

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

February 23, 2015 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. February 2, 2015 Regular HRC Meeting 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. Juneau Commission on Sustainability - Appointments
2. Parks & Recreation Advisory Committee - Annual Report & Appointments
3. Jensen-Olson Arboretum Advisory Board - Annual Report & Appointments
4. Discussion about formation of an empowered Aquatics Board

Your packet includes the materials provided at the February 9, 2015 Committee of the Whole meeting as well as the legislative history with agendas and minutes excerpts from 2010 when the Aquatic Facilities Advisory Board was created with the adoption of Resolution 2532(b).

5. Resolution 2716 A Resolution Increasing the Membership of the Sister Cities Committee and Repealing Resolution 2508.

B. Other Business

III. STAFF REPORTS

IV. COMMITTEE MEMBER COMMENTS AND QUESTIONS

V. 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 AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

February 2, 2015 Regular HRC Meeting Minutes

ATTACHMENTS:

Description	Upload Date	Type
☐ February 2, 2015 DRAFT HRC Minutes	2/13/2015	Minutes

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

February 2, 2015 5:30 PM
Assembly Chambers

I. ROLL CALL

Chairman Loren Jones called the meeting to order at 5:30pm.

HRC Members present: Loren Jones, Karen Crane, Maria Gladziszewski, and Debbie White

Other Assemblymembers present: Mary Becker

Staff Present: Deputy Clerk Beth McEwen, Deputy City Attorney Jane Sebens, Port Director Carl Uchytel, Finance Director Bob Bartholomew, CDD Senior Planner Teri Camery

Presenters: Fisheries Development Committee Chair Jim Becker, Sister Cities Committee Co-Chairs Sue Baxter and Maria Uchytel and committee members Chloe Watson and Joan Mize.

II. APPROVAL OF AGENDA

The clerk noted that there will be an updated status report for the liquor licenses when that is take up but otherwise no agenda changes.

III. APPROVAL OF MINUTES

A. January 12, 2015 Regular HRC Meeting Minutes

Ms. Crane noted a correction to be made to the January 12, 2015 minutes, page 3. The minutes were approved as corrected.

B. January 15, 2015 Joint HRC/SSAB Worksession Minutes

Hearing no objection, the minutes of the January 15, 2015 meeting were approved.

IV. PUBLIC PARTICIPATION

No public participation on Non-Agenda items.

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

V. AGENDA TOPICS

A. Board Matters

1. Fisheries Development Committee - Annual Report & Appointments

Ms. McEwen noted that the red folder contained an application from incumbent Greg Fisk for the Fisheries Development Committee that was submitted earlier in the day.

Fisheries Development Committee (FDC) Chair Jim Becker gave a brief report from the committee. He said the normal business of the committee has been to work on roadside fisheries and infrastructure. He said they took Jesse Kiehl out over the previous weekend to show him all the locations/properties in question. He will be bringing up some of the issues at a future Assembly Lands Committee meeting.

Mr. Becker said they spent a lot of time recently gathering information on a proposed resolution for Juneau to send to our delegation regarding the mine activity taking place in British Columbia. He said they looked at all the other resolutions passed by other communities, heard from the environmentalist community and one of the FDC members was the large mine coordinator for the State of Alaska so they had all the information available regarding this issue. The FDC sent a letter to the Assembly asking for a resolution to be drafted up to send to the Congregational and State Legislative delegations.

Mr. Becker said he was in Vancouver, BC the previous week and while there, he sat down with the Department of Fisheries and Oceans and received an update on their process. He said he does not know where we could be engaged in their process. He said there are a lot of groups contributing to the process and the FDC wasn't talking to the people who had the overall say about the BC mining activities. He said he did also confer with a group of people that were also in Vancouver talking with folks who have a lot of experience getting projects through an International Joint Commission (IJC). They reported that since there was so much concern in Southeast Alaska and we had our Federal and State delegations and all the community asking for an IJC, that possibly it might force Canada to have one. He said the way the system works is that both parties have to agree and in his opinion, that is where it should land. He said that short of landing in there for a total review, they will need to think of something else to do.

He said it was unfortunate that the state was facing the financial plight that it is as the fishermen were going to ask for DNR to be given additional funding to have a person who could stay on top of everything going on with the BC mine issues. The fishermen are very concerned with this issue since they are at the bottom end of all these rivers that may be affected by the proposed mines.

Mr. Jones thanked the committee for its work and said that the resolution they had requested is on the Assembly agenda for that same night.

Mr. Jones noted that there are presently three seats open on the Fisheries Development Committee for terms expiring January 31, 2018.

MOTION by Ms. Crane to recommend the appointments of Greg Fisk, Zach Wilkinson, and David Harman to the seats on the Fisheries Development

Committee to terms expiring January 31, 2018. Hearing no objection, the motion carried.

2. Building Code Advisory Committee - Appointment

There was one open seat on the Building Code Advisory Committee and one application from incumbent Joann Lott.

MOTION by Ms. Gladziszewski to recommend appointment of Joann Lott to the open seat expiring November 30, 2017. Hearing no objection, the motion carried.

3. Sister Cities Committee - Annual Report & Appointments

Sister Cities Committee Co-Chair Maria Uchtyl and Co-Chair Sue Baxter presented the Annual Report and slide show. Members also present included Secretary Joan Mize and Treasurer Chloe Watson.

Ms. Uchtyl explained the status of all the CBJ sister city relationship and the 2014 communications with each city and their goals for 2015. Highlights included the formalization of the Kalibo, Aklan, Philippines relationship in 2014. The plan on working with the local Rotary clubs and the Filipino Community to foster additional business and cultural exchanges between the two communities. Ms. Uchtyl and Ms. Baxter will be taking a trip in February 2015 as Juneau's representatives to the 65th Anniversary celebration in Whitehorse, Yukon Territory, Canada. The SCC also is also working on planning a celebration to be held in Juneau in 2015 to commemorate the 155th anniversary of the founding of Vladivostok.

Other accomplishments in 2014 included working with the Airport to come up with a display case to highlight Juneau's sister cities and they have been rotating the displays in the case to highlight one or more of our sister cities and will continue to do so in the future. They also work with the school district on introducing the exchange students to the community and the School Board and Assembly. They now also have a permanent liaison position with the University of Alaska Southeast which has been very productive in their work with Whitehorse in education exchanges.

They have three primary goals for the committee during 2015 which are:

- 1) Strengthen committee operations.
- 2) Strengthen community partnerships and strengthen awareness of Sister Cities.
- 3) Continue to improve existing Sister City relationships.

Ms. Gladziszewski asked how a sister city gets to an emeritus status.

They explained that the Camiling, Philippines relationship was a very early sister cities relationship established in approximately 1988. As with the Mishan City relationship, there was one individual that really drove the work behind forming that relationship. Unfortunately, that person left town soon

after that relationship was formed and there aren't many people in Juneau from Camiling. the SCC has tried to reach out and communicate with Camiling for quite awhile with no response and Sister Cities International has not been successful in their attempts at contact with Camiling either so the relationship is now in emeritus status.

Ms. Crane said it was good to see the committee so active in all that they have done in the past year.

Mr. Jones said with respect to the SCC wishing to recruit members through the Juneau World Affairs Council, that he would try to help make those connections. He was out publicizing the JWAC World Quest event earlier that day. World Quest is being held at Centennial Hall Friday, February 6 at 6pm.

MOTION by Ms. Gladziszewski to recommend the appointment of Maria Uchytel to the seat expiring January 1, 2018. Hearing no objections, the motion carried.

4. Wetlands Review Board - Annual Report & Appointments

HRC members shared their appreciation for the detailed report provided in the packet. Community Development Senior Planner Teri Camery was present to answer any questions the HRC members had. Ms. Camery explained the work of the board during the past year and their work on the Juneau Wetlands Management Plan (JWMP) and also on the Habitat Mapping Project.

Ms. Crane asked if this report also goes to Assembly Lands Committee as she thought much of the information in the report would be of interest to the Lands Committee. Ms. Camery said yes, that the Lands Committee would be an interim step before the final Juneau Wetlands Management Plan goes to the full Assembly.

Mr. Jones asked what, if any, the relationship might be between the Wetlands Plan and the Flood Map and the various issues around the flood zones. Ms. Camery explained the overall \$1.6 million grant provided unexpected assistance with the flood mapping effort through the LiDAR and the imagery for the habitat grant. They were able to use the initial LiDAR and extend that with an additional contract with that company to refine that data for use in the flood mapping effort. That gave the city a real funding boost to do really strong, accurate flood mapping effort. That being said, the wetland management plan itself is kept separate from the flood corridor issue. She said that the flood corridor affects the wetland management plan assessments in some ways in terms of the flood control functions of wetlands so it has helped indirectly but the plans are totally separate.

Mr. Jones thanked Ms. Camery for the report and thanked the WRB for its work. He noted there is one seat on the WRB for a term expiring December 31, 2017.

MOTION by Ms. Crane to recommend the reappointment of Brenda Wright to

the Wetlands Review Board to a term expiring December 31, 2017. Hearing no objection, the motion carried.

5. Youth Activities Board - Appointment of JSA Representative

Mr. Jones noted that there is one appointment to the Juneau Sports Association seat before the committee for action.

MOTION by Ms. Crane to recommend the appointment of Peter Christensen to the Juneau Sports Association seat on the Youth Activities Board to a term ending upon the end of his term on the Juneau Sports Association. Hearing no objection, the motion carried.

B. Liquor Licenses

1. Liquor License Renewals with Staff Protest Recommendations

Ms. McEwen noted that she received notice from the Sales Tax office that afternoon that Coho's Bar & Grill, LLC had submitted their third quarter sales tax return and paid the outstanding balances in full. Staff's final recommendation for License # 586 for Coho's Bar & Grill, LLC would be for the Assembly to waive its right to protest the renewal of the license.

Ms. McEwen noted that Canton House, LLC is still in arrears and Confession of Judgement (COJ) documents have been sent to the merchant for signing. A balance is still owing on the account and Finance staff is still recommending the Assembly protest the liquor license renewal for License # 2185 Canton House, LLC.

Mr. Jones asked for clarification about the COJ. Ms. McEwen explained that the COJ is in essence a payment agreement between the merchant and CBJ and there is a clause within the document that specifically states entering into a COJ does not prohibit the city from protesting liquor license actions. Ms. McEwen also explained that the COJ is an agreement requested by the merchant and was sent to the merchant for signing but according to the Sales Tax office, they had not yet received the signed COJ back in the office.

MOTION by Ms. Crane to recommend the Assembly protest the renewal of the liquor license # 2185 for Canton House, LLC based on the \$62,171.20 outstanding balance owing as listed in the January 23, 2015 letter. Hearing no objection, the motion carried.

MOTION by Ms. Gladyszewski to recommend the Assembly waive its right to protest the renewal of liquor license # 586 Coho's Bar & Grill, LLC. Hearing no objection, the motion carried.

C. Other Business

1. Ordinance 2014-51(c) An Ordinance Amending the Second-hand Smoke Control Code to Regulate the Use of Marijuana.

Mr. Jones noted that the ordinance before the committee for review was

2014-51(c). Mr. Jones explained that the reason this ordinance was before the HRC at this time was due to ordinance being before the Assembly at its last meeting at which time it was up for public hearing and Assembly action. The Assembly heard public testimony on the ordinance and there was a proposed amendment offered at the meeting. Following a discussion he had with Law and also the maker of the amendment, he recommends that the HRC forward that on to the Marijuana Committee to be taken up in their review and discussion.

He asked Deputy City Attorney Jane Sebens to explain the changes in version (c) vs. version (b). The changes can be found on page 1 lines 19-21, and page 2 lines 1-5.

Ms. Sebens explained that the change on page 1 defines an "Enclosed public place" is trying to mirror the state law as much as they can as this is an ever evolving process and the more our CBJ code can align to state law the better. She said the language "or a substantial group of persons" comes out of Alaska Statute 11 in the criminal code but that is part of their definition for how they define public place. She said there is some indication that as the marijuana laws are being looked at in the legislature, that wording may appear in the marijuana laws. She said it is for a similar reason that the second change on page 2 is made so that it follows the state definition. She said there is a question as the initiative did expand the definition of marijuana. This change in the ordinance references the state statute so that it would not need to be changed once the state does finalize their statutory language (AS 17.38.900).

Ms. Gladyszewski asked about the change on page 1 "or a substantial group of persons has access" language if that has been in the criminal code for awhile. She said she doesn't exactly know what that means and asked if that has been clarified in court cases or what.

Ms. Sebens explained that is state law. She said she thought they talked about that meaning as being whether you have a public place where a group people have been invited as opposed to people coming and going that have access. She said she did not do any looking into the history of that language to know why. She said they may well be revisiting all these issues as things develop up at the legislature.

Ms. Gladyszewski said that if that is the way the state law is written she can see some logic in making it consistent but she said she does not see how it is not sure that it is better than what we have.

Ms. Crane said she assumed there would be a motion to forward this to the Marijuana Committee. She asked if there was any legal problem we might run into by not dealing with this now. She said "public place" seems to be pretty amorphous as it stands now. She asked if Ms. Sebens sees any difficulty by not adopting this ordinance at this time and waiting until it is further reviewed.

Ms. Sebens said she thinks it is helpful in that there is a very grey area about

vehicles on public right of ways. Whether the vehicle being in the public right of way is in the public or if you are in your vehicle or a commercial passenger vehicle with a private group, whether that is a private or public place, so she said she think that does help, particularly until we have a better definition of public place at the state level. She said it is a lot easier to have this lined out now than to try to go back later and impose it. She said the public needs to know what is expected and we are not very far away from when that law comes into place and that these are issues that all municipalities are trying to grapple with. She said CBJ is doing a pretty good job to be ahead of the curve ball to have fewer problems than some other municipalities are going to have because of that lack of clarity.

Ms. Gladyszewski asked her to explain how this definition of "Enclosed public place" is an improvement for one of the scenarios she just outlined. She asked how this is any clearer.

Ms. Sebens said that change to "Enclosed public place" was not meant to be a substantive improvement as far as the legal effect of it; it was just trying to mirror the state's language. She said she apologized if she misrepresented that it was legal improvement that would make it more enforceable or anything else as it is not.

Mr. Jones said there is also in the Assembly packet another ordinance up for introduction that goes through some of the process of better defining public place. He said this ordinance is strictly relating to the ordinance relating to smoking in public and adding marijuana to that code section. He said in the ordinance that just passed at the Municipality of Anchorage, they took almost half a page to define what is a public place. He said he thinks they are trying to avoid some of that.

Ms. Sebens said the change on the first page of Ordinance 2014-51(c) was truly a housekeeping change and was not intended to have any substantive difference in the effect. She said it very likely could end up having a two tiered approach in which the state will have a default public place definition and municipalities may be allowed to further define that. She said does not know how that will turn out at this point but that it is very possible. This was mainly a housekeeping measure to follow other language that is already in state law.

Mr. Jones asked if there was any action by the committee. He noted that this ordinance is on the Assembly agenda under Public Hearing following this HRC meeting.

Ms. White said she did not think the committee was required to give a recommendation. Mr. Jones agreed that one was not required. There was no motion made and Mr. Jones said he'd report on what the discussion of the committee had been when this came up during the Assembly meeting.

IV. STAFF REPORTS

Ms. McEwen reported that she sent out a letter inviting all the Social Service Grant

Agencies to an HRC worksession to be held on Thursday, February 19 at Noon in the Assembly Chambers. Copies of the letter were also sent via email to all the Assemblymembers and members of the Social Services Advisory Board and paper copies were given to each of the Assemblymembers.

V. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Mr. Jones thanked all the members for coming to the meeting at the earlier 5:30p.m. start time as he thought this meeting may get more involved than it did.

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

Mr. Jones adjourned the meeting at 6:06p.m.

DRAFT

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Juneau Commission on Sustainability - Appointments

ATTACHMENTS:

	Description	Upload Date	Type
☐	Juneau Commission on Sustainability membership	2/13/2015	Staff Report
☐	Juneau Commission on Sustainability Factsheet	2/13/2015	Staff Report
☐	Juneau Commission on Sustainability Resolution 2528	2/13/2015	Resolution
☐	JCOS Applications	2/19/2015	Exhibit

JUNEAU COMMISSION ON SUSTAINABILITY

Governing Legislation: Resolution 2528

Total # of Seats: 9 public + 1 Planning Commissioner + 1 Assemblymember

Active Member or Liaison	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Comments/ Subcommittee Assignments
Yes	Ms.	Beth	McKibben	Staff liaison	staff liaison	n/a	n/a			staff liaison
Yes	Mr.	Darrell	Wetherall	Public		9/19/2011	6/30/2015	9/19/2011	6/4/2012	Electrical Engineer at AEL&P
Yes	Mr.	Steve	Behnke	Public	Acting Chair	7/19/2010	6/30/2015		6/4/2012	Energy/Green House Gas Subcommittee Member
Yes	Mr.	Duff	Mitchell	Public		7/1/2013	6/30/2016	4/2/2012	6/3/2013	Juneau Hydropower, Inc. Business Manager
Yes	Ms.	Amy	Skilbred	Public		7/1/2014	6/30/2017	6/3/2013	6/30/2014	Executive Director - Juneau Community Foundation
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	Mr.	Robert	Deering	Public		11/7/2012	6/30/2015	11/7/2012		
Yes		Open Seat	Open Seat	Public			6/30/2017			seat formerly held by Lisa Weissler
Yes		Open Seat	Open Seat	Public			6/30/2016			Seat formerly held by Jenni Lefing
Yes	Mr.	Ben	Haight	Planning Commission Seat	PC Seat	n/a	n/a	n/a		Planning Commission Seat (Voting Member)
Yes	Ms.	Kate	Troll	Assembly Liaison	Liaison	n/a	n/a	n/a		Assemblymember Term 10/2013-10/2016 (Voting Member)



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

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

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 2528
- Resolution 2401am (Repealed by Res. 2528 above)
- 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: The Commission shall comprise nine members appointed by the Assembly, plus one member of the Assembly and one member of the Planning Commission. Commission membership shall reflect environmental, social, economic, and governmental perspectives, unified by the common interest of sustainability. The Commission shall draw its members from government, business, academia, not-for-profits, and neighborhood associations.

Officers: Chair, Vice-Chair, Secretary

Quorum: 6

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. The commission has the following subcommittees which meet periodically throughout each month: Energy, Solid Waste, Sustainability Chapter of the Comprehensive Plan Update. For times and locations of subcommittee meetings, please see the CBJ Meeting Calendars online at <http://www.juneau.org/calendar/index.php>

Staff Contact: Beth McKibben - 586-0465 - Beth_McKibben@ci.juneau.ak.us

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

[Back to List](#)

Presented by: The Manager
Introduced: 05/19/2010
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2528

A Resolution Establishing the Juneau Commission on Sustainability, For the Purpose of Removing the Sunset Date.

WHEREAS, the City and Borough of Juneau is committed to a sustainable future that meets today's needs without compromising the ability of future generations to meet their needs, and accepts responsibility to:

- Support a stable, diverse, and equitable economy;
- Protect the quality of the air, water, land and other natural resources;
- Conserve native vegetation, fish, wildlife habitat, and ecosystems;
- Minimize human impacts on local and worldwide ecosystems; and
- Minimize energy usage and the release of greenhouse gases;

WHEREAS, the CBJ Comprehensive Plan, Policy 2.1, declares that "it is the policy of the CBJ to build a sustainable community that endures over generations and is sufficiently far-seeing and flexible to maintain the vital and robust nature of its economic, social, and environmental support systems."; and

WHEREAS, communities throughout the nation, both large and small, have promoted sustainability through focus on such issues as reducing dependence on fossil fuels; promoting fuel-efficient technologies; investing in the local economy for the long-term; adopting and enforcing land-use policies that reduce sprawl, promote infill, preserve open space, and create compact, walkable urban communities; promoting transportation options such as bicycle trails, incentives for car pooling and public transit; making energy efficiency a priority through building code improvements, retrofitting municipal facilities with energy efficient technologies; and urging employees to conserve energy and save money; practicing and promoting sustainable building practices; increasing the fuel efficiency of municipal fleet vehicles and reducing the number of vehicles; increasing recycling rates in municipal operations and in the community; and educating the public, business, and government about sustainability; and

WHEREAS, by Resolution 2397(b), the CBJ joined the International Council for Local Environmental Initiatives (ICLEI) and committed itself to complete the five

milestones of the Cities for Climate Protection Campaign to reduce greenhouse gas and air pollution emissions; and

WHEREAS, the Assembly finds that it is in the public interest to create a panel to research and advise the CBJ on community sustainability, including but not limited to the items listed above; and

WHEREAS, this Resolution 2528 supersedes the amended Resolution 2401am adopted July 9, 2007.

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

Section 1. Establishment. There is established a Juneau Commission on Sustainability.

Section 2. Composition. The Commission shall comprise nine members appointed by the Assembly, plus one member of the Assembly and one Planning Commissioner. 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.

Section 3. Duration. The Commission shall have an indefinite duration.

Section 4. Public policy and purpose. A sustainable community seeks to advance the economic social, environmental and governmental well-being of the community without compromising the quality of life of future generations. The mission of the CBJ Commission on Sustainability is to promote the economic, social, environmental, and governmental well-being of Juneau and all its inhabitants, now and in the future.

Section 5. Powers and Duties.

1. To coordinate, propose, and promote sustainability initiatives among residents, businesses, government, and non-governmental agencies and educational organizations through education and outreach programs.
2. To make recommendations to the Juneau Assembly and CBJ Boards and Commissions on policies and programs that promote sustainability.
3. To research and apply for grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this resolution.

4. To serve as an advisory group to the CBJ in reducing green house gas emissions to target levels as adopted by the CBJ Assembly.
5. To act as liaison between the public and the CBJ Assembly on sustainability related issues.

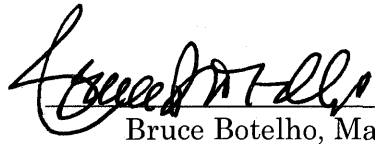
Section 6. Staff Liaison. The City Manager shall designate a staff liaison to the Commission.

Section 7. Procedure. The Commission shall operate pursuant to the CBJ Advisory Board Rules of Procedure as they may be amended from time to time.

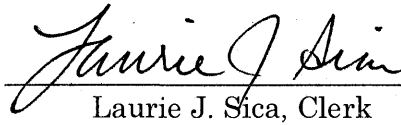
Section 8. Repeal. Resolution 2401am is repealed.

Section 9. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 19th day of May, 2010.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Parks & Recreation Advisory Committee - Annual Report & Appointments

ATTACHMENTS:

	Description	Upload Date	Type
☐	Parks and Recreation Advisory Committee Annual Report	2/19/2015	Report
☐	Parks and Recreation Advisory Committee Member	2/13/2015	Staff Report
☐	Parks and Recreation Advisory Committee Factsheet	2/13/2015	Staff Report
☐	Parks and Recreation Advisory Committee Resolution 2646	2/13/2015	Resolution
☐	PRAC Applications	2/19/2015	Exhibit
☐	Guy Thibodeau Application Supplement (Red Folder)	2/23/2015	Exhibit



PARKS & RECREATION ADVISORY COMMITTEE

155 S. Seward Street

Juneau AK 99801

(907) 586-5226

To: Assembly Human Resources Committee

From: Jeffrey Wilson, Chair
Parks & Recreation Advisory Committee

Through: Chris Mertl, Vice Chair

Date: February 1, 2015

Subject: Parks & Recreation Advisory Committee 2014 Annual Report

The City & Borough of Juneau Parks & Recreation Advisory Committee (PRAC) meets the first Tuesday of each month at 6:00 P.M. in the Assembly Chambers. The PRAC is comprised of nine members appointed by the Assembly for three-year terms.

In 2014, PRAC members from a broad-spectrum of diverse Alaskan Professionals, Construction Trades, State and Federal Employees, retirees, and sports clubs brought their understanding and leadership in developing and maintaining CBJ Parks and Recreation programs. The PRAC terms are staggered so there is continuity by overlapping appointments. The PRAC, along with the Staff of Juneau Parks and Recreation Department have made lasting impacts on Juneau's recreation opportunities.

In 2014 PRAC held eleven public meetings.

Over the last year the PRAC took public comment on a wide range of issues, providing support for several Parks & Recreation initiatives, and making recommendations to the Assembly. Planning and management Highlights of 2014 include:

- Auke Bay Management Plan
- Auke Lake Parking Area and access trail to UAS/Brotherhood Bridge
- Adair-Kennedy Field Master Plan
- Cope Park Master Plan
- Sandy Beach Shelters Plan
- Juneau Sea Walk Planning
- "Whale Sculpture Project" and Park development plan
- Off Highway Vehicle Park (OHV) Review

- Montana Creek easement Plan with Seal Trust/JYS
- Riverside Rotary Park Improvements
- Trail Mix 2014 trail work Planning
- Treadwell Mine Historic Park vegetation plan
- 1% Temporary Sales Tax/General Obligation Bond Projects Planning,
- Restoration of the Treadwell Ditch Trail
- Treadwell Mine Historic Pump House Roof
- Juneau Park Foundation Planning
- Treadwell Ice Arena – Overview and Discussion
- Juneau Pools – Overview and Discussion
- Governor's Picnic at Savikko Park,
- Fourth Annual Day of Play,
- Zach Gordon Youth Center Review
- Juneau Area State Parks Advisory Board - North Green Zone Letter of Agreement
- Special Use/Large Event Permit Review
- Empty Chair Project at Capital School Park
- Augustus Brown Swimming Pool and Mt. Jumbo Gym Building Assessment

Visitations to CBJ's Parks & Recreation facilities remained strong at more than 400,000 in 2014. Commercial trail and park use saw increased visitation. 2014 saw the first meaningful impacts to Parks and Recreation staff and facilities from the CBJ budget deficit. Review of the impacts of empowered boards to manage the two aquatics facilities and Treadwell ice rink brought new challenges for management and funding to staff and PRAC.

2014 brought an introspective CBJ Parks and Recreation report created by Jim Hall with recommended management and operations changes in the effort to improve the efficiency and effectiveness of Juneau's Parks and Recreation Department. 2014 brought changes to the leadership of CBJ Parks and Recreation: Kirk Duncun replaced Brent Fisher as Director of CBJ Parks and Recreation. PRAC wants to thank Mr. Fisher for his years of dedicated Parks and Recreation Leadership.

On behalf of the PRAC, we would like to thank Parks & Recreation staff for their hard work in providing the facilities that contribute to the quality of life for us all in Juneau. The Department's facilities, staffing and programs add significantly to the quality of life of Juneauites and visitors to the Capital City. We would like also to thank the Assembly for their support and in particular, Mayor Sanford, past Assembly Liaison Randy Wanamaker and current Assembly Liaison Maria Gladziszewski for their guidance and wisdom.

Finally, thank you for this opportunity to serve our community.

If you would like more information please call Jeff Wilson at 586-2100.

/fc

Attachment: 2014 Attendance Record

Parks Recreation Advisory Committee

Governing Legislation: Resolutions 2646

Total # of Seats: 9 public seats, 1 Assembly 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	Reappointed 5	Comments
Parks & Recreation Advisory Committee	Ms.	Maria	Gladyszewski	Assembly Liaison	Liaison	n/a	n/a	n/a						
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
Parks & Recreation Advisory Committee	Mr.	Eric	Morrison	Public		4/2/2012	2/28/2015	4/2/2012						
Parks & Recreation Advisory Committee	Mr.	Josh	Anderson	Public		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
Parks & Recreation Advisory Committee	Mr.	Gerry	Landry	Public		4/1/2013	2/28/2016	5/23/2011	4/1/2013					Park Specialist State of AK Dept. of Natural Resources; PRAC liaison to Eaglecrest Board
Parks & Recreation Advisory Committee	Ms.	Traci	Gilmour	Public		4/1/2013	2/28/2016	4/1/2013						Self Employed Massage Therapist. Member of Juneau Sports Association, Amateur Softball Assn., Juneau United States Bowling Congress
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 Juneau Urban Forestry Partnership; Member: Juneau Hockey Officials, Juneau Adult Hockey,
Parks & Recreation Advisory Committee	Mr.	Tom	Rutecki	Public		4/2/2012	2/28/2015	4/2/2012						Former Member of PRAC, PRAC Rep to
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
Parks & Recreation Advisory Committee		Open Seat	Open Seat	Public			2/28/2016							Seat formerly held by Kate Walters (resigned effective 1/7/2015)
Parks & Recreation Advisory Committee	Mr.	Jeffrey	Wilson	Public	Chair	4/2/2012	2/28/2015	5/1/1999	1/1/2000	1/1/2003	2/1/2006	2/23/2009	4/2/2012	PRAC Rep to Assembly Lands Committee
Parks & Recreation Advisory Committee	Mr.	Kirk	Duncan	Staff Liaison	staff liaison	n/a	n/a	n/a						
Parks & Recreation Advisory Committee	Ms.	Fran	Compton	Staff Liaison	staff liaison	n/a	n/a	n/a						



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

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

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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Presented by: Manager
Introduced: 06/03/2013
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Resolution 2646

A Resolution Reestablishing the Parks and Recreation Advisory Committee and Repealing Resolutions 711 and 1082.

WHEREAS, the Assembly, by Resolution 711, as amended by Resolution 1082, established a Parks and Recreation Advisory Committee (PRAC) of nine members in order to advise the City and Borough on matters affecting parks and recreation issues in the City and Borough; and

WHEREAS, the Parks and Recreation Advisory Committee adopted its own bylaws on May 12, 1999, in order to achieve its objectives and goals; and

WHEREAS, the CBJ Parks and Recreation Department and the PRAC wish to repeal the Parks and Recreation Advisory Committee bylaws, as well as Resolutions 711 and 1082, in order to simplify them and incorporate them into a single resolution;

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

Section 1. Parks and Recreation Advisory Committee Reestablished.

There is established the Parks and Recreation Advisory Committee, which shall consist of nine members appointed by the Assembly.

Section 2. Membership Qualifications. The Assembly shall appoint members to the Committee to staggered three-year terms. A new member shall be seated upon appointment by the Assembly and serve until their term ends or until their successor is appointed.

Section 3. Parks and Recreation Advisory Committee's Purpose. 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.

Section 4. Procedure. The Committee's procedure shall be governed by Roberts Rules of Order except where superseded by the Advisory Board Rules of Procedure and the Assembly's Rules of Procedure, as such may be amended from time to time.

Section 5. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Committee shall select its own officers, and shall hold regular meetings on a schedule established by the Committee as well as such special meetings as required to conduct business.

Section 6. Special Committees. Special committees to facilitate any PRAC business may be created either at the sole discretion of the PRAC chairperson or by a majority vote of the members. The PRAC chairperson shall appoint one member to serve as chairperson of each special committee.

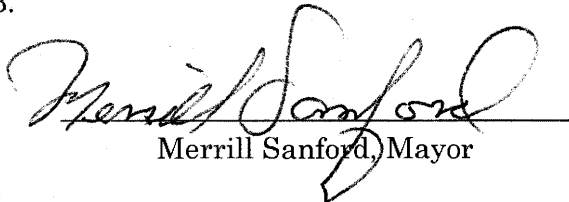
Section 7. Staff Assistance. Staff support and assistance to the PRAC may be provided by the City Manager as available and appropriate.

Section 8. Repeal of Resolutions. Resolution 711, adopted November 6, 1980, and Resolution 1082, adopted January 7, 1985, are hereby repealed.

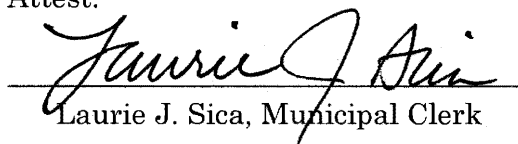
Section 9. Repeal of Bylaws. The Bylaws of the Parks and Recreation Advisory Committee, adopted May 12, 1999, are hereby repealed.

Section 10. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 3rd day of June, 2013.


Merrill Sanford, Mayor

Attest:


Laurie J. Sica, Municipal Clerk

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Jensen-Olson Arboretum Advisory Board - Annual Report & Appointments

ATTACHMENTS:

	Description	Upload Date	Type
☐	Jensen-Olson Arboretum Advisory Board Annual Report	2/19/2015	Report
☐	Jensen-Olson Arboretum Advisory Board Members	2/13/2015	Staff Report
☐	Jensen-Olson Arboretum Advisory Board Factsheet	2/13/2015	Staff Report
☐	Jensen-Olson Arboretum Advisory Board Resolution 2377	2/13/2015	Resolution
☐	Jensen-Olson Arboretum Advisory Board Applications	2/19/2015	Exhibit
☐	Pat Harris JOAAB Application for Reappointment (Red Folder)	2/23/2015	Exhibit

To: CBJ Human Resources Committee and Assembly

From: Ed Buyarski, Jensen-Olson Arboretum Advisory Board

Subject: Chairman's Report to the CBJ Assembly For 2014

There is ongoing concern about visitor parking/safety-possible cooperation between DOT and CBJ to expand parking along Glacier Highway.

Board members have assisted the Friends of the Jensen Olson Arboretum in fundraising efforts through the May Plant sale and Wine tasting events. Funds are hoped to go toward planning, design and construction of a multi-use educational building to replace the existing garage.

There is concern over CBJ budget issues and their possible effects on Parks and Recreation and the Arboretum. Building maintenance issues are another concern.

Summer 2014 weather did dampen spirits but much enthusiasm was seen and heard from local and out of town visitors about the flowers and garden displays. Minimal irrigation was necessary after June 1st!

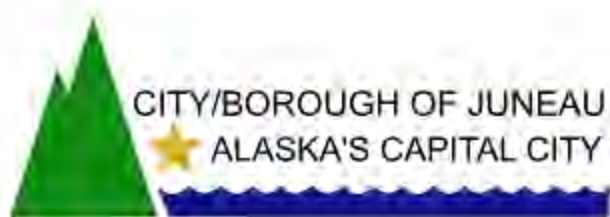
Three new members will join the Board this year to help carry on Caroline's dream for the ongoing educational efforts at the Arboretum.

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	Appointment Date	Reappointed 1	Reappointed 2	Comments
Yes	Jensen-Olson Arboretum Advisory Board	Mr.	Ed	Buyarski	Public: Horticultural	Chair	4/2/2007	1/31/2015	4/2/2007	3/16/2009	1/30/2012	Horticultural Seat
Yes	Jensen-Olson Arboretum Advisory Board	Ms.	Barbara	Murray	Public		6/4/2012	1/31/2015	6/4/2012			Member of Juneau Master Gardners
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		4/2/2007	1/31/2015	4/2/2007	3/16/2009	1/30/2012	SEAL Trust Representative
Yes	Jensen-Olson Arboretum Advisory Board		Pending PRAC	Appointment	PRAC Liaison	PRAC Liaison	n/a	n/a	n/a			Formerly held by Kate Walters, pending appointment of a new PRAC liaison.
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.	Fran	Compton	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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tel. 907-586-5240
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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>

[Back to List](#)

Presented by: The Manager
Introduced: 12/11/2006
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2377

A Resolution Establishing the Jensen-Olson Arboretum Advisory Board.

WHEREAS, the City and Borough has received a generous bequest from the Estate of Caroline Jensen; and

WHEREAS, it was Ms. Jensen's intent that the bequest be used for certain enumerated arboretum purposes, as specified in the Administrative Agreement Concerning the Jensen-Olson Arboretum between Caroline Jensen and the City and Borough of Juneau, dated September 30, 1993; and

WHEREAS, it is important that the City and Borough honor Ms. Jensen's intentions in making this gift and carefully oversee the stewardship of Ms. Jensen's gift, as well as the gifts of future donors, so that all donors to the Jensen-Olson Arboretum may be assured that their gifts will be used for their intended purposes, and for the benefit of the Arboretum and the public; and

WHEREAS, the Assembly expresses its gratitude for the generosity of Ms. Jensen.

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

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.

- (b) The presence of five members of the board shall be required for a quorum.
- (c) The board shall elect a chair from its members for a three-year term.
- (d) A member chosen to fill a vacancy other than by expiration of a term shall be appointed for the unexpired term of the member whom he or she is to succeed. A member of the board shall be eligible for reappointment.

Section 2. Board Purpose. 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 fundraising, and programmatic direction consistent with the guiding vision above.

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/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.

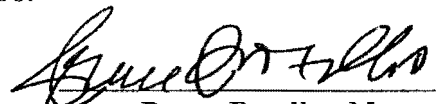
Section 5. Regular Meetings. The Arboretum Advisory Board shall meet at least quarterly. The Endowment Subcommittee shall meet at least twice per year.

Section 6. Board Rules and Procedures. The board's procedure shall be governed by Robert's Rules of Order except where superceded by the Advisory Board Rules of Procedure, as such may be amended from time to time.

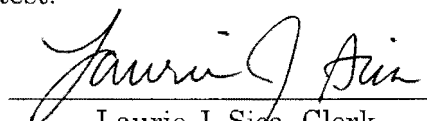
Section 7. Deposit of Bequest. The bequest from Caroline Jensen shall be deposited in the Endowment Fund for use in accordance with this resolution and subject to the restrictions of the bequest and the Administrative Agreement Concerning the Jensen-Olsen Arboretum.

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

Adopted this 11th day of December, 2006.


Bruce Botelho, Mayor

Attest:


Laurie J. Siga, Clerk

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Discussion about formation of an empowered Aquatics Board

MANAGER'S REPORT:

Your packet includes the materials provided at the February 9, 2015 Committee of the Whole meeting as well as the legislative history with agendas and minutes excerpts from 2010 when the Aquatic Facilities Advisory Board was created with the adoption of Resolution 2532(b).

ATTACHMENTS:

	Description	Upload Date	Type
☐	Duncan Memo - Aquatics Facility Status Report	2/5/2015	Cover Memo
☐	Mead Cover Memo re: Aquatics Facilities 1152015	2/5/2015	Cover Memo
☐	DRAFT Ordinance - Pool System	2/5/2015	Exhibit
☐	Ordinance 2015-XX - Adding new Chapter on Aquatics Facilities	2/5/2015	Exhibit
☐	Max Mertz Powerpoint Presentation to Assembly COW Feb. 9, 2015	2/19/2015	Presentation
☐	Legislative History - Resolution 2532(b) A Resolution Establishing the Aquatic Facilities Advisory Board	2/13/2015	Resolution
☐	Legislative History - June 28, 2010 Assembly Agenda Excerpt	2/13/2015	Exhibit
☐	Legislative History - June 28, 2010 Assembly Minutes Excerpt	2/13/2015	Exhibit
☐	Legislative History - June 21, 2010 Assembly COW Agenda	2/13/2015	Exhibit
☐	Legislative History - June 21, 2010 Assembly COW Minutes	2/13/2015	Exhibit
☐	Legislative History - June 7, 2010 Assembly Minutes Excerpt	2/13/2015	Exhibit
☐	Legislative History - June 1, 2010 FY11 Operational Budget Highlights	2/13/2015	Exhibit
☐	Legislative History - April 19, 2010 Assembly Minutes Excerpt	2/13/2015	Exhibit
☐	Legislative History - April 12, 2010 Assembly COW Minutes Excerpt	2/13/2015	Exhibit
☐	Legislative History - March 22, 2010 Assembly COW Minutes Excerpt	2/13/2015	Exhibit

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

To: Ms. Mary Becker
Chair of Committee of The Whole

From: Kirk Duncan,
Parks and Recreation Director



Date: January 27, 2015

Re: Aquatics Facility Status Report



This is an update, as requested by the Assembly, on the progress that Parks and Recreation has made since the start of the current fiscal year to reduce the general fund support for aquatics and increase revenues.

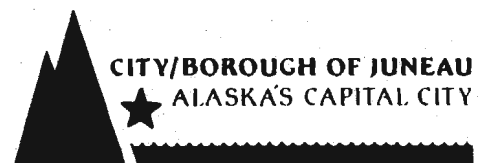
During the first six months of FY15, revenues at pools have increased by 6%, and expenses, primarily personnel costs, have decreased by 6%. General Fund support of the pools has decreased by 11% for a savings of \$69,684.

Staffing realignments have been started and will continue through the next year. Specifically the Aquatics Manager position has been eliminated, a full time head life guard has been eliminated, and hours have been reduced for a building custodian and an administrative assistant. The annual savings are expected to be \$234,000, on-going and sustainable.

Our next steps include:

- Work with the Aquatics Advisory Board, the Juneau School District, and other user groups to solicit ideas and formulate action plans to generate additional revenue for the operation, and discuss further potential cost savings. Ideas include, but are not limited to developing a new fee structure which could include a variable pricing model and the possibility of contracting out lesson programs. We will look at a point of sale program making it easier for people to purchase the products we offer and to allow us better tracking of what we sell, which leads to better information upon which to make pricing and product offering decisions. The first meetings have taken place and will continue because these partnerships are required to make successful changes.
- Create a positive attitude among the staff with a clear vision of guest service. We will explore how to empower pool managers and front desk staff to make decisions as needed to create a smooth operation as an effective, responsive organization. Employee training will begin in early March and continue until all employees have been through the training.
- Develop a marketing plan that includes website redevelopment, new printed materials, and on-site/online customer surveys. There will be a marketing plan in place by the end of May.
- Develop a sound cost recovery goal and other indicators of success that will allow for clear and unambiguous goals. Cost recovery and user participation goals will be in place by June.

The Parks and Recreation staff looks forward to producing an economically viable and guest services-oriented Aquatics operation.





**Law Department
City & Borough of Juneau**

MEMORANDUM

TO: Borough Assembly
Kim Kiefer, Manager
Rob Steedle, Deputy Manager

FROM: Amy Mead, Municipal Attorney

DATE: January 15, 2015

SUBJECT: Aquatics Facilities

If you decide to do so, an ordinance like the “2015-xx Aquatics Facilities” draft attached would be the vehicle used to create a new aquatics facilities chapter, establishing an Aquatics Board and outlining the board’s, and its C.E.O.’s, duties. This draft is intended to be used like a template should you decide to proceed. It is based off of the Eaglecrest Board’s enabling ordinances.

Below is a list of the general duties and responsibilities assigned the other enterprise boards. (Note this list is not exhaustive. It’s intended to provide you with a list of the general duties assigned across the boards.) At the end of this memorandum are a few additional comments for your consideration.

Comparison of CBJ Enterprise Board Ordinances

A. Liaisons

The Airport code provides for the appointment of an assembly and staff liaison to the board. (CBJ 05.01.050). Title 85 specifies that the assembly will appoint a liaison to the Docks & Harbors Board, but there is no mention of a staff liaison. (CBJ 85.02.045).

B. Board Duties

1. Submit to the assembly a report on operations and pending issues
Airport (CBJ 05.01.050)
 - Quarterly
D&H (CBJ 85.02.045)
 - Written review for assembly to be provided annually
 - Report to the committee of the whole semi-annually
2. Operate, maintain, develop and market facilities assigned to board
Airport (CBJ 05.01.070)
D&H (CBJ 85.02.060)
3. Operate in the “best interests of the public”
Hospital (CBJ 40.05.020)

- Eaglecrest (CBJ 67.05.020)
- D&H (CBJ 85.02.060)
 - And in a “sound business manner”
- Airport (CBJ 05.01.070)
 - And in “sound business manner”
- 4. Administer design and construction of CIPS located at its facilities
 - Airport (CBJ 05.01.070)
 - May apply for funding from state/feds
 - D&H (CBJ 85.02.060)
 - Unless otherwise provided by resolution
 - Must advise the assembly of its CIP recommendations
- 5. Issue regulations/standards of operation and enforce
 - Airport (CBJ 05.01.070; CBJ 05.01.080)
 - D&H (CBJ 85.02.060)
 - Eaglecrest (CBJ 67.05.020; CBJ 67.05.030)
 - Hospital (CBJ 40.05.020)
 - Additionally, adopt bylaws (CBJ 40.05.030)
- 6. Prescribe terms of use of its facilities
 - Airport (CBJ 05.01.070)
 - D&H (CBJ 85.02.060)
 - Eaglecrest (CBJ 67.05.020)
 - Hospital (CBJ 40.05.020)
- 7. Adopt safety policies consistent with CBJ risk management policies
 - Airport (CBJ 05.01.050)
 - D&H (CBJ 85.02.045)
- 8. Enter into memoranda of understanding and similar agreements with outside entities
 - Airport (CBJ 05.01.070)
 - D&H (CBJ 85.02.060)
- 9. Negotiate and enter into contracts for goods and services (while complying with Purchasing Code)
 - Airport (CBJ 05.01.070)
 - D&H (CBJ 85.02.060)
- 10. Administer grants
 - Airport (CBJ 05.01.070)
- 11. Approve a plan of organization and job classification plan for personnel
 - Airport (CBJ 05.05.010)
 - D&H (CBJ 85.02.090)

Hospital (CBJ 40.10.020)

12. Administer and dispose (lease) of land put under the board's authority per resolution
 Airport (CBJ 05.20.020)
 D&H (CBJ 85.02.060)
13. Establish and amend pay plan for employees
 Hospital (CBJ 40.05.020)
14. Approval of budget
 Airport (CBJ 05.05.020)
 - Self-sustaining operation without general fund subsidy, revenue to board D&H (CBJ 85.02.110)
 - Self-sustaining operation without general fund subsidy, revenue to board Hospital (CBJ 40.25.020)
 Eaglecrest (CBJ 67.05.110)
15. CIP plan to assembly
 Airport (CBJ 05.05.020)
 D&H (CBJ 85.02.060)
16. Approve fees and charges
 Eaglecrest (CBJ 67.05.100)
 - Subject to revision by assembly by motion or resolution D&H (CBJ 85.02.100)
 Airport (CBJ 05.05.050; CBJ 05.01.080)
 Hospital (CBJ 40.25.010)
 - Subject to "appeal" by assembly
17. Limitations on Board Authority
 D&H may not commit CBJ to long-range CIP without assembly approval (CBJ 85.02.065)

C. Director/Manager Duties

1. Carry out "all applicable laws, ordinances and regulations"
 Airport (CBJ 05.05.010)
 Eaglecrest (CBJ 67.05.090)
 D&H (CBJ 85.02.090)
 Hospital (CBJ 40.10.020)
2. Carry out board policies
 Airport (CBJ 05.05.010)
 Eaglecrest (CBJ 67.05.090)

D&H (CBJ 85.02.090)
Hospital (CBJ 40.10.020)

3. Prepare a plan of organization and job classification plan for personnel
Airport (CBJ 05.05.010)
D&H (CBJ 85.02.090)
Hospital (CBJ 40.10.020)
4. Prepare annual budget
Airport (CBJ 05.05.010; CBJ 05.05.020)
Eaglecrest (CBJ 67.05.090, CBJ 67.05.110)
D&H (CBJ 85.02.090; CBJ 85.02.110)
Hospital (CBJ 40.10.020, 40.25.020)
5. Prepare reports “as may be required on any phase of [facility] activity”
Airport (CBJ 05.05.010)
Eaglecrest (CBJ 67.05.090)
D&H (CBJ 85.02.090)
Hospital (CBJ 40.10.020)
6. Attend board meetings
Airport (CBJ 05.05.010)
Eaglecrest (CBJ 67.05.090)
D&H (CBJ 85.02.090)
Hospital (CBJ 40.10.020)
7. Select, employ, control, discipline and discharge facility employees
Airport (CBJ 05.05.010)
D&H (CBJ 85.02.090)
Hospital (CBJ 40.10.020)
8. Represent board at hearings
Airport (CBJ 05.05.010)
9. Designate enforcement agents at facility
Airport (CBJ 05.05.010)
10. Assist in negotiating collective bargaining agreements
Airport (CBJ 05.05.040)
11. Other duties as directed or in best interest of facility
Airport (CBJ 05.05.010)
Eaglecrest (CBJ 67.05.090)
D&H (CBJ 85.02.090)
Hospital (CBJ 40.10.020)

Comments on the Draft

The starting point for the draft ordinance was an assumption that the Aquatics Board would be most like the Eaglecrest Board, as opposed to D&H or the Airport. The original draft was provided to me by Max Mertz and is also included in this packet.

Section 67.10.020(b) which begins “The aquatics facilities shall conform to the City and Borough Personnel Management Code....” is identical to similar provisions found in the other enterprise board’s enabling ordinances except:

1. Instead of requiring compliance with the “City Manager’s policies relating to personnel,” it requires compliance with the Manager’s “policies.” The purpose of the language change was to make clear that compliance with all of the manager’s policies is required, not just those policies related to personnel. If acceptable, this change should also be made as to all the other enterprise boards whose ordinances contain similar language.

2. As to this same paragraph found in other chapters relating to other facilities (for example, Eaglecrest CBJ 67.05.020 or the Airport CBJ 05.01.070), there is a requirement that the Personnel Director “annually certify that the [facilities’] classification plan conforms to that utilized for employees of the City and Borough Manager.” That language was not included in this ordinance as it suggests that employees of the aquatics facilities are organizationally different than the rest of the CBJ employees. (This language should be removed as to other board’s elsewhere in the code where that is not the intent.)

For the most part, the substance of the following sections are almost identical to those found in Title 67.05 (Eaglecrest), Title 05 (Airport), Title 85 (Docks & Harbors), and in large part, Title 40 (Hospital). There are stylistic and housekeeping changes that could be made to the following general sections but those changes should be made to apply to all:

1. Board of directors (67.10.010). (Though the number of required board members differs: 7 for the Airport and Eaglecrest, 9 for the Hospital and D&H.)
2. Organization (67.10.030). (With minor differences: Docks & Harbors requires a chair and vice-chair; the Airport a chair and secretary; and the Hospital and Eaglecrest, a president and secretary.)
3. Vacancies (67.10.040).
4. Meetings (67.10.050).
5. Membership in associations. (67.10.060).
6. Other fiscal matters. (67.10.110).

Charter for Pool System Board

Section 3.23. Pool System board.

The assembly may establish a board of directors for the Juneau Pools and appoint members to the board. Notwithstanding the provisions of Section 3.16 of this Charter, the board shall derive its authority and power from the assembly by ordinance.

Ordinance for Pool system

____.05.010 Board of directors.

(a) The board of directors of the Juneau Pool System shall consist of seven members appointed by the assembly to serve without compensation for staggered three-year terms. Members of the board of directors of the Juneau Pool System shall serve at the pleasure of the assembly. Terms shall commence on July 1. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No member of the Juneau Pool System board of directors who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply:

(1) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or

(2) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

(b) No member of the Pool System board, or member of a board member's immediate family or household, may be employed by the Pool System. To the extent possible, appointments to the Pool System board shall include persons having financial, swimming or other skills relevant to pool matters. No more than two members of the Pool System board may be a member of the board of directors of a local swim club.

Charter references: Pool System board, § 3.23.

____.05.020 General powers.

(a) Subject to state laws and borough ordinances, the board of directors of the Juneau Pool System shall be responsible for the operation of Augustus Brown Pool and Dimond Park Aquatic Center according to the best interests of the public, shall make and enforce all rules and regulations necessary for the administration of the pools under their management, shall prescribe the terms under which persons and groups may use the pools, and shall establish and enforce standards of operation.

(b) The Juneau Pool System shall conform to the City and Borough Personnel Management Code, the City and Borough Personnel Rules, Personnel Classification Plan, and the City Manager's policies relating to personnel. The Juneau Pool System shall utilize the services of the Personnel Department when hiring or terminating any

employee, when responding to grievances, in labor agreement negotiation, and in substantial disciplinary matters. The City and Borough Personnel Director shall annually certify that the Juneau Pool System Classification Plan conforms to that utilized for employees of the City Manager.

_____.**05.030 Adoption of regulations.**

The board of directors of the Juneau Pool System shall adopt regulations under chapter 01.60 for the administration of the pool system.

_____.**05.040 Organization.**

The board of directors of the Juneau Pool System shall elect annually from its members a president and secretary and such other officers as it deems necessary. The board of directors of the Juneau Pool System may establish an executive committee with authority to act on behalf of the board and may appoint such other committees as it deems necessary.

_____.**05.050 Vacancies.**

(a) A vacancy in the Juneau Pool System board shall exist under the following conditions:

- (1) If a person appointed to membership fails to qualify and take office within 30 days of appointment;
- (2) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;
- (3) If a member submits his or her resignation to the board or assembly;
- (4) If a member is unable to attend regular board meetings for a period of more than 90 days;
- (5) If a member misses more than 40 percent of the regular board meetings in a 12-month period; or
- (6) If a member is removed by the assembly, in its sole discretion, for the convenience of the City and Borough.

(b) For the purposes of counting attendance, a member participating telephonically in accordance with the Assembly Rules of Procedure shall be counted as present.

(c) The chair of the Juneau Pool System board shall notify the clerk's office of any vacancy on the Juneau Pool System board. Upon notification, the assembly shall appoint a new member for the unexpired term.

_____.**05.060 Meetings.**

The board of directors of the Juneau Pool System shall meet at least once each calendar quarter, or monthly if appropriate and necessary, at a place and time to be designated by the board.

____**.05.070 Membership in associations.**

The board of directors of the Juneau Pool System may maintain membership in any local, state or national group or association organized and operated for the promotion of swimming or for the safety of pools or the advancement of the efficiency of pool system administration and, in connection therewith, pay dues and fees thereto.

____**.05.080 Manager designated; appointment.**

The chief executive officer of the Juneau Pool System shall be the Aquatic Facilities Director appointed by the board of directors of the Juneau Pool System only upon the affirmative vote of a majority of the entire board. For purposes of Chapter 44.05, the Aquatic Facilities Director shall have the status of a department head. Personnel actions regarding the Aquatic Facilities Director, including hiring, evaluation, discipline, and termination, shall be after consultation with the city manager.

____**.05.090 Aquatic Facilities Director; duties and responsibilities.**

The Aquatic Facilities Director is responsible for the overall supervision of the affairs of the pools. The Juneau Pool System Manager's authority and duties shall include the following:

- (1) To be responsible for carrying out all applicable laws and ordinances;
- (2) To be responsible for carrying out policies established by the board of directors of the Juneau Pool System;
- (3) To operate the Juneau Pool System in a manner, to the extent practical given safety concerns and maximizing operating hours of the pools, that minimizes its general fund subsidy.
- (4) To prepare an annual budget as required by City and Borough ordinance;
- (5) To prepare such reports as may be required on any phase of pool activity;
- (6) To attend all meetings of the board of directors of the Juneau Pool System and of standing committees except where otherwise specified;
- (7) To perform any other duty that may be necessary in the best interest of the pools.

____**.05.100 Schedule of fees and charges.**

(a) A schedule of fees and charges for use of the pools and their facilities shall be approved by the board of directors of the Juneau Pool System annually or more often as the need may arise. All such board approvals shall be forwarded immediately to the City and Borough municipal clerk who shall transmit them to the assembly.

(b) All charges approved by the board of directors of the Juneau Pool System shall become effective upon board approval unless the board of directors sets a later effective date. The assembly, by motion or resolution, may change any fee or charge approved by the board of directors of the Juneau Pool System.

____**.05.110 Preparation and submission of budget.**

The Aquatic Facilities Director shall prepare the budget in accordance with approved City and Borough procedure and shall submit it to the board of directors of the Juneau Pool System for approval. The operating portion of the budget submitted by the Juneau Pool System board shall be, to the extent practical given safety concerns and maximizing operating hours of the pools, that minimizes its general fund subsidy. The board of directors of the Juneau Pool System shall make its recommendations and submit the budget to the City and Borough manager for transmittal to the assembly in the same manner as general government departments.

____**.05.120 Other fiscal matters.**

All other fiscal matters including custody of and expenditure of funds, accounting and collection shall be governed by general City and Borough ordinance.

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2015-____

An Ordinance Amending the Recreation, Parks and Community Centers Title to Add a New Chapter on Aquatics Facilities.

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

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Adoption of New Chapter. Title 67 Recreation, Parks and Community Centers, is amended by adding a new chapter to read as follows:

Chapter 67.10

Aquatics Facilities

67.10.010 Board of directors.

(a) The Aquatics Board shall consist of seven members appointed by the assembly to serve without compensation for staggered three-year terms. Members of the board of shall serve at the pleasure of the assembly. Terms shall commence on July 1. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No board member who has served for

1
2 three consecutive terms or nine years shall again be eligible for appointment until one full
3 year has intervened, provided, however, that this restriction shall not apply if there are no
4 other qualified applicants at the time reappointment is considered by the assembly.

5 (b) No board member, or member of a board member's immediate family or household,
6 may be employed by an aquatics facility owned by the City and Borough. To the extent
7 possible, appointments to the Aquatics Board shall include persons having skills relevant to
8 matters concerning the aquatics facilities. No more than two members of the Aquatics
9 Board may be a member of the board of directors of a local swim organization.
10

11
12 **67.10.020 General powers.**

13 (a) Subject to state laws and City and Borough ordinances, the Aquatics Board shall
14 generally exercise all powers necessary and incidental to the operation and maintenance of
15 the municipally-owned aquatics facilities according to the best interests of the public and in
16 a sound business manner. The Aquatics Board:

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

20 (2) Shall prescribe the terms under which persons and groups may use the
21 aquatic facilities under the board's management and establish and enforce standards of
22 operation.
23

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

1
2 (b) The aquatics facilities shall conform to the City and Borough Personnel Management
3 Code, the City and Borough Personnel Rules, Personnel Classification Plan, and the City
4 and Borough Manager's policies. The aquatics facilities shall utilize the services of the
5 Human Resources and Risk Management Department when hiring or terminating any
6 employee, when responding to grievances, in labor agreement negotiation, and in
7 substantial disciplinary matters.

8 (c) All legal services for the Aquatics Board and aquatics facilities shall be provided by
9 or under the supervision of the Municipal Attorney.
10

11
12 **67.10.030 Organization.**

13 The Aquatics Board shall elect annually from its members a chair and vice-chair and such
14 other officers as it deems necessary. The board may establish an executive committee with
15 authority to act on behalf of the board and may appoint such other committees as it deems
16 necessary.
17

18 **67.10.040 Vacancies.**

19 (a) A vacancy in the Aquatics Board shall exist under the following conditions:

20 (1) If a person appointed to membership fails to qualify and take office within 30
21 days of appointment;
22

23 (2) If a member departs from the City and Borough with the intent to remain
24 away for a period of 90 or more days;

25 (3) If a member submits his or her resignation to the board or assembly;

1
2 (4) If a member is unable to attend regular board meetings for a period of more
3 than 90 days;

4 (5) If a member misses more than 40 percent of the regular board meetings in a
5 12-month period; or

6 (6) If a member is removed by the assembly, in its sole discretion, for the
7 convenience of the City and Borough.

8 (b) For the purposes of counting attendance, a member participating telephonically in
9 accordance with the Assembly Rules of Procedure shall be counted as present.

10 (c) The chair of the Aquatics Board shall notify the clerk's office of any vacancy on the
11 board. Upon notification, the assembly shall appoint a new member for the unexpired term.
12

13
14 **67.10.050 Meetings.**

15 The Aquatics Board shall meet at least once each month at an accessible location and time
16 to be designated by the board.
17

18 **67.10.060 Membership in associations.**

19 The Aquatics Board may maintain membership in any local, state or national group or
20 association organized and operated for the promotion of swimming or for the safety of pools
21 or the advancement of the efficiency of pool system administration.
22

23
24 **67.10.070 Manager designated; appointment.**

25 The chief executive officer of the aquatics facilities shall be the Aquatic Facilities Director,
appointed by the Aquatics Board only upon the affirmative vote of a majority of the entire

1
2 board. For purposes of Chapter 44.05, the Aquatic Facilities Director shall have the status of
3 a department head. Personnel actions regarding the Aquatic Facilities Director, including
4 hiring, evaluation, discipline, and termination, shall be after consultation with the City and
5 Borough Manager.

6
7 **67.10.080 Aquatic Facilities Director; duties and responsibilities.**

8 The Aquatic Facilities Director is responsible for the overall supervision of the municipally-
9 owned aquatics facilities under the Aquatics Board's management. The Aquatic Facilities
10 Director's authority and duties shall include the following:

11 (1) To be responsible for carrying out all applicable laws, ordinances and
12 regulations.

13 (2) To be responsible for carrying out policies established by the Aquatics Board.

14 (3) To prepare an annual budget as required by City and Borough ordinance.

15 (4) To attend all meetings of the Aquatics Board and its standing committees
16 except as otherwise directed by the board.

17 (5) To perform other duties as assigned by the board or as otherwise may be in
18 the best interest of the aquatic facilities.

19 (6) To perform any other duty that may be necessary in the best interest of the
20 aquatics facilities.

21
22
23 **67.10.090 Schedule of fees and charges.**

24 (a) A schedule of fees and charges for use of the aquatic facilities shall be approved by
25 the Aquatics Board annually or more often as the need may arise. All such board approvals

1 shall be forwarded immediately to the City and Borough municipal clerk who shall transmit
2 them to the assembly.
3

4 (b) All charges approved by the Aquatics Board shall become effective upon board
5 approval unless the board of directors sets a later effective date. The assembly, by motion or
6 resolution, may change any fee or charge approved by the Aquatics Board.
7

8 **67.10.100 Preparation and submission of budget.**

9 The Aquatic Facilities Director shall prepare the budget in accordance with approved City
10 and Borough procedure and shall submit it to the Aquatics Board for approval. The
11 operating portion of the budget submitted by the Aquatics Board shall, to the extent
12 practical given safety concerns and maximizing operating hours of the pools, minimize its
13 general fund subsidy. The Aquatics Board shall make its recommendations and submit the
14 budget to the City and Borough Manager for transmittal to the assembly in the same
15 manner as general government departments.
16

17
18 **67.10.110 Other fiscal matters.**

19 All other fiscal matters including custody of and expenditure of funds, accounting and
20 collection shall be governed by general City and Borough ordinance.
21

22
23 //

24
25 //

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2015.

Merrill Sanford, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

CBJ – Committee of the Whole

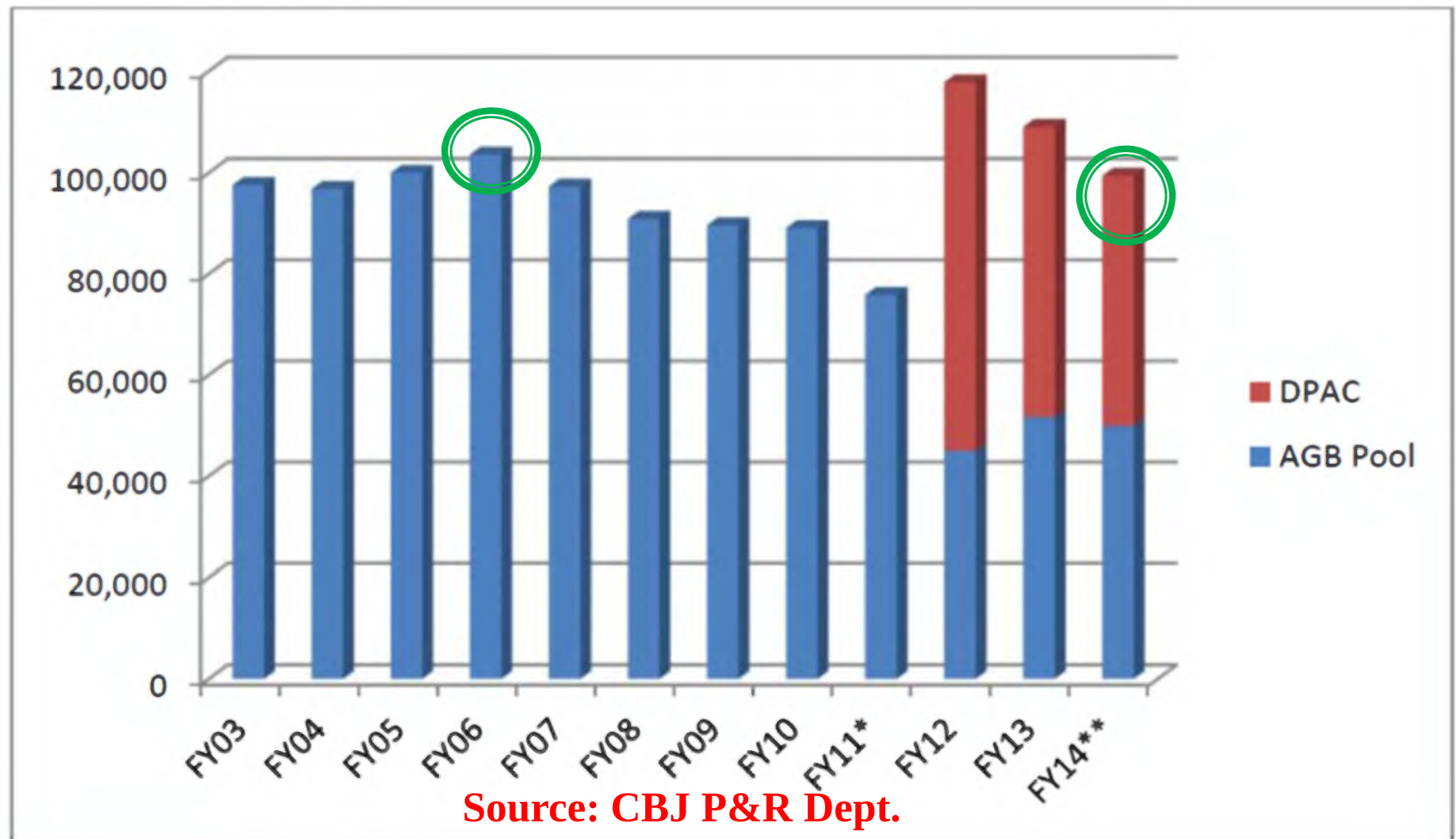
Max Mertz

February 9 2015





Historical Pool Use



Costs to Taxpayers

	Revenues	Expenditures	Net	% Cost Recovery	
2009					
Eaglecrest	1,680,879	2,333,294	(652,415)	72.0%	
Augustus Brown Pool	304,619	888,832	(584,213)	34.3%	
2014					2013
Eaglecrest	1,987,696	2,597,762	(610,066)	76.5%	78.2%
Augustus Brown Pool	180,920	801,391	(620,471)	22.6%	21.5%
DPAC	370,200	1,142,401	(772,201)	32.4%	37.4%
Combined Pools	551,120	1,943,792	(1,392,672)	28.4%	31.1%
Cost to Taxpayers compard to SMG Range					
Low			(971,294)		(969,647)
High			(564,633)		(544,059)

Source: CBJ CAFR and Controllers Dept.

Sports Management Group

Dimond Park Pool Cost Recovery Potential

	Low	Average	High
Cost Recovery Potential	70.8%	81.6%	93.7%
Annual Subsidy or Net Revenue	(\$430,000)	(\$256,500)	(\$83,000)
Probable Operating Costs	\$1,319,000	\$1,397,000	\$1,475,000
Potential Revenue	\$1,045,000	\$1,140,500	\$1,236,000

AUGUSTUS BROWN Cost Recovery Potential

	Low	Average	High
Cost Recovery Potential	38.3%	46.8%	56.4%
Annual Subsidy or Net Revenue	(\$673,000)	(\$547,000)	(\$421,000)
Probable Operating Costs	\$966,000	\$1,028,000	\$1,090,000
Potential Revenue	\$417,000	\$481,000	\$545,000

Transparency

CITY and BOROUGH OF JUNEAU

Non-Major Special Revenue Funds

EAGLECREST

Comparative Statements of Revenues, Expenditures, and Changes in Fund Balance (Deficit)

For the fiscal years ended June 30, 2014, 2013 and 2012

	2014	2013	2012
REVENUES			
State sources	\$ 70,788	66,783	51,278
Charges for services	1,341,034	1,347,872	1,357,668
Contracted services	130,983	114,514	71,593
Licenses, permits & fees	214,344	207,306	244,030
Sales	34,309	33,324	36,262
Rentals and leases	184,168	191,864	183,576
Donations & contributions	12,070	15,106	14,022
Total revenues	<u>1,987,696</u>	<u>1,976,769</u>	<u>1,958,429</u>
EXPENDITURES - Recreation	<u>2,597,762</u>	<u>2,528,769</u>	<u>2,468,678</u>
Deficiency of revenues over expenditures	<u>(610,066)</u>	<u>(552,000)</u>	<u>(510,249)</u>
OTHER FINANCING SOURCES			
Transfers from:			
General Fund	725,000	725,000	725,000
Roaded Service Area Special Revenue Fund	25,000	25,000	25,000
Total other financing sources	<u>750,000</u>	<u>750,000</u>	<u>750,000</u>
Net change in fund deficit	139,934	198,000	239,751
Fund deficit at beginning of the year	<u>(47,743)</u>	<u>(245,743)</u>	<u>(485,494)</u>
Fund balance (deficit) at end of year	<u>\$ 92,191</u>	<u>(47,743)</u>	<u>(245,743)</u>

Source: CBJ CAFR

CITY and BOROUGH OF JUNEAU

Major Special Revenue Funds

ROADED SERVICE AREA

Comparative Statements of Revenues, Expenditures, and Changes in Fund Balance

For the fiscal year ended June 30, 2014, 2013 and 2012

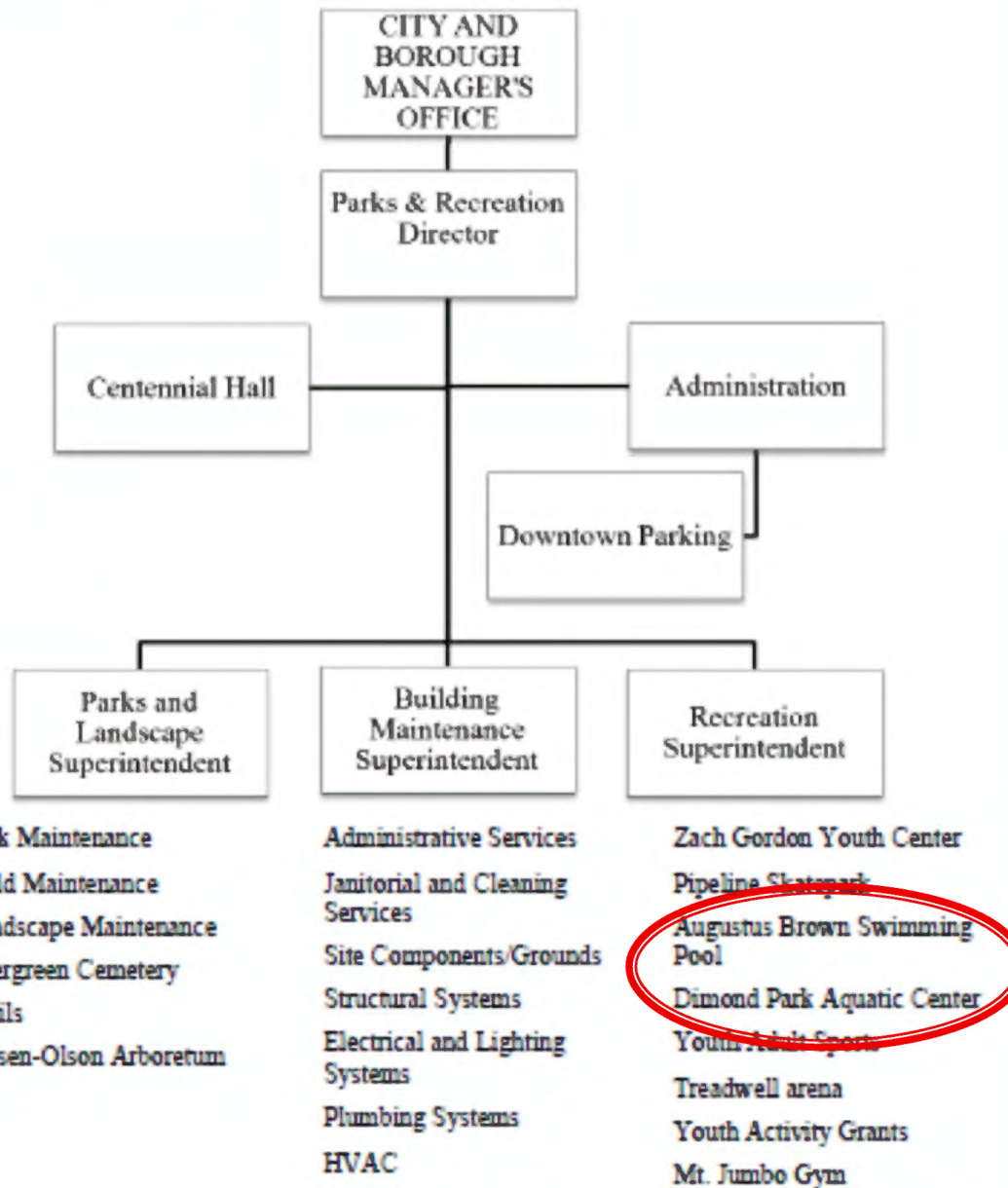
	2014	2013	2012
REVENUES			
Property taxes	\$ 8,562,312	8,314,185	8,156,094
State sources	4,905,907	5,942,126	5,324,698
Federal source	771,264	1,085,539	901,542
Charges for services	2,882,825	2,842,240	2,859,613
Contracted services	-	-	50,244
Licenses, permits and fees	135,208	157,940	160,758
Fines and forfeitures	297,551	303,620	388,417
Sales	34,411	38,554	32,071
Rental and leases	342,152	358,640	338,276
Donations and contributions	30,525	6,065	3,725
Investment and interest income	7,771	4,926	3,611
Other	227,965	(18,405)	124,390
Total revenues	<u>18,197,891</u>	<u>19,035,430</u>	<u>18,343,439</u>
EXPENDITURES			
Education	200,000	200,000	200,000
Parks and recreation	5,130,893	5,122,944	5,232,745
Public safety - police	13,047,067	13,538,491	13,342,640
Public works - roads and street maintenance	5,087,341	5,223,555	5,174,619
Public transportation	6,767,177	6,746,835	6,479,751
Total expenditures	<u>30,232,478</u>	<u>30,831,825</u>	<u>30,429,755</u>
Deficiency of revenues over expenditures	<u>(12,034,587)</u>	<u>(11,796,395)</u>	<u>(12,086,316)</u>
OTHER FINANCING SOURCES (USES)			
Transfers from General Fund, Special Assessments	-	-	30,000
Transfers from Special Revenue Funds:			
Sales Tax	11,139,000	12,994,000	10,231,000
Marine Passenger Fee	1,147,000	1,119,000	1,147,600
Transfers to:			
General Fund	(1,000,000)	-	-
Special Revenue Funds:			
Eaglecrest	(25,000)	(25,000)	(25,000)
Downtown Parking	(202,000)	(47,000)	-
Marine Passenger Fee	-	(30,474)	(9,425)
Total other financing sources (uses)	<u>11,059,000</u>	<u>14,010,526</u>	<u>11,374,175</u>
Net change in fund balance	<u>(975,587)</u>	<u>2,214,131</u>	<u>(712,141)</u>
Fund balance at beginning of year	<u>8,054,720</u>	<u>5,840,589</u>	<u>6,552,730</u>
Fund balance at end of year	<u>\$ 7,079,133</u>	<u>8,054,720</u>	<u>5,840,589</u>

Pool Cuts Effect

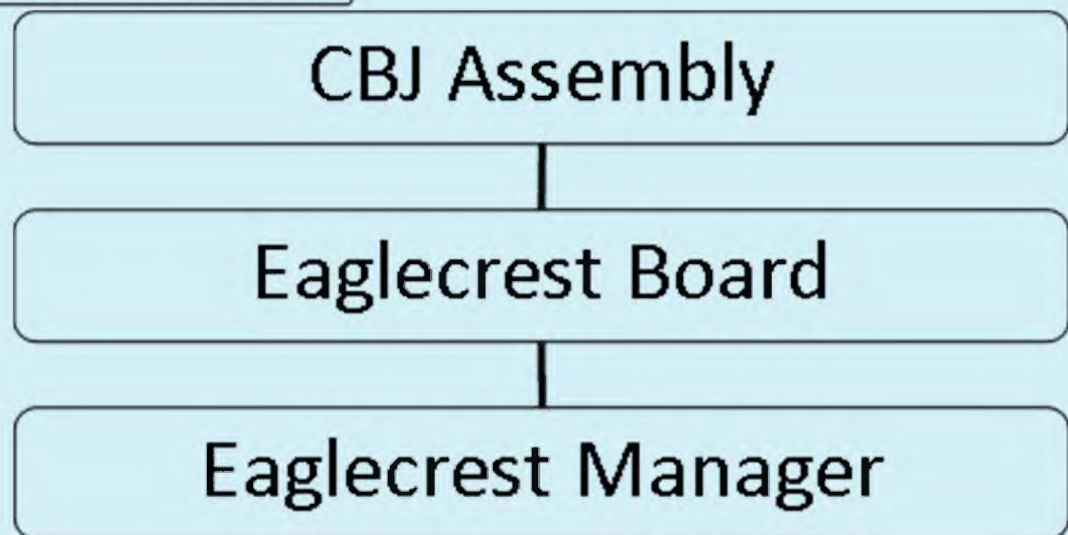
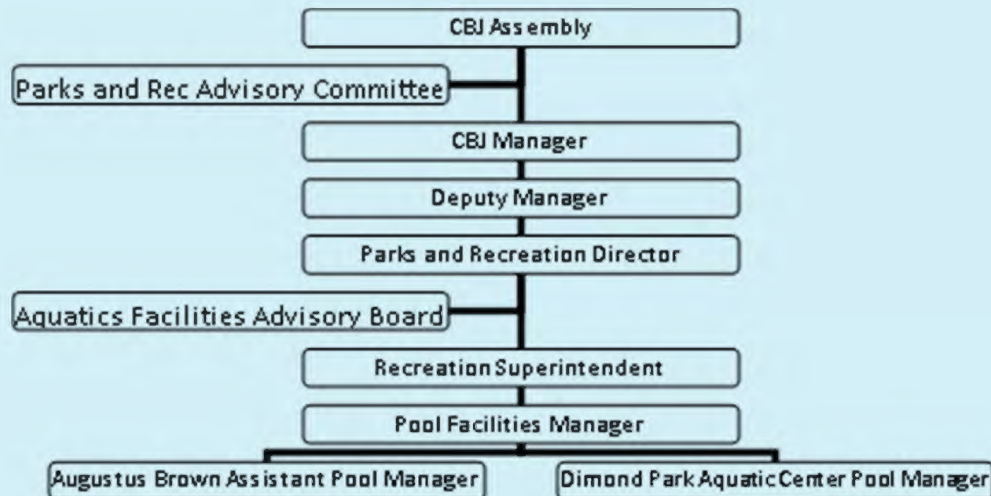
2014				
Augustus Brown Pool	180,920	801,391	(620,471)	22.6%
DPAC	370,200	1,142,401	(772,201)	32.4%
Combined Pools	551,120	1,943,792	(1,392,672)	28.4%
2013				
Augustus Brown Pool	172,618	802,084	(629,466)	21.5%
DPAC	457,469	1,224,502	(767,033)	37.4%
Combined Pools	630,087	2,026,586	(1,396,499)	31.1%
Change	(78,967)	(82,794)	3,827	-2.7%

Source: CBJ CAFR and Controllers Dept.

FUNCTIONAL ORGANIZATION CHART



Management Structures



Pool Board Benefits

- ▶ Focus
- ▶ Volunteer Empowerment and Engagement
- ▶ Leaner Management Structure
- ▶ Marketing
- ▶ Develop Fee Structure Policy
- ▶ Provide for Maintenance Needs
- ▶ Transparency
- ▶ Cost Control
- ▶ Improve Revenue
- ▶ Maximize Facility Use
- ▶ Provide for Scholarships.
- ▶ Keep the Pools Open!

Empowered Board Draft Ordinance

- ▶ 7 Members, Appointed by Assembly
 - Pool, Business, Community Expertise
 - Community Representation
- ▶ Hires Manager
- ▶ Develops Budget with Manager, Assembly Approved
- ▶ Develops Strategic Plans
- ▶ Markets
- ▶ Monitors Progress
- ▶ Reports to Assembly
- ▶ Holds Regular Public Meetings
- ▶ Carefully Crafted Transition Plan
- ▶ FOCUS ONLY ON THE POOLS

Pool Ballot Results

	<u>% Pass / Fail</u>
▪ 2005 Valley Pool	45.8%
▪ 2007 Valley Pool	55.0%
▪ 2014 Charter Amendment	59.0%

Source: CBJ Elections website

Presented by: The Manager
Introduced: 06/07/2010
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2532(b)

A Resolution Establishing the Aquatic Facilities Advisory Board.

WHEREAS, the City and Borough is completing construction of a new aquatic facility in the Mendenhall Valley; and

WHEREAS, a coordinated approach to management of CBJ's two aquatic facilities would be in the best interests of the public; and

WHEREAS, there are citizens willing and able to volunteer their time to serve on an advisory board for the aquatics facilities; and

WHEREAS, the Assembly intends that the budget be developed to operate the aquatics facilities in a manner which, to the extent practical given safety concerns, provides reasonable public use, maximizes operating hours for the pools, and minimizes the general fund subsidy.

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

Section 1. Aquatic Facilities Advisory Board Established. There is established the Aquatic Facilities Advisory Board, which shall comprise seven members appointed by the Assembly.

Section 2. Membership Qualifications. The Assembly shall appoint members of the Board to staggered three-year terms. To the extent practicable, appointments shall be made as follows: One member shall be associated with the Juneau School District; one member shall be associated with the Parks and Recreation Advisory Committee; and five members shall be of the general public. No more than two general public members shall be employees or board members of any organization which provides activities at a CBJ aquatics facility.

Section 3. Aquatic Facilities Advisory Board Purpose. The Aquatic Facilities Advisory Board shall, in consultation with the aquatics manager, advise the Assembly on issues relating to the CBJ aquatics facilities. During its first two years of operation, the Board shall report to the Assembly Committee of the Whole on no less

than a quarterly basis. Subsequently, the Board shall report to the Assembly through the Human Resources Committee on an annual basis.

Section 4. Procedure. The Board's procedure shall be governed by Roberts' Rules of Order except where superseded by the CBJ Advisory Board Rules of Procedure or the Assembly's Rules of Procedure, as such may be amended from time to time.

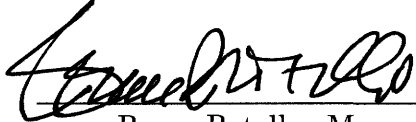
Section 5. Officers, Meetings, Quorum. In accordance with the CBJ Advisory Board Rules of Procedure, the Board shall select its own officers, and shall hold regular meetings on a schedule established by the Board as well as such special meetings as required to conduct business. A majority of the Board membership shall be required for a quorum.

Section 6. Staff Assistance. Staff support to the Board may be provided by the City Manager as available and appropriate.

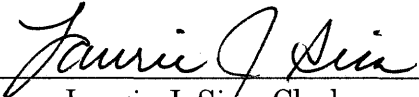
Section 7. This resolution shall be automatically repealed three years from its date of adoption.

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

Adopted this 28th day of June, 2010.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

repaving project. This will be accomplished by an amendment to the Reimbursable Services Agreement between CCTHITA and CBJ.

This ordinance would appropriate the additional \$82,460 for the CCTHITA and CBJ Joint Roadway Repaving project, funding is provided by the American Recovery Reinvestment Act stimulus funds through CCTHITA, increasing CBJ's reimbursable total to \$525,869. The terms of the reimbursable services between the CCTHITA and CBJ are not changed by this amendment.

The additional funding will be used to repave Cinema Drive.

The Public Works and Facilities Committee recommended approval of this action at its May 24, 2010 meeting.

I recommend this ordinance be adopted.

IX. UNFINISHED BUSINESS

A. Resolution 2532(b)

A Resolution Establishing the Aquatic Facilities Advisory Board.

The Assembly directed the City Attorney to draft a resolution creating an advisory committee for the two community swimming pools. This resolution would create the Aquatic Facilities Advisory Board that would provide input to the Assembly and City Manager on matters involving the Augustus Brown Swimming Pool and the new Dimond Park Aquatic Facility.

Version b incorporates amendments to the resolution that were made by the Committee of the Whole at its meeting on June 21, 2010.

I recommend this resolution be adopted.

X. NEW BUSINESS

A. CFA E10-213 Design and Installation of Art for Harborview Elementary School

An Art Selection Panel (Panel) conducted a Call for Artists in March and April 2010. Art proposals were received from 13 artists, from which six were selected by the Panel. The following art proposals have been selected to be placed in Harborview School:

Catotti and Goldberg Art Studio - Haines, Alaska

Proposal: etched glass pieces with water and play themes

Award amount: \$20,000

Dan Deroux – Juneau, Alaska

Proposal: painting/sculpture, ocean and sky images

Award amount: \$50,000

Extreme Dreams – Haines, Alaska

Proposal: glass tile mosaic of ocean to the sky

Award amount: \$12,000

E. Ordinance 2009-08(AP)

An Ordinance Appropriating To The Manager The Sum Of \$82,460 As Funding For The Central Council Of Tlingit And Haida Indian Tribe Of Alaska And City And Borough Of Juneau Joint Roadway Repaving Project, Grant Funding Provided By The Central Council Of The Tlingit And Haida Indian Tribes Of Alaska.

Administrative Report: Attached. The manager recommended Ordinance 2009-08(AP) be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Doll, to adopt Ordinance 2009-08(AP). Hearing no objection, Ordinance 2009-08(AP) was adopted.

VIII. UNFINISHED BUSINESS

A. Resolution 2532(b)

A Resolution Establishing the Aquatic Facilities Advisory Board.

Administrative Report: Attached. The manager recommended Resolution 2532(b) be adopted.

Public Comment:

Eileen Casey said she has Multiple Sclerosis and was speaking on behalf of disabled adults who need to use the heated pool for exercise. She credited Karin Richard-Jacobi for taking swift action in response to her request and ensuring a time slot was available and providing a brochure for the service. Many people have used this service. She said that by going straight to Ms. Richard-Jacobi, she “connected the dots in a straight line,” and she was not supportive of management by committee.

Melissa Goldstein said she is a parent of three children, is a frequent pool user, and is a member of the Parks and Recreation Advisory Committee (PRAC) and the Dimond Park Pool Task Force. She does not support establishing a separate board for management of the pools. Regarding the comparison of the pools to Eaglecrest and cost recovery; while Eaglecrest provides a great program it is simply not affordable to many Juneau families. She said the Augustus Brown Pool, Treadwell Ice Arena, and the Zach Gordon Youth Center all provide affordable programs and the Dimond Park Pool will too. Parks and Recreation staff have set cost recovery targets of 70% for Dimond Park and 40% for Augustus Brown Pools. These are good targets. The admission prices will be affordable to most, if not all, families. The department should be commended for their commitment to diverse interests and they are fully capable of managing both pools effectively. If an advisory board is established, there should be assurances that every user is treated equally and no one user group is given preference through board appointments.

Dixie Hood is a member of PRAC, and said that recreational opportunities are essential to the quality of life in Juneau. She said that CBJ is fortunate to have excellent recreation staff and they need to be given an opportunity to demonstrate their expertise in the management of the new pool. She did not support the establishment of an advisory board and felt that it “pulled

the rug out” from under the staff. There is no demonstrated need for a board. There is no time element as the board proposed is not an empowered board that will need to go to the ballot this fall. The Dimond Park Task Force was effective at establishing a new resource, now it is time for the members to let go and trust the recreation department to manage the facility.

Bob Tkacz said he came to endorse this committee as an advisory board, but after hearing the last few speakers could support not having a committee. He was afraid that such a board would not have representation from people like me, who are non-affiliated with any group and who live aboard their boats and use the pool frequently. He suggested amending the resolution in section two, in which it is stated that no more than two general public members shall be employees or board members of any organization... to say “no more than two general public members shall be employees or members of any organization” to strike the word, “board.” Among the seats there should be non-affiliated members and “live aboards” who by our united decision do not have any organization.

Debbie Fisher said she has not been involved with the planning of the pool and coming to an understanding of this issue is daunting. People care but do not know how to get involved and do not know how much time is required to be involved. She said she is tired of special interest groups trumping use of community facilities. She is a child care provider and has taken many children to swimming lessons. It is in the best interest of the community to have the aquatics manager run the pools. If the Assembly moves forward with this, she is concerned with the board appointments and said the members should have no ties to the Glacier Swim Club or any other user groups. She asked the Assembly to keep balance and community focus.

Mr. Sanford asked for clarification. She said that user groups should be prohibited from holding seats on the board.

Assembly Action:

MOTION, by Bush, to adopt Resolution 2532(b).

Mr. Bush spoke in favor of the resolution and the amendments made in committee. He said the comments tonight were based on a reaction to prior drafts. This resolution creates an effective mechanism for diverse members of the public to provide input into the operations of the pools but does not in any way take over the management or operations of the pool, which is left with city staff. The issue is to create a diverse membership on this board and this is the Assembly’s challenge. He encouraged members of the community to apply. We will try to create as diverse a group as possible if diverse people apply. It is set to sunset in three years and is set up to assist with the transition of opening a new facility.

Mr. Doll opposed the resolution. He said the speakers tonight emphasized his concern that the pools should be a public service and not a miniature form of an enterprise board.

Mr. Wanamaker supported the resolution and the creation of the board. It serves a number of good purposes and it is the Assembly’s responsibility to select a diverse membership for the board. The Assembly has always taken this responsibility seriously for all its boards. He is satisfied that this resolution will respect diversity and encourage participation. He will encourage people to apply and participate. This will ensure this will be a community activity.

Mr. Dybdahl said he was opposed to the resolution. We do not need this. It is premature. We have good management in place. We need to give them an opportunity to manage. The project is not even completed and we are trying to fix a problem we do not have.

Mr. Anderson opposed the resolution. He encourages all citizens to share views with the Assembly and any member of the public can do this. By creating this board we somehow create a privileged group, which implies we listen to them more than we listen to others and that makes him uncomfortable.

Roll call vote:

Aye: Bush, Danner, Sanford, Stone, Wanamaker

Nay: Doll, Dybdahl, Anderson, Botelho

Motion passed, 5 ayes, 4 nays. Resolution 2532 was adopted.

IX. NEW BUSINESS

A. CFA E10-213

Design and Installation of Art for Harborview Elementary School

Administrative Report: Attached. The manager recommended approval of the art contracts awards.

Public Comment: None.

Assembly Action:

MOTION, by Danner, for orders of the day. Hearing no objection, the art contracts were approved.

B. Docks and Harbors – Professional Services Contract Amendment

Transportation Investment Generating Economic Recovery (TIGER) Grant

Administrative Report: Attached. The manager made no recommendation.

Public Comment: None.

Assembly Action:

MOTION, by Dybdahl, to approve a contract with PND, Inc. in the amount of \$122,712 to provide professional services as necessary to solicit bids for the construction of improvements to the Auke Bay Loading Facility as set out in the TIGER grant award. Hearing no objection, it was so ordered.

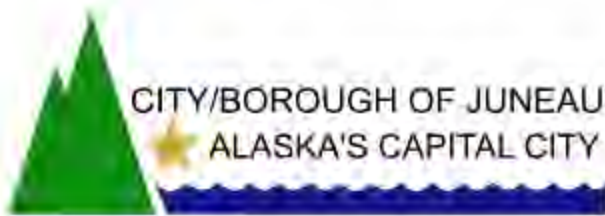
C. Docks and Harbors Regulations

Amendments to Waterfront Sales Permit Regulations

Administrative Report: Attached. The manager made no recommendation.

Public Comment: None.

Assembly Action:



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

Office of the City Clerk

AGENDA **CITY AND BOROUGH OF JUNEAU** **ASSEMBLY COMMITTEE OF THE WHOLE** **WORK SESSION**

Monday, June 21, 2010
6 p.m., City Hall Assembly Chambers

I. Call to Order

II. Approval of Minutes – May 10, 2010 Committee of the Whole Meeting

III. Swimming Pool Oversight and Management

- Excerpt: Assembly Committee of the Whole Mtg Minutes March 22, 2010
- Excerpt: Assembly Committee of the Whole Mtg Minutes April 12, 2010
- Excerpt: Assembly Mtg Minutes May 19, 2010
- Excerpt: Assembly Mtg Minutes June 7, 2010 - **DRAFT**
- Report by Karin Richard-Jacobi, Aquatics Manager, "Operational Budget - Highlights, Augustus Brown Swimming Pool and Dimond Park Aquatic Center, FY11/FY12"
- Resolution 2532 - A Resolution Establishing the Aquatic Facilities Advisory Board.

VI. Adjourn

Note: Agenda packets are available for review at the Juneau Municipal Libraries and online at www.juneau.org

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@ci.juneau.ak.us.

THE CITY AND BOROUGH OF JUNEAU, ALASKA
Assembly Committee Of The Whole Work Session

June 21, 2010

I. CALL TO ORDER/ROLL CALL

Mayor Bruce Botelho called the meeting to order at 6:00 p.m. in the Assembly Chambers.

Assemblymembers Present: Jonathan Anderson, Bruce Botelho, Jeff Bush, Ruth Danner, Bob Doll, Johan Dybdahl (telephonic), Merrill Sanford, David Stone, Randy Wanamaker (telephonic).

Assemblymembers Absent: None.

Staff present: Rod Swope, City Manager; Kim Kiefer, Deputy Manager; John Hartle, City Attorney; Laurie Sica, Municipal Clerk; Marc Matsil, Parks and Recreation Director; Sheila Fisher, Recreation Superintendent; Karin Richard-Jacobi, Aquatics Manager.

II. APPROVAL OF MINUTES

Hearing no objection, the minutes of the May 10, 2010 Committee of the Whole Meeting were approved.

III. SWIMMING POOL OVERSIGHT AND MANAGEMENT

Mr. Swope provided a memo for the Assembly on "Swimming Pool Facilities Management" and requested that Karin Richard-Jacobi, Aquatics Manager, speak to the Committee of the Whole (COW).

Ms. Richard-Jacobi said that it is exciting to see the Dimond Pool being built. The walls are up. The roof is going on and once that is done the rest of the work can begin. The workers are making quick progress and she has been told they are on schedule. The completion date is set for December, 2010, but she said early in 2011 is more realistic.

Mr. Anderson asked for Ms. Richard-Jacobi's background experience and what her vision is for aquatic based activities in Juneau. Ms. Richard-Jacobi said she graduated from college with a degree in Recreational Management, and has 20 years of work experience. She was the program director at a YWCA and managed over 100 staff members. She had her own corporate wellness company, primarily educating EMT, Fire and Police Officers and was a civilian contractor with the military. She spent seven years as an aquatic director in Tennessee and was responsible for all maintenance and programming supervision for three facilities with 35 – 45 part time staff.

She said she did not want to impose a vision for the aquatics program as there has been a lot of work done locally, and the project with the new pool is a good example of the work done by many people. The first day she started work she began work on the budget for the two pools and this job has been challenging. All the visions had to be reviewed in real terms of the budget. We have two excellent pools. We hope to have some lanes available anytime that the pool is open for lap swimming, and this will be a good selling point. We are reviewing use by user groups,

including Glacier Swim Club and water aerobics. The money maker will be the open swim times. The new pool will have excellent accessibility for those physically challenged. There is a large meeting room that can be divided by folding walls to three rooms. Birthday parties, classes, day care, meetings, banquets, receptions – this space can be used for many things that are not even related to the pool. We have the upper area for weight training, and the area where the bleachers are can be used for fitness equipment. This will generate revenue, get people in the door, increase accessibility - we are trying to involve as many people as we can. She spoke about showing movies with people in the pool on floats and other fun ideas.

Ms. Danner asked if she worked with a board at the aquatic center in Tennessee. Ms. Richard-Jacobi said no, but she had worked with task forces and boards not associated with aquatics.

Ms. Danner asked if she thought it unusual to work with a board. Ms. Richard-Jacobi said working with boards was not usual in Tennessee, but her basic understanding of boards is they are groups of people which have to come to consensus. When she put the budget together with Sheila Fisher, they received a lot of feedback from different sources, including the City Manager, Deputy City Manager, the Finance Committee, and the professionals in the Parks and Recreation Department. Her past experience is that she has worked where professionals have been hired to get the work done.

Mr. Sanford spoke about his experience that volunteers he worked with in the Fire Department are professionals. He appreciates her professional experience. The interest in looking at an advisory board has nothing to do with any lack of confidence in her ability. She said she understood, she has not taken this personally and she respects the process and “democracy in action,” acknowledging that it has not been entirely comfortable.

Mr. Wanamaker asked if she is willing to work with a citizen’s advisory board. She said absolutely, she has moved here, they have their house for sale, and she has made a commitment to this community. She has enjoyed her five months here in Juneau. There are many people in this community that take joy in having their voice heard and having an impact in the community. She recognizes there are people who have strong feelings about aquatics.

Mr. Wanamaker said the user groups who have worked hard to get the facility under way want to have a voice in how the facility is managed.

Mayor Botelho said Resolution 2532 was before the committee for comment.

Mr. Bush distributed a memo with amendments based upon the draft resolution.

MOTION, by Bush, to remove a reference to a member from the Coast Guard and the requirement to have a person 18 years or younger, and to remove the on prohibiting employees or board members of organizations which provide activities at the pools, such as Glacier Swim Club.

Mr. Bush said that in his experience, youth do not participate in discussion much and they frequently can not serve for a long period of time. Regarding the prohibition of employees or board members of organizations which provide activities at the pools, he said there is not a similar restriction on the Eaglecrest Board. The Assembly can consider this when making appointments but he said it should not be prohibited.

Mayor Botelho divided the question on the proposed amendment between the membership and the conflict issue.

Mr. Anderson asked the reasoning for the Coast Guard membership. Ms. Kiefer said that USCG provides water safety instruction, so they may be a good representative, especially with the school district, for oversight.

Mr. Anderson said he had not had the negative experience with young people serving on boards. The seat may not have to be reserved, but youth should be encouraged.

Mr. Wanamaker asked if there is anything to prohibit a USCG representative from serving with the removal of the language. Ms. Kiefer said no. Mr. Wanamaker said he prefers to keep seats open as much as possible. He said youth membership can be difficult, they can get overwhelmed, and they move on quickly, they do not get to contribute much when they are in high school. Once in college it is a little different. He did not think having a requirement that one member is under 18 was helpful.

Mayor Botelho asked if there was objection to the broadening of the language. Mr. Anderson objected. Mr. Bush asked the nature of the objection. Mr. Anderson said he did not have a strong feeling about the Coast Guard member. Regarding a seat for 18 and under, he is interested in encouraging this type of participation.

Mr. Doll said he agreed with Mr. Bush to eliminate the member 18 and younger.

Mr. Sanford said that in general guidelines for boards and commissions, a statement can be added that the Assembly encourages youth 18 and younger to participate and provide input.

Mr. Bush said it is not realistic to get a three year term commitment from an individual 18 years or younger.

Mr. Stone understood Mr. Anderson's interest, but supported Mr. Bush's point.

Roll call regarding membership, to have five members appointed from the general public:

Aye: Bush, Danner, Doll, Sanford, Stone, Wanamaker, Botelho.

Nay: Anderson, Dybdahl.

Motion passed, 7 ayes, 2 nays.

Mayor Botelho said a major friction between pool management and the swim club is negotiating user fees, balancing concerns of bending over backwards to accommodate or being too hard nosed in negotiating pool rates and conditions of use. He asked to what extent would the resolution enhance or institutionalize that conflict by permitting people who are officers or employees of the club to advise or vote on the rates structures.

Mr. Bush said we may be exacerbating the situation more by prohibiting those people from being on the board as if they are being targeted. I'm hoping the staff will be able to work cooperatively with the user groups. He said he did not feel strongly about this amendment, but that prohibiting this group from sitting may create animosity. They may be conflicted on specific issues and have to step down from a meeting.

Mr. Hartle said the Hospital Board limits the number of doctors on the Board, and the Airport Board limits the number of tenants on the Board. Mr. Hartle said that if a member is representing a specific group may have to step down from time to time.

Mr. Wanamaker said he agreed that a straight prohibition was not good, and there are examples of how we have dealt with conflicts. He suggested limiting such membership to no more than two. This way the board gains expertise but limits this type of membership.

Mr. Anderson said this issue cuts at the core of the concerns about the board being controlled by user groups. The Airport and Hospital are empowered boards, so in one sense, his feeling on this question is the nature of the power of the board. If this board has managerial control powers, then the conflict should be limited. If it is an advisory board to the aquatics manager, he is less concerned.

Mayor Botelho clarified, based on Mr. Wanamaker's suggestion, that the amendment would state, "no more than two general public members shall be employees or board members of any organization which provides activities at a CBJ aquatics facility..."

Mr. Bush supported that as long as this creates a diverse board as an advisory board.

Mr. Wanamaker supported the language.

Ms. Danner suggested that to encourage diversity, the resolution could include a list of other user groups that are encouraged to apply, other than accountants and swimmers.

Mr. Bush said he hesitates to put limitations on types of board members as it becomes difficult to get membership. Language to encourage diversity of selection as a policy statement is fine.

Mayor Botelho suggested deleting the words in the proposed amendment, "...include persons having financial, swimming or other skills relevant to pool matters."

Mr. Dybdahl said he had no problem with the amendment, but that since he did not support the idea that an advisory board is needed, however it was written was fine with him.

Hearing no objection, the Assembly agreed to the language restated by Mayor Botelho, "The Assembly shall appoint members of the Board to staggered three-year terms. To the extent practicable, appointments shall be made as follows: One member shall be associated with the Juneau School District; one member shall be associated with the Parks and Recreation Advisory Committee; and five members shall be of the general public. No more than two general public members shall be employees or board members of any organization which provides activities at a CBJ aquatics facility."

MOTION, by Bush, to add a new section to read, "Aquatics Manager. The Aquatics manager will report directly to the City Manager's office and all aquatic facilities functions will report directly to the aquatics manager. The Board may advise the manager on hiring, evaluation and termination of the aquatics manager."

Mr. Bush also suggested having the board report temporarily to the Committee of the Whole directly, then after two years, the board would report to the Human Resources Committee, so the Assembly stays in touch with the developments at the new facility.

Mr. Anderson said this is a bad managerial concept. This will institutionalize competition between recreational authorities and discourage collaboration. It will remove the pool management and pool employees from the Parks and Recreation Department. There needs to be cooperation within the whole recreation environment.

Mr. Stone asked for clarification.

Mr. Anderson said if the Aquatics Manager's reporting structure is directly to the City Manager and not through the Parks and Recreation Department, everything is not in collaboration or cooperation together with the P&R Dept., it is separate.

Mr. Bush said that Mr. Anderson is correct, that is the intent and it is the right thing to do. The aquatics facilities are different than most of the activities of the P&R Dept. The only thing that is somewhat similar is the ice rink. If the ice rink were as big as this or had an alternative management system he would not oppose it. The aquatics centers have a \$2 million budget and that is a significant piece to be big enough so that it deserves to be treated as an independent operation, similar to Eaglecrest. Not as independent as Eaglecrest, but so that it actually serves and answers to the manager's office. The way it operates is different as well regarding the issues around revenue and operations than the average Parks and Recreation operation.

Ms. Danner asked Mr. Bush what would be different in reporting to the City Manager. Mr. Bush said it is important for the managers office and the Assembly to know what is going on at the pool and the operations taking place in Parks and Recreation rarely arise to this level – its should be run essentially as a department.

Mr. Stone said he agreed with most of what Mr. Bush said, but he does believe the city manager's will be looking at the pool operations. This is a big ticket item and we are all concerned about the costs and efficiencies, which is part of this.

Mr. Hartle said that the Charter Section 5.2 requires that certain things be done by ordinance, including establishing, altering or abolishing a city department. This reporting structure of the Aquatics Manager to the City Manager should be done by ordinance. In Mr. Hartle's review of the Charter Commission minutes, the distinction in the Charter about empowered boards and advisory boards is that advisory boards advise, and empowered boards "do things." Hiring, firing, directing require an empowered board. If it advises – any topic can be reviewed, any person can be advised. The membership is open on either type of board.

Mayor Botelho asked the committee to focus on the general goal.

Mr. Doll asked for the objective of this resolution. If this is a topic so intimate to the citizens that it needs an advisory board, why don't we have an advisory board for snow plowing? We knock over people's mail boxes, we berm in senior citizens. If we are talking in terms of direct impact and expense, we should have an advisory board for snow plowing. If we are talking about capital investment and significance, we should have an advisory board for the Fire Department.

Mayor Botelho clarified that the question is the placement of the aquatics manager in reporting.

Mr. Swope said his recommendation was to either go with a fully empowered board or and advisory board, but not this hybrid. He said he did not like the concept of the Aquatics Manager reporting to him. The situation is not that unusual. If you believe more oversight is needed,

establish an empowered board. The manager's office has many direct reports now and has its hands full. By reporting directly to us, we are not going to guarantee that there will be tighter controls. If there is a problem the citizens or the board will bring it to the city manager's attention. Do not have the aquatics manager report to me. He said this is bad policy.

Mr. Bush said he usually agrees with Mr. Swope, but he feels Mr. Swope is overstating this. The people who have been involved in the pool, who brought this into being, have asked to have meaningful advisory board status, and they fear they won't have it if they don't have access to the City Manager and the Assembly in the short run.

Mr. Swope said he has a great deal of respect for all of those people, including Rosemary Hagevig, Max Mertz, Mike Barton, David Rogers, and Mr. O'Brien. If they have concerns they will call him and have direct access, which they already have. He tries to be responsive to anyone who calls.

Mr. Stone said he had not seen these amendments before, he understood the manager's concerns, and he does not support this at this time.

Roll call:

Aye: Bush, Sanford, Wanamaker.

Nay: Anderson, Danner, Doll, Dybdahl, Stone, Botelho.

Motion failed, 3 ayes, 6 nays.

MOTION, by Bush, to amend Section 3 as follows: "Aquatic Facilities Advisory Board Purpose. The Aquatic Facilities Advisory Board shall, in consultation with the Aquatics Manager, advise the Assembly on issues relating to the CBJ aquatic facilities. During its first two years of operation the Board will report to the Assembly Committee of the Whole on no less than a quarterly basis. Subsequently, the Board will report to the Assembly through the Human Resources Committee on an annual basis, at a minimum, concerning topics to include the following: (a) Developing the operating budget for both aquatic facilities, including setting cost recovery targets."

Mr. Bush said he was open to other ways this can work. The Assembly should have regular presentations of information. The advisory board should be able to present the budget presentation to the Assembly, similar to empowered boards.

Mr. Anderson said he has no problem with the board making presentations to the Assembly and was generally in support of the motion, but wanted to avoid micromanaging the facilities. He asked to separate the motion by splitting the question between reporting to the COW and the topics to be reviewed in items (a) through (d).

Mr. Doll asked what the origin of the concern was about cost recovery. Mr. Bush said the public will want to see efficiencies for this operation in the same way the public wants to see Eaglecrest minimize its subsidy. When the public sees a large subsidy, potentially greater than the one for Eaglecrest, they may have issues with these facilities. Cost recovery is a factor for consideration.

Mr. Anderson said Eaglecrest is a perfect example. People complain it is a wealthy persons operation because they have to have the cost of lift tickets high because the Assembly wants them to have a high cost recovery. If the Assembly said we want the ski area to be open to everyone, then lets subsidize Eaglecrest more. If we limit the pool use to those with the highest fundraising elements and put pressure on for cost recovery that is one approach. If you want it to be more

equally available to all, you will not want to put pressure on them to get every nickel. It's a philosophical approach to how you are going to run this.

Mr. Sanford said he wants all swimmers to swim and skiers to ski. There has to be some balance and you have to have leadership to keep the balance. This asks the managers and board to keep balance. Just because you are at 45% cost recovery does not make it work, there needs to be balance.

Mr. Bush said clarified his motion as focusing on the reporting. It does add developing the operating budget.

Mr. Doll said if we feel this is similar to Eaglecrest, we should establish an enterprise board. I don't see any need to amend or enact this resolution.

Mr. Danner said there would not be so much discussion about this if the public were not concerned. There is concerned about the addition of the facility to our community. Anything that is new needs extra attention.

Mayor Botelho clarified that the question was divided and included the amendments that would provide the reporting to the Assembly Committee of the Whole on no less than a quarterly basis for the first two years, and subsequently the board will report to the Human Resources Committee.

Mr. Stone said he has given up on the empowered board. He was fine with the Assembly Committee of the Whole getting a report, but he was not sure that he wanted the board to report to the COW. He was comfortable with the board reporting to the manager and the COW getting the information.

Ms. Danner said that staff reports on behalf of advisory boards will not be sufficient.

Mr. Bush said that unless it is spelled out that somehow the board's reports are presented to this body, they will not feel heard.

Mr. Sanford said it is another way of getting the Assembly involved with the board. The Assembly does a poor job of working with our boards and this is a way to force the action.

Roll call:

Aye: Anderson, Bush, Danner, Sanford, Stone, Wanamaker.

Nay: Doll, Dybdahl, Botelho.

Motion passed, 6 ayes, 3 nays.

Mayor Botelho clarified that the motion before the committee was adding, "(a) Developing the operating budget for both aquatic facilities, including setting cost recover targets."

MOTION, by Anderson, to amend, to delete the language in (a) through (d) in the resolution.

Mayor Botelho asked the Assembly to focus on the motion on the floor, and take up Mr. Anderson's motion at a later time.

Mr. Anderson said the Assembly can't be involved with developing the operating budget that is integrated into everything else, that is far beyond what we should be doing.

Mr. Bush said the motion says the board will report to the Human Resources Committee concerning the development of the operating budget, it is not asking the COW or HRC to develop its original budget.

Mr. Anderson said simple is better and nothing prohibits them from reporting on any of these items, we should not specify what we want from them.

Mr. Sanford said that this may be spelled out in other boards. Mr. Swope said this request seemed similar to the tasks requested of the Utility Advisory Board.

Roll call:

Aye: Bush, Danner, Sanford, Stone, Wanamaker, Botelho

Nay: Anderson, Doll, Dybdahl.

Motion passed, 6 ayes, 3 nays.

Mayor Botelho clarified that Mr. Anderson's motion to delete in Section 3, all text after the word "basis."

Ms. Danner said she saw no reference to fundraising as a power of this board and she thought this was put forward as a comparison to the Jensen-Olson Arboretum Board.

Mr. Hartle said this is a difficult question. With respect to the Jensen-Olson Arboretum Board, part of the responsibility of fundraising came with the generous gift of the property and trust fund to the city by the family. There were certain requirements with the gift that we tried to incorporate into the board's duties. The main question is if an advisory board, or anyone, brings in money, that board will want to direct how the funds get spent, and that is proper for an empowered board and not an advisory board. The public can give money to the city, as a grant for a limited purpose and the Finance Department follows this carefully. There is no reason that a board could not encourage fundraising to happen. The question comes down to spending money to fundraise, put on events, etc., or directing CBJ staff to do so.

Ms. Danner said the Juneau Human Rights Commission wanted to do fundraising and we told them no. It seems that if they went to an entity and asked for funds for an activity, they would be in violation. Mr. Hartle said at a minimum, it needs to be in the document creating the board. It comes down to shall the board direct how the money raised is spent. That is for an empowered board.

Mr. Anderson said Eaglecrest Board resolved this by creating the Eaglecrest Foundation as a 501c3 to raise money.

Ms. Danner said that the Eaglecrest Board is an empowered board that can direct this to happen. Mayor Botelho said that the Eaglecrest Board did not have the authority to create a foundation that it did not create the foundation specifically, and anyone can create a foundation.

Mr. Bush said that all the major sports teams at the high school create booster clubs. They are 501c3 independent entities; there could be a "Friends of the Juneau Pools."

Roll call:

Aye: Anderson, Danner, Doll, Dybdahl, Botelho

Nay: Bush, Sanford, Stone, Wanamaker

Motion passed, 5 ayes, 4 nays.

MOTION, by Bush, to add a new section, as follows, “Accounting for the Aquatic Facilities. The revenues and expenditures of the aquatic facilities shall be accounted for in a separate Special Revenue Fund.”

Mr. Bush said he had been told by the city auditor, Max Mertz, that the best way to deal with the finances for this operation is to have a special revenue fund. He put this forward upon the recommendation of Mr. Mertz.

Ms. Kiefer said that currently the accounting for the pools are totally separate, the revenues are totally separate, and it is possible to drill down in the Parks and Recreation budget to specifically see all the revenues, broken down as a rental, an open swim, a class, and the expenses are also broken down. This is already in place. It is not called a special revenue fund, but the ability to go to a point and see the detail is available.

Mr. Bush said he is willing to remove this motion if he gets assurance from the manager’s office that as part of the regular reporting to this body we will get the information and how the budget is working. Ms. Kiefer assured Mr. Bush that reporting was available.

Mr. Bush withdrew his motion.

MOTION, by Bush, to add a new section, as follows, “The budget will be developed to operate the aquatics facilities in a manner, and to the extent practical given safety concerns, reasonable public access, and maximizing operating hours of the pools, that minimizes its general fund subsidy.

Mr. Bush said he preferred not to adopt it but thought from a political point it might be the right thing to do. He said this clearly calls for a cost recovery program to maximize pool hours and minimize general fund subsidy, which is the philosophical question.

Mr. Wanamaker said he felt strongly that this language should be in the resolution.

Mr. Hartle said this language doesn’t really directly relate to creating a board. It is more about how the pool budget is drafted. As it goes to how the facility will be managed more than how the board will advise, it seems proper for an ordinance.

Mayor Botelho suggested using the language of the motion as a “whereas” statement in the resolution, such as “Whereas, the Assembly was seeking to operate the facility in a manner...”

Mr. Hartle agreed that in this way it shows the intent of Assembly without the force of law.

Mr. Wanamaker agreed and suggested changing “maximizing operating hours” to “maximizing public use.”

Hearing no objection, the discussion moved forward.

MOTION, by Stone, to sunset this board in three years from the effective date. Hearing no objection, it was so ordered.

Mayor Botelho said Resolution 2532 as amended was before the committee for action to advance it to the Assembly.

Mr. Doll said his objections to this resolution include that it undermines and dilutes the manager's authority; it attempts and achieves to confer considerable power on an interest group which has been sufficiently powerful to have built the pool in the first place. He noted that he was part of this group from the start. He was not willing to take it this far. This shifts the pool toward an enterprise fund and away from a general fund supported pool. This has the potential to shift the services of the pool from those who are less influential to those who are more influential.

Mr. Dybdahl agreed with Mr. Doll and said he does not think another advisory board should be created. Parks and Recreation should handle this. We have too many advisory boards and he was opposed to advancing this resolution.

Roll call on Resolution 2532 as amended, to advance to the Assembly:

Aye: Bush, Danner, Sanford, Stone, Wanamaker

Nay: Anderson, Doll, Dybdahl, Botelho.

Motion passed, 5 ayes, 4 nays.

IV. ADJOURN – 7:45 p.m.

Submitted by,
Laurie Sica
Municipal Clerk

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2. Resolutions

a. Resolution 2530

A Resolution Reestablishing The Juneau Affordable Housing Commission For The Purpose Of Adding The Review Of Funding Proposals To Its Charge, And Repealing Resolution 2506.

Administrative Report: Attached. The manager recommended Resolution 2530 be adopted.

3. Transfers

a. Transfer T-916

Transferring \$9,535 From The Airport Revolving Capital Reserve Account To The Runway Safety Area Environmental Impact Statement Capital Improvement Project (CIP) (\$979) And The Construct Delta-1 Ramp CIP (\$8,556).

Administrative Report: Attached. The manager recommended Transfer T-916 be approved.

b. Transfer T-917

Transferring \$267,467 Closing Two Capital Improvement Projects (CIP), Riverside Drive Improvement (\$213,996) And Valley Boulevard Reconstruction (\$53,471) To The Long Run – Safe Route To School CIP.

Administrative Report: Attached. The manager recommended Transfer T-917 be approved.

b. Resolution 2532

A Resolution Establishing The Aquatic Facilities Advisory Board.

Administrative Report: Attached. The manager recommended Resolution 2532 be adopted.

Public Comment:

Dixie Hood said she is a member of the CBJ Parks and Recreation Advisory Committee. The PRAC considered this issue and does not believe that any type of board is necessary at this time for management of the pools. She said they would like the newly hired pool manager to do her job and allow time to sort out any issues and see if additional support is needed. At the PRAC meeting of June 1, there was a presentation, which covered the operational budget for FY 11 and 12. The document thoroughly reviewed revenue generation, cost savings, cost recovery, ideas for programs and services. She asked the Assembly to table the resolution and provide the pool manager, who has impressive experience, to demonstrate her expertise.

Mr. Anderson asked if the PRAC had an opportunity to review the resolution. Ms. Hood said no.

Ms. Danner asked if the memo from the Pool Manager mentioned cost recovery. Ms. Hood said the staff estimates a 40% cost recovery for Augustus Brown Pool and a 70% for Dimond Park Aquatic Center. Ms. Danner asked about pricing for pool passes. Ms. Hood said the

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memo discussed streamlining some of the past issues with pool passes and the memo provided detailed information.

Max Mertz said David Rogers, Mike Barton, and Rosemary Hagevig gave a letter outlining their ideas to the Assembly in February and said they were silent on the issue, that it was up to the Assembly to determine what type of board might be formed. If the Assembly is to form a board, it should be effective. There are some serious issues in this resolution that will affect the functionality of the board. He has worked closely with the new pool facilities manager, with Sheila Fisher and Marc Matsil, and he thought the evaluation that they are giving the pool is great. He is concerned with the long haul and having public input that is meaningful, that will allow the pools to remain viable and serve the pools in the best way.

Mr. Anderson said he did not understand why Mr. Mertz thought the pools would be better managed by a board. He asked if this would go against Mr. Mertz's concern and add another layer of bureaucracy. He asked if the same logic should apply to the Treadwell Arena facility and asked what made the pool facilities different from all the other Parks and Recreation facilities. Mr. Mertz said he was not prepared to address that as they all the facilities could be examined. The pool is different – the two pools together will have a significant operational cost. The opportunities for efficiency and operational costs are great. There is transparency with a board, with a special revenue fund, and with a board that goes to the manager.

Thea Howard, an employee of Augustus Brown Pool for 15 years, said this was the first time she had seen the resolution. She said it was odd to consider an advisory board at this time. The current pool is operating fine. There is a great new leader on board who can handle the budget and she needs to be given an opportunity to show herself before the Assembly cuts her out and takes her ability to manage the pool away.

Assembly Action:

MOTION, by Bush, to adopt Resolution 2532.

Mr. Bush said he was disappointed with the draft, as he did not think it was consistent with what the COW discussed and sought as a proposal. We have discussed a “super advisory board.” This proposal does not create anything more than a general advisory board. Mr. Mertz's points about where and how this board would report and some significant influence over budgetary issues was what he was looking for in the board. Mr. Bush prepared a set of proposed amendments to the resolution and was prepared to discuss them tonight or table the issue to a work session. He does not want to take too much time but is willing to work on the resolution.

Mr. Doll said he is not enthusiastic about this resolution. The effort to shift the emphasis of a city recreational activity from service to the public to cost recovery is mistaken. There are some functions which taxpayers pay, and in an effort to distribute the costs equitably, the manager attempts to do so. He did not think it was necessary for the Assembly to send a signal to the manager that it does not have confidence in his management or in the management capability of the person he has chosen to direct this department. He has no interest in having this board report to the Assembly. This is a contradiction with the Charter as well as the Assembly's Rules of Procedure. He asked the Assembly to table the motion indefinitely.

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Mr. Anderson said that the COW did not come up with this type of resolution but only discussed an empowered board, which we voted to table indefinitely. This has not been discussed, it has not gone to the PRAC and he would be happy to table this for further discussion. He agreed with Mr. Mertz that this resolution was a recipe for confusion. A total empowered board might make some management sense, but for an advisory board to be reporting to the Assembly on marketing, budget and CIP's for pool management – this is not the Assembly's role.

Mr. Stone supported tabling the resolution for further discussion.

Mr. Sanford asked how long the Assembly had to discuss this based on deadlines for the ballot. Mayor Botelho said this resolution was not a matter for a ballot proposition. If the Assembly was looking at a Charter Amendment, that was different. Mr. Swope said the deadline for the Assembly to adopt a charter amendment was August 6.

Mr. Sanford said he thought Mr. Bush and a few Assemblymembers would meet with the Law Department, Ms. Kiefer and the Pool Advisory group. The resolution seems incomplete. He was willing to send this back to the Law Department to meet with interested groups.

Mr. Bush said he agrees that we need to keep the pool open and available to the public as much as possible. We grill members of the Eaglecrest Board about their finances, and know that the cost of using that facility is very high and unavailable to some members of the public. It is a reality, and therefore, it is illogical for us to consider revenue issues when dealing with the pool. The public will be quite upset if they see a huge subsidy for swimming pool activities, just as they have balked at the Eaglecrest subsidy over the years. We at least need to prove we are making a good solid effort and the best effort I can think of to do so is to have a strong advisory group which is focused on how best to raise money. The Parks and Recreation Department is very strong in this city and does an excellent job of managing and running parks and recreation activities. They are not designed, nor are many city or government organizations, designed to think about raising revenue. We need to focus on a strong advisory board for that purpose.

MOTION, by Bush, to table Resolution 2532 to the Committee of the Whole for a work session on June 21, for return to the regular Assembly meeting under "Old Business" on June 28.

Mr. Bush encouraged the PRAC to review this resolution before the next meeting.

Mr. Dybdahl asked what the urgency was on this resolution.

Mayor Botelho said if one of the strategies discussed is to consider again some form of a charter amendment, the matter needed early consideration for ballot placement.



VII. PUBLIC HEARING

A. Ordinance 2010-06

An Ordinance Amending The Sewer Code Relating To The Multi-Family Dwelling Exception Within The Single-Family Units Definition.

Presented at Parks + Rec. Advisory Comm June 1, 2010 meeting

Parks & Recreation

Karin Richard-Jacobi

OPERATIONAL BUDGET – HIGHLIGHTS

Augustus Brown Swimming Pool and Dimond Park Aquatic Center FY 11 / FY 12

INTRODUCTION

While developing the FY 11 and FY 12 budgets for both Augustus Brown Swimming Pool and Dimond Park Aquatic Center earlier this year, a critical review took place. Part of that review included making concrete determinations as to what Dimond Park Aquatic Center would actually look like from an operational standpoint once it came on-line.

Additionally, we determined two things as they related to Augustus Brown Swimming Pool. The first was that in order to contain costs there had to be an attention shift away from the “business as usual” model that had become the hallmark of the downtown pool facility (ie. we identified that there were inefficiencies in the current operational model that were negatively affecting the facility’s bottom line).

Secondly, we determined that we wanted to move the downtown facility closer to what we projected would be the operational model (in terms of programming, staffing, pricing etc.) of Dimond Park.

The program schedule, staffing structure, fee structure, and what will increasingly become our marketing strategy for both facilities are all a reflection of that mindset change. The CBJ goals for both of these facilities in FY11/FY12 include the following:

- a) Offering a wide array of aquatics and land-based programs and special events designed to meet the needs of as many individuals and user groups as possible within the communities these facilities serve
- b) Operating as efficiently as possible from the standpoint of both revenue generation and cost containment. The financial goals for the facilities respectively include a 40% annual cost recovery for Augustus Brown Swimming Pool and a 70% annual cost recovery for Dimond Park Aquatic Center. We believe that with the pricing structure we have put in place for fiscal years 11 and 12, the large “mix” of programs and services we will be offering, an aggressive and consistent marketing plan, and with constant vigilance to the goal of financial efficiency, that those goals are achievable.

Below are some of the financial and operation highlights of the upcoming two year cycle. They include changes made to Augustus Brown Pool pricing and operational strategies. These changes (to be implemented effective July 1, 2010) will serve to increase revenue at the downtown pool. The changes will also carrying over to consistent pricing and operational strategies at Dimond Park Aquatic Center when it opens in the Spring of 2011.

REVENUE GENERATION

Fee Structure:

1. Streamlined Augustus Brown Pool Fee/Pass Structure (more in line with Dimond Park). Includes:

- a) Elimination of Monthly Fitness Pass
- b) Elimination of Monthly Fitness Pass Punch Card
- c) Elimination of Fitness Class Walk-In Fee (45 minutes and 60 minutes)
- d) Consistent length of all Water Aerobics Classes
- e) Elimination 2 Week Pass / 9 Month Pass
- f) Elimination of timed Lap Swim Fees (60 and 90 minutes)
- g) Simplified Consistent Fee Structure

- Punch Cards (buy 9 get one free visit) all age groups
- 1 , 3 , 12 Month Passes all age groups
- Early Bird Annual Passes all age groups
- Daily Passes all age groups
- Special Event Passes

2. “Under 3 Enters Free” policy changed to “Under 2 Enters Free”

3. SAVER Cards eliminated (currently \$25 credited for every \$20 purchased)

4. Youth category divided into 2 tiered pricing structure - Child Fee and Youth Fee

5. Adult Couple / Senior Couple Fee structures added to the mix

6. Annual Pass price REDUCED at Augustus Brown Pool to encourage purchase of same. It was determined that the current ABP Annual Pass was prohibitively expensive. The change brings the fee more in line with proposed Annual Pass prices at Dimond Park. A Family Annual Pass is even cheaper with Early Bird Purchase (Sept – Dec).

7. Incentives built in to purchase Annual Pass at Dimond Park. Includes:

- Significant price reductions over other passes
- Reduced cost of special events to Annual Pass holders
- Ability to access both facilities
- Early Bird Pricing

8. Negotiating with Glacier Swim Club and other user groups on a cost-recovery basis

9. Price increase for Swim Lessons (consistent fee all age groups / consistent length all age groups), 1 month/3 month Passes, Shower Facilities

10. Introduction of a Towel Service

11. Introduction of Punch Pass system (All ages)

12. Introduction of Fitness Only Pass at Dimond Park (land based fitness classes and cardio/weight equipment use)

13. Greater emphasis on revenue generating special events at ABP

14. Major emphasis on programs, services and special events specifically designed to emphasize revenue generation at Dimond Park

- Swim lessons
- Water aerobics
- Summer camps
- Room rentals
- Pro-shop sales
- Towel service
- Babysitting service
- Coffee shop
- Birthday parties
- Lockers
- Special events (dive-in movies etc)

Programming (additional):

1. Land based fitness programming (aerobics / yoga)
2. Access to cardio machines and weight machines
3. Additional fee for all programs requiring instructor
4. Special Events (water and land based) – one per month built into the budget

COST CONTAINMENT

Energy Conservation Dimond Park:

- **Optimized insulation in the walls and roof**
- **A unique S-shaped exterior wall stud assembly that increases insulation and decreases heat loss through conductance**
- **Insulation under the floor slab and around the pool tank**
- **In floor radiant heating in the locker rooms**
- **Variable frequency drives on the pool pumps**
- **Ground source heat pump system to heat the pool water and the ventilation air**
- **Translucent glazing to allow natural light in the Natatorium while maintaining a high r-value**
- **Low-e coated glass in the windows**

- T8 and compact fluorescent lighting
- Metal Halide lighting in the natatorium
- Heat recovery on the air handling equipment
- Stained concrete floors rather than manufactured flooring
- Lighting controls at the Reception counter to allow lighting throughout the building to be controlled efficiently
- LED lights in the pool which are longer lasting than incandescent, which is common in underwater lighting

Energy Conservation Augustus Brown:

1. Temperature drop in Sauna of 20 degrees (reduced from 220 to 200 degrees)
2. Evaluation of current backwashing procedures to determine ability to reduce number of backwashing cycles/week (reducing water replacement and heating costs)

Pool Chemicals:

1. Coordination with CBJ Purchasing Department and Public Works Department to reduce salt costs (both the cost of individual bags and shipping costs) (both facilities)

Water Replacement:

1. Eliminate automatic annual pool draining. Require Pool Manager and Maintenance Department justification for same. Eliminating one annual pool drain during the next two year cycle will eliminate the need to replace an estimated 200,000 gallons of water, as well as the need to reheat replacement water and chemically balance it.

Staffing:

1. Eliminate Assistant Pool Manager position at both pool facilities
2. Eliminate .5 FTE Custodian position/facility (1 FTE in total)
3. Glacier Swim Club self-guarding
4. School District Swim Lesson Program self-guarding / self-instructing
5. F/T Aquatics Staff scheduled into direct programming (swim lessons / water aerobics / land based fitness programs) (goal of 10 hours/week)
6. Critical evaluation of all part-time staffing needs (with an eye to safety, efficient operations and budget constraints)
7. Salary analysis of all part-time staff positions currently being conducted by CBJ Human Resources to determine if there is some room to lower staffing costs at both facilities

8. Overtime completely eliminated for FY 11 and FY 12

Facilities Operations:

1. Reduction in overall building operational hours compared to Dimond Park consultant hours (reducing staff costs while at the same time minimizing impact of programming). Includes:

- Open at 5:30am instead of 5am during the week
- Open at 8am instead of 6am on Saturday
- Open at 12 noon instead of 10am on Sunday

2. Reduction in operation of water slide/recreational pool play features compared to Dimond Park consultant hours (reducing staff costs while at the same time minimizing impact of programming). Includes:

- Open at 9am instead of 8am during the week
- Open at 9am instead of 8am on Saturday
- Open at 12 noon instead of 10am on Sunday

3. Closure of Augustus Brown Pool during all CBJ recognized holidays

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c. Ordinance 2009-08(AM)

An Ordinance Appropriating To The Manager The Sum Of \$5,009,000 As Funding For The Bartlett Regional Hospital Medical Surgical East Wing Renovation Capital Improvement Project, Funding Provided By The Bartlett Regional Hospital Operating Budget.

Administrative Report: Attached. The manager recommended Ordinance 2009-08(AM) be introduced and set for public hearing at the next regular meeting.

d. Ordinance 2009-08(AN)

An Ordinance Appropriating To The Manager The Sum Of \$150,000 As Partial Funding For The Public Works Department - Fleet Maintenance Division's Fiscal Year 2010 Operating Budget, Funding Provided By Interdepartmental User Fees.

Administrative Report: Attached. The manager recommended Ordinance 2009-08(AN) be introduced and set for public hearing at the next regular meeting.

2. Resolutions

a. Resolution 2527

A Resolution Authorizing The Manager To Accept A Grant From The State Of Alaska Department Of Environmental Conservation For The West Mendenhall Valley, Pederson Hill, Sewer Expansion Project.

Administrative Report: Attached. The manager recommended Resolution 2527 be adopted.

3. Bid Awards

a. Bid 10-254

Purchase and Delivery of Locksets for Juneau School District

Administrative Report: Attached. The manager recommended award of this project to Stanley Security Solutions, in the total amount bid, for an award of \$101,592.42

Removed from the Consent Agenda:

Ordinance 2010-17

An Ordinance Proposing To Amend The Charter Of The City And Borough Authorizing The Creation Of A Board To Operate And Manage The Municipally Owned Pools, To Become Effective Only If Approved By The Voters At The Next Regular Election.

Administrative Report: Attached. The manager made no recommendation.

Public Comment: None.

Assembly Action:

MOTION, by Botelho, to postpone Ordinance 2010-17 indefinitely.



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Mayor Botelho said the purpose of the motion is to recognize that there is not the requisite support based upon previous discussion to move the issue to the ballot. We are working on drafting an ordinance establishing a pool advisory board for Assembly review. If this motion is successful, we will move forward with an ordinance to create a pool advisory board. He clarified that the ordinance would not be one required to be forwarded to the voters.

Mr. Anderson said he opposed the ordinance during discussion in committee but said it should have a public hearing.

Mr. Bush supported the motion and said he did not want to see the issue tabled indefinitely, just the ordinance requiring a charter amendment. Going forward without six votes would be a waste of time. He asked when the Assembly could expect to see a draft ordinance. Mr. Hartle said it could be prepared by the next meeting.

Roll call:

Aye: Bush, Danner, Doll, Dybdahl, Wanamaker, Botelho.

Nay: Anderson, Sanford, Stone.

Motion passed, 6 ayes, 3 nays.

Resolution 2528

A Resolution Re-establishing The Juneau Commission On Sustainability, For The Purpose Of Removing The Sunset Date.

Administrative Report: Attached. The manager recommended the Assembly adopt the Human Resources Committee's recommendations for action from tonight's meeting.

Public Comment: None.

Assembly Action:

MOTION, by Doll, to adopt Resolution 2528.

Mr. Anderson said many people have discussed the rate increases by AEL&P. The Assembly folded the former Energy Advisory Board into this committee. He would look to this committee for advice on this power rate issue. Mr. Doll said the next Commission meeting would be early June and the power rate issue may be on the agenda, however he did not set the agenda nor did he know what the Commission's comments would be. Mr. Anderson said not having the advice of the JCOS on this matter was disappointing.

Roll call:

Aye: Bush, Danner, Doll, Dybdahl, Sanford, Stone, Wanamaker, Botelho.

Nay: Anderson.

Motion passed, 8 ayes, 1 nay.

THE CITY AND BOROUGH OF JUNEAU, ALASKA
Assembly Committee Of The Whole Work Session

April 12, 2010

I. CALL TO ORDER/ROLL CALL

Deputy Mayor Randy Wanamaker, Chair, called the meeting to order at 6:00 p.m. in the Assembly Chambers.

Assemblymembers Present: Jonathan Anderson, Bruce Botelho, Jeff Bush, Ruth Danner, Johan Dybdahl, Bob Doll, Johan Dybdahl, Merrill Sanford, David Stone, Randy Wanamaker.

Assemblymembers Absent: None.

Staff present: Rod Swope, City Manager; Kim Kiefer, Deputy Manager; John Hartle, City Attorney; Laurie Sica, Municipal Clerk; Marc Matsil, Director, Parks and Recreation; Sheila Fisher, Recreation Superintendent.

II. APPROVAL OF MINUTES

Hearing no objection, the minutes of the March 22, 2010 Committee of the Whole Meeting were approved.

III. SWIMMING POOL OVERSIGHT AND MANAGEMENT

Mr. Wanamaker said the meeting's purpose was to continue the discussion from March 22, 2010, regarding establishment of an empowered board, or an advisory board, or to take no action regarding the management of the pool system.

MOTION, by Botelho, that the Committee of the Whole directs the attorney to prepare a charter amendment to create an empowered board, and he urged a no vote.

Ms. Danner said she is in general in favor of an advisory board for the purpose of pool management. She said the board should have a contribution in terms of hiring and firing decisions, financial decisions, budgetary and strategic planning, and organized to move it further out from Parks and Recreation, perhaps serving under the Deputy City Manager.

Mr. Bush agreed with Ms. Danner and urged the Assembly to vote yes as this is only a recommendation for the full assembly. At the time of ordinance consideration, I would hope we could reach a resolution on a type of advisory board with sufficient powers, and I would vote no at the full Assembly about an empowered board. At this time I can support the drafting of an empowered board ordinance, but prefer a strong advisory board.

Mr. Dybdahl said he would vote no for an empowered board. It is premature. He does not support an advisory board. The manager's office can handle an additional swimming pool without any changes.

Mr. Anderson said he is opposed to the motion for an empowered board. He said there is a problem with the fragmentation of our government, not having coordination at the City Manager's level; we have had issues that the Assembly has had to confront. He supported an advisory board and strongly supports the Parks and Recreation Advisory Committee's work. A board to promote the activities of the pool is good, but could not support the suggestion that a citizen's voluntary board is more effective management than CBJ's professional management.

Mr. Doll said he opposed an empowered board and an advisory board. The city manager earns a good salary, we have a great deal of confidence in the position and there is a good staff. The manager is completely capable of managing the pool system and should do it.

Mr. Sanford said he would vote for the drafting of a charter ordinance. The more citizens we have involved in government the better off we are. The people who want to be involved with the swimming pool issues are professional people who want to do a good job for the pool system as a whole. There are always issues that arise and if we had a stronger advisory board model, I could have supported that.

Mayor Botelho said he can support an advisory board. His concern is the dispersion of executive power to another board. He also questions the wisdom of elevating this particular function in Parks and Recreation to board status. He was open to looking at a different model if the motion failed.

Mr. Stone said he will vote in favor of the motion but feels that ultimately an advisory board is what he supports.

Roll call:

Aye: Bush, Danner, Sanford, Stone, Wanamaker.

Nay: Anderson, Doll, Dybdahl, Botelho.

Motion passed, 5 ayes, 4 nays.

IV. **ADJOURN** – 6:12 p.m.

Submitted by,
Laurie Sica
Municipal Clerk

complaint also includes trash issues and nuisance, and the deteriorating barriers surrounding the property. We allege these things and we will file it or not file it as the Assembly decides.

Mr. Swope said the complaint and working with future property owners are two options. The other that has been mentioned is exercising eminent domain.

Mr. Hartle said eminent domain basically it means the municipality could take the property. It is a legal proceeding filed in court. The City would have to pay just compensation for the property based on fair market value as determined by a jury.

The last similar action taken by the Assembly was for 164 square feet of property, over the objections of the owner, to build the Gastineau Avenue retaining wall. It was purchased at a fairly high price.

Mr. Wanamaker explained the T&HCC conceptual drawings to Mr. Bush. Mr. Wanamaker said that if T&HCC was successful in this project it planned a community public input process. Also, assuming the T&HCC is not successful, Sealaska had expressed interest in purchasing the property for the purpose of a cultural center to house repatriated artifacts.

★ IV. SWIMMING POOL OVERSIGHT AND MANAGEMENT ★

Mr. Wanamaker explained that there was some interest expressed in offering comment on the swimming pool proposal and on the Rainforest Recovery Center. Mr. Wanamaker agreed to offer persons interested in communicating with the committee three minutes to address the topics.

Max Mertz said he did not believe that an advisory board would have a meaningful, functional role as would an enterprise board. The functionality would follow the form. He said the function his group is looking for is direct control over pool management. Without that it is pool management reporting to a structure that already exists. Secondary is having responsibility over the budget of the organization. The Eaglecrest Board has close scrutiny over the budget, and we are looking at something very similar to the set up of the Eaglecrest Board.

Mr. Stone said he is very concerned about budget and any efficiency that can be brought about. Eaglecrest is doing better. We are adding another pool, and he is in favor of finding efficiencies. He thought an advisory board could be established first and then he would like to see movement towards establishing an empowered board.

Mr. Anderson said he did not see how an empowered board would derive efficiencies. He is open to ideas that would save the city money, but what he has seen from the proposal it appears it would cost the city more money. It seems to say the Parks and Recreation Advisory Committee or the Jensen-Olson Arboretum Board does not have substantive input in how things are going. He asked how money would be saved. If CBJ is hiring more people, more support systems, accounting, personnel system, those are increased costs, and we already have those systems in place.

Mr. Mertz said CBJ has hired a facilities manager for both pools, and there are assistant pool managers to oversee on-site staff. There are no proposed changes to that. Eaglecrest uses the CBJ personnel, accounting, law, and other existing support systems. BRH is very different from that in that it keeps its own treasury function, payroll, accounts payable, etc. We are not talking about

anything as extensive as that. The input that the pool task force has had on the lifeguard structure has led to changes which will significantly change the expenses for the pool. There will still be PERS and insurance costs – the benefits that CBJ employees enjoy. An empowered board would not add to the organizational structure in any way. The Parks and Recreation Department bureaucracy is very large, and in his opinion, larger than what is needed for a community this size. The outside opinion of an empowered board can assist in bringing up the pool revenues and be responsive to the needs of the community for pool facilities.

Mr. Doll said he thought the comparison of the pools with Eaglecrest was a strained comparison, especially based on the users. Skiing is an expensive sport and Eaglecrest has increased revenues by increasing their fees. This can be done because skiers have already invested in gear and equipment. Swimming is a fairly inexpensive recreation. How could a pool enterprise board increase the revenues or use of the pools.

Rosemary Hagevig said there was a time when the ski area was not doing so well. The people on the board did some strategic marketing that, while not completely bringing it to self sufficiency, brought it out of the financial straits. It was due to the commitment and expertise of the volunteer board members.

Mr. Mertz said one of the roles a board could potentially serve is to evaluate ways to increase the demand and desire for Augustus Brown Pool. It is the recreation side of these places that brings in the money, not the lap swimming. This would involve a certain amount of evaluation and thinking outside the box. Bringing in community members gets a good exchange in strategic planning and goal setting.

Mr. Anderson said CBJ has a commitment to provide swimming for a broad spectrum of the community at an affordable price. We subsidize many activities at the pools. Combining public access with the idea to make more money needs to be resolved. If it only comes down to the Board supervising the pool manager, he asked for further explanation of how that will be better.

Mr. Mertz said every organization needs effective oversight and he believes this is better done through a citizen board than within the existing structure at Parks and Recreation. The focus is not to make more money, but to lose less money. He pushed for the “learn to swim” program, and that is the mission of the pool. What is discussed here is overall organizational efficiency.

Ms. Hagevig said the swimming pool task force is aware that children from the nearby low-income housing will need subsidized access to the facility and programs.

Mr. Sanford said he thought a board with more authority than an advisory board would be best. Eaglecrest is a good model. There are more citizens participating in our boards and commissions per capita than other large cities in Alaska and he sees that as a positive thing. Sometimes government doesn’t worry about the cost of doing things. If we subsidize something, we should alleviate as much as that subsidy as possible. He thought private sector review could help.

Mr. Bush agreed with Mr. Sanford. Government is good at administering programs and running operations, but not so good at creative thinking on ways to generate revenue, especially on the operational level. The Eaglecrest Board had done well to maximize skiing opportunities for the community and at the same time minimizing the subsidy. He supported a proposal for a similar board for the pools.

Ms. Danner said she likes the idea of a board for the pools, and agreed with Mr. Bush. She is concerned about starting with an empowered board and the need for a public vote to establish such a board. She favored establishing an advisory board to begin with.

Mr. Sanford said there is time to put this issue on the ballot prior to the pool opening.

Ms. Danner asked if there is a cost to establish an empowered board and if there is a cost/benefit.

Mr. Swope said Eaglecrest has had difficult times and the managers had to step in and assist in revising some of the operations and with the hiring of a new manager. The individual at the helm makes a big difference and he gave great credit to Kirk Duncan for what has been done with that operation.

The Assembly discussed the nature of employment of enterprise board members and employees and the union representation. Mr. Doll said that enterprise board employees were not included in the positions considered for layoff during the last discussion on reduction in force based on budget cuts. Mr. Swope said that was true. Mr. Sanford said that is because revenues are coming in to offset their operations and they are required to run in the black.

Mr. Anderson said there some boards are more successful than others. When an empowered board is created, the Assembly has less authority to make decisions about programs and subsidies, and the manager will not be able to direct operations. Our current experience made him think that fewer enterprise boards were better and the Assembly wants more control by a professional manager. We would lose administrative professional expertise and would turn this over to citizen administrators. An advisory board could do many of the things that citizen connected boards do would be very useful. He did not support turning over control to an empowered board.

Mr. Mertz said board functions depended upon the people involved and asked if there was some way to create an empowered board with some form of oversight by the City Manager.

Ms. Danner asked to follow up with Mr. Mertz's comments on the formation of a board with oversight by the City Manager and asked Mr. Hartle to read Section 3.16 of the Charter.

Mr. Hartle said a board had to be authorized in the Charter if it is to supervise, hire or fire employees. Boards shall not be authorized to employ or direct the employment of a CBJ employee. An empowered board derives its power from the Assembly by ordinance, which can be crafted in any manner it so chooses.

Ms. Danner asked if a board is empowered, did it just refer to the hiring and firing of management.

Mr. Hartle said it was empowered or not, and then it the difference would be hiring and firing, and directing.

Ms. Danner said that Charter section 3.16 said that advisory boards can make recommendations or decisions. If they don't like the behavior of the manager, they can complain to the Assembly and the Assembly can make recommendations to the city manager.

Mr. Hartle said that was true. The question was to whom the manager reports – to the board or the city manager. For example, the board says they want to give a special rate to the swim club and the City Manager says no – no special rate. The Assembly needs to decide where reporting is going to go – to an independent board or to the city manager.

Ms. Danner said an advisory board can make a recommendation with reason, and either the manager will agree or if not, they have their avenue of appeal. Mr. Hartle said that was an accurate description of an advisory board.

Ms. Danner said that an advisory board has limited contact with the manager in cooperation on how decisions are made.

Ms. Danner said a board is necessary for the pools for making decisions. A management team like Eaglecrest is good to reduce issues brought before the Assembly.

Mr. Wanamaker said a board can work well to create efficiencies with members who have knowledge regarding to a specific set of activities. An empowered board can work when defined by ordinance, and advisory board works similarly. He likes the basic idea of citizens having a voice. He said that having a rough draft of an ordinance to come back to the COW for review would be best.

Mr. Anderson asked if staff has been given enough guidance to draft such an ordinance and did not think the Assembly was at that stage.

Ms. Danner said she preferred to see an advisory board be established initially to give the board an opportunity to see what might be missing.

Mr. Sanford said the Law Department and staff had already prepared significant information. We don't want a board to the extent of the Hospital Board but something similar to the Eaglecrest Board, with the primary functions of purchasing, HR, finance, done by city staff.

Mr. Anderson said there was disagreement between the Assemblymembers and no clear direction.

Mr. Hartle said establishment of an empowered board required two separate ordinances. One would be to put the issue on the ballot, the other would be to set out the structure of the board. Establishment of an advisory board would be done through a regular ordinance and would not require voter approval.

Mr. Bush recommended drafting an ordinance for Charter Amendment for an empowered board to be brought back to a worksession, and the specifics on operation and powers of the board could be worked through in more detail in committee.

Mr. Anderson the decision to take it to the voters is to create an empowered board with the manager reporting to a newly established citizen's board. We don't have to amend the charter if we still want the manager to report to the city manager in some way.

Ms. Danner asked if the Assembly can outline the powers of an advisory board.

Mr. Hartle said there would be times when the board will not agree with the manager and there will be disagreements, and will the pool manager follow the direction of the board or the city manager ultimately? There are various boards with different powers set in ordinance.

Ms. Danner said one of the key factors is that the pool task force wants to be involved in budget work in order to help direct the operations.

Mr. Bush said it was not just budget preparation, but how to manipulate the budget in terms of raising revenue. If the board is not empowered, the motivation of the board and manager to create revenue is not created.

Mr. Hartle said an advisory board can be involved in the budget. An empowered board would set the budget independent of the manager.

Mr. Wanamaker summarized 3 options: 1) do nothing, 2) draft an ordinance for creating an empowered board and bring back to COW, and 3) prepare an advisory board ordinance and bring it back for further review.

Mr. Wanamaker, Mr. Sanford, Mr. Stone, and Mr. Bush preferred an empowered or enterprise board. Ms. Danner, Mr. Doll and Mr. Anderson preferred an advisory board. There was not a majority in the direction of the committee.

Following further discussion of the issues and without objection, Mr. Wanamaker tabled discussion of the topic until the April 12, 2010 meeting of the Assembly Committee of the Whole.

V. RAINFOREST RECOVERY CENTER

Mr. Swope provided a report in the packet. He met with five individuals who are current or former employees of the facility and found there have been significant operational problems, including lack of funding, lack of qualified and experienced personnel, ineffectiveness and a poorly managed program and facility. Most of these deficiencies were pointed out in the operational assessment that was requested and paid for by Bartlett Regional Hospital and performed by Diamond Health Care Corporations in September, 2009. In response, the BRH Board issued a two year professional services contract in the amount of \$239,500 per year to NCAAD to manager the Rainforest Recovery Center. The Law Department and Purchasing Division both determined that because it is a professional services contract, it is entirely legal to do a sole source contract. He could not address the qualifications of NCAAD, but given the amount of the contract, he personally would have put the contract out to bid. However, the actions were in the authority of the BRH.

Howard Scaman said he agreed with the city manager's report and with the Department of Law and Purchasing Division that under current city ordinances, the action was legal. However, that does not make it constitutional, and that is our obligation. He spoke about the State of Alaska requirements regarding professional services, which at require a bid process if the services exceed \$50,000. The BRH statement that NCAAD was the only qualified and interested bidder was not true. There are six or eight people who in town who are qualified to run the program, and there are several agencies that are qualified to run the program. No other hospital in the state of Alaska run a project like this. It has been tried and the medical model does not work. We do need a public inebriate program in Juneau and that is what they are trying to do at Rainforest, augmented

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Resolution 2716 A Resolution Increasing the Membership of the Sister Cities Committee and
Repealing Resolution 2508.

ATTACHMENTS:

Description		Upload Date	Type
☐	Sister Cities Committee Members	2/13/2015	Staff Report
☐	Draft Resolution 2716	2/19/2015	Resolution
☐	Sister Cities Committee - Resolution 2508	2/13/2015	Resolution
☐	Sister Cities Committee - Resolution 2420(c)	2/13/2015	Resolution

SISTER CITIES COMMITTEE

Governing Legislation: Resolution 2508

Total # of Seats: 5

Active Member or Liaison	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Comments
Yes	Mr.	Eli	Olson	Public		9/29/2014	1/1/2018*	9/29/2014		*Appointed to unexpired term ending 1/1/2015 + next 3-year term expiring 1/1/2018.
Yes	Ms.	Susan M.	Baxter	Public	Co-Chair	2/24/2014	1/1/2017	2/28/2011	2/24/2014	Retired Teacher; Volunteer @ Juneau School District & JD City Museum
Yes	Ms.	Brenda Joan	Mize	Public	Secretary	2/11/2013	1/1/2016	2/11/2013		
Yes	Ms.	Maria E.	Uchytel	Public	Co-Chair	2/2/2015	1/1/2018	7/16/2012	2/2/2015	
Yes	Ms.	Chloie L.	Watson	Public	Treasurer	2/11/2013	1/1/2016	2/11/2013		

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2716

A Resolution Increasing the Membership of the Sister Cities Committee and Repealing Resolution 2508.

WHEREAS, the Sister Cities Committee has requested that its membership be increased from five to seven members in order to better facilitate the committee's work on its various activities and projects; and

WHEREAS, at its regular meeting on February 2, 2015, the Assembly heard the request to increase membership and directed that this resolution be prepared for presentation to the Assembly for adoption.

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

Section 1. Sister Cities Committee.

- (a) Committee established. There is established a Sister Cities Committee for the City and Borough of Juneau. The committee shall consist of seven public members appointed by the Assembly to serve for 3-year staggered terms.
- (b) Purposes of Committee. The purposes of the committee shall be:
 - 1. To focus on nurturing the City and Borough's relationships with each of the cities the Assembly has designated as a Sister City, including improving and maintaining the City and Borough's communications with each of its sister cities;
 - 2. To promote and foster mutually beneficial cultural exchanges, international municipal cooperation, and bonds of friendship and understanding between the City and Borough and its sister cities;
 - 3. To provide planning and coordination of activities in relation to the sister cities, including official visits by sister city guests to the City and Borough, and hosting of events for the visiting sister city; the committee may establish subcommittees and ad hoc volunteer groups to assist the committee in these efforts;

4. To make recommendations to the Assembly regarding official visits by the City and Borough to its sister cities;
 5. To make recommendations to the Assembly regarding the establishment of additional sister city relationships;
 6. To periodically evaluate whether existing sister city relationships are achieving their purpose, and advise the Assembly accordingly; and
 7. To perform such other functions and advise the Assembly on such other matters regarding the City and Borough's sister cities as the Assembly may request.
- (c) Procedures. The committee's procedures shall be governed by the Rules of Procedure for Assembly Advisory Boards, as such may be amended from time to time.

Section 2. Repeal of Resolution. Resolution 2508 is hereby repealed.

Section 3. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this _____ day of _____, 2015.

Merrill Sanford, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Presented by: HRC
Introduced: 11/23/2009
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2508

A Resolution Increasing the Membership of the Sister Cities Committee and Repealing Resolution 2420(c).

WHEREAS, the Sister Cities Committee has requested that its membership be increased from three to five members in order to better facilitate the committee's work on its various activities and projects; and

WHEREAS, at its meeting of November 2, 2009, the Human Resources Committee recommended approval of this request and directed that this resolution be prepared for presentation to the Assembly for adoption.

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

Section 1. Sister Cities Committee.

- (a) Committee established. There is established a Sister Cities Committee for the City and Borough of Juneau. The committee shall consist of five public members appointed by the Assembly to serve for 3-year staggered terms.
- (b) Purposes of Committee. The purposes of the committee shall be:
 - 1. To focus on nurturing the City and Borough's relationships with each of the cities the Assembly has designated as a Sister City, including improving and maintaining the City and Borough's communications with each of its sister cities;
 - 2. To promote and foster mutually beneficial cultural exchanges, international municipal cooperation, and bonds of friendship and understanding between the City and Borough and its sister cities;

3. To provide planning and coordination of activities in relation to the sister cities, including official visits by sister city guests to the City and Borough and hosting of events for the visiting sister city; the committee may establish subcommittees and ad hoc volunteer groups to assist the committee in these efforts;
 4. To make recommendations to the Assembly regarding official visits by the City and Borough to its sister cities;
 5. To make recommendations to the Assembly regarding the establishment of additional sister city relationships;
 6. To periodically evaluate whether existing sister city relationships are achieving their purpose, and advise the Assembly accordingly; and
 7. To perform such other functions and advise the Assembly on such other matters regarding the City and Borough's sister cities as the Assembly may request.
- (c) Procedures. The committee's procedures shall be governed by the Rules of Procedure for Assembly Advisory Boards, as such may be amended from time to time.

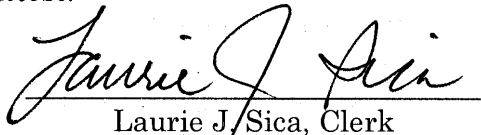
Section 2. Repeal of Resolution. Resolution 2420(c) is hereby repealed.

Section 3. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 23rd day of November, 2009.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

Presented by: HRC
Introduced: 09/08/2008
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2420(c)

A Resolution Reestablishing the Sister Cities Committee and Dissolving the International Relations Advisory Committee, and Repealing Resolution 1986.

WHEREAS, the Assembly reestablished the International Relations Advisory Committee in Resolution 1986 to advise the Assembly on issues relating to the promotion of international relations; and

WHEREAS, the Human Resources Committee has concluded that there is no longer a need for the International Relations Advisory Committee, and recommends that it be dissolved; and

WHEREAS, the Human Resources Committee has further concluded that there is a need for a Sister Cities Committee, and recommends that the Sister Cities Committee be reestablished; and

WHEREAS, at its meeting on August 11, 2008, the Human Resources Committee considered the membership and purposes of the Sister Cities Committee and directed that this resolution be prepared for presentation to the Assembly for adoption.

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

Section 1. Sisters Cities Committee.

- (a) Committee Reestablished. There is reestablished a Sister Cities Committee for the City and Borough of Juneau. The committee shall consist of three public members appointed by the Assembly to serve for 3-year staggered terms.

(b) Purposes of Committee. The purposes of the committee shall be:

1. To focus on nurturing the City and Borough's relationships with each of the cities the Assembly has designated as a Sister City, including improving and maintaining the City and Borough's communications with each of its sister cities;
2. To promote and foster mutually beneficial cultural exchanges, international municipal cooperation, and bonds of friendship and understanding between the City and Borough and its sister cities;
3. To provide planning and coordination of activities in relation to the sister cities, including official visits by sister city guests to the City and Borough and hosting of events for the visiting sister city; the committee may establish subcommittees and ad hoc volunteer groups to assist the committee in these efforts;
4. To make recommendations to the Assembly regarding official visits by the City and Borough to its sister cities;
5. To make recommendations to the Assembly regarding the establishment of additional sister city relationships;
6. To periodically evaluate whether existing sister city relationships are achieving their purpose, and advise the Assembly accordingly; and
7. To perform such other functions and advise the Assembly on such other matters regarding the City and Borough's sister cities as the Assembly may request.

(c) Procedures. The committee's procedures shall be governed by the Rules of Procedure for Assembly Advisory Boards, as such may be amended from time to time.

Section 2. Repeal and Dissolution of Committee. Upon the appointment of the three members of the Sister Cities Committee, Resolution 1986 shall be repealed, the International Relations Advisory Committee shall be dissolved, and the current terms of the members of the International Relations Advisory Committee shall expire.

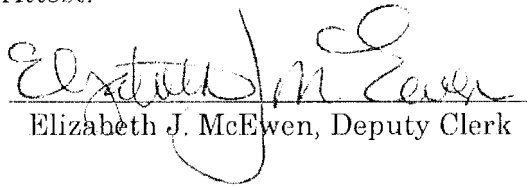
Section 3. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 8th day of September, 2008.

A handwritten signature in black ink, appearing to read "Bruce Botelho", written over a horizontal line.

Bruce Botelho, Mayor

Attest:

A handwritten signature in black ink, appearing to read "Elizabeth J. McEwen", written over a horizontal line.

Elizabeth J. McEwen, Deputy Clerk