and/or innovative painting. The Filipino community was contacted regarding Manila Square and pedestrian management. Discussions with Juneau Police Department regarding smoking management.

As side discussion she noted that she was glad to see Murals in HRAC minutes. Allison Eddins overviewed the HRAC mural brainstorming and prioritizations. Ms. Elfers also asked if sculpture had ever been discussed by HRAC and Laura Boyce referred chapter eight of the standards.

VI. Old Business

1. Grant Updates

The GIS maps associated with the Evergreen Cemetery project are online- 84 records (25 still being rectified. A consultant for the project (Gateway Mapping) from Utah has a Juneau visit 9/17-9/18. During this visit the consultant will offer a walk thru of their Evergreen Cemetery work (9/18 noon -1 pm). Brochure printouts were passed out and explained by Allison Eddins with CDD. Zane Jones suggested that contacting the Russian Orthodox Church may be helpful in this project. Laura Boyce noted that the database part of the project has empty fields to accommodate future expansion efforts. Boyce also described an undertaker ledger from 1891 that has been useful during the project.

VII. Committee Member Comments – no comments.

VII. Next Regular Meeting – Oct 7, 2015 5:00 p.m. City hall Room 224

IX Adjournment 6:00

Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, October 7 2015 City Hall Room 224 5:00 p.m. to 6:30 p.m.

Members:

<u>Abs</u> Zane Jones (Chair)	_____ Don Harris (Vice-Chair)	___Shauna McMahon (recorder)
<u>Abs</u> Karenza Bott	<u>Abs</u> Myra Gilliam	___ Gerald Gottschall
_____ Sorrel Goodwin	_____Daryl Miller (by phone)	<u>Abs</u> Michael Tripp

Staff: Abs Laura Boyce (CBJ Community Development)
Abs Jane Lindsey (CBJ, Juneau-Douglas City Museum)
___ Allison Eddins (CBJ Community Development)

Guests: Michele Elfers (CBJ, Engineering)

- I. Call to Order: 5:03 pm,
- II. Approval of Agenda: Approved unanimously
- III. Approval of Minutes: Approved unanimously
- IV. Public Testimony on Non-agenda Items: None
- V. New Business

1. Front and Franklin Steets Project Update – Michel Elfers, CBJ staff

Ms. Elfers provided an overview of project activity. Roughly 100 people attended the Juneau townhall event. A final report has been posted on the website- Allison will email link to HRAC members. Shauna McMahon noted the active use of the bench in front of Juneau Drug. Don Harris encouraged raising pavement but it was indicated this typically would add drainage concerns. The high cost of the cast iron curbs was noticed- apparently the material offers durability, especially with Juneau's snowplowing.

The next steps for the project were summarized by Ms. Elfers. A thematic design with lighting detail will be prepared by the consultant in early December a public meeting of project will be held. Prospective install timelines, construction phrasing, and product details are expected to be readied for December.

Project tasks also include public restroom inventory and signage inventory by a consultant. CDD is working on a canopy inventory that will have height, position, etc. details.

The mention of canopy inventory generated larger discussion. It was noted that the construction, design, and maintenance of canopies rest on the building owner. For buildings without canopies owners are expected to incorporate canopies during any major exterior project. Canopies currently are in chapter 5 of the downtown historic district standards and include 8' minimum height. The height and whether this minimum is high enough was briefly discussed. Darryl Miller noted that signs can result in the effective height of the canopy being lower. Lighting levels downtown was also discussed. Don Harris asked about determining "appropriate lighting" and whether lumens would be a criteria.

1a. Art Planning Group

As part of the Front & Franklin project art considerations have been incorporated with the development of an informal art planning group. The group looks at strategizing where to put art and what type of art. The goal is to have the Art Planning Group be an independent entity and to have it look at murals but also other forms of art as well. Currently public art is incorporated in title 49 and Daryl Miller noted that it includes art guidelines and provides provisions for enforcement and removal.

1b City and business partnerships

It was noted Anchorage has made effective use of partnerships to negotiate art and neighborhood improvements through Anchorage Downtown Partnership Ltd. There may be a good role for such a partnership for downtown improvement efforts in Juneau. The Downtown Business Association and Downtown Improvement Group may be resources for such a partnership effort in Juneau. Given city budget pressures nationwide partnerships are gaining increased attention.

2. Project Updates/Discussion

Currently Laura Boyce is writing final report for the Evergreen Cemetery Project. Recently the city received a mural inquiry related to the Wells Fargo Bank building. They are proposing to install the "Sons of Romeo" mural by R.D. Robertson. The mural was previously commissioned but not taken and there was outreach to Wells Fargo of whether they would be interested. The artist has previously done work such as a sculpture at Juneau Hotel, waterfall at Bartlett Regional Hospital, and mosaic at Douglas Island Pub.

The mural is 12' x 5'. Images of the mural were passed around to HRAC members and the mural included southeast Alaska animals: wolf, bear, beaver, otter, salmon, raven, eagle, frog, killer whale, shark and seal.

There was interest in having the proposal presented at a future HRAC meeting.

VII. Committee Member Comments – no comments.

VII. Next Regular Meeting – November 4, 2015 5:00 p.m. City hall Room 224
\\

IX Adjournment 6:15

Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, November 4, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

___ Zane Jones (Chair)	___ Don Harris (Vice-Chair)	___ Shauna McMahon (recorder)
___ Karenza Bott	<u>Abs</u> Myra Gilliam	___ Gerald Gotschall
<u>Abs</u> Sorrel Goodwin	___ Daryl Miller	___ Michael Tripp

Staff: ___ Laura Boyce (CBJ Community Development)
Abs Jane Lindsey (CBJ, Juneau-Douglas City Museum)
___ Allison Eddins (CBJ Community Development)
___ Megan Daniels (CBJ Community Development)

Guests:

I. Call to Order: 5:04 pm,

It was noted that Sorrel Goodwin had submitted a Letter of Resignation from HRAC

II. Approval of Agenda: Subcommittee updates (VI 2) tabled. Motioned by Gerald Gotschall. Approved unanimously

III. Approval of Minutes: Approved unanimously

IV. Public Testimony on Non-agenda Items: None

Gary Gillette provided update on Power Tower project at Last Chance Mine. Structural Engineer assessed tower needs and foundation work was not recommended. Sistering in new studs was suggested by engineer. Mr. Gillette share final report grant product and asked that HRAC provide a motion related to the final report. Daryl Miller asked if an acceptance motion would prevent funding revision- Mr. Gillette noted it would not harm funding. Gerald Gotschall asked about any findings related to drainage or snow buildup.

Motion- HRAC approves Power Tower report recommendations and findings and supports submittal of Report. (Motioned by Gerald Gotschall) CDD staff summarized Open Meetings Act expectations and

shared Board Information packet with HRAC members.

V. New Business

1. Anchorage Preservation Conference Overview

Summary of the conference shared. The conference included a combination of municipal and developer perspectives. It was noted that conference presentations will be available online at the State Historic Preservation Office website. Broad conference topics included downtown revitalization, heritage tourism, jobs & income, and property values. Additional concerns included foreclosure, stability, density, walkability, knowledge-creative industries, business births and deaths, demographics, and environment. For CDD staff two sessions had particular relevance: property rights and Multiple Values of Historic Places.

Allison Eddins was especially excited that Tax Credit data will be sent to her which might allow comparison of property values pre and post additions to historic district. This might help build tangible evidence of value in preservation.

Zane Jones noted his appreciation of the opportunity to attend the conference. It motivated his enthusiasm to look at declaring additional historic districts. He also found information about running meetings valuable.

It was noted that the Evergreen Cemetery Project was of interest at the conference and may inspire to Fairbanks.

2. Evergreen Cemetery Online Map Presentation & Project Update

Megan Daniels provided an online orientation to the project. Government entities often get inquiries from tourists and other visitors wishing to locate the gravesite of a relative. This online project will facilitate that search. May also help in tracking potential maintenance needs of headstones.

3. Project Updates/Discussion - staff

a) Wells Fargo Mural

HRAC members discussed whether murals be classed as art or sign. Laura Boyce noted currently murals would likely be done with a building permit application but no fee. Allison Eddins asked about making HRAC approval based on conditions related to Mural Committee work. Daryl Miller noted that a "hold harmless" liability clause would be important. Zane Jones recommended tabling until the Mural committee could provide further regulation proposal detail.

b) Baranof Hotel Windows

Window replacement was approved by CBJ. Prior to approval the request was forwarded to the HRAC building subcommittee for comment.

c) Gastineau Apartments

There is a potential effort to preserve the Gastineau Apartments building versus demolition. Laura Boyce asked if HRAC had interest in preparing a letter supporting the preservation effort. Zane Jones recommended more detail and possible presentation from the developer and building official prior to any HRAC statement. The topic was tabled to next meeting.

V1. Old Business

1. Grant Updates

The Preservation Plan Project RFP is being prepared. Additional;CLG grant opportunity is coming. Laura asked about potential grant projects to submit. The HRAC members discussed two potentials: Historic Structures inventory update or Preservation Plan activity such as bringing speaker to Juneau, the HRAC members recommended the public speaker for the Preservation Plan.

VII. Committee Member Comments – no comments.

VII. Next Regular Meeting – December 2, 2015 5:00 p.m. City hall Room 224

IX Adjournment 6:30

Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

Wednesday, December 2, 2015
City Hall Room 224
5:00 p.m. to 6:30 p.m.

Members:

<u>Abs</u> Zane Jones (Chair)	_____ Don Harris (Vice-Chair)	___Shauna McMahon (Recorder)
___ Karenza Bott	<u>Abs</u> Myra Gilliam	___ Gerald Gotschall
_____ Vacant Seat	_____ Daryl Miller	_____ Michael Tripp

Staff: ___ Laura Boyce (CBJ Community Development)
 ___ Allison Eddins (CBJ Community Development)
 ___ Megan Daniels (CBJ Community Development)

Guests:

- I. Call to Order: 5:07 pm,
- II. Approval of Agenda: Approved unanimously
- III. Approval of Minutes: Approved unanimously but with correction to spelling of Gotschall.
- IV. Public Testimony on Non-agenda Items: None
- V. New Business

1. Front and Franklin Streets Project Update- Michele Elfers

Ms. Elfers provided overview. She noted the two public meetings with about 90-100 people participating. Lighting and art had big public feedback. A summary report is now available online. Shattuck Way concept development is a more recent effort and developing phasing proposals. It was noted that project planning was now 35% complete.

There was a brief dialog about funding plans. Daryl Miller asked if local government-private partnerships could have a role. Ms. Elfers responded that sales tax is the most common source of funding for street redevelopment projects.

Ms. Elfers discussed an inventory of canopies. Currently city-owned under-mounted LED lights for canopies are being considered to support better lighting downtown. It might spur owners to update with better canopies. The city would pay the electrical cost of the LED light use. This is part of the larger effort to reconsider street lighting. Different lampposts would be narrower and less of a sidewalk barrier to pedestrians.

Two additional inventories were summarized. This included a sign inventory and public restroom inventory. The restroom inventory provided both daytime and evening availability.

Ms. Elfers noted the next project event is a public meeting about phasing on 12/9/15 at the Baranof Hotel from 6-8 pm. HRAC members were invited and encouraged to attend.

2. State Road Project Section 106 Revisions

a. Industrial Blvd & Glacier Hwy Improvements

Gerald Gotschall noted that most of the historic dairy structures had been moved or reconstructed. Shauna McMahon noted that Myra Gilliam should be made aware so she can check where archaeology records.

-MOTION- Concur with preliminary APE, HRAC does not have knowledge of any cultural resources or artifacts, but if found during project notify Juneau-Douglas City Museum. (motion by Gerald Gotschall, approved unanimously)

b. Douglas Sidewalk Extension – Gastineau School – Lawson Creek

It was noted that much of the area was previously disturbed but also there is a high number of known historic sites including a cemetery outside the APE. This raises the potential for a significant cultural find.

-MOTION- possibility of cultural and other sensitive finds. Recommend qualified cultural specialist observer. HRAC concurs with project APE. If cultural finds contact Juneau Douglas City Museum.

c. Cell Tower Review

In the discussion it was noted there was discrepancy in project location. CDD staff will contact for better location detail.

3. CBJ FY2016 Capital Improvements Projects (CIP)

Currently there are preparations for additions to CIP list and Laura Boyce requested HRAC members let her know if they have suggestions for additions. Some examples could be entry way feature to historic district, physical changes to marine park shelter to improve viewscape. It was suggested that it may be good to have engineering staff present overview about CIP additions and listings at meeting or retreat.

V1. Old Business

1. Vacant HRAC seat

Laura noted that there is currently a vacant HRAC seat with the departure of Sorrel Goodwin. HRAC members can help by encouraging candidates to apply.

2. Gastineau Apartments details

Discussion for how to be better prepared for public engagement regarding proposals like the Gastineau Apartments. It was suggested that HRAC could improve public awareness of goals of downtown historic district standards- i.e., doesn't have to be Victorian in style to meet standards. There was also an inquiry by HRAC members as how the Gunakadeit Park signs and panels might be used in the future after their removal in the Gastineau Apartment preparations.

VII. Committee Member Comments – no comments.

VII. Next Regular Meeting – January 8, 2015 5:00 p.m. City Hall Room 224

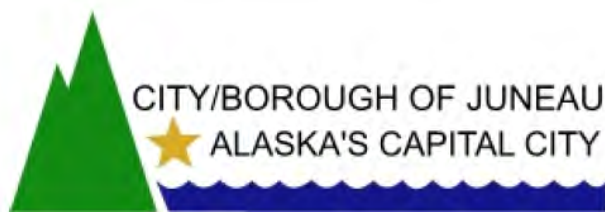
IX Adjournment 7:00

2015 Attendance Record for CBJ Historic Resources Advisory Committee													Total
HRAC Member	Jan-2015	Feb-2015	March 2015	Apr-2015	May-2015	Jun-2015	No meeting in July	Aug-2015	Sep-2015	Oct-2015	Nov-2015	Dec-2015	Absences
Zane Jones	P	P	P	P	A	P		P	P	A	P	A	3
Don Harris	P	P	P	P	P	P		P	P	P	P	P	0
Shauna McMahon	P	P	P	P	P	A		A	P	P	P	P	2
Micheal Tripp	P	P	P	P	P	P		P	P	A	P	P	1
Karenza Bott	N/A	N/A	N/A	N/A	N/A	N/A		P	P	A	P	P	1
Daryl Miller	N/A	N/A	N/A	N/A	N/A	N/A		P	P	P	P	P	0
Gerald Gotschall	P	P	P	P	A	P		P	A	P	P	P	2
Myra Gilliam	P	P	P	P	A	P		A	P	A	P	A	4
Gary Gillette	P	P	P	P	P	P		N/A	N/A	N/A	N/A	N/A	0
Marie Darlin	P	P	P	P	A	P		N/A	N/A	N/A	N/A	N/A	1
Sorrel Goodwin	A	P	P	P	P	P		A	A	P	A	N/A	4

*Members Karenza Bott and Daryl Miller were appointed to the Historic Resources Advisory Committee in July 2015.

*Members Gary Gillette and Marie Darlin stepped down in June 2015.

*Member Sorrel Goodwin resigned in November 2015.



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Historic Resources Advisory Committee Fact Sheet

Title: Historic Resources Advisory Committee

Type of Board/Commission/Committee: Advisory

Affiliated Department: Community Development

Status: Active

Governing Legislation:

-CBJ Code 49.10.410

-HRAC Bylaws - 2013

-Date Created: January 01, 1987

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: 49.10.410 Historic resources advisory committee. ... (f) Duties. The duties of the committee shall include: (1) Reviewing and making recommendations about local projects that might affect properties identified in the local historic preservation plan; (2) Reviewing and developing nominations to the National Register of Historic Places for properties within the City and Borough; (3) Cooperating and consulting with the assembly, the historic district commission, the community development department and the state historic commission on matters concerning historical districts and historic, prehistoric and archaeological preservation in the City and Borough; (4) Reviewing and making recommendations about the collections, exhibitions, educational programs, long range plans, and other pertinent activities of the Juneau-Douglas City Museum; (5) Cooperating and consulting with the parks and recreation department and the parks and recreation advisory committee on matters concerning the Juneau-Douglas City Museum; and (6) Performing other actions which are necessary and proper to carry out the above duties. (Serial No. 87-49, § 2, 1987; Serial No. 93-41, §§ 3, 4, 5, 1993; Serial No. 99-22, § 5, 1999; Serial No. 2001-01, § 2, 2-5-2001)

Membership: (b) Membership. The committee shall consist of nine members appointed by the assembly. Members shall be appointed for a term of three years. The assembly shall invite applications for membership from archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida people, owners of locally recognized historic property, people familiar with the operations and issues relating to the city museum, teachers, and the general public.

Officers: Chair, Vice-Chair, Recorder

Quorum: 5

Term Limits: 2 terms according to the HRAC bylaws.

Annual Appointment Period (Annual Reports Due): June

Meetings: First Wednesday of each month at 5pm - locations alternate between City Hall Conference Room #224 and the Juneau-Douglas City Museum.

Special Facts: Staff support is shared by the Community Development Department's (CDD) Laura Boyce and the Parks & Recreation Department's Juneau Douglas City Museum Director Jane Lindsey. Meeting locations alternate monthly between the City Hall Conference Room #224 & the City Museum.

Staff Contact: Laura Boyce, CDD Planner - 586-0753 - Laura_Boyce@ci.juneau.ak.us

Website: <http://www.juneau.org/history/advcomm.php>

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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.	Michael	Tripp	Public		7/1/2014	6/30/2016	6/30/2014					Not applying for reappointment.
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.	Daryl	Miller	Public		7/1/2015	6/30/2018	6/8/2015					Owner of Commercial Signs and Printing, Member of Pioneers of Alaska & AARP
Yes	Historic Resources Advisory Committee	Mr.	Gerald	Gotschall	Public		7/1/2014	6/30/2017	10/1/2003	6/1/2005	6/23/2008	5/23/2011	6/30/2014	Architect/ Historic Architect
Yes	Historic Resources Advisory Committee	Ms.	Shauna	McMahon	Public	Recorder	7/1/2014	6/30/2017	6/29/2009	5/23/2011	6/30/2014			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		11/25/2013	6/30/2016	11/25/2013					
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 Aging Annual Report 2015 – 2016

Purpose and Goals. The Juneau Commission on Aging aims to promote the awareness of Juneau’s changing demographic composition as the proportion of seniors grows at an unprecedented pace; to highlight the role of seniors as a welcome social and economic resource for the Juneau community; and to advise the Assembly on how it can assist in improving local seniors’ quality of life.

At a January 2016 day-long board retreat, the JCOA adopted a mission statement as follows: “The Juneau Commission on Aging’s mission is to promote elders’ well-being, safety, and respect by connecting them with community resources and activities.”

With that mission in mind, the JCOA set priority goals for 2016:

- Providing access to information to and from elders
- Focusing on senior hunger and access to food
- Adopting the SMART 9-1-1 system for CBJ first responders
- Promoting the local senior economy
- Increasing community awareness of the JCOA

The group also supports several additional goals:

- Development of assisted living in Juneau
- Improving transportation for seniors
- Development of lifelong learning opportunities

Membership. At the end of this reporting year, in June 2016, our membership consisted of the following individuals:

MaryAnn VandeCastle, Chair

**Brynn Keith, Vice Chair

Pat Watt, Secretary

Mary Lou Spartz

**Eileen Hosey

**Ric Iannolino

**Carol Trebian

** = new member this year

Meetings. The Commission met monthly, on the second Thursday of the month, with the exception of a summer hiatus during the month of July. Meetings are held at the Juneau Senior Center and usually feature a speaker who shares information about a topic of interest to Juneau seniors, though members have requested that every third or fourth meeting be reserved as a working meeting to ensure adequate attention to our goals. Attendance by the public this year has been sparse.

We welcomed a wide variety of meeting guests this year, addressing a range of topics of importance to seniors. Our speakers included the director of case management at Bartlett Hospital, discussing hospital discharge planning and the need for advance planning with regard to illness, incapacity, and end of life; the City attorney, who helped us clear up some confusion about the application of the Open Meetings Act to our group; Rep. Sam Kito and Rep. Cathy Munoz, who filled us in on upcoming legislative issues that could impact seniors; Alaska Commission on Aging member Marie Darlin and planner Lesley Thompson, who informed us of budget issues for senior safety net programs and services; Le Florendo, Tlingit & Haida elders program coordinator, who agreed to facilitate our board retreat and joined us to discuss our agenda; CBJ finance director Bob Bartholomew and CBJ Sales Tax Administrator Clinton Singletary, who summarized for us the changes in the senior sales tax exemption scheduled to take effect in January of 2016; Conor Bell, Alaska Dept. of Labor economist, who gave us an enlightening overview of how seniors impact and are impacted by Alaska's and Juneau's economy; Jonathan Lange, CBJ planner, who updated us on the Coordinated Human Services Transportation Plan, and highlighted upcoming changes regarding Care-A-Van and Capital Transit services; City Manager Kim Kiefer, highlighting the senior economy initiative within the Juneau Economic Development Plan and how the JCOA may be able to assist with specific action steps; and newly-appointed Assembly liaison to the JCOA, Loren Jones, on the how we can improve our communication to and from the Assembly.

Attendance. Meeting attendance by Commission members was generally good, with all scheduled meetings achieving a quorum.

<i>Meeting</i>	<i>VandeCastle</i>	<i>Watt</i>	<i>Spartz</i>	<i>Hosey</i>	<i>Iannolino</i>	<i>Keith</i>	<i>Trebian</i>
Aug. 2015	Y	Y	Y	V	V	V	V
Sept. 2015	Y	Y	Y	Y	Y	A	Y
Oct. 2015	Y	Y	A	A	Y	Y	Y
Nov. 2015	Y	Y	Y	A	Y	Y	Y
Dec. 2015	Y	Y	Y	A	Y	Y	Y
Jan. 2016	Y	Y	Y	Y	Y	A	Y
Feb. 2016	Y	A	Y	Y	Y	Y	Y
Mar. 2016	Y	Y	Y	Y	Y	Y	A
Apr. 2016	Y	Y	Y	Y	Y	A	Y
May 2016	Y	A	Y	Y	Y	A	Y
June 2016							
A=Absent							
Y=Present							
V=Vacant							

Activities. Individual Commission members attended a wide range of other community groups' meetings, sharing information from the Commission and bringing back ideas and information to the JCOA. Among these groups are the assisted living task force (SCSSI), Caregiver Connections (AARP), the Community Resource Network, the Alaska Commission on Aging (legislative teleconferences, and quarterly board meeting), Auke Bay Steering Committee, JAMHI board, and Aquatics Board.

In conjunction with our annual presentation to the Alaska Commission on Aging's February meeting in Juneau, we compiled our Juneau senior population data update (attached).

We submitted drafts of two letters regarding 2016 legislative issues to the mayor and Assembly recommending action by Juneau legislators; one supported extending the sunset date of the Alaska Commission on Aging from 2016 to 2024, and the other listed a variety of legislative issues of concern to seniors. We also sent a letter to the mayor requesting appointment of a liaison from the Assembly to the JCOA, in order to

improve our communications with that body, and we are pleased that a liaison was appointed.

For Older Americans Month, celebrated nationally during the month of May, we ran a series of public service announcements about senior issues on AM radio, and appeared on a brief segment on KTOO-FM radio. The JCOA now appears on a quarterly basis on the Capital Chat program on KINY AM radio to discuss current issues of concern to seniors.

With four new board members this year, the Commission held an all-day retreat in January 2016 in order to focus on creating a mission statement and identifying related goals for the year. The retreat was professionally facilitated by Le Florendo, who volunteered her services. (See remarks on page one of this report for the mission statement and goals we developed.)

The Commission continued to weigh in on the contentious issue of changes to the CBJ's senior sales tax exemption during the fall of 2015, this time as individuals with a variety of opinions rather than with the consensus recommendation we had attempted earlier in the year. As in the community at large, member opinions ranged from support for changes that would net the CBJ additional sales tax revenue during fiscally challenging times, to the belief that any change to the exemption seniors had come to rely on would be unfair as well as unlikely to result in any net gain for the local economy, based on the experiences of other political entities resorting to austerity measures. As a group, after the changes were enacted, the JCOA helped to publicize the changes in the exemption.

Plans. The Juneau Commission on Aging plans to continue with its monthly meetings featuring speakers and topics of interest to Juneau seniors. We will re-examine our meeting time and develop an email notification list in order to attempt to attract a larger number of meeting attendees.

We plan to coordinate with other community groups to put together a senior and caregiver resource directory; to seek data on senior food needs compiled by the senior center's lunch program and continue to look for ways to increase seniors' access to food support; to contribute to the building of the senior economy by promoting senior-friendly business practices and compiling a list of the local services seniors said were not

adequate in the 2010 Juneau senior survey; and promote the local adoption of the SMART 9-1-1 system for first responders.

We will also begin the process of planning for the next (2020) Juneau senior survey by examining ways of obtaining online input in addition to paper surveys.

We will continue to offer perspectives and/or recommendations to the Assembly as warranted or when requested.

Respectfully submitted,

MaryAnn VandeCastle
Chair, Juneau Commission on Aging
June 9, 2016

Attachment: Juneau 2016 Senior Population Update

Juneau's Senior* Population

(Estimates by Alaska Dept. of Labor & Workforce Development)

* Residents age 60 and older; includes all CBJ seniors

Most Recent One-Year Period:

	2014	2015	Rate of increase
Juneau	5,711	5,946	4.11%
Alaska	115,280	120,491	4.52%

Previous Decade:

	2005	2015	Rate of increase
Juneau	3,280	5,946	81.28%
Alaska	67,428	120,491	78.70%

According to the U.S. Administration on Aging**, **Alaska has the fastest-growing senior population in the U.S.** for the past decade. (The primary reason for this is the large number of young people who relocated to Alaska during the economic boom of the 1970s and 1980s and are now aging in place.)

** A Profile of Older Americans: 2014

Senior Proportion of Total Population, 2015:

Juneau	17.87%	(Total Pop. = 33,277)
Alaska	16.33%	(Total Pop. = 737,625)

Median Age, 2015:

Juneau	37.6 (down from 37.7 in 2005)
Alaska	34.5 (up from 34.4 in 2005)
Haines census area	49.3 (highest; 10 census areas have a median > age 40)
Kusilvak census area	23.5 (lowest; 4 census areas have a median < age 30)

Seniors-to-be in the coming decade:

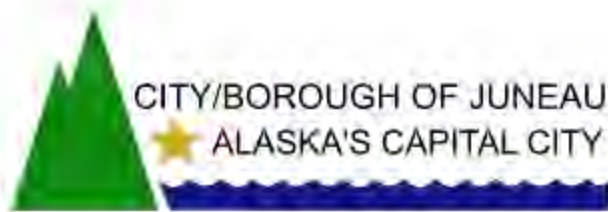
Juneau residents age 50 – 59 in 2015: **5,259**

AK DOL Population Projections for Juneau:

	2022	2032	2042
Total seniors	7,909	8,432	7,872
Median age	39.0	40.4	40.2
Senior percent of population	23.4%	24.8%	23.4%

Oldest Seniors (Age 85+):

	2005	2015	Rate of Increase, Past 10 Years
Juneau	169	297	75.7%
Alaska	2,634	4,711	78.9%
	2042 (Projected*)		Projected Rate of Increase from 2015
Juneau	1,393		469.0%
Alaska	28,588		606.8%



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Commission on Aging Fact Sheet

Title: Juneau Commission on Aging

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Clerk

Status: Active

Governing Legislation:

-Resolution 2279

-Date Created: August 05, 1985

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: Section 2. That the powers and duties of the Juneau Commission on Aging may include but not necessarily be limited to the following: (a) To promote programs which benefit and/or enhance health, safety, and welfare of senior citizens. (b) To promote maximum senior citizen participation in planning, development, operation and maintenance of facilities, services and programs designed to serve senior citizens principally. (c) To serve as a focal point for coordination of senior citizen functions among the several committees, subcommittees, task groups, city manager, and the Assembly of the City and Borough of Juneau. (d) To review and make recommendations upon plans, programs, budgets, staff, property and support facilities, management functions, contractual relationships affecting the senior citizens of Juneau and report findings directly to the Assembly. (e) To formulate and recommend to the Assembly a comprehensive areawide plan that identifies the concerns and needs of older Juneauites. (f) To collect facts and statistics, and make studies of conditions and problems pertaining to the employment, health, financial security, social welfare, and other concerns that bear upon the well-being of older Juneauites. (g) To make recommendations to the Assembly on establishment of special committees and/or task groups to meet both official and voluntary needs for coordination of functions with the Juneau Senior Center; Valley Senior Center; Alaska Housing Finance Corporation(AHFC); Alaska Commission on Aging (ACOA); Alaska Department of Commerce, Community and Economic Development; Alaska Department of Health and Social Services, Division of Senior and Disability Services; AARP; Retired Public Employees of Alaska (RPEA); National Association of Retired Federal Employees (NARFE) and similar groups.

Membership: Section 1. That there is established the Juneau Commission on Aging which shall consist of seven members who shall be appointed by the Assembly for three year staggered terms beginning on June 1, except those first appointed shall be for terms of one, two, and three years as designated by the Assembly. At least four members shall be 65 years of age and three may be 55 years of age or older.

Officers: Chair, Vice Chair, Secretary

Quorum: 4

Term Limits: None.

Annual Appointment Period (Annual Reports Due): May

Meetings: 2nd Thursday of each month at 1:15pm at the Juneau Senior Center.

Special Facts: The predecessor group to the Juneau Commission on Aging - the Senior Citizen Advisory Committee was created January 6, 1977 for the purpose of advising the Alaska State Housing Authority and the Assembly on matters related to the development of a 42-unit elderly housing project in the City & Borough of Juneau. The Assembly then morphed that committee into the Commission on Aging in 1985. There is a Senior Citizen Tax Benefits webpage at <http://www.juneau.org/financeftp/seniors.php> or click on the link below.

Staff Contact: City Clerk's Office - 586-5278 - City_Clerk@ci.juneau.ak.us

Website: http://www.juneau.org/clerk/boards/Juneau_Commission_on_Aging.php

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Juneau Commission on Aging

Governing Legislation: Resolution 2279

Total Seats: 7 Seats - with at least 4 seats held by persons 65 years or older

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Comments
Yes	Juneau Commission on Aging	Ms.	S. Brynn	Keith	Member 55 yrs or older		8/17/2015	6/30/2016	8/17/2015		Retired Economist
Yes	Juneau Commission on Aging	Ms.	Eileen	Hosey	Member 65 yrs or older		8/17/2015	6/30/2018	8/17/2015		Catholic Comm. Svcs, SE Senior Services Supervisor, also member of Glory Hole Board
Yes	Juneau Commission on Aging	Ms.	Mary Lou	Spartz	Member 65 yrs or older		8/17/2015	6/30/2017	11/4/2013	8/17/2015	Observatory Bookstore staff
Yes	Juneau Commission on Aging	Mr.	Ric (Richard)	Iannolino	Member 65 yrs or older		8/17/2015	6/30/2018	8/17/2015		Retired Social Worker
Yes	Juneau Commission on Aging	Ms.	MaryAnn	VandeCastle	Member 55 yrs or older	Chair	7/1/2014	6/30/2017	3/5/2012	6/30/2014	Retired Planner - Alaska Commission on Aging
Yes	Juneau Commission on Aging	Ms.	Pat	Watt	Member 55 yrs or older		7/29/2013	6/30/2016	7/29/2013		Also member of CBJ Aquatics Board, Sales Tax Board of Appeals, Board of Equalization (Not applying for reappointment to JCOA)
Yes	Juneau Commission on Aging	Ms.	Carol	Trebian	Member 65 yrs or older		8/17/2015	6/30/2018	8/17/2015		Tlingit Elder, AK Native Studies Educator, Education & Training/Mental Health Coordinator
Yes	Juneau Commission on Aging	Assembly member	Loren	Jones	Assembly Liaison		n/a	n/a	n/a		Assembly Liaison assigned 1/25/2016



JUNEAU COMMISSION ON SUSTAINABILITY ANNUAL REPORT JUNE 2015 - MAY 2016

This report summarizes the Juneau Commission on Sustainability activities from June 2015 through May 2016.

OVERVIEW

In 2007, the City and Borough of Juneau Assembly established the Juneau Commission on Sustainability to research and advise the CBJ on community sustainability. The Commission's mission is to promote the economic, social, environmental, and governmental well-being of Juneau and all its inhabitants, now and in the future.

The commission's powers and duties are to:

- coordinate, propose, and promote sustainability initiatives among residents, businesses, government, and non-governmental agencies and education organizations through education and outreach programs;
- make recommendations to the Juneau Assembly and CBJ Boards and Commissions on policies and programs that promote sustainability;
- research and apply for grants or other funds or CIPs from public or private agencies for the purpose of carrying out any of the provisions or purposes of the resolution establishing the commission;
- serve as an advisory group to the CBJ in reducing greenhouse gas emissions to target levels as adopted by the CBJ Assembly and;
- act as liaison between the public and the CBJ Assembly on sustainability related issues.

The governing legislation for the Juneau Commission on Sustainability is City and Borough of Juneau Resolution 2401am, July 9, 2007. The mission of the former Juneau Energy Advisory Committee was folded into the policy and purpose of the Commission. Resolution 2401am also repealed Resolution 2376 relating to the Juneau Energy Advisory committee. The Commission's 2010 sunset date was removed by CBJ Resolution 2528, May 19, 2010.

ORGANIZATION

I. Membership

The eleven member Commission is comprised of nine public members appointed by the Assembly, one member of the Assembly and one member of the Planning Commission. The Commission is supported by a CBJ staff liaison. The Commission's membership reflects environmental, social, economic, and governmental perspectives unified by the common interests of sustainability.

The membership structure of the Commission was altered from February 05, 2015 through CBJ Resolution 2755 which re-established the Commission and repealed the previous establishing Resolution 2718 (which in turn had previously repealed Resolution 2528). Planning Commission members and Assembly Liaison Members are now considered non-voting members and do not count towards a quorum.

Current members are:

Member	Term Expires	Member	Term Expires
<i>Steve Behnke</i>	6/30/2018, Chair	<i>Duff Mitchell</i>	6/30/2016, Vice Chair
<i>Clint Gundelfinger</i>	6/30/2017	<i>Kate Bevegni</i>	6/30/2016, Secretary
<i>Greg Smith</i>	6/30/2018, Secretary	<i>John Smith</i>	6/30/2016
<i>Darrell Wetherall</i>	6/30/2018	<i>Percy Frisby</i>	Planning Commission Liaison
<i>VACANT</i>		<i>VACANT</i>	
<i>Kate Troll</i>	CBJ Assembly Liaison	<i>Beth McKibben</i>	CBJ Staff Liaison
<i>Tim Felstead</i>	CBJ Staff Liaison		

Others who served on the Commission during the past year included:

Public - Robert Deering, Amy Skilbred, Sara Truit Public

Planning Commission - Benjamin Haight

Persons who previously served on the Commission include:

Public: Carol Anderson, Nathan Arentsen, Bob Bellagh, Sandy Boyce, Alida Bus, Amy Condra, Susan Ely, Catherine Fritz, Dave Hanna, Scott Jackson, Jonathan Kamler, Linda Kruger, Sarah Lewis, Sean Lynch, Greg McEwen, Sally Schlichting, Eva Varadi Bornstein, Nancy Waterman, Rick Wolk, Gayle Wood, Lisa Weissler, Jeni Lefing, Lauren Heine

Assembly Liaison: Bob Doll, Karen Crane, Mary Becker, Jerry Nankervis

Planning Commission Liaison: Dan Miller, Nancy Waterman, Nicole Grewe

CBJ Staff Liaison: Maria Gladziszewski

Previous chairs include: Gayle Wood, Sarah Lewis, Sandy Boyce, Sean Lynch, Alida Bus, Nancy Waterman, Kate Troll, Lisa Weissler

II. Meetings and Subcommittees

The Commission holds a regular meeting on the second Wednesday of each month. Subcommittees meet at monthly work sessions, usually the fourth Wednesday of each month. For the time period covered by this report, the Commission held eleven regular commission meetings and eight work sessions. The Commission holds an annual retreat in January to identify goals and strategies for the calendar year. Out of each retreat, subcommittees are formed to take action on the priorities identified.

Based on the January 2016 retreat, the Commission currently has the following subcommittees:

- Energy
- Solid Waste
- Sustainability Awareness/Promotion/Outreach
- Food Security

Past subcommittees include: Climate Action Plan Implementation (2012), Sustainability Indicators (2012, 2011, 2010), Initiatives (2012), Energy (2014, 2015), Energy/Green House Gas (2011, 2010, 2009), Food Security (2011, 2010, 2009), Solid Waste (2014, 2015), Sustainability Chapter/Comprehensive Plan Update (2014), Built Environment, City Operations, and Transportation; Outreach/Accountability(2014,2015).

A Commission member serves as a liaison with the CBJ Green Team.

ACCOMPLISHMENTS FOR 2015-2016

I. Energy

CBJ Energy Plan

The Juneau Climate Action & Implementation Plan (JCAP), which was adopted by the Assembly in 2011, establishes a community-wide emissions reduction target of 25% by the year 2032 and sets out a range of actions for accomplishing this goal. One recommendation of the JCAP was that the CBJ should develop an energy plan that “would identify and evaluate the technical and economic feasibility of renewable energy sources (including hydroelectric, biomass, solar, tidal, and wind) that will be available to meet the community’s future need” (Juneau Climate action Plan – November 2011, Executive Summary, page V). At its January 2013 annual retreat, the Commission decided to make the development of the energy plan a top priority for the year. In January 2014, the CBJ City Manager approved \$40,000 to contract for an energy plan and requested that the JCOS develop a draft scope of work for the plan. Professional consulting services provider Stantec was contracted and began working with the JCOS on the Juneau Energy Plan. The JCOS has continued to make the development of the energy plan a high priority action. Since the contract with Stantec began the JCOS has hosted multiple regular and work session meetings with Stantec to provide information and input on the development of the Juneau Energy Plan and working in collaboration with the CBJ has provided feedback and recommendations on the various phases of draft plan documents including the most recent work on the final draft of the Juneau Energy Plan, which is anticipated to be presented to the Assembly COW in June, 2016.

Airport Sustainability Plan

JCOS contributed to development of the Juneau Airport Sustainability Plan. A JCOS representative continued to attend Airport Sustainability Plan meetings and JCOS continued to ask questions and receive input from Sheinberg Associates. JCOS sent a letter providing comments on and questions regarding the plan.

Electric Vehicles

JCOS participated in the 2015 Earth Day activities at the Mendenhall Glacier Visitor Center with JCOS handouts containing electric vehicle information. Juneau Hydropower, Inc. supplied two electric vehicles for display and to allow Juneau residents to look at and ask questions about electric vehicles.

JCOS participated with other entities to enter electric vehicles in the 4th of July Parade. The parade entry had several different types of electrical vehicles including Nissan Leafs, Fords

and Chevrolets. In addition, Gastineau Guiding entered three electric trikes. Candy, float preparation as well as speaker and sound system rental was paid for by Juneau Hydropower. NOAA provided an electrical vehicle charger that was mounted on a truck flat bed provided by Chatham Electric. The parade entry won First Place for Vehicle Category in this past year's parade.

A smaller contingent of vehicles with the float participated in the Douglas Parade for the first time.

Building Energy Efficiency

JCOS continued its discussion with Charlie Ford (CBJ Building Official) and the Building Code Advisory Committee (BCAC) addressing CBJ Building Codes from an energy efficiency viewpoint. It was decided that to move forward with the development of building energy efficiency codes and implementation the JCOS should utilize the Juneau Energy Plan after it is finalized.

CBJ Bus Procurement

JCOS sent a letter to the City Manager's Office regarding the bid contract for CBJ buses requesting that the current RFP be opened for all bus providers (not merely diesel) in order for electric vehicle buses to be considered.

JCOS also suggested that Energy/Climate Change should be considered within CBJ's wider procurement policy.

CBJ recently submitted an application for grant funding for electric buses through the federally funded Low/No program. JCOS provided a letter highlighting how such vehicles strongly align with the JCAP and Comprehensive Plan goals.

CBJ Land Management Plan

JCOS reviewed the CBJ Land Management Plan and provided input regarding the use of sustainability language within the plan. JCOS encouraged CBJ land disposals to be developed to the maximum density practical and encouraged developments which placed an designed with emphasis on non-motorized transportation and transit.

CBJ Capital Improvement Program

JCOS reviewed the FY17-2022 CBJ Capital Improvement Plan (CIP) and provided input regarding the use of sustainability language within the plan. A letter was sent to CBJ Public Works regarding incorporating references to the Juneau Climate Action Plan CIP project descriptions that come before the Assembly. It was also suggested that initial proposals

from departments should incorporate a review of climate change impacts.

II. Solid Waste

Hosted discussions/presentations with Michelle Elfers (CBJ Engineering Department) regarding current CBJ recycling status and initiatives and regarding the bio-solids situation and provided feedback and recommendations.

III. Outreach/Accountability

Website

With cooperation from CBJ, continued to refine and update the Sustainable Juneau website (<http://www.juneau.org/sustainability/>), and to post current events and activities on Facebook (<https://www.facebook.com/SustainableJuneau>). One of the top actions in the Juneau Climate Action Plan is the development of a website that “provides information on energy conservation and energy efficiency and connects residents and business owners to local services and expertise.”

Events

See above entry regarding Electric vehicles in the Energy section.

Sustainability sessions lunchtime presentations:

John Neary/Alec Mesdag – Mendenhall Glacier Visitor Center Low Carbon
Initiatives/Juneau Electric Vehicles

Greg Fisk - EV Downtown Circulator.

Green Team

JCOS has a liaison to the CBJ Green Team and the JCOS representative has been to the Green Team meetings whenever possible. The CBJ Green team has been meeting regularly to try and raise awareness within CBJ of the Juneau Climate Action Plan (JCAP) this includes presentations to departments and divisions within CBJ. Often it is found that CBJ is working deliver energy improvements but these are rarely reported back to JCOS.

PROGRESS ON IMPLEMENTING THE 2011 JUNEAU CLIMATE ACTION PLAN: A 5 YEAR REVIEW

In November, 2011, the CBJ Assembly adopted the Juneau Climate Action and Implementation Plan (JCAP) (Resolution 2593). Developed under contract with Sheinberg & Associates, with oversight by the Juneau Commission on Sustainability, it identified significant sources of GHG emissions in the community, a goal for reduction, and a wide menu of implementation actions.

The plan set a goal of reducing Juneau's GHG emissions by 25% over 20 years, by 2032. This goal was in line with commitments being made at that time by a number of other cities, states, and countries.

The JCAP identified a wide range of possible implementation measures, including both direct actions for the CBJ, and indirect measures to influence other government agencies, businesses, and households to help reduce GHG emissions. It also identified a set of "top actions" that could be carried out over a five year period. It did not commit the CBJ to completing all recommended actions, but rather to working toward GHG emission reduction targets.

Five years have passed since the JCAP was adopted. So how have we been doing in implementing it?

First of all, we don't know the bottom line. The CBJ has not yet updated the 2007 and 2010 energy use and GHG emission inventories.

Some of the data needed to update the inventory has been compiled for 2013 in preparation for the Juneau Energy Plan. However, a key piece needed for the update has not been available because some fuel oil companies in Juneau did not cooperate in providing data on fuel sales.

Implementation of "Top Actions"

- *"Support existing state and federal weatherization programs. Provide new local programs for weatherization, energy efficient upgrades, and new renewable energy system for commercial, rental housing, or multi-family buildings."*

No progress by CBJ. The state's weatherization and energy audit programs are ending due to budget cuts.

- *"Update the local building code to increase energy efficiency requirements for all*

new commercial and residential buildings."

The JCOS has recommended this action to the CBJ Building Code Review Committee. Discussions are ongoing.

- *"Encourage federal, state, and local government agencies to conserve energy... and take a leadership role in reducing local energy use."*

Little or no formal progress by CBJ. The JCOS has developed a website with information on energy issues.

- *"Partner with the University and non-profits to develop local professional expertise in weatherization, energy efficiency, and energy saving technology. Develop this as a growth sector for community."*

No progress by CBJ.

- *"Support energy efficiency and renewable energy pilot projects in Juneau."*

Limited formal progress by CBJ. JCOS members and staff liaisons participate in the JEDC Renewable Energy Cluster. In general, the CBJ Assembly is supportive of such initiatives.

- *"Inform residents of existing incentives for and energy cost savings related to energy efficient vehicles. Provide local incentives for the purchase of fuel efficient vehicles."*

Some progress through the efforts of the Renewable Energy Cluster, coordinated by the JEDC, with cooperation between CBJ, AEL&P, Juneau Hydropower, and other groups.

- *"Evaluate the 2008 Transit Development Plan to determine which actions will garner the greatest reductions in GHG emissions and energy use. The plan recommends that CBJ consider limiting future fleet purchase to alternative fuel vehicles such as hybrid-electric vehicles."*

Limited progress. CBJ starting an evaluation of electric buses and has applied for grant funding for two electric buses for Juneau's Capital Transit system

- *"Improve the Cross-Juneau Bikeway as described in the 2009 Juneau Non-Motorized Transportation Plan."*

Little or no progress. The Juneau Rides organization has produced a cycle map of Juneau which it distributes to the public.

-
- *"Coordinate with the Juneau Commission on Sustainability and the CBJ Green Team to implement a public outreach and education campaign, to educate local businesses and homeowners on the potential benefits and savings from energy conservation and efficiency."*

Limited progress. Some efforts by JCOS, through development of it's website, participation in events such as Earth Day at the Visitor Center, and hosting several Sustainability Sessions.

- *"Allocate CBJ staff and resources to implement the Climate Action Plan."*

CBJ committed funds and staff time to development of the Juneau Energy Plan (see below). CBJ staff, through the CBJ Green Team, with assistance from JCOS, have conducted a series of information sessions and discussions on the JCAP with most CBJ departments.

- *"Develop an Energy Plan for Juneau, to identify and evaluate the feasibility of renewable energy sources to meet the community's future needs."*

In progress, through CBJ contract, with JCOS providing input and oversight. Draft plan in preparation.

Examples of other implementation actions taken by the CBJ:

- *"Strategy U2-A. Implement the recommendations of the 2008 energy audit to reduce energy use and emissions related to the existing water system."*

The Water Department has invested in more energy efficient pumps, and incorporated other energy efficiency measures in recent years.

- *"Strategy U4-A. Install energy efficient street lamps."*

This appears to be regularly being done by CBJ departments; CIP requests for street work often include requests for new LED lighting.

A number of other measures that reduce energy use and save money have probably been accomplished within the CBJ, but are not accounted for because there is no systematic process for tracking or reporting on them. There should be a list examples of capital improvements that improve energy efficiency: building renovations, etc. City has invested in ground source heat pumps for many major buildings including the Juneau International Airport, Mendenhall Valley Public Library, Dimond Park Aquatic Center and Auke Bay Elementary School.

Fortunately, additional factors are working in favor of the plan's goals. Energy efficiency technology has advanced, and costs for it have declined, since the plan was adopted. This includes areas such as LED lighting, air-source heat pumps, and electric vehicles. Additional related initiatives include USFS plans for development at the Mendenhall Visitor Center, and for the Juneau Ocean Center.

LED's have continued to fall in price, and appear to be having a significant impact on energy consumption in Juneau. For example, AEL&P report that a conversion of airport lights to LED's produced a notable reduction in community electricity load. The CBJ is regularly installing LED's in new and replacement street lighting.

Improvements in heat pump technology, and more local experience with them appear to be resulting in increasing numbers of installations. Air source heat pumps seem to be increasingly common for multi-family developments, and numerous residential installations have occurred in recent years.

The number of electric vehicles is increasing in Juneau. The EV initiative of the JEDC Renewables Cluster has resulted in increased information, and in placement of charging stations has helped encourage their use.

Recommendations

- Update the Juneau energy use and GHG emissions inventory with 2015 data. A revised approach to capturing fuel sales data from local companies may be required.
- Update the 2007 Juneau Climate Change – Predicted Impacts Report with current temperature and precipitation predictions based on the latest models.
- Establish a system for energy use and GHG emission tracking and reporting for all CBJ Departments. Many improvements are being made, and costs reduced, but there is no system for tracking them.
- Review and update Juneau's climate action goals. In the past 5 years the science has become clearer that GHG emissions must be reduced almost completely by 2050 in order to prevent significant negative impacts from climate change, including substantial sea level rises, extreme weather events, etc. The CBJ should consider adopting a goal of reducing GHG emissions by 50% by 2035, and 80-100% by 2050.
- Provide dedicated staff support for implementation of the Juneau Climate Action

and Implementation Plan, and the Juneau Community Energy Plan.

- Consider use of consultant to identify potential energy savings and monitor progress. This model has already been successfully implemented by Juneau School District.

DIRECTION FOR 2016 – 2017

The Commission is focusing its attention during 2016-2017 on these priorities:

I. Energy

- Juneau Energy Plan publication and adoption.
- Identify and develop input and revisions concerning building energy efficiency codes.
- Keep apprised of any energy utility developments.
- Accountability/environmental management/implementation within CBJ.

II. Solid Waste

- Biosolids
- Composting

III. Sustainability Awareness/Promotion/Outreach

- Sustainability speaker series including potential for video of presentations to be available via the JCOS website and other digital platforms.

IV. Food

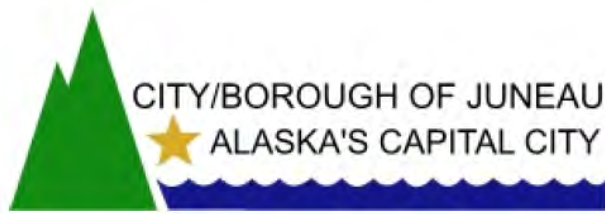
- Understanding any current restrictions on local agricultural production (local, state, and federal).
- Development of a Food Security Committee.

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		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	Chair	8/17/2015	6/30/2018	7/19/2010	6/4/2012	8/17/2015	Energy/Green House Gas Subcommittee Member
Yes	Mr.	Duff	Mitchell	Public	Vice-Chair	7/1/2013	6/30/2016	4/2/2012	6/3/2013		Juneau Hydropower, Inc. Business Manager
Yes		Open Seat	Open Seat	Public			6/30/2017				Seat formerly held by Amy Skilbred
Yes	Ms.	Kate	Bevegni	Public		7/1/2013	6/30/2016	11/7/2012	6/3/2013		Consultant - Sustainable Construction & Planning
Yes	Mr.	Clint	Gundelfinger	Public		7/1/2014	6/30/2017	6/30/2017			Natural Resource Specialist @ AK DNR/DMLW Water Resources Section
Yes		Open Seat	Open Seat	Public			6/30/2018				Seat formerly held by Sara Truitt
Yes	Mr.	Gregory (Greg)	Smith	Public		2/23/2015	6/30/2017	2/23/2015			J.M. Walsh Co.-Legislative Assitant
Yes	Mr.	John	Smith III	Public		2/23/2015	6/30/2016	2/23/2015			Juneau School District-Culture Specialist; Trucano Construction-Mechanic
Yes	Mr.	Ben	Haight	Planning Commission Seat	PC Seat	n/a	n/a	n/a			Planning Commission Seat (Non-Voting Member)
Yes	Ms.	Kate	Troll	Assembly Liaison	Liaison	n/a	n/a	n/a			Assemblymember Term 10/2013-10/2016 (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



City and Borough of Juneau
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fax 907-586-5385
<http://www.juneau.org>

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Commission on Sustainability Fact Sheet

Title: Juneau Commission on Sustainability

Type of Board/Commission/Committee: Advisory

Affiliated Department: Community Development

Status: Active

Governing Legislation:

-Resolution 2755

-Date Created: July 09, 2007

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The Assembly created the Juneau Commission on Sustainability whose mission is to promote the economic, social, environmental, and governmental well-being of Juneau and all its inhabitants, now and in the future.

Membership: Section 2. Composition. The Commission shall be comprised of nine members appointed by the Assembly, plus one liaison from the Assembly and one from the Planning Commission. The liaisons shall not have the power to vote and shall not be counted in determining whether a quorum of the Commission is present. Commission membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability. Commission members serving three year staggered terms at the time of adoption of this resolution shall serve out their terms.

Officers: Chair, Vice-Chair, Secretary

Quorum: 5

Term Limits: None

Annual Appointment Period (Annual Reports Due): June

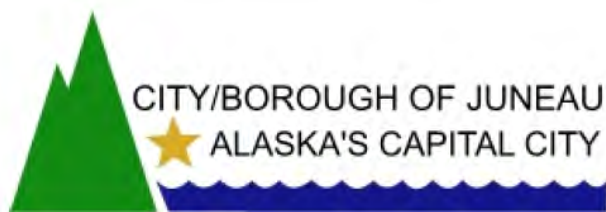
Meetings: Regular Meetings held from 5:30-7p.m. the Second Wednesday of the Month and Worksessions held the Fourth Wednesday of the Month in the Downtown Library Large Conference Room.

Special Facts: The mission of the former Juneau Energy Advisory Committee was folded into the policy and purpose of the Juneau Commission on Sustainability and Resolution 2401am which created the Juneau Commission on Sustainability also repealed Resolution 2376 relating to the Juneau Energy Advisory Committee. Resolution 2401am provided for a sunset date of the commission effective July 9, 2010. Resolution 2528 repealed Resolution 2401am and removed the sunset date establishing the commission as one that has an indefinite duration. Additional Resolutions 2718 and then Resolution 2755 which repealed Resolution 2718 were subsequently adopted changing the number of members serving on the commission. For times and locations of subcommittee meetings, please see the CBJ Meeting Calendars online at <http://www.juneau.org/calendar/index.php>

Staff Contact: Tim Felstead - 586-0466 - Tim.Felstead@juneau.org

Website: <http://www.juneau.org/sustainability/>

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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Human Rights Commission Fact Sheet

Title: Juneau Human Rights Commission

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Clerk

Status: Active

Governing Legislation:

- Resolution 2738
- Resolution 2436 (Repealed 1-11-2016)
- The Universal Declaration of Human Rights
- Date Created: January 11, 1993
- Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The focus of the Juneau Human Rights Commission has changed over time and at this time their focus is on developing educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination, to examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice within the City and Borough of Juneau, and to advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes.

Membership: Resolution 2738 reduced the membership of the Commission from seven to five members.

Officers: Chair, Vice-Chair, Secretary

Quorum: 3

Term Limits: None.

Annual Appointment Period (Annual Reports Due): May

Meetings: For specific meeting dates/locations please refer to the CBJ Meeting Calendar at <http://www.juneau.org/calendar/index.php>

Special Facts: The Juneau Human Rights Commission was created in 1993 in response to the Alaska State Human Rights Commission Southeast Alaska component being disbanded. Its focus in the early years was as an advocacy and investigatory body. In the 2005-2007 period, the Juneau Human Rights Commission floundered due to lack of members and the inability to hold meetings due to lack of quorum. In 2007-2008 the Assembly, by adoption of Resolution 2436 on Feb. 11, 2008, recreated the commission removing the investigatory role and focusing its efforts on the community education aspect and its advisory role to the Assembly.

Staff Contact: Municipal Clerks Office - 586-5278 - City_Clerk@ci.juneau.ak.us

Website: http://www.juneau.org/clerk/boards/Human_Rights_Commission/Juneau_Human_Rights_Commission.php

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Juneau Human Rights Commission

Governing Legislation:
Resolution 2738

Total # of Seats: 5 Public Seats

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Comments
Yes	Juneau Human Rights Commission	Ms.	Haifa	Sadighi	Public		8/11/2014	5/31/2017	2/11/2013	Assistant Principal at Floyd Dryden Middle School
Yes	Juneau Human Rights Commission	Mr.	Kyle	Schmitz	Public		4/11/2016	5/31/2018	4/11/2016	Property Manager: Coogan Alaska
Yes	Juneau Human Rights Commission	Ms.	Samantha	Weinstein	Public		2/8/2016	5/31/2017		Seat formerly held by Alavini Lata - Resigned effective 11/24/2015
Yes	Juneau Human Rights Commission		Open Seat	Open Seat	Public			5/31/2018		
Yes	Juneau Human Rights Commission	Mr.	Michael	Scott	Public		2/8/2016	5/31/2016		Just appointed in Feb. 2016 for remainder of unexpired term. Has been attending mtngs and would like to be reappointed.



**Law Department
City & Borough of Juneau**

MEMORANDUM

TO: Rorie Watt, Manager
cc: Bob Bartholomew, Finance Director
FROM: Amy Gurton Mead, Municipal Attorney
DATE: June 9, 2016
SUBJECT: Youth Activities Board

Rorie,

I was asked to review a draft amendment to the Youth Activities Board's resolution, proposed by the board.

Attached is the marked up draft I received to review, and a clean copy in proper format.

The clean copy is different from the copy received by the board as follows:

- 1) There were additional revisions needed to repeal Resolution 2410 (and the advisory rules of procedure resolution citation needed updating); and
- 2) I was unable to make one of the requested changes. The Board asked that Section 4(c) (amended (b)) read as follows: "Any funds remaining in the contingency fund shall be allocated back into the regular grant program based on the Board's recommendations."

I believe such a provision would violate Section 9.12 of the CBJ Charter, requiring unencumbered surplus to lapse at the close of each fiscal year to the general fund. Resolution 2410, the resolution the Board wants to amend, provides for the lapse of funds in this way. It currently reads: "Any funds remaining in the contingency fund shall revert to the general fund." I believe this provision needs to remain as currently written.

Presented by: The Manager
Introduced:
Drafted by:

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2761

A Resolution Reestablishing the Youth Activities Board and Repealing Resolution 2410.

WHEREAS, the Assembly wishes to acknowledge the continuing support of CBJ voters for youth programs through voter approval of sales tax levies; and

WHEREAS, it is the Assembly's policy to expend a portion of sales tax funds each year to provide supplementary funding for youth activities in the community, including artistic, cultural, athletic, and other extra-curricular academic pursuits; and

WHEREAS, the Assembly intends that these funds be distributed among various community organizations which sponsor youth activities in a manner that best serves our youth; and

~~WHEREAS, the Assembly wishes to assure that a significant portion of these funds are directed to the support of youth activity programs historically funded by the Juneau School District; and~~

WHEREAS, the Assembly believes the most appropriate way to allocate these funds among various community groups is to maintain a citizen board to accept and evaluate proposals; and

WHEREAS, the Assembly first implemented these policies by adopting Resolution No. 1804 establishing the Youth Activities Board, Resolution No. 2033 amending its membership, ~~and~~ Resolution No. 2071 extending the Board sunset date and Resolution 2410 repealing the sunset date entirely and providing for the indefinite continuation of the Board. ; and

~~WHEREAS, Resolution No. 2071 provided that the Board would terminate on June 30, 2007; and~~

~~WHEREAS, the Youth Activities Board ably meets a continuing need and should therefore be continued indefinitely.~~

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Youth Activities Board Reestablished. There is hereby reestablished the Youth Activities Board.

Section 2. Youth Activities Board Membership.

(a) The Board shall consist of nine members who shall serve without compensation. The Board membership shall consist of:

- (1) One member from the Parks and Recreation Advisory Committee, nominated by the Committee;
- (2) One member 18 years old or younger;
- (3) One member from the Juneau Arts and Humanities Council, nominated by the Council;
- (4) One member from the Juneau Sports Association, nominated by the Association;
- (5) Five members of the general public.

(b) Board members serving at the time of the adoption of this resolution shall serve out their terms. Nominations for appointment shall be made by the Assembly Human Resources Committee. To the extent practicable, general public nominees should not be employees or board members of organizations which exist for the purpose of providing athletic, artistic, cultural, or extra-curricular academic pursuits intended primarily for youths.

(c) Nominations pursuant to (a)(1)-(5) shall be submitted to the Assembly Human Resources Committee and forwarded to the Assembly for approval.

(d) The Board shall be organized as follows:

- (1) The Board shall elect annually from its members a chair and vice-chair and such other officers as it deems necessary. The Board may establish such committees as it deems necessary.

- (2) A vacancy on the Board shall exist:
- (A) If a person appointed to membership fails to qualify and take office within 30 days of appointment;
 - (B) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;
 - (C) If a member submits his or her resignation to the Assembly;
 - (D) If a member is physically unable to attend Board and standing committee meetings for a period of more than 90 days; or
 - (E) If a member misses more than 40 percent of the Board and standing committee meetings in a 12-month period.
- (3) The chair of the Board shall notify the Assembly of any vacancy on the Board. Upon notification, the Assembly shall appoint a new member for the unexpired term.
- (4) The Board shall meet as necessary to carry out the business of the Board but no fewer than four times per year.
- (5) Any member of the Board who participates in or volunteers for, or who has an immediate family member who participates in or volunteers for a program applying for funds shall declare a conflict of interest. A Board member who has declared a conflict may not evaluate or participate in any discussion regarding that program. Immediate family includes the person's spouse, minor child, dependent, or regular member of the person's household.

Section 3. Youth Activities Board Purposes. The purposes of the Board are as follows:

(a) To prepare a Request for Proposals annually for the purpose of soliciting proposals for providing youth activities of an athletic, cultural, artistic, or academic nature. The amount of funding available will be determined by the Assembly annually as part of the adoption of the City and Borough budget.

(b) To adopt procedures for evaluating proposals received for providing youth activities.

(c) Subject to the limitations established in Sections 4(a) – (c), ~~(b) and 4(e)~~ to make recommendations to the Assembly in April of each year for allocating funds

among proposals selected by the Board. Recommendations should reflect the intrinsically equal value to youth of athletic, cultural, artistic and academic types of activities, and reflect the range of needs identified by the qualified proposals submitted.

(d) With the assistance of staff as assigned by the Manager, to evaluate the use of the funds by each organization and to report annually to the Assembly on the expenditure of those funds.

Section 4. Criteria for Decisions. The Board shall use the following criteria when considering the allocation of funds among youth activity programs:

(a) Programs shall serve the needs of minors no older than 19 years of age, provided that programs intended for disabled youth may serve minors no older than 20 years of age.

~~(b) Subject to the limitations of Section 3(a), the Board shall annually reserve \$200,000 for youth activity programs historically funded by the Juneau School District, which shall be the total amount of funds available to the School District from the Board. The School District shall allocate the funds among its athletic and activity programs and ensure that these programs publicly acknowledge the CBJ source of funding through publicity such as programs, banners, PA announcements, etc. The Assembly shall review the School District's allocation of the funds to ensure that the expenditure of funds is consistent with the requirements listed in (c)(3), and that the allocation reflects a comprehensive program which demonstrates the value to youth of athletic, artistic, cultural and extra-curricular academic types of programs.~~

(b) (e) The Board shall annually place in a contingency account a sum equal to five percent of the total youth activity grant funding allocated by the Assembly. ~~amount remaining after the School District reservation required by Section 4(b).~~ The purpose of the contingency account shall be to fund unanticipated events, purchases, or travel for youth who qualify by competition to attend advanced level competition before the end of the fiscal year. At the end of each fiscal year any funds remaining in the contingency fund shall revert to the general fund.

(c) (d) All proposals considered by the Board under this program shall include a proposed method for evaluating the effectiveness of the activity. The Board, in evaluating effectiveness, may apply additional methods related to these criteria.

(d) (e) All proposals must meet the following requirements:

- (1) The program starting date must occur prior to June 30 of the fiscal year for which funding is provided.

- (2) Programs may not be funded retroactively.
- (3) Funding will not be awarded for administrative costs, operational costs of facilities, capital costs for facilities, or salaries and benefits for coaches or instructors, except for a guest artist, educator, or coach offering a special program in Juneau. Facility rental for a special program is allowed.
- (4) All promotional or printed material must include the following statement: "This program is partially funded by the Citizens of the City and Borough of Juneau through sales tax revenues."
- (5) All programs are subject to City and Borough financial audits.

(e) ~~(f)~~ The Board shall evaluate proposals through a scoring method applying the following factors in order of importance:

- (1) Number of hours of participation per youth;
- (2) Low program cost per participant hour;
- (3) Number of youth actively participating in the program;
- (4) Instructor or coach's relevant experience in providing the youth program;
- (5) High adult per youth ratio to support the program;
- (6) Organization's past history of providing successful youth programs;
- (7) Financial management of organization as indicated by overall budget;
- (8) Amount of the direct and indirect support provided to the organization from other CBJ funding sources;
- (9) Amount of volunteer support for the program;
- (10) Existence of scholarship fund for qualified youth within the program;
- (11) Provision of transportation, equipment, and other practical assistance to youth in need;

(12) Cooperative efforts with other local youth organizations;

(13) Proposals for or evidence of or acknowledgment of the CBJ grant funded from CBJ voter-approved sales tax.

Section 5. Rules for Procedure. The rules of procedure for Assembly advisory committees reestablished by Resolution No. 2662 2246, as amended from time to time, shall govern the conduct of business by the Board.

Section 6. Administrative Support. Staff support shall be provided by the recreation superintendent or alternate designee of the Manager.

Section 7. Repeal of Resolution. Resolution 2410 is repealed.

Section 8. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this _____ day of _____.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Clerk

- Draft Changes -

Presented by: The Manager
Introduced: 06/04/2007
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2410

A Resolution Reestablishing the Youth Activities Board for the Purpose of Removing the Sunset Date, and Repealing Resolution 2071.

WHEREAS, the Assembly wishes to acknowledge the continuing support of CBJ voters for youth programs through voter approval of sales tax levies; and

WHEREAS, it is the Assembly's policy to expend a portion of sales tax funds each year to provide supplementary funding for youth activities in the community, including artistic, cultural, athletic, and extra-curricular academic pursuits; and

WHEREAS, the Assembly ^{other} intends that these funds be distributed among various community organizations which sponsor youth activities in a manner that best serves our youth; and

~~WHEREAS, the Assembly wishes to assure that a significant portion of these funds are directed to the support of youth activity programs historically funded by the Juneau School District; and~~

WHEREAS, the Assembly believes the most appropriate way to allocate these funds among various community groups is to maintain a citizen board to accept and evaluate proposals; and

WHEREAS, the Assembly first implemented these policies by adopting Resolution No. 1804 establishing the Youth Activities Board, Resolution No. 2033 amending its membership, and Resolution No. 2071 extending the Board sunset date; and

WHEREAS, Resolution No. 2071 provided that the Board would terminate on June 30, 2007; and

WHEREAS, the Youth Activities Board ably meets a continuing need and should therefore be continued indefinitely.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Youth Activities Board Reestablished. There is hereby reestablished the Youth Activities Board.

Section 2. Youth Activities Board Membership.

(a) The Board shall consist of nine members who shall serve without compensation. The Board membership shall consist of:

- (1) One member from the Parks and Recreation Advisory Committee, nominated by the Committee;
- (2) One member 18 years old or younger;
- (3) One member from the Juneau Arts and Humanities Council, nominated by the Council;
- (4) One member from the Juneau Sports Association, nominated by the Association;
- (5) Five members of the general public.

(b) Board members serving at the time of the adoption of this resolution shall serve out their terms. Nominations for appointment shall be made by the Assembly Human Resources Committee. To the extent practicable, general public nominees should not be employees or board members of organizations which exist for the purpose of providing athletic, artistic, cultural, or extra-curricular academic pursuits intended primarily for youths.

(c) Nominations pursuant to (a)(1)-(5) shall be submitted to the Assembly Human Resources Committee and forwarded to the Assembly for approval.

(d) The Board shall be organized as follows:

- (1) The Board shall elect annually from its members a chair and vice-chair and such other officers as it deems necessary. The Board may establish such committees as it deems necessary.
- (2) A vacancy on the Board shall exist:
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- (B) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;
 - (C) If a member submits his or her resignation to the Assembly;
 - (D) If a member is physically unable to attend Board and standing committee meetings for a period of more than 90 days; or
 - (E) If a member misses more than 40 percent of the Board and standing committee meetings in a 12-month period.
- (3) The chair of the Board shall notify the Assembly of any vacancy on the Board. Upon notification, the Assembly shall appoint a new member for the unexpired term.
 - (4) The Board shall meet as necessary to carry out the business of the Board but no fewer than four times per year.
 - (5) Any member of the Board who participates in or volunteers for, or who has an immediate family member who participates in or volunteers for a program applying for funds shall declare a conflict of interest. A Board member who has declared a conflict may not evaluate or participate in any discussion regarding that program. Immediate family includes the person's spouse, minor child, dependent, or regular member of the person's household.

Section 3. Youth Activities Board Purposes. The purposes of the Board are as follows:

(a) To prepare a Request for Proposals annually for the purpose of soliciting proposals for providing youth activities of an athletic, cultural, artistic, or academic nature. The amount of funding available will be determined by the Assembly annually as part of the adoption of the City and Borough budget.

(b) To adopt procedures for evaluating proposals received for providing youth activities.

(c) Subject to the limitation established in Sections ~~4(b)~~ ^{4(a)} and ~~4(c)~~, to make recommendations to the Assembly in April of each year for allocating funds among proposals selected by the Board. Recommendations should reflect the intrinsically equal value to youth of athletic, cultural, artistic and academic types of activities, and reflect the range of needs identified by the qualified proposals submitted.

(d) With the assistance of staff as assigned by the Manager, to evaluate the use of the funds by each organization and to report annually to the Assembly on the expenditure of those funds.

Section 4. Criteria for Decisions. The Board shall use the following criteria when considering the allocation of funds among youth activity programs:

(a) Programs shall serve the needs of minors no older than 19 years of age, provided that programs intended for disabled youth may serve minors no older than 20 years of age.

*deleted
amend*
*strike
through all*
~~(b) Subject to the limitations of Section 3(a), the Board shall annually reserve \$200,000 for youth activity programs historically funded by the Juneau School District, which shall be the total amount of funds available to the School District from the Board. The School District shall allocate the funds among its athletic and activity programs and ensure that these programs publicly acknowledge the CBJ source of funding through publicity such as programs, banners, PA announcements, etc. The Assembly shall review the School District's allocation of the funds to ensure that the expenditure of funds is consistent with the requirements listed in (e)(3), and that the allocation reflects a comprehensive program which demonstrates the value to youth of athletic, artistic, cultural and extra-curricular academic types of programs.~~

REVISE
~~(b) (a) The Board shall annually place in a contingency account a sum equal to five percent of the amount remaining after the School District reservation required by Section 4(b). The purpose of the contingency account shall be to fund unanticipated events, purchases, or travel for youth who qualify by competition to attend advanced level competition at the end of each fiscal year. Any funds remaining in the contingency fund shall be returned to the general fund.~~
total youth activity district funding
allocated back into the regular grant programs based on the Board's recommendation.

~~(c) (a)~~ All proposals considered by the Board under this program shall include a proposed method for evaluating the effectiveness of the activity. The Board, in evaluating effectiveness, may apply additional methods related to these criteria.

~~(d) (a)~~ All proposals must meet the following requirements:

- (1) The program starting date must occur prior to June 30 of the fiscal year for which funding is provided.
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(4) All promotional or printed material must include the following statement:
"This program is partially funded by the Citizens of the City and Borough
of Juneau." *through sales tax revenues.*

(5) All programs are subject to City and Borough financial audits.

(e) ~~18~~ The Board shall evaluate proposals through a scoring method applying the following factors in order of importance:

- (1) Number of hours of participation per youth;
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- (6) Organization's past history of providing successful youth programs;
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- (8) Amount of the direct and indirect support provided to the organization from other CBJ funding sources;
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- (10) Existence of scholarship fund for qualified youth within the program;
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- (12) Cooperative efforts with other local youth organizations;
- (13) Proposals for or evidence of or acknowledgment of the CBJ grant funded from CBJ voter-approved sales tax.

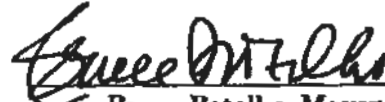
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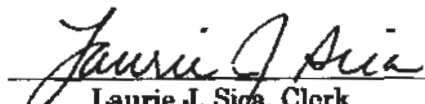
Section 7. Repeal of Resolution. Resolution 2071 is repealed.

Section 8. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 4th day of June, 2007.


Bruce Botelho, Mayor

Attest:


Laurie J. Siga, Clerk