

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

March 21, 2016 6:00 PM
Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF 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. Jensen-Olson Arboretum Advisory Board Annual Report and Appointments
2. Juneau Public Libraries Endowment Board - Annual Report and Appointment
3. Parks and Recreation Advisory Committee Appointment
4. Board resignations received

B. Other Business

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

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

Report to CBJ from the Jensen-Olsen Advisory Board

In 2015; the Jensen-Olsen Arboretum has grown with the help of the people of Juneau and Mother Nature. Merrill Jensen also gets a great deal of credit for his efforts managing the Arboretum, working with CBJ, communicating with other public gardens and researching and cultivating new plants.

We the JO Arboretum Board have supported fundraising for plant acquisitions and met with architects who made a proposal for the future Education Center. A planning committee with the Friends group has been formed to consider a design for that building. We hope to work with CBJ and DOT on improved parking along Glacier Highway. There has been considerable discussion on small scale commercial access to the Arboretum while maintaining its peaceful atmosphere and comfortable visitor ambiance.

We have been pleased to see that the financial support from CBJ has also been maintained.

Ed Buyarski

JOAB Chair

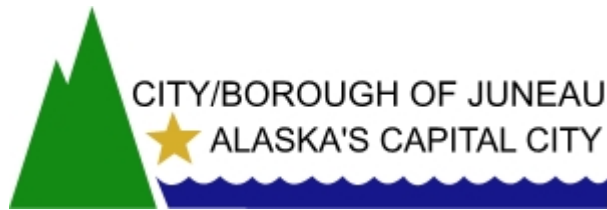
JENSEN-OLSON ARBORETUM ADVISORY BOARD ATTENDANCE 2015

	2/4/15	6/3/15	9/2/15	11/9/15
Ed Buyarski, Chair Appt: 4/07	P	P	P	P
Kristin Bartlett Appt: 8/15	N/A	N/A	A	P
Shawn Eisele Appt: 11/14	A	P	P	A
Peter Froehlich Appt: 4/10	P	A	A	P
Kim Garnero Appt: 2/11	A	P	P	P
Patricia Harris Appt: 4/07	P	A	P	P
Nell McConahey Appt: 11/14	A	P	A	P
Steve Moseley Appt: 2/15	N/A	P	P	P
Deborah Rudis Appt: 10/09	P	P	P	P

LEGEND: **A** – Absent / **P** – Present

Jensen-Olson Arboretum Advisory Board
Governing Legislation: Resolution 2377
Total # of Seats - 9 seats: 2 Financial, 1 horticultural or botanical, 1 Discovery SE, 1 artist, 1 SEAL, 1 School District, 2 Public

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Original Appointment Date	Reappointed 1	Reappointed 2	Reappointed 3	Comments
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Ed	Buyarski	Public: Horticultural	Chair	2/23/2015	1/31/2018	4/2/2007	3/16/2009	1/30/2012	2/23/2015	Horticultural Seat
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Steve	Moseley	Public		2/23/2015	1/31/2018	2/23/2015				Alaska Permanent Fund - fund manager/ Investor
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Peter	Froehlich	Public		2/1/2013	1/31/2016	1/1/2007	4/26/2010	1/28/2013		Retired District Judge
Yes	Jensen-Olson Arboretum Advisory Board	Ms.	Patricia	Harris	SEAL Trust Rep. Seat		2/23/2015	1/31/2018	4/2/2007	3/16/2009	1/30/2012	2/23/2015	SEAL Trust Representative
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Eric	Ouderkirk	Public		2/23/2015	2/28/2018	2/23/2015				USDA Forest Service - Alaska Region, Regional Landscape Architect; Liaison from PRAC
Yes	Jensen-Olson Arboretum Advisory Board	Ms.	Nell	McConahey	Public (Artist)		11/10/2014	1/31/2017	11/10/2014				Self Employed Artisan
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Shawn	Eisele	Discovery Southeast Rep.		11/10/2014	1/31/2016	11/10/2014				Executive Director of Discovery S.E.
Yes	Jensen-Olson Arboretum Advisory Board	Ms.	Deborah	Rudis	Public: Financial seat		2/1/2013	1/31/2016	10/12/2009	10/21/2009	1/28/2013		
Yes	Jensen-Olson Arboretum Advisory Board	Dr.	Bridget	Weiss	School Superintendent's Designee		9/29/2014	1/31/2017	9/29/2014				School District Representative
Yes	Jensen-Olson Arboretum Advisory Board	Ms.	Kim	Garnero	Public: Financial		2/7/2011	1/31/2017	2/7/2011	1/27/2014			Treasurer True North FCU
Yes	Jensen-Olson Arboretum Advisory Board	Ms.	Lindsey	Daniel	Staff Liaison	staff liaison	n/a	n/a	n/a				
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Merrill	Jensen	J-O Arboretum Manager	staff liaison	n/a	n/a	n/a				
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Brent	Fischer	Staff Liaison	staff liaison	n/a	n/a	n/a				
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Kirk	Duncan	Staff Liaison	staff liaison	n/a	n/a	n/a				



City and Borough of Juneau
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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Jensen-Olson Arboretum Advisory Board Fact Sheet

Title: Jensen-Olson Arboretum Advisory Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Parks and Recreation

Status: Active

Governing Legislation:

-Resolution 2377

-Date Created: December 11, 2006

-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 Arboretum Advisory Board will advise on the Arboretum's guiding vision as provided by Caroline Jensen: "The vision of the Arboretum is to provide the people of Juneau a place that both teaches and inspires learning in horticulture, natural sciences, and landscaping; to preserve the beauty of the landscape for pure aesthetic enjoyment; to maintain the historic and cultural context of the place and its people." The board shall advise and assist the Director of Parks and Recreation on issues including, but not limited to, capital campaigns and fund raising, and programmatic direction consistent with the guiding vision above.

Membership: Section 1. Jensen-Olson Arboretum Advisory Board Established. There is established a board of nine persons, which shall be known as the Jensen-Olson Arboretum Advisory Board. (a) The Assembly shall appoint members of the board to three-year terms. To the extent practicable, one shall be a representative of the horticulture or botanical community, two shall be representatives of the financial community, one shall be a representative from Discovery Southeast, one shall be a working artist, one shall be a representative of the Southeast Alaska Land Trust, one shall be the Superintendent of the Juneau School District or designee, and two shall be representatives of the public.

Officers: Chair

Quorum: 5

Term Limits: None.

Annual Appointment Period (Annual Reports Due): January

Meetings: Section 5. Regular Meetings. The Arboretum Advisory Board shall meet at least quarterly. The Endowment Subcommittee shall meet at least twice per year.

Special Facts: Section 3. Endowment Subcommittee Established. A three member Endowment Subcommittee shall be established from the Arboretum Advisory Board consisting of one of the financial community members, the member from the horticultural or botanical community, and one of the public members. The presence of all members of the subcommittee shall be required for a quorum and any action of the subcommittee shall require at least two affirmative votes. Section 4. Endowment Subcommittee Purpose. (a) The Endowment Subcommittee shall advise and make recommendations to the Director of Parks and Recreation and the board regarding the Jensen-Olson Arboretum Endowment Fund, which shall comprise all gifts and donations designated for the Endowment Fund bequeathed to the City and Borough by Caroline Jensen. (b) Endowment Fund monies shall be maintained in a trust account managed by the Finance Department in accordance with CBJ 57.05.040, for the purpose of augmenting the Arboretum's budget and not supplanting normal operational funds. (c) The Endowment Fund will be managed with the intent to preserve the principal, including the use of interest income to protect the value of the principal from devaluation due to inflation.

The board shall advise the Parks and Recreation Director annually whether and how much of the income it recommends be expended each year for the benefit of the Arboretum and to accomplish the goals of the September 30, 1993, Administrative Agreement Concerning the Jensen-Olson Arboretum.

Staff Contact: Merrill Jensen - 789-0139 - Merrill.Jensen@juneau.org

Website: <http://www.juneau.org/parkrec/aac.php>

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City and Borough of Juneau

Long Term Portfolio

FY15

Ownership Percentage,

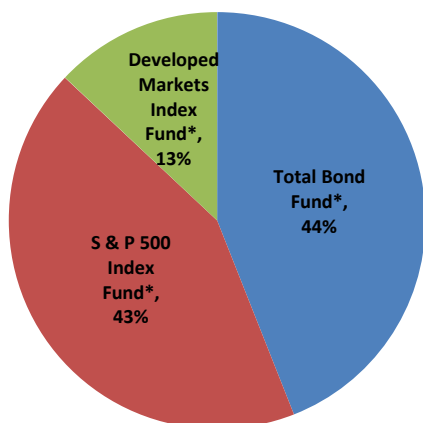
Asset Allocation

and

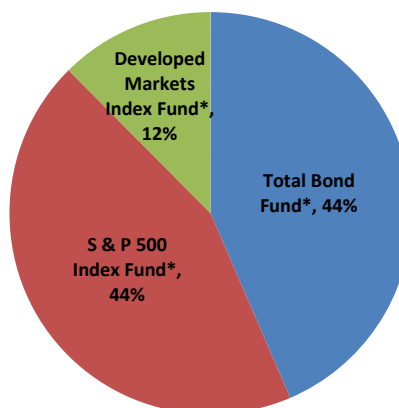
Performance

As of June 30, 2015

FY14 Long Portfolio Allocation



FY15 Long Portfolio Allocation



As of June 30, 2014

Total Bond Fund*
S & P 500 Index Fund*
Developed Markets Index Fund*
Totals

Market Value	Allocation %
1,861,342	44%
1,783,297	43%
564,460	13%
\$ 4,209,099	100%

As of June 30, 2015

Total Bond Fund*
S & P 500 Index Fund*
Developed Markets Index Fund*
Totals

Market Value	Allocation %
1,893,518	44%
1,915,407	44%
541,679	12%
\$ 4,350,605	100%

Disclosure : All funds listed below are managed by Vanguard, a leading No-Load Investment Company.

*Total Bond Fund

This investment seeks the performance of a broad bond index. This Index represents a wide spectrum of public, investment-grade, taxable, fixed income securities in the United States all with maturities of more than one year.

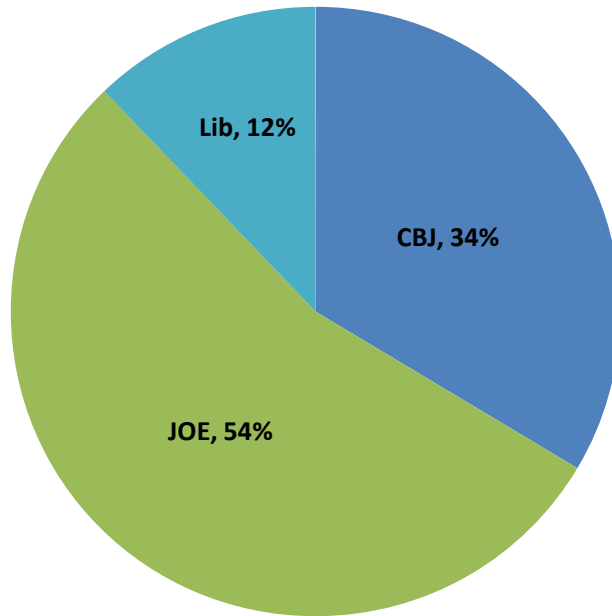
*S & P 500 Index Fund

This investment seeks to track the performance of the S&P 500 Index, a widely recognized benchmark of U.S. stock market performance that is dominated by stocks of large U.S. companies.

*Developed Markets Index Fund

This investment seeks to track the performance of a FTSE Developed All Cap ex U.S. index and designed to help U.S. investors benchmark their international investments. It is comprised of large, mid and small cap stocks globally, excluding the U.S.

Percent Ownership of the Long Portfolio*



* as of June 30, 2015

	CBJ	JOE	Lib	Total
FYB15 Market Value	\$1,840,257	\$2,368,842	\$0	\$4,209,099
Transfers In FY15	87,500		525,000	612,500.00
Transfers Out FY15	(525,000)			(525,000.00)
Withdrawals FY15		(87,500)		(87,500.00)
Adjustments FY15	-	-	-	-
Earnings	58,218	79,638	3,649	141,505.14
FYE15 Market Value	<u>\$1,460,975</u>	<u>\$2,360,981</u>	<u>\$528,649</u>	<u>\$4,350,605</u>
% Ownership FYE15	<u>34%</u>	<u>54%</u>	<u>12%</u>	<u>100%</u>

CBJ is City & Borough of Juneau

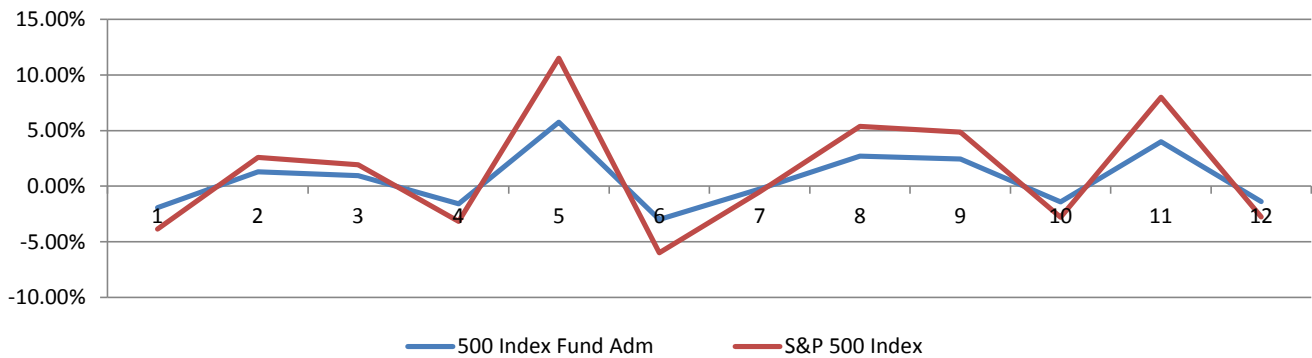
JOE is Jensen Olson Endowment

Lib is Library Endowment

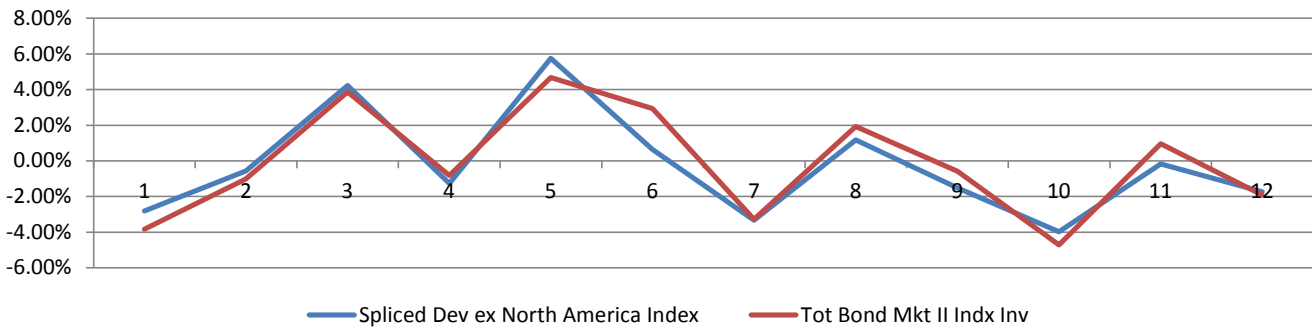
Performance View

	S&P 500 Fund	Total Bond Market Fund	Developed Markets Fund	Total
Beginning FY15 MV	\$1,783,297	\$1,861,342	\$564,460	\$4,209,099
Total Income	132,110	32,176	(22,781)	141,505
Ending FY15 MV	\$1,915,407	\$1,893,518	\$541,679	\$4,350,605
Total Return	7.41%	1.73%	-4.04%	3.36%

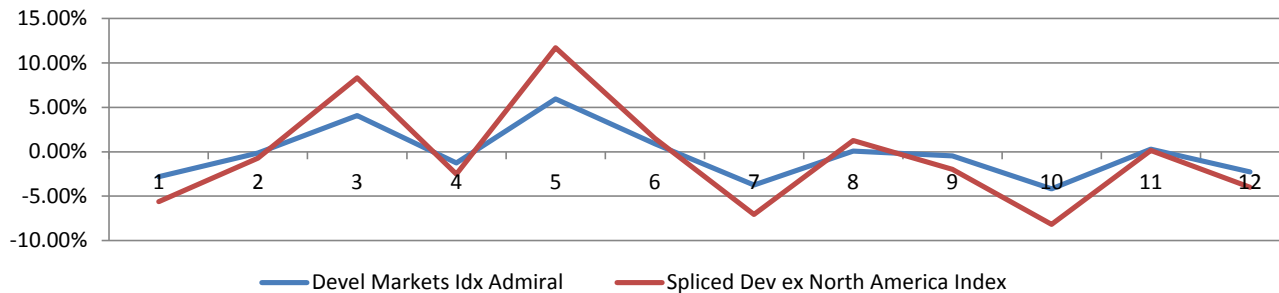
FY15 Benchmark vs S & P 500 Fund



FY15 Benchmark vs. Total Bond Market Fund



FY15 Benchmark vs. Developed Markets Fund

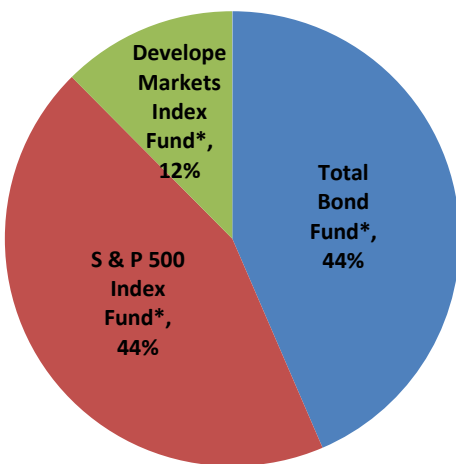


Proposed Rebalancing Allocation

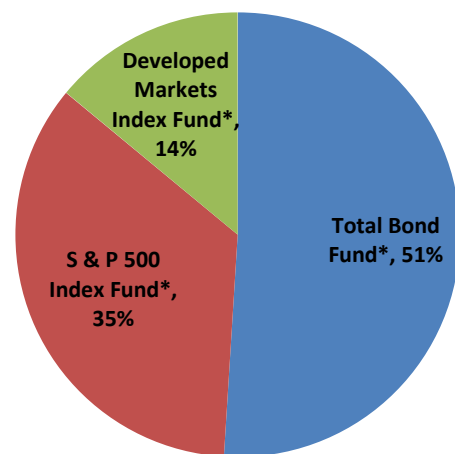
Present CBJ Investment Policy adheres to certain allocations among the various types and classes of securities. This strategy is well-known and well-followed by governmental agencies and professional portfolio managers. By policy, it is therefore mandated that the Long Portfolio be visited and reallocated from its' present allocation to a proposed allocation in accordance to the following:

Security	Policy Range %	6/30/2015	Proposed Change	Option #2
U.S.	30 - 35 - 40	44%	-9%	-6%
Int'l	9 - 14 - 19	12%	+2%	+2%
U.S. Bonds	46 - 51 - 56	44%	+7%	+4%

FY15 Long Portfolio Allocation



Proposed Reallocation



City and Borough of Juneau's

Investment Portfolio

Fiscal Year Comparison

FY13, FY14

	<u>YTD June 30, 2013</u>			<u>YTD June 30, 2014</u>		
	Earnings	Market Value	Period RoR	Earnings	Market Value	Period RoR
Cash-FNBA	\$ 33,000	11,587,000	0.27%	\$ 53,000	15,423,000	0.37%
Short Portfolio	31,000	31,879,000	0.08%	20,000	40,066,000	0.06%
Short/Intermediate Portfolio	(129,000)	52,651,000	-0.26%	772,000	71,332,000	1.55%
External Portfolio	926,000	78,614,000	1.19%	1,650,000	80,264,000	2.10%
Long Term Portfolio	299,000	3,674,000	8.86%	535,000	4,209,000	13.57%
Totals	\$ 1,160,000	178,405,000	0.64%	\$ 3,030,000	211,294,000	1.68%

City & Borough of Juneau
Summary of Library Fund Endowments
Agency Fund 790
As of June 30, 2015

TOTAL ENDOWMENT FUND			
	Principal	Interest	Balance
Balance 6/30/14	842,525.43	(58,307.59)	\$ 784,217.84
FY14 Interest Adjustment		(1,482.66)	
FY14 principal adjust, Library Construction	(59,790.25)	59,790.25	
FY15 Donations	-		
FY15 Interest income from investments		4,175.84	
FY15 Vanguard Invest Earnings		3,649.18	
FY15 Expenditures		-	
2014 Inflation Proofing		-	
Balance 6/30/15	782,735.18	7,825.02	\$ 790,560.20

Vanguard Investment Summary **6/30/2015**

Transfers In	525,000.00
FY15 Investment Income, Long Portfolio	3,649.18

Vanguard Investment Balance, 6/30/15	\$ 528,649.18
Investment in Central Treasury	\$ 261,911.02

Library Endowment Fund Balance, 6/30/15	\$ 790,560.20
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NOTES:

FY14 adjustment made to reflect a principal reduction for the library construction project.
 Withdrawal of \$300,000 exceeded cumulative earnings by \$59,790.25

The FY15 rate of return was 0.55%. During the FY15 year, \$525,000 was transferred to the Vanguard long-term investment portfolio in the manner of \$175,000 transferred every 3 months. A final transfer will be made in FY16 to move the remaining Endowment Fund balance to Vanguard.

If the board chooses, the principle can be inflation proofed (this is done by transferring a calculated CPI amount from the interest earnings balance to the principle). The factor used in prior years has Alaska Permanent Fund inflation factor, which is 1.62% for FY15 (PFD 2015 Annual Report). The board has foregone inflation proofing since FY2012.

JUNEAU PUBLIC LIBRARIES ENDOWMENT BOARD

Meeting Minutes for Wednesday, February 5th, 2015

DRAFT

Location: Small Meeting Room, Downtown Library

Time: 12:01 PM

Board members Present: Barbara Berg, Public Member; Jeff Vogt, Friends of the Library Member; Robert Barr, Library Director

Staff Members Present: Robert Barr, Library Director; MJ Grande, Librarian

Board Members Absent: None

Public Present: None

The meeting was called to order at 12:01 p.m. by Robert Barr in the Small Meeting Room, Juneau Public Library

AGENDA CHANGES:

- None

APPROVAL OF MINUTES:

- Minutes of the August 20th, 2014 meeting were approved without objection.
(*Barbara Berg moved, Jeff Vogt seconded*)

CORRESPONDENCE/COMMUNICATIONS:

- No correspondence to report.

INFORMATION ITEMS:

- Robert presented the FY 14 Financial Summary of Library Fund Endowments provided by CBJ. The document displays total combined figures; individual fund activity information can be obtained, if requested. Re-allocation of funds from the general investment pool to CBJ long-term portfolio has begun and will continue in the agreed upon increments and time frame as specified in Resolution 14-02.

Robert also presented the Library Annual Report. Additionally, the new Valley Library project is on time and on budget, with a proposed “soft” opening for late September and Grand Opening later in 2015. The Mendenhall Mall facility will change to a monthly rental agreement beginning July 1.

ACTION ITEMS:

I. Action Items

- None

MEMBER REPORT/COMMENTS:

· Jeff Vogt inquired re: funding for Valley Library Fireplace, and Brick Sales status. Ceann will be tabulating total sales and expenditure figures from the fundraiser; Robert reported approximately 800 bricks sold, but does not have the allocation of how many were sold at which contribution level. Discussion of allocation of various funds will take place at next Friends of the Library meeting.

Major contribution campaign is not yet showing a significant response.

Barbara Berg expressed her pleasure at the positive progress with the library construction, and thankfulness for the timing in receiving state funding and other elements of the project. She suggested Ray Behnert, past Friends of the Library president and Landscape Architect, be included in discussions for new Valley Library landscaping.

Jeff Vogt expressed his willingness to serve out his term on the Endowment Board, and understands he needs to remain a member of the Friends of Juneau Public Libraries.

PUBLIC PARTICIPATION:

· None

NEXT MEETING:

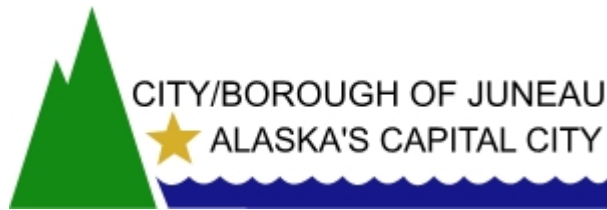
· At the call of the chair, most likely, January 2016.

MEETING ADJOURNED at 12:35 p.m.

Respectfully submitted by MJ Grande, February 5, 2015

Juneau Public Library Endowment Board**Governing Legislation: Resolution 1609****Total # of Members: 3 - 1 Public, 1 Friends of Library Member, Library Director**

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 Public Libraries Endowment Board	Mr.	Robert	Barr	Library Director	Chair	2/25/2013	n/a	n/a	CBJ Library Director
Yes	Juneau Public Libraries Endowment Board	Ms.	Barbara	Berg	Public		2/1/2014	1/31/2017	1/27/2014	Former CBJ Library Director
Yes	Juneau Public Libraries Endowment Board	Mr.	Jeff	Vogt	Friends of Library Seat		2/1/2013	1/31/2016	1/28/2013	Friends of the Library Rep.



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Public Libraries Endowment Board Fact Sheet

Title: Juneau Public Libraries Endowment Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Libraries

Status: Active

Governing Legislation:

-Resolution 1609

-Date Created: November 16, 1992

-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: [Resolution 1609] Section 2. Board Powers. (a) The Board shall advise the Director of Libraries regarding the Juneau Public Libraries Endowment Fund, which shall be composed of all gifts and donations over \$2,000.00 made to the Juneau Public Libraries. Fund monies shall be maintained in a trust account managed by the City and Borough Treasurer for the purposes of augmenting the Juneau Public Libraries' budget and not supplanting normal operational funds. (b) The board shall make such recommendations regarding the fund as will preserve the principal, including the use of interest income to protect the value of the principal from devaluation due to inflation. The board shall determine annually whether and how much of the interest income is to be expended each year for the benefit of the libraries and to accomplish the goals of the donors to the fund.

Membership: [Resolution 1609] Section 1. Library Endowment Board Established. There is established a board of three persons, which shall be known as the Juneau Public Library Endowment Board. (a) The Assembly shall appoint members of the board to three-year terms. One member shall be the Director of the Juneau Public Libraries, one shall be a member of the Friends of the Library, and one shall be a member of the general public. ...

Officers: The Library Director serves as Chair of the Board.

Quorum: 3

Term Limits: No term limits - The term of the director shall be for as long as they hold that position with the library. The other members serve three year terms each.

Annual Appointment Period (Annual Reports Due): March

Meetings: The presence of all members shall be required for a quorum and any action of the board shall require two or more affirmative votes to be approved. The board shall meet annually in September of each year.

Special Facts: Resolution 1609 states that the Juneau Public Libraries received a generous bequest from Mrs. Verna Carrigan, a longtime Juneau resident, whose intent was that the bequest was to be used for certain enumerated library purposes. The resolution also states that CBJ honors Mrs. Carrigan's intentions and also established the board to carefully oversee not only the stewardship of Mrs. Carrigan's gift but the gifts of future library donors so that all donors to the Juneau Public Library may be assured that their gifts will be used for their intended purposes, and for the benefit of the library and the public.

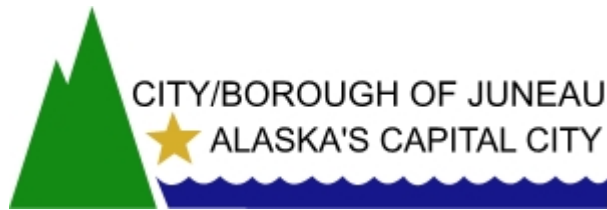
Staff Contact: Robert Barr Library Director - 586-0443 - Robert_Barr@ci.juneau.ak.us

Website: <http://www.juneau.org/library/endowment.php>

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Parks Recreation Advisory Committee
Governing Legislation: Resolutions 2646
Total # of Seats: 9 public seats, 1 Assembly liaison

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	Comments
Yes	Parks & Recreation Advisory Committee	Ms.	Maria	Gladziszewski	Assembly Liaison	Liaison	n/a	n/a	n/a			
Yes	Parks & Recreation Advisory Committee	Mr.	Mike	Eberhardt	Ex-Officio Rep from State Parks		n/a	n/a	n/a			Ex-Officio Rep from State Parks
Yes	Parks & Recreation Advisory Committee	Mr.	Eric	Ouderkirk	Public		2/23/2015	2/28/2018	2/23/2015			USDA Forest Service - Alaska Region, Regional Landscape Architect; Liaison to Jensen-Olson Arboretum Advisory Board
Yes	Parks & Recreation Advisory Committee	Mr.	Josh	Anderson	Public	Vice-Chair	3/1/2014	2/28/2017	2/24/2014			Member: Douglas Island Riders Assoc., Juneau Douglas Motocross Association; Appointed 1/12/2015 to 1% for Art Panel for 16b Cruise Berth Project
Yes	Parks & Recreation Advisory Committee	Mr.	Gerry	Landry	Public	2nd Vice Chair	4/1/2013	2/29/2016	5/23/2011	4/1/2013		Park Specialist State of AK Dept. of Natural Resources
Yes	Parks & Recreation Advisory Committee	Ms.	Traci	Gilmour	Public		4/1/2013	2/29/2019	4/1/2013	2/8/2016		Self Employed Massage Therapist. Member of Juneau Sports Association, Amateur Softball Assn., Juneau United States Bowling Congress
Yes	Parks & Recreation Advisory Committee	Mr.	Christopher	Mertl	Public	2nd Vice Chair	3/1/2014	2/28/2017	8/24/2009	3/21/2011	2/24/2014	PRAC Liaison to Assembly Lands Committee, Treadwell Arena Advisory Board, and Juneau Urban Forestry Partnership; Member: Juneau Hockey Officials, Juneau Adult Hockey, TrailMix, DBA
Yes	Parks & Recreation Advisory Committee	Mr.	Tom	Rutecki	Public		2/23/2015	2/28/2018	4/2/2012	2/23/2015		Former Member of PRAC, PRAC Rep to YAB
Yes	Parks & Recreation Advisory Committee	Mr.	Odin	Brudie	Public		3/1/2014	2/28/2017	3/21/2011	2/24/2014		Member: Juneau Nordic Ski Club, TrailMix, Juneau 4H Cross-country Ski Club
Yes	Parks & Recreation Advisory Committee	Ms.	Frances	Dowd	Public		2/23/2015	2/29/2016	2/23/2015			SE Reign Sports, LLC-Adult Basketball League Participant & Referee; PRAC Liaison to Aquatic Facilities Advisory Board
Yes	Parks & Recreation Advisory Committee	Mr.	Lindsay	Hallvik	Public		2/23/2015	2/28/2018	2/23/2015			SAIL-ORCA Adaptive Recreation
Yes	Parks & Recreation Advisory Committee	Mr.	Kirk	Duncan	Staff Liaison	staff liaison	n/a	n/a	n/a			
Yes	Parks & Recreation Advisory Committee	Ms.	Lindsey	Daniel	Staff Liaison	staff liaison	n/a	n/a	n/a			



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<http://www.juneau.org>

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Parks & Recreation Advisory Committee (PRAC) Fact Sheet

Title: Parks & Recreation Advisory Committee (PRAC)

Type of Board/Commission/Committee: Advisory

Affiliated Department: Parks and Recreation

Status: Active

Governing Legislation:

- Resolution 2646 (Repealed Bylaws and Res 711 and Res 1082)
- Date Created: April 01, 1964
- 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 purpose of the PRAC is to act in an advisory capacity for planning and development of all aspects of juvenile and adult recreation in the City and Borough. This direction includes authority to advise the Assembly and the Parks and Recreation Department Director on issues affecting parks and recreation in the community. A secondary purpose of the Committee is to act as a citizens' proponent for parks and recreation facilities, recreation activities, and trails within the City and Borough. The Committee shall gather relevant information from all sources available, hold public meetings as necessary on issues under review, and report to the Assembly concerning the status of the above-named issues.

Membership: The PRAC consists of nine public members.

Officers: Chair, First Vice Chair, Second Vice Chair

Quorum: 5

Term Limits: None

Annual Appointment Period (Annual Reports Due): February

Meetings: First Tuesday of each month at 6pm in the Assembly Chambers

Special Facts: Resolutions 711 and 1082 and the bylaws were repealed by the adoption of Resolution 2646 on June 3, 2013.

Staff Contact: Kirk Duncan, Parks & Recreation Director - 586-5226 - Kirk.Duncan@juneau.org

Website: <http://www.juneau.org/parkrec/prac.php>

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Beth McEwen

From: Sara Truitt <staff@unitedwayseak.org>
Sent: Wednesday, February 10, 2016 4:42 PM
To: City Clerk
Subject: RE: Resignation from JCOS

Categories: Beth

Dear City Clerks,

Sending this via my work email as my personal email automated message claims that cityclerks@juneau.org has "failed permanently"

Attempting again:

Please accept this notice of my resignation from the Juneau Commission on Sustainability effective immediately. I realized after just several meetings that the current work being done by the Commission on the Energy Plan is not a topic that I would be able to contribute to in a meaningful way as I do not have any experience, training or familiarity with the technical concepts required for the plan. As it can not be determined when the focus of JCOS will move on to a different topic, I do not feel it is a good use of my time or JCOS's time that I continue to serve while the energy plan is their primary focus.

I am still interested in serving on a board or commission in the future and do hope that the city and assembly will consider future applications that I may submit.

Thank you for the opportunity to serve!

Best,
Sara Truitt

Sara Truitt
Resource Development Director
United Way of Southeast Alaska
P: 907-463-5530

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Lovalaska
Pick.Click.Give.

Morgan A. Griffin
10209 Heron Way
Juneau, AK 99801

CITY CLERK
C B J MAR 07 2016 C B J
RECEIVED

To: Laurie Sica
Municipal Clerk
City and Borough of Juneau
155 S. Seward St.
Juneau, AK 99801

March 7, 2016

Dear Ms. Sica,

I am submitting this correspondence to you as my resignation from the Juneau Human Rights Commission. As I progress in my legal career, my free time has begun to dwindle and I no longer have many evenings available to dedicate to the Commission. It is for this reason that I must step back from my board duties. Please accept this as my official resignation letter.

I apologize for any inconvenience this may cause the board members of the Commission. Should you need anything further from me, please feel free to contact me at (503)927-3173. I will get back to you as soon as possible.

I have enjoyed my time serving on the board and am grateful for the experience. I will miss the interaction with my fellow board members and the community. Thank you so much for your understanding.

Sincerely,



Morgan A. Griffin