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

August 11, 2014 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. June 30, 2014 Regular Human Resources Committee Meeting

B. July 10, 2014 Full Assembly Sitting as the Human Resources Committee Minutes

C. July 17, 2014 Full Assembly sitting as the Human Resources Committee Minutes

D. July 31, 2014 Special Human Resources Committee Meeting

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. Aquatic Facilities Advisory Board Annual Report

2. Juneau Commission on Aging - Appointment

   There is one vacant seat on the Juneau Commission on Aging for a term to begin immediately and expiring June 30, 2017.

3. Juneau Human Rights Commission - Appointment

   There are four vacant seats on the Juneau Human Rights Commission; two for terms expiring May 31, 2017 and two for terms expiring May 31, 2015.

4. Sales Tax Board of Appeals - Appointment (No Annual Report)

   In 2013 there were no Sales Tax Appeals filed, therefore there is no annual report for last year. There is one open seat on the Sales Tax Board of Appeals for a term beginning immediately and expiring December 31, 2016.

B. Liquor Licenses

1. Application for Dedesignation of Liquor Licensed Premises - Suite 907

   A liquor license dedesignation application is subject to approval by the local law enforcement agency as well as the local governing body. Deputy Police Chief Ed Mercer has approved these on behalf of Juneau Police Department with the condition that it is subject to revocation in the event there are law enforcement issues that arise as a result of this permit. Applicant Cindy Isaak

stated that she agreed with that condition when she met with staff and submitted her application.

This is an application to dedesignate the liquor license for Suite 907 for certain dates/times to allow the business to hold youth-related events for persons between the ages of 17 and 20. Rather than scheduling this application for the July 21 Assembly meeting, the City Manager asked that this be considered by the Human Resources Committee prior to Assembly action on the application.

If approved by the Assembly at its August 11, 2014 meeting, the remaining event dates/times indicated on the application subject to approval would be from 9p.m. - 1a.m. the nights of August 14, August 19, September 25, October 16, November 6, and December 29.

Staff recommends the HRC forward this matter to the Assembly for approval of the dedesignation application with the condition that the approval may be revoked for cause at the request of the police department.

C. Other Business

IV. STAFF REPORTS

V. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VI. ADJOURNMENT

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

June 30, 2014 Regular Human Resources Committee Meeting

ATTACHMENTS:

	Description	Upload Date	Type
☐	June 30, 2014 Regular Human Resources Committee Meeting DRAFT Minutes	8/6/2014	Minutes

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

June 30 2014 5:30 PM
Assembly Chambers

I. ROLL CALL

Chair Jesse Kiehl called the meeting to order at 5:30 p.m.

Committee members present: Jesse Kiehl, Loren Jones, Kate Troll, and Jerry Nankervis (telephonic)

Absent: None.

Staff present: Deputy Clerk Beth McEwen, City Attorney Amy Mead, Deputy City Manager Rob Steedle, Municipal Clerk Laurie Sica, CDD Director Hal Hart, CDD Senior Planner Beth McKibben, JPD Lt. Kris Sell, and Sgt. Krag Campbell.

II. APPROVAL OF AGENDA

Ms. McEwen noted the following two items found in the red folder: 1) An application from Amy Skilbred for the Juneau Commission on Sustainability, and 2) an email sent to all the Assemblymembers earlier that day from Tom Boutin regarding Ordinance 2014-08.

III. APPROVAL OF MINUTES

A. Minutes - May 19, 2014 Assembly Human Resources Committee Regular Meeting

Mr. Kiehl said he submitted a few grammatical corrections to the Clerk. Hearing no objection, the minutes of the May 19, 2014 Human Resources Committee meeting were approved as corrected.

IV. PUBLIC PARTICIPATION

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

V. AGENDA TOPICS

A. Board Matters

1. Historic Resources Advisory Committee - Annual Report & Appointments

The HRC members received the annual report of the Historic Resources Advisory Committee (HRAC) in the meeting packets. There was no one present from the HRAC to present additional information.

Mr. Nankervis said that he couldn't differentiate the colors in the map attached to the Ordinance 2013-01 and asked if anyone could explain that.

He asked if a color copy of the map could be forwarded to them for additional review. Staff will forward color copies to the members following the meeting.

MOTION by Mr. Jones to recommend the Assembly reappoint Gerald Gotschall, Myra Gilliam, and Shauna McMahon to terms on the Historic Resources Advisory Committee expiring June 30, 2017 and to appoint Michael Tripp and Sorrel Goodwin to terms on the HRAC expiring June 30, 2016. *Hearing no objection, the motion carried.*

2. Juneau Commission on Aging - Annual Report & Appointments

The HRC members received the annual report of the Juneau Commission on Aging (JCOA) in the meeting packets. JCOA Chair MaryAnn VandeCastle was present to elaborate on the information provided in the annual report.

She said there was some confusion in a recent article in the Juneau Empire that made it sound as though Alaska has the fewest percentage of seniors in the country. She said what was missing from the article was the fact that we have the fastest growing senior population in the country. She said the senior population is growing fast with an artificial bulge coming up due to a lot of 'baby boomers' who came up to Alaska in the 1970's and 1980's. She said that approximately 10 years from now, 1 in 4 Juneau residents will be age 60 or over. Right now, 1 in 4 Juneauites are in the 19 or younger age group. She said in light of all that we invest in the community in young people right now, we need to be thinking along those lines for investing in seniors. She would like to keep that before the Assembly and the JCOA would be happy to give a presentation about of that information anytime.

Ms. Troll mentioned that they had received a presentation from Sioux Douglas regarding the Senior Assisted Living Needs Assessment and she asked Ms. VandeCastle if the Commission on Aging has heard any more about the status of that project. Ms. VandeCastle said the study is due to be completed by August. It is being managed by the Juneau Economic Development Council with the majority of the funding for the study coming from CBJ with some funding coming from the Mental Health Trust Authority and also some funding from the organization that Sioux Douglas represents. She said it is moving quickly and will be done by the end of summer and they will have a report on exactly what type of facility the Juneau population can support. They are having a public meeting on July 23 at Centennial Hall with public participation. They have done a lot of one on one interviews, a phone survey, and some other outreach.

MOTION by Mr. Jones to recommend the Assembly reappoint MaryAnn VandeCastle to the Juneau Commission on Aging to a term expiring June 30, 2017. *Hearing no objection, the motion carried.*

Mr. Jones noted that Marie Darlin did not submit an application for reappointment but he wanted to acknowledge her for all her service. He said he was sure she would continue to make her views known to the Assembly as the need arose.

3. Juneau Commission on Sustainability - Annual Report & Appointments

Juneau Commission on Sustainability Chair Lisa Wiessler presented a follow-up to the annual report found in the packet. She explained that the commission is currently in its seventh year and it continues to evolve. The commission has eleven members with a diverse representation from the community.

Some of their duties include education and outreach and advising the Assembly on policies and programs that promote sustainability. During the past year, in terms of education and outreach, they have been updating and refining a website that they developed the prior year. Key topics they have worked on this past year and hope to work on during the next year include:

- Electric Vehicle Charging Stations;
- The Energy Plan proposed through the Climate Action Plan has been put on hold due to budget constraints;
- Discussions with the contractors for the Juneau Economic Development Plan;
- Energy and sustainability recommendations for the new Valley Public Library;
- Solid waste issues; and
- Beginning to review the Sustainability section of the Comprehensive Plan for when it is next updated.

Mr. Jones noted that the Docks and Harbors Board received a presentation about an electrical car charging station possibly being located at the Douglas boat harbor area and the board decided they did not wish to get involved with a station that may tie up parking spaces. Ms. McKibben explained that the electric vehicle initiative is being captained by the Juneau Economic Development Council in one of their energy cluster groups and is being funded in part through a grant. CBJ Engineering staff and the JCOS have reviewed where they wanted to locate the electric vehicle charging station that CBJ is sponsoring with their portion of the grant. Ms. McKibben explained that her understanding is that the charging station CBJ will be sponsoring will be located in the Marine Park parking garage. She said another one will be installed at the new Valley Library and that the Eaglecrest Board has indicated that they would like to have one located up at Eaglecrest. She said that she didn't know if the other charging station they were hoping to have in Douglas by the harbor has found a home yet. Mr. Jones said he thought there was another one planned to be out the road by Tee Harbor area. Ms. Troll said that due to the available funding and cost equation per station, the overall number of sites had to be reduced.

Mr. Nankervis asked if the commission had received any response to their recommendations for the new Valley Library. Ms. McKibben said that some changes were made to the design to make it more energy efficient, partly as a result of the JCOS' recommendations.

Ms. Troll said she felt it is still important to find funding for the energy plan and asked if there had been any follow-up discussion with the new owners of AEL&P as to whether they would be willing to be a business partner helping to sponsor the energy development plan. Ms. Weissler said she is not aware of any such discussions.

MOTION by Mr. Jones to recommend the Assembly appoint Clint Gundelfinger and reappoint Amy Skilbred and Lisa Weissler to the Juneau Commission on Sustainability to terms beginning immediately and expiring June 30, 2017. *Hearing no objection, the motion carried.*

4. Personnel Board - Appointment

There was one management seat open on the Personnel Board for a vacant term expiring January 31, 2016. There were two applications received from Nancy Sutch and Kenneth Southerland.

MOTION by Ms. Troll to recommend the Assembly appoint Nancy Sutch to the open management seat on the Personnel Board to a term expiring January 31, 2016. *Hearing no objection, the motion carried.*

5. Resolution 2689 A Resolution Amending the Juneau Local Emergency Planning Committee Membership and Bylaws and Repealing Resolution 2135.

The packet contained a memo from Ms. McEwen outlining the main changes to the resolution and bylaws. Mr. Jones, the Assemblymember serving on the Local Emergency Planning Committee (LEPC) noted that the major change is the addition of a seat to the committee for a member representing Juneau's vulnerable populations. He said there was a lot of discussion at the LEPC meetings and they all agreed to this proposal but wanted to be sure the definition of vulnerable populations was an expanded version beyond just persons with disabilities. He explained this is a process by which it came first to the HRC, it will then go to the LEPC for approval at its July 9 meeting then to the Assembly for its approval and finally on to the State Emergency Response Commission for final approval.

Mr. Jones said he did have one question about Ms. McEwen's recommendation for changing the ten day notice to three days for holding a special meeting. He said he thought with such a large group that getting everyone together on quick notice is hard and would suggest that the LEPC itself look at that recommendation and decide whether or not they wish to change it from ten days to three days.

Mr. Nankervis said he agrees with many of the housekeeping changes such as the name change but does not agree with adding another representative on this committee. He served on the committee for approximately ten years. He said it is a very large committee and is so large that it had to go to Bartlett Regional Hospital to use one of their rooms. He said often, the larger a group is the less work actually gets done. He pointed to the committee's charge found on Page 4, Section 5 Purpose: Review and revise the Emergency Response Plan; hazards which threaten; identification of agencies for

responding; collect, manage and provide access; study and make recommendations on transportation routes; coordinate with appropriate agencies; work with companies, make recommendations on the safest locations for storage and trans-shipments.

He said in looking at all the groups represented under page 2, section 4, they already have all the groups represented and anyone is eligible to serve in a public seat or community group seats if they wish to have additional representation. He said in the time he served on the committee, he did not recall a time at which all the seats were filled and often there was no one representing the media or public groups attending the meetings. He said he would rather not add additional seats but rather, when the community group or public seats are open, that would be the opportunity for those interested individuals to apply to serve.

Mr. Jones said he has served with the committee for the past 6-9 months and in his experience, the attendance has been much better and just about every meeting, someone from every group is present. He said every meeting he has attended two members (primary and alternate) from the media have been in attendance. He said in over half the meetings, they have had members who fit the definition of vulnerable populations attend, not as voting members but as attendees. He said he would maintain his support and feels that participation has changed substantially since the time Mr. Nankervis served on the committee.

Mr. Kiehl said Mr. Jones' experience tracked closely with his own year of service on the LEPC. He said the first two items under the purpose, specifically Section 5(b)(1) and 5(b)(2) identifying all hazards and the various agencies and their procedures for responding to protect people, property...specifically could benefit from representation of vulnerable populations. He said in his year of service on the LEPC, there were a number of good contributions received from folks advocating for persons with disabilities pointing out situations where people aren't able to hear emergency alerts if they aren't able to hear or other issues specific to vulnerable populations. He said he found those contributions to be beneficial to his service on the LEPC.

MOTION by Mr. Jones that the Human Resources Committee approve forwarding the resolution and bylaws to the Assembly and ask that the LEPC review this at its July 9 meeting and if they have any recommended changes, that they be forwarded to the Assembly. *Hearing no objection, the motion carried.*

B. Liquor Licenses

C. Other Business

1. Ordinance 2014-08 An Ordinance Amending Title 20 of the City and Borough Code to Provide for the Regulation of Secondhand Dealers and Providing for a Penalty.

Mr. Kiehl noted that Ordinance 2014-08 would amend Title 20 of the CBJ Code relating to Second Hand Dealers. He invited Lt. Kris Sell and Sgt. Krag Campbell to come forward to speak to the proposed ordinance.

Lt. Sell explained that many years ago, pawnshops began to fall under State laws that required them to abide by certain regulations that made it more difficult to fence stolen property through pawnshops. Pawnshops had to keep certain records, those records had to be provided to the police department, there were waiting periods if someone brought property to a pawn shop to give officers a chance to find out if something had been reported stolen and could check the pawnshops for that. Recently, they have had more second hand stores come into Juneau which have become some of the favorites of the criminal milieu to dispose of stolen property.

Lt. Sell gave examples of cases that brought them to introduce this ordinance change. The main issues included the short time in which a burglary can occur, the perpetrator sells the stolen items, and gets their drug fix, and the second hand store can turn around and sell the item right away making it very difficult for the police to investigate and retrieve the stolen items to try to make a victim whole again.

She said this ordinance is an attempt to level the playing field between the pawn shops and the second hand stores and have them abide by similar requirements and give investigators a chance to get to stolen property before it's quickly liquidated and moved out of town.

Ms. Troll said there was an email received from a concerned citizen that was trying to make the linkage that this ordinance would result in the registration of firearms and she said she did not see that jump but asked if staff could comment on that. Lt. Sell said that is not their intent, they have no reason to try to create a registry for firearms and it is not something they are going to require people to do. She did say that firearms do have serial numbers on them which can be a good way to link them to a theft.

Sgt. Campbell said it is not any new information that is being required. When someone sells a firearm to a second hand store, they have to give their name, show ID, and give that information; what this ordinance is doing is asking that they hold it for 30 days for investigative purposes and to transmit the information to JPD electronically in a timely manner. Mr. Kiehl asked if this ordinance proposes collecting additional information beyond what is already required now under state law or if it is the same information but transmitted differently. Sgt. Campbell said it is the same information. As it is right now, second hand stores have to keep a log book with all the information that is required by state law. It is open for the police to go there to look at it. The only new things this ordinance is requiring is that they hold it for a certain amount of time and send it to JPD electronically. He also said the one additional thing the ordinance requires are photographs, not for firearms but for jewelery. He said for jewelery is very important to have photographs because a 10 carat diamond ring can be a hundred different things. If there is a photograph, it is easy to determine whether it is the item in question. Lt. Sell

said that digital photographs are easy to transport and are cheep to make and they have found that people who are burglary victims are able to easily identify their property and know it when they see it rather than from a general description.

Mr. Nankervis asked if this ordinance is specifically to address a second hand dealer or if they are looking at the intinerant buy/sell gold merchants who come in and ship it out of town. He asked what specific groups of businesses they are trying to address with this ordinance. Sgt. Campbell said this ordinance would also apply to those merchants who come to town, set up shop for a short period of time and leave town with the items that they purchased. They would have to send those reports to the police department. Mr. Nankervis then asked if it would also apply to jewelery stores such as the Jewel Box. Sgt. Campbell said that it would apply if they are in fact purchasing and reselling jewelery. Mr. Nankervis asked if it would also apply to a firearms sales as well if a gun dealer buys and sell used guns. Sgt. Campbell answered that it would apply.

Mr. Nankervis and Sgt. Campbell discussed the evidentiary hold process and the sections of the ordinance that applied to evidentiary holds vs. search and seizure issues. They discussed the types of items more likely to be stolen and pawned which included electronics, jewelery, firearms, coins, and other items of value.

Mr. Kiehl pointed out that there had been some confusion as to the process for this ordinance. He said there were two items on process to note:
1) While the ordinance was introduced at the last regular Assembly meeting, it was scheduled to go to the HRC for review at its June 30 meeting so wasn't to be on the Assembly agenda for public hearing nor Assembly action until the first regular meeting in July after it passes out of the Human Resources Committee; and
2) In general Assembly Standing Committees do not take public testimony on agenda items but he did invite Ms. Angela Hull, owner of Aardvark Armory, to come and address the HRC on this ordinance.

Ms. Angela Hull said she and her husband own a small firearms business in their home. She said they are huge supporters of law enforcement and try to do everything by the rules. They have put their store together in a membership/fellowship type model because they do not want a criminal element in their home or store. She said that some things about the ordinance make her concerned. Their business does take second hand firearms occasionally, although not often. The conditions upon which they take them are 1) if they know the person, and 2) if they or someone they know is looking for that specific type of firearm. She explained that the problem with the 30 day hold on firearms sales is that anyone can go on the internet and order a firearm without having to wait that 30 day period. She explained that there are a ton of internet sites that legally sale firearms, ship them to businesses like Ms. Hull's that hold a Federal Firearms License (FFL) and the purchaser would come to her business to have that background check run. Since they are purchasing the firearm off the internet

and not from her business, she misses out on the profit from the sale of the firearm.

She said another problem she has with the ordinance is the requirement to report to CBJ, or anyone else, what she paid for something and how much profit she made on it. She said this ordinance is overreaching, overstepping, and is binding other people who do have legitimate businesses who may or may not have second hand items in their stores. She said that they have so many regulations that they already have to deal with as FFL businesses that to add another level of reporting is a problem. She said if this passes as it is written now, she will no longer do business in second hand firearms, she is not a pawn shop and does not choose to be regulated as one, she has a guns and ammunitions store.

Ms. Troll asked Ms. Hull what changes she would propose to the ordinance to make it acceptable to her business. Ms. Hull said for her business, she would like to see firearms exempted from the ordinance. She said if they want to turn people into pawn shops, turn them into pawn shops and then let people decide how they wish to run their businesses. She said if this passes the way it is, she will stop taking in second hand firearms but that will just take one more step away from a gun being sold with any kind of tracking. It is not illegal for people to sell guns to one another; it is done all the time over the internet. She said here in Juneau, there are two Facebook pages that people sell guns on all the time and it is not transferred through a registered dealer; it is legal for them to sell it between themselves.

Mr. Kiehl asked the City Attorney about the log books and the electronic reporting if they would be considered public records since the government is requiring an individual to keep them and report them to the police department. Ms. Mead said she hasn't looked at that question specifically but her gut instinct would be that it is not due to one of the reasons Ms. Hull just cited. She said that is going into what a business' practices are that is not envisioned by the Public Records Act but that she would need to research it to be sure. Mr. Kiehl asked if it was possible to make the ordinance explicitly that they are not. Ms. Mead said that other municipalities make explicit statements about things that they exempt from the Public Records Act in their code and we may be able to do that.

Mr. Nankervis asked about the requirements for pawn shop reporting and the thirty day hold piece specifically. Ms. Mead said that everything that is in this ordinance with the exception of the digital photograph requirement is lifted from state law with respect to pawn shops. Everything we are requiring as far as reporting requirements is already required of pawn shops. Mr. Nankervis said he likes the idea of this ordinance but not necessarily this first attempt at getting there.

Mr. Kiehl asked Lt. Sell and Sgt. Campbell to explain the steps and time lines involved with the online reporting system. Sgt. Campbell said that when someone comes in and sells an item to a second hand store or pawn shop, the shop, using a point of sale system which is saved in a digital format,

sends a document to the online system that JPD will be utilizing. The point of sale system saves the document into an electronic format, uploads/emails it to the JPD program. Lt. Sell said that is the system they are currently using for pawn shops. Mr. Kiehl said that leads him to ask the businesses, Ms. Hull specifically with her business' small size, if they generally have a point of sale system. Ms. Hull said she does but not all businesses do. Mr. Kiehl said he is thinking of at least one retailer in town who he is certain does not. Ms. Hull said a lot of them do not but it has become easier and easier as technology has expanded to end up with a point of sale system but many of those are just a credit card transaction such as the Square and it would take quite a bit more work and effort to do more than just a credit card swipe. Mr. Kiehl asked Sgt. Campbell if their system had the capacity for a business to manually enter the information. Sgt. Campbell said it would need to be saved electronically so it could be transferred, it could be a Word document or Notepad such that it is something that can be transferred from computer A to computer B.

Ms. Hull said another section of the ordinance that she wished to address was on page 4 pertaining to employees. She said she doesn't employ anyone other than her husband but she could never hire someone who is a felon but saying that they could not hire someone who had a misdemeanor that involved dishonesty pushes it too far and is overreaching into her business. She said she agrees with the felony aspect but would hope that as a business owner, it would be up to her discretion as to who she could or could not hire. Mr. Jones said he finds it hard to reconcile that. He said he has served on boards of non-profits where there are so many restrictions on who you can hire if you deal with children or adults, or bookkeepers and you are going to loose your bonding insurance if that bookkeeper has some charge of dishonesty in the past. He said he does not see that being an intrusion for anyone dealing in pawn shop issues or anything else similar. Ms. Hull said her business is not a pawn shop. Mr. Jones said that is another concern that he has is if pawn shops get regulated, suddenly there are four pawnshops and twenty-five second hand stores and the twenty-five second hand stores are not regulated because they aren't pawnshops. He said we are doing a disservice to the community if we are regulating one and not the other, but if people are going to do something dishonest, they are going to find a way around it anyway, so he is struggling with this issue.

Mr. Kiehl asked the officers about the previous discussion about logging the amount paid for an item. He asked what the law enforcement need for that information was. Sgt. Campbell explained how they would use that information; if Joe Criminal went to a second hand store and sold an item for $200, he is committing a crime by defrauding that second hand store business owner out of $200. The police department, in the course of its investigation, will identify that item, seize it, and now the second hand store is out the $200 and the item. Ms. Troll asked if pawn shops are currently complying with that provision. Sgt. Campbell said that is correct and that another reason they need to know the dollar amount is due to the fact that depending on the amount of money involved sets the crime at a higher or lower category, under $50 is a misdemeanor, over $50 is an A misdemeanor,

and over $500 makes it a felony.

Mr. Kiehl asked Mr. Nankervis if he had any additional comments. Mr. Nankervis said he agreed with Ms. Hull that it should be up to the business as to who they wish to hire. He said he understands what is trying to be accomplished with the ordinance but that he has a number of things that he does not agree with and would like to see tweaked more. He gave the example of Ms. Hull's business and businesses such as the Jewel Box that only intermittently purchase second hand items and the 30 day requirement to hold them before they are allowed to be sold. His concern is trying to catch those who are doing things wrong while at the same time not harming the businesses that are trying to do things right.

Mr. Kiehl asked Sgt. Campbell to comment on the concern about the restrictions on employment. Sgt. Campbell said that language was specifically copied straight from the state statutes for pawn shops. Pawn shops cannot employ people who have committed crimes of dishonesty. He said they have seen it in some of the second hand stores where the people who had previously been defrauding them, are now working for them a month later. You need people who are generally going to be honest people taking in property, required to keep records of it, and handing out the money for it. Lt. Sell said that since they have seen that in Juneau, when you see someone who JPD has confirmed and told the business owner that yes, that individual has sold them stolen property and the business owner hires them as an employee, it embeds them into the criminal milieu and makes the business part of a criminal franchise. She said the intent is to stop second hand stores from doing that when actually a second hand store is more appropriate for stolen property than a pawn shop because someone who is pawning stolen property is never going to come and get it back. The concept behind the pawn shop is that they are given a small amount of money on loan for an item and they will redeem that but they have found that people who have stolen property do that.

Mr. Nankervis noted that the difference from a pawn shop and these other business is that a pawn shop is holding property with the expectation that the owner will be coming back to redeem the item.

Mr. Jones asked if there were any other Alaskan communities that had incorporated pawn shop statutes into their codes for second hand stores. He also asked if the state has recently revised any of the pawn shop laws at the state level if they have been looking at writing any rules related to the second hand stores. Sgt. Campbell said when they began to look at this, he inquired if other communities have been having similar issues and while Anchorage has quite a number of pawn shops, this has not been a problem in Anchorage. Mr. Kiehl said his memory was that the state laws have not been revised since they were originally adopted approximately 5 years ago.

Ms. Troll said her sense is that this is an ordinance we need to move on but that it may need some additional work. She said there is a need that should be addressed and while the ordinance tries to take pawn shop laws and apply

them to second hand stores, this may not be the fit that they thought it was. She said she would like to consider this again at another committee meeting with the hopes that Mr. Nankervis and others will have some proposed amendments at that time. She said she thinks there is an important need that the police department is trying to address so she doesn't want to see it put on the back burner but that she would like to see it scheduled for additional meetings.

Mr. Kiehl asked the clerk for the HRC meeting schedule. Ms. McEwen explained that the July 21 regular HRC meeting was bumped due to an appeal hearing. The next regular HRC meeting was scheduled for August 11 with two special HRC meetings scheduled for July 10 and July 17 for the Full Assembly to do enterprize board interviews. Mr. Kiehl will coordinate with the Clerk's office to schedule a special HRC meeting in July on this.

2. "Juneau Votes" Presentation

carolyn Brown representing the League of Women Voters (LWV) gave a presentation on the newest community group called "Juneau Votes." She said this began a number of months ago when the LWV met with Library Director Robert Barr about doing something for the LWV at the public libraries. She said they took them into another direction in which Mr. Barr had a passion for voting, voter issues, getting an informed citizenry which is exactly what the LWV has been working on for the past 100 years. They brainstormed on how the LWV could work with the Juneau Public Library systems and they came up with the idea of Juneau Votes which is to be a collaboration of many community groups. They hope it may go into perpetuity but to begin with, they would like to see it go from now until November 6, 2014 at minimum. They have some outlines for things they would like to do to increase participatory democracy in our community which would increase voter registrations, voter address change, participation in the elections and informed decision making.

Juneau Public Libraries Electronic Services and Community Outreach Librarian Andi Hirsh has been instrumental in coordinating this efforts. Ms. Hirsh explained that Juneau Votes is a non-partisan, collaborative community project and their goal is to increase voter registration, voter information, and voter turnout in Juneau. Juneau, just like the rest of the nation, has had decreasing voter turnout for the past couple of decades. They hope that civic participation, especially on a local level is extremely important to having a strong, functioning, and vibrant democracy. In the Juneau Votes charter, they are looking at increasing voter turnout in the upcoming state primary, general, and municipal elections. The general population of Juneau has been slowly increasing, however voter registrations have not been increasing so Juneau Votes is hoping to take a multi-pronged approach. They have 20+ voter registrars as well as all the Juneau Public Libraries where people can register to vote, update their address, do a name change, etc. They will be out in the community at events such as the 4th of July parade, booths for registrations as well as other areas around the community.

Another key piece they would like to address is providing information to

voters. They distributed copies to each of the HRC members of the handouts from the group which includes a half sheet of paper with all the voting dates, locations, and issues on the ballots using neutral language so people are made aware of when and where they can vote and also get more information. She said they will also be having panel discussions on Senate Bill 21 (Primary Ballot Issue #1 re: Oil Taxes), Candidate Forums and other sorts of community events that will allow people to become informed voters and hopefully go out and vote. She explained that there is concept in advertising called effective frequency which states that a person has to see the same information multiple times, whether it is 3, 6, or 12 times before they look at the information and register it for themselves so their group is hoping to provide that frequent message to the community in advance of the upcoming elections.

Ms. Troll thanked them for their efforts and said she hopes that their efforts are successful. She also said they found it interesting when they were looking at voter turnout numbers that there seemed to be a higher turnout of voters when there was an advisory question on the ballot. She said if the group has any suggestions for the Assembly on a possible advisory vote question to forward that on. She said recruiting people to run for office is sometimes a difficulty so she was wondering if information about that was part of the charge of Juneau Votes or not to talk up the value of public service.

Ms. Hirsh stressed that every member of Juneau Votes has a deep belief that this is important, but they have not discussed that particular issue as a group yet. Ms. Brown said it is very much a part of the League of Women Voters to get people involved and there is a statement that says "We will not make any progress until we turn little d [democracy] into Big D [Democracy]." She said, what is little d? It is us at the local level and if there can be an effective power with what they are doing locally, whether it is voter registration or getting people to vote or getting more people involved, then that becomes Big D which has exponential power at the state and national levels.

Ms. Hirsh also added that the next meeting of Juneau Votes will be held on Thursday, July 3 at the Juneau Public Library at 5pm and they are open to any individuals or groups who would like to come and participate.

Mr. Kiehl thanked them for their efforts and presenting the information to the committee.

IV. STAFF REPORTS

V. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VI. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:45p.m.

Respectfully submitted this 11th day of August 2014.

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

July 10, 2014 Full Assembly Sitting as the Human Resources Committee Minutes

ATTACHMENTS:

	Description	Upload Date	Type
☐	July 10, 2014 Special Human Resources Committee DRAFT Minutes	8/7/2014	Minutes

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

July 10, 2014 5:45 PM
City Hall Conference Room #224
Full Assembly Sitting as the Human Resources Committee, Immediately Followed by a Special Assembly Meeting for Board Appointments.

I. ROLL CALL

Chair Jesse Kiehl called the meeting to order at 5:49p.m.

Committee members Present: Chair Jesse Kiehl, Mayor Merrill Sanford, Mary Becker, Jerry Nankervis, Carlton Smith, Randy Wanamaker, Kate Troll, and Loren Jones (telephonic).

Absent: Karen Crane

Others present: Deputy Clerk Beth McEwen, Port Director Carl Uchytil, Airport Board Chair Jerry Godkin and board applicants.

II. APPROVAL OF AGENDA

III. AGENDA TOPICS

A. Board Matters

1. Interviews of Applicants - Docks & Harbors Board

There were three seats open on the Docks and Harbors Board for terms beginning immediately and expiring June 30, 2017. Applicants interviewed included David Summers, E. Budd Simpson, and John A. Bush. Applicant David Seng was traveling and unavailable to be interviewed.

2. Interview Applicants - Airport Board

There were two seats open on the Airport Board for terms beginning immediately and expiring June 30, 2017. Applicants interviewed included incumbents Ron Swanson, and Malcolm Menzies as well as new applicants Bob Deering, and Dennis Harris. CBJ Code 05.01.010 provides for no more than three members of the Airport Board to be Airport tenants. Incumbents Ron Swanson and Malcolm Menzies are both airport tenants while applicants Bob Deering and Dennis Harris are non-tenant public applicants.

B. Other Business

III. EXECUTIVE SESSION

A. Committee Deliberation

Page 1 of 1

MOTION by Ms. Becker to go into Executive Session for the purposes of deliberations on candidates for board appointments. *There being no public comment on the motion to go into executive session and there being no objection, executive session convened at 7:23p.m.*

The meeting reconvened from executive session at 7:54p.m.

MOTION by Ms. Becker for the HRC to recommend the Assembly appoint David Summers, E. Budd Simpson, and John A. Bush to the Docks and Harbors Board for terms beginning immediately and expiring June 30, 2017. *There being no objection, the motion carried.*

MOTION by Ms. Troll for the HRC to recommend the Assembly appoint Malcolm Menzies and Dennis Harris to the Juneau International Airport Board for terms beginning immediately and expiring June 30, 2017. *Objection was noted and a roll call vote was taken.*

Roll Call:
Aye: Wanamaker, Nankervis, Smith, Troll, Jones and Kiehl
Nay: Becker, Sanford
Motion passed, 5 ayes, 2 nays.

IV. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 7:56 p.m.

Respectfully submitted this 11th day of August, 2014.

Beth McEwen,
Deputy Clerk

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

July 17, 2014 Full Assembly sitting as the Human Resources Committee Minutes

ATTACHMENTS:

	Description	Upload Date	Type
☐	July 17, 2014 Full Assembly sitting as the Human Resources Committee DRAFT Minutes	8/7/2014	Minutes

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

July 17, 2014 6:30 PM
City Hall Conference Room #224
Full Assembly Sitting as the Human Resources Committee, Immediately Followed by a Special Assembly Meeting for Board Appointments.

I. ROLL CALL

Chair Jesse Kiehl called the meeting to order at 6:42 p.m. He apologized for the previous HRC meeting having run a little late so this meeting began a bit late.

Committee Members Present: Jesse Kiehl, Jerry Nankervis, Karen Crane, Kate Troll, Randy Wanamaker, Carlton Smith, Mayor Merrill Sanford, with Loren Jones and Mary Becker participating telephonically.

Absent: None.

Staff present: Deputy Clerk Beth McEwen

II. APPROVAL OF AGENDA

Ms. McEwen reported that there were agenda revisions with the withdrawal of application from Christopher Walker, Christopher Murray, and Sam Roche.

III. AGENDA TOPICS

A. Board Matters

1. Applicant Interviews - Eaglecrest Board

There were two open seats on the Eaglecrest Ski Area Board for terms beginning immediately and expiring June 30, 2017. Applicants interviewed were incumbents Bruce Garrison and Wayne Stevens as well as a telephonic interview with applicant Jeff White.

B. Other Business

III. EXECUTIVE SESSION

A. Committee Deliberation

MOTION by Mr. Wanamaker to go into Executive Session for the purposes of deliberations on candidates for board appointments. *There being no public comment on the motion and there being no objection, executive session convened at 7:34p.m.*

The meeting reconvened from executive session at 7:43p.m.

MOTION by Ms. Crane to recommend the Assembly appoint Bruce Garrison and Wayne Stevens to the Eaglecrest Ski Area Board to terms beginning immediately and expiring June 30, 2017. *There being no objection, the motion carried.*

IV. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 7:44p.m.

Respectfully submitted this 11th day of August, 2014.

Beth McEwen,
Deputy Clerk

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

July 31, 2014 Special Human Resources Committee Meeting

ATTACHMENTS:

	Description	Upload Date	Type
☐	July 31, 2014 Special Human Resources Committee Meeting DRAFT Minutes	8/7/2014	Minutes

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

July 31, 2014 4:45 PM
Municipal Building - Assembly Chambers
Work Session - No Public Testimony Taken

I. ROLL CALL

Chair Jesse Kiehl called the meeting to order at 4:45 p.m.

Committee members present: Jesse Kiehl, Kate Troll, Jerry Nankervis and Loren Jones

Other Assemblymembers present: Mayor Merrill Sanford, Karen Crane, Randy Wanamaker

Absent: None.

Staff present: Deputy Clerk Beth McEwen, City Attorney Amy Mead, City Manager Kim Kiefer, Deputy Manager Rob Steedle, JPD Chief Bryce Johnson, Lt. Kris Sell, Sgt. Krag Campbell

II. APPROVAL OF AGENDA

Ms. McEwen noted two letters received from Mr. Hammons earlier in the day via email that were distributed to the members.

III. APPROVAL OF MINUTES

A. July 17, 2014 Special HRC Meeting Draft Minutes

There being no objection, the minutes of the July 17, 2014 Special Human Resources Committee Meeting were approved as presented.

IV. AGENDA TOPICS

A. Board Matters

1. Ordinance 2014-08(b) An Ordinance Amending Title 20 of the City and Borough Code to Provide for the Regulation of Secondhand Dealers and Providing for a Penalty.

Mr. Kiehl noted that the ordinance before the committee to review is version (b) which was presented at the July 17, 2014 meeting.

Mr. Nankervis asked that section 20.05.070 Employees found on page 5 be struck from the ordinance. Discussion took place regarding the reasons for the proposed deletion and Mr. Nankervis felt that it should be up to the business owners to make those decisions. The committee discussed the line between misdemeanors and felonies. Mr. Nankervis explained that he considers laws in two viens - those

pertaining to safety of individuals vs. "stuff." Since this ordinance pertains to "stuff" it doesn't rise to the same level as the ordinances pertaining to the safety of individuals and there is a $1 difference between a misdemeanor and a felony. Ms. Troll asked Mr. Nankervis if he would be willing to change the language from dishonesty to endangerment of persons. Mr. Kiehl said he doesn't think that since the purpose of this language was to prevent fraudsters from keeping the logs of materials that are brought into second hand stores he did not think that standard would apply in this ordinance.

There being no objection to Mr. Nankervis' proposal, the committee approved striking the language found in the section titled "20.05.070 Employees."

Discussion took place regarding whether this ordinance would apply to anyone placing ads on Craig's List, the radio "Action Line," eBay, or other similar venues. Ms. Troll noted that the difference with Craig's List or eBay is that the police could go online and see if particular items are listed for sale. Mr. Kiehl noted that if someone has an online store with Craig's List or eBay, they would be required to obtain a business license and would be subject to the second hand store ordinance. Ms. Mead explained that the ordinance applies to any business that sells pursuant to a business license, obtained through the state. She also explained that the ordinance is not going to be perfect as it cannot account for all possible scenarios but version (b) does apply to those businesses who have a business license issued by the state or are representing themselves as a second hand dealer, whether or not they have a business license, and are selling items in those categories listed in the ordinance.

She referred to the exemptions under 20.05.110 in the ordinance which states in part:

"This chapter does not apply to: ...

...(c) casual or isolated transactions made by any person offering his or her own personal property for sale, purchase or consignment or that are not made;

(1) Pursuant to a business license; or

(2) By secondhand dealers representing themselves to be in the business of buying, selling, trading, exchanging, consigning or otherwise dealing in secondhand goods or articles."

Mr. Nankervis noted that at the last HRC meeting, they were given copies of AS 08.76.010 and the last item, number 6, requiring the signature of the customer was not included in the ordinance and he asked if that was an intentional ommission or if it was accidently left out. Sgt. Campbell said he thought it was accidently left out. Additional discussion took place about possibly adding that language into the ordinance. Ms. Mead explained that she thought it was left out of the original ordinance draft because the main intent by JPD was to receive an electronic copy of the transactions that were occuring so there was no place for the signature to occur within that electronic transaction unless they wished to include the log book similar to what the pawnbrokers have. She explained that per the demonstration by Lt. Sell at the last HRC meeting, the electronic filing system transfering the point of sale data to JPD did not have a place for a customer's signature to be included. She said the ordinance fills in the gaps between what the state statutes require for secondhand dealers and what they require for pawnbrokers which is the electronic

recordkeeping piece. She said she did not see a reason to require the log book and the signature specifically in our ordinance if it is already required by state statute. In light of the discussion the committee decided not to make any changes that portion of the draft ordinance.

Mr. Nankervis said he is not in favor of the police hold order in the draft ordinance. He said that is a personal feeling of his and he feels that the police should have to get a search warrant to seize the item. Lt. Kris Sell explained the reason they requested the police hold order language included in the ordinance was to allow time to enable the police to identify an item, have the victim come to the location and verify if in fact it is the item they have reported missing and then have the time to obtain a search warrant if in fact it is justified. It gives them the time to fill the gap between reasonable suspicion and probable cause for the warrant. Mr. Nankervis said he thinks it lowers the bar and should not be in the ordinance.

MOTION by Mr. Nankervis to remove the sections on the police hold order, the evidentiary hold and the associated sections on the hold orders removed from the ordinance. Ms. Troll said she would object to those changes. A roll call vote was taken.

Roll Call:
Ayes: Nankervis
Nays: Troll, Jones, Kiehl
Motion failed; 1 Aye, 3 Nays.

Mr. Nankervis asked about the electronic reporting required on page 3, line 6, and asked if all businesses that are affected by this ordinance would be required to do an electronic report and would not have an option to do a handwritten report. Lt. Sell said that it is the LEADSonline program and everyone would be required to submit an electronic report.

Mr. Kiehl said he received a question from a Federal Firearms Licensee (FFL) whether this would apply to a licensee performing a reference check for a transaction that is happening by mail. One example is a customer purchases a firearm from someone in another state, that handgun is shipped to the Juneau licensee who charges a fee to provide the criminal check before the transaction is completed and the firearm is then given to the Juneau-based buyer. He asked if that transaction would be subject to this ordinance as it is written. Ms. Mead said that it would not.

Mr. Kiehl said in the letter they received, one of the concerns that he wished to raise with the committee had to do with the sale of precious metals, especially gold by someone who mines it themselves. He had two questions for the City Attorney pertaining to this. There are currently two producers of precious metals on an industrial scale here in Juneau. He asked that when they sell their ore concentrates, are they subject to the ordinance as currently written. Ms. Mead said it depends on who they are selling it to and what that person is in business for. If they are a secondhand dealer as defined by the ordinance, yes; if not, no the ordinance does not apply.

Mr. Kiehl said his second question has to do with recreational gold panners/prospectors who come into a Juneau based business that deals in secondhand items and asked how the ordinance currently treats that type of situation. Ms. Mead said the ordinance discusses the sale of used items and while it would not fall under the category of "used" items, if you look only at the definition of "precious metals," it does not exempt those pure unadulterated forms of the precious metals. She said that while the rest of the ordinance doesn't apply to those scenarios, the definition of precious metals could be changed to provide additional clarity.

Ms. Mead suggested the following change to the definition language: *Precious metals* means any metal that is valued for its characther, rarity, beauty or quality, including, but not limited to, gold, silver, platinum, or any other such metals, whether as a seperate item or in combination as a piece of jewelry, except for precious metals in an unadulterated raw form obtained through casual, isolated efforts. Mr. Kiehl said he would like to see some reference to unrefined ore concentrate which is what our two local mines ship out. Additional discussion took place regarding the definition language and whether it needed changing so that it did not apply to the unrefined ore concentrates being sold by Kensington or Green's Creek.

JPD officers gave examples of cases in the past few years that dealt with stolen raw ore or gems and if secondhand stores did not have to report that, they may not be able to solve those crimes.

Mr. Kiehl had two other items to address relating to the ordinance. The first one dealt with items obtained by a secondhand dealer that are obtained at garage or estate sales off the premises of the dealer's main retail outlet and he said he believes that is covered by the state law and would be covered by this ordinance. Ms. Mead said they would be covered by the ordinance.

He said there was discussion at the last HRC meeting from public testimony about the items obtained by a secondhand dealer at no cost that were donated to that secondhand dealer. He asked if the committee wished to address this issue. Seeing none, he moved onto the next item.

He noted on page 11, in the definition of secondhand dealer, it includes dealers of "antiques" (line 4) and "watches" (line 6), neither of which is covered by version (b) of the ordinance and it does not make specific mention of "tools, firearms, and electronics" all three of which are covered by the six categories listed on page 1. He asked if the committee had any problems with those changes to the definition. *There being no objection, those changes will be incorporated.*

Mr. Nankervis said he had one more change on page 4 at the bottom, he said regarding the 30 day timeframe required for holding property for 30 days he is not in favor of making the secondhand businesses become storage units for 30 days. He said he understands the goal to get property back to the rightful owners but he does not like where business owners are being required to sit on these items for 30 days. He said he understands it for pawnshops because the sellers are expected to be coming back to get the items but he feels this is different. Ms. Troll asked if Mr. Nankervis would suggest a less amount of time to find the balance between what

the police department needs and minimize the storage burden on secondhand dealers. Mr. Nankervis said he would prefer no waiting period. Additional discussion took place and Mr. Nankervis said since he was the only one wishing to make the change he was willing to drop it.

Mr. Kiehl said he during public testimony at the last meeting, they were asked what the definition of "secure" is. He asked if a definition was required and if so, what it might be. Ms. Mead said that she did not think a definition was needed and that the intent was that it would just not be sold, that it be kept out of the store, or not placed on the shelves. There is no reason it would have to be locked up. Ms. Mead said it would need to be kept in an area where that inventory is not sold.

Mr. Nankervis asked if this comes back to HRC with the changes discussed tonight before it goes on to the Assembly. Ms. Mead said there was actually not a version (b) ever moved forward but to make the record clear, this will move forward as a version (c) so there is no confusion. Ms. Troll said since there were not a lot of amendments, she would be confortable moving this to the Assembly for their consideration.

MOTION by Ms. Troll to recommend version (c) of the ordinance with the changes made at this meeting to the full Assembly for adoption. *Hearing no objection, the motion carried.*

B. Other Business

III. ADJOURNMENT

There being no other business to come before the committee, the meeting was adjourned at 5:27p.m.

Respectfully submitted this 11th day of August, 2014.

Beth McEwen,
Deputy Clerk

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

Aquatic Facilities Advisory Board Annual Report

MANAGER'S REPORT:

RECOMMENDATION:

ATTACHMENTS:

	Description	Upload Date	Type
☐	Annual Report of the Aquatic Facilities Advisory Board	8/6/2014	Report

CBJ CITY CLERK JUL 11 2014 RECEIVED CBJ

MEMORANDUM

TO: CBJ Assembly Human Resources Committee

FROM: CBJ Aquatic Facilities Advisory Board

DATE: July 15, 2014

SUBJECT: Aquatic Facilities Advisory Board Report and Recommendations

Review of Activities During the Past Fifteen Month Period

The CBJ AFAB held six regular and two special meetings since our last official report to the Assembly. One of the major matters we addressed at the beginning of this reporting period was to petition the Assembly to consider continuation of the AFAB, rather than permitting the body to sunset as provided for in the original enabling ordinance. We reported to the governing body a comprehensive list of goals and accomplishments and noted that subsequent meetings and work product might better be accomplished by meeting at least quarterly rather than the monthly schedule that had been our practice during the initial three years of AFAB existence. The primary purpose for reducing the number of meetings was to address the expressed administrative impact noted by the Parks and Recreation Department. We were pleased that the Assembly took action to continue the AFAB per our recommendations.

When the CBJ Administration advised the Assembly this past Spring that significant budget shortfalls would necessitate serious reductions in personnel and services and most specifically the prospective closure/moth balling of Augustus Brown Pool, both the AFAB and public response led to the need to schedule additional meetings to hear input from pool customers. Additionally, it was important for Board Members to meet with CBJ Administration to brainstorm ideas and alternatives to this proposal.

Specifically, the AFAB recommended to the Assembly that they consult with the Borough Attorney to move forward whatever alternative that was necessary to replace the AFAB with an empowered Board which would be responsible for oversight /management of the pool system. (The Assembly has indeed initiated this process with intent for this matter to appear on the October ballot as a Charter Amendment.)

Additionally, the AFAB provided a strong recommendation to the Assembly that the FY 15 budget reinstate the previous year Monday closures, and that if the proposed budget cuts became a necessity, they requested that such reductions to the pool facilities be crafted to affect the fewest patrons , in the least impactful manner. Further, the AFAB requested that the Borough staff work closely with the Board as budget reductions are considered, and that they include an opportunity for maximum public input, as well as consider the expertise/input of the Board as those recommendations were considered.

The members of the CBJ AFAB have continued to address the package of goals adopted by the Board during its initial three year period. These include:

- Continue to address a smart, integrated, aquatic facilities system that meets the needs of Juneau's diverse community interests;
- Work closely with the Aquatics Manager and CBJ Administration to find ways to meet cost recovery goals;
- Help establish effective marketing of the pool system;

- Help establish pool scheduling that was friendly to all user groups;
- Establish and maintain swimming opportunities for low income residents;
- Determine what a realistic cost recovery rate for the pool system should be – taking into account that the original 70% rate envisioned by the original consultants was not likely given the geographic dispersal of communities in Northern Southeast Alaska;
- Continue to support the existing School District Learn to Swim Program, while meeting with School District personnel to explore ways to expand the program. Additionally, to support increasing swim lesson opportunities in both locations - - which the AFAB considers to be both a quality of life and public safety matter for the citizens of the Borough.

The AFAB has continued to be successful in meeting many of these goals while at the same time keeping pertinent issues in front of CBJ administrators and the public.

- Despite significant budget shortfalls, the School District has been able to continue the Learn to Swim Program, although it has been limited to fourth graders.
- In collaboration with the Juneau Community Foundation, a scholarship program has been established to assist low income families take advantage of swimming lessons. Several free swims are offered during the year, such as those sponsored by the Glacier Valley Rotary Club.
- Board Members worked to secure funding for new aquatics features at Augustus Brown Pool (such as the newly installed climbing wall,) to better serve the primary users of the facility, most of whom hail from downtown Juneau and Douglas Island.
- Members of AFAB were drawn into the considerable conversation about how best to address the CBJ Budget shortfalls for FY 15 and 16. Additional meetings were held with the Administration and to hear comments from the user public groups, as the Board considered a number of alternatives. The AFAB also provided testimony to the Assembly noting the two major recommendations identified at the beginning of this report.
- The AFAB has been made aware that the downtown facility is in need of some major facility renovations. The Board stands ready to help the Assembly problem solve this undertaking, and hopefully, if the Charter Amendment ballot issue is successful, to take a larger role in insuring that a systematic and comprehensive course of action is put in place to provide the required repairs and modernization that will provide additional life span for this facility.

When the AFAB provided this report to the Assembly a year ago, the continued existence of the Board due to prospective sunset was a major concern. We were very pleased that the Assembly elected to continue the AFAB for another three years. However, the Borough budget crisis and ensuing alternatives related to aquatic opportunities in Juneau changed the urgency to provide additional oversight through an empowered Board structure, as is currently modeled through a number of other CBJ enterprises. Should the Charter Amendment ballot measure be successful, the AFAB stands ready to work with the Assembly and the administration to provide the best possible transition to the new business model. Most of the Diamond Park post construction problems have been addressed, thanks to the continuing diligent attention of the aquatic management staff. We continue to believe that more can be done to maximize the benefits of a pool system while minimizing the costs. We believe that there is much to be learned from the exemplary work of the Eaglecrest Board re: marketing opportunities that would increase attendance at both pools. The AFAB continues to value the contributions of managers and staff at both facilities, and looks forward to continuing to work with these employees while moving forward to enhance this important contribution to overall quality of life in Juneau.

Member	7/9/2013	8/6/2013	10/24/2013	1/22/2014	2/19/2014	4/1/2014	4/15/2014	4/21/2014
Phil Loseby	P	P	A	P	P	P	A	A
Rosemary Hagevig, Vice-Chair	P	P	P	P	P	P	P	P
Chris Krenz	P	P	P	P	P	P	P	P
Tom Rutecki	P	P	P	P	P	P	P	P
Robert Storer, Chair	P	P	P	P	P	P	P	P
Michelle Umbs	P	P	P	P	P	P	A	P
Kate Walters	P	A	P	A	P	P	P	P

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

Juneau Commission on Aging - Appointment

MANAGER'S REPORT:

There is one vacant seat on the Juneau Commission on Aging for a term to begin immediately and expiring June 30, 2017.

ATTACHMENTS:

	Description	Upload Date	Type
☐	Juneau Commission on Aging Factsheet	8/7/2014	Cover Memo

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 Aging Fact Sheet

Title: Juneau Commission on Aging

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Clerk

Status: Active

Governing Legislation:
-Resolution 2279
-Date Created: August 05, 1985
-Sunset Date: N/A

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

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

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

Officers: Chair, Vice Chair, Secretary

Quorum: 4

Term Limits: None.

Annual Appointment Period (Annual Reports Due): May

Meetings: 2nd Thursday of each month at 9:30am in the Assembly Chambers at City Hall.

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

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

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

Back to List

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

Juneau Human Rights Commission - Appointment

MANAGER'S REPORT:

There are four vacant seats on the Juneau Human Rights Commission; two for terms expiring May 31, 2017 and two for terms expiring May 31, 2015.

ATTACHMENTS:

	Description	Upload Date	Type
☐	Juneau Human Rights Commission Factsheet	8/7/2014	Cover Memo

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 Human Rights Commission Fact Sheet

Title: Juneau Human Rights Commission

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Clerk

Status: Active

Governing Legislation:
-Resolution 2436
-The Universal Declaration of Human Rights
-Date Created: January 11, 1993
-Sunset Date: N/A

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

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

Membership: Resolution 2436 reduced the membership of the Commission from nine to seven members.

Officers: Chair, Vice-Chair, Secretary

Quorum: 4

Term Limits: None.

Annual Appointment Period (Annual Reports Due): May

Meetings: Meetings have been held every other Monday in the City Hall Conference Room #224 at 5:15pm or at the Downtown Library. For specific meeting dates/locations please refer to the CBJ Meeting Calendar at http://www.juneau.org/calendar/index.php

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

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

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

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

Sales Tax Board of Appeals - Appointment (No Annual Report)

MANAGER'S REPORT:

In 2013 there were no Sales Tax Appeals filed, therefore there is no annual report for last year. There is one open seat on the Sales Tax Board of Appeals for a term beginning immediately and expiring December 31, 2016.

ATTACHMENTS:

	Description	Upload Date	Type
☐	Sales Tax Board of Appeals Factsheet	8/7/2014	Cover Memo

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

Sales Tax Board of Appeals Fact Sheet

Title: Sales Tax Board of Appeals

Type of Board/Commission/Committee: Appeal

Affiliated Department: City Clerk

Status: Active

Governing Legislation:
-CBJ Code 69.05.180
-Sales Tax Board Rules of Procedure
-Date Created: September 16, 1985
-Sunset Date: N/A

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

Description: 69.05.180 Appeals. b) Board of appeals. (1) In order to provide an appeal mechanism for controversies involving taxable sales, sales taxes, penalties and interest, and exceeding $500.00, and in order to hear appeals from decisions of the manager as provided under subsection (a) of this section, there is established a board of appeals which shall consist of five members appointed by the assembly for staggered three-year terms.

Membership: ...There is established a board of appeals which shall consist of five members appointed by the assembly for staggered three-year terms. To the extent possible, one member of the board of appeals shall be a certified public accountant, one member shall be licensed to practice law in the state, and the remainder shall be members of the general public. The board of appeals shall elect from its membership a chair, a vice-chair and a secretary. Three members of the board of appeals shall constitute a quorum for the transaction of business. The City and Borough shall provide secretarial and other staff support required by the board of appeals. No member of the sales tax board 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: (A) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or (B) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

Officers: Chair, Vice Chair

Quorum: 3

Term Limits: No member of the sales tax board 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: (A) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or (B) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

Annual Appointment Period (Annual Reports Due): January

Meetings: At the call of the chair upon receipt of an appeal by the Clerks Office.

Special Facts: 69.05.180 Appeals.... 2) The board of appeals shall conduct a hearing on a protest no more than 60 days after the protest is filed. Decisions of the board of appeals shall be in writing and shall be maintained and indexed by the manager for review by the public. Records and proceedings before the board of appeals are public, except that the board may deliberate in closed session. The board's authority in its review of sales tax appeals includes the authority to recommend, in writing, that the manager compromise and abate penalties and interest, and to recommend, in writing, that the manager negotiate and enter into payment plans for delinquent sales taxes, penalties and interest.

Staff Contact: Beth McEwen, Deputy Clerk - 586-5278 - City_Clerk@ci.juneau.ak.us

Website: http://www.juneau.lib.ak.us/financeftp/forms.php

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

Application for Dedesignation of Liquor Licensed Premises - Suite 907

MANAGER'S REPORT:

A liquor license dedesignation application is subject to approval by the local law enforcement agency as well as the local governing body. Deputy Police Chief Ed Mercer has approved these on behalf of Juneau Police Department with the condition that it is subject to revocation in the event there are law enforcement issues that arise as a result of this permit. Applicant Cindy Isaak stated that she agreed with that condition when she met with staff and submitted her application.

This is an application to dedesignate the liquor license for Suite 907 for certain dates/times to allow the business to hold youth-related events for persons between the ages of 17 and 20. Rather than scheduling this application for the July 21 Assembly meeting, the City Manager asked that this be considered by the Human Resources Committee prior to Assembly action on the application.

If approved by the Assembly at its August 11, 2014 meeting, the remaining event dates/times indicated on the application subject to approval would be from 9p.m. - 1a.m. the nights of August 14, August 19, September 25, October 16, November 6, and December 29.

RECOMMENDATION:

Staff recommends the HRC forward this matter to the Assembly for approval of the dedesignation application with the condition that the approval may be revoked for cause at the request of the police department.

ATTACHMENTS:

	Description	Upload Date	Type
☐	Documents related to Dedesignation Application for Suite 907	8/1/2014	Liquor License

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

OFFICE OF THE MUNICIPAL CLERK
Ph: (907)586-5278 Fax: (907)586-4552
e-mail: Beth_McEwen@ci.juneau.ak.us

August 1, 2014

Via certified & regular mail
Cynthia Isaak/Suite 907
9121 Glacier Hwy., Box 10
Juneau, AK 99801

Re: Dedesignation of Suite 907 Liquor License

Dear Ms. Isaak,

On July 11, 2014 you submitted an application for dedesignation of the Suite 907 liquor license premises from 9p.m. to 1a.m. for the nights of July 24, 31, August 7, 14, 19, and September 25, October 16, November 6, and December 29. You indicated in our conversations that you wished to have the Assembly approve these if possible at its meeting on July 21.

The dedesignation of the licensed premises is subject to approval by both the local governing body and the local police department. As Deputy Police Chief Ed Mercer previously informed you, he is willing to approve this dedesignation application with the understanding that police department approval may be revoked at any time should law enforcement issues arise such as fighting or alcohol consumption happening on or around the premises or parking lot.

Rather than add this to the Assembly's July 21 agenda, the City Manager asked that this matter be forwarded to the next regular Assembly Human Resources Committee meeting for its review prior to it going to the Assembly for action. It has been scheduled for the August 11 Assembly Human Resources Committee meeting at 6pm in the Assembly Chambers. Immediately following the HRC meeting on August 11 is a regular Assembly meeting at 7:00 p.m. at which time the HRC will forward its recommendations to the Assembly for official action on your dedesignation application. You are encouraged to attend both meetings to be able to answer any questions the Assemblymembers may have pertaining to your application.

If the Assembly choses to dedesignate the premises the remaining dates subject to their approval would be August 14, 19, and September 25, October 16, November 6, and December 29.

Sincerely,

Beth McEwen

Beth McEwen, MMC
Deputy Clerk

cc: Assembly & Liquor License Review Staff

CITY CLERK
CBJ JUL 11 2014 CBJ
RECEIVED

Suite 907

To: City of Juneau Assembly

Fr: Cynthia Isaak, Owner

Re: Seeking signature of approval of multiple dates for young adults as Dedesignated Licensed Premises

Following is the application that requires a signature from the Local Governing Body (City of Juneau) in order for Suite 907 to be able to host "Young Adult" (17-20yrs old only) night once weekly during the remainder in the summer and then on a few select dates during school breaks. I have only included the dates until the end of the year 2014.

Our Vision/Plan:

Suite 907 is an Event Center with over 7000 square feet. It has been completely remodeled. Suite 907's goal is to have "something for everyone" including businesses, professionals, sports enthusiasts, and young adults. We wanted to dedicate one night a week to young adults so they have a safe place they can come spend time with friends and family, listen to music, and dance on the only LED dance floor in the state of Alaska. Suite 907 does not have any signage that advertises alcoholic beverages. For the dedesignated night, all bottles will be completely removed and locked in the back liquor room. Taps are disconnected and the handles are covered, coolers are locked. We will be offering sodas, on tap root beer, spritzers, mochas/lattes and have Subway sandwiches or pizza by the slice available for additional purchase.

Security measures:

I have met with Deputy Chief of Police Mr. Ed Mercer who agreed to sign the form in support of this weekly event. We both agree that if any issues arise as a result of this night that would be considered unsafe, we would discontinue offering this to the young adults. We plan to have a minimum of two security hosts on site as well as other staff. Suite 907 plans to adhere to a strict protocol when it comes to the young adults entering and exiting the club. Once a guest enters the facility they may not exit and then re-enter. This will assist in the prevention of uncontrolled substances that might be located outside of the facility.

In closing, I hope the City will consider this request of Suite 907. We would like to give back to the community and offer another alternative for young adults to have a safe, enjoyable place to come and have fun with friends and family. We have a lot of community support for this endeavor including Christian groups that want to host youth events in our facility in the future. Thank you for your consideration.

Dates requesting approval for 2014:

July 24 and 31

August 7, 14, 19

Sep 25

Oct 16

Nov 6

Dec 29

Permit Number: _____

State of Alaska
Dept. of Commerce, Community, and Economic Development
Alcoholic Beverage Control Board

Application for Certification of Dedesignated Licensed Premises
(3 AAC 304.660)

Non-refundable Application Fee of $50.00

The granting of this application enables the holder of the below named beverage dispensary or restaurant or eating place liquor license to apply for a DEDESIGNATION PERMIT under 3 AAC 304.660(a). Approval of this permit will allow the holder of a license to temporarily utilize the licensed premises or a portion of the licensed premises for purposes of persons 17 years of age or older to be present during certain times for events held on the licensed premises. Alcoholic beverages may not be sold, served, or consumed on the licensed premises during the period beginning two hours before and ending one hour after the times identified in the permit during which under age persons are on the premises.

Licensee's name: Cynthia Isaak / Suite 907 License Number 447

Business Name: Suite 907

Business Location: 9121 Glacier Hwy 2nd flr Juneau AK

Mailing Address: 9121 Glacier Hwy Box 10 Juneau Alaska 99 801

Event to be held from (date) dates attached (time) 9pm to (date) 1am time

PLEASE ATTACH DETAILED PREMISE DIAGRAM INCLUDING PROPOSED DEDESIGNATED AREA. entire facility

I certify under penalty of law the information contained in this application is true and correct to the best of my knowledge.

Cynthia Isaak
Signature of Licensee

Date: 6/24/14

Certification of dedesignation approved by: Ed Mercer
Local Police Dept. or Alaska State Troopers — Date: 6-24-14

Local Governing Body — Date

or:
School Board — Date

Director, Alcoholic Beverage Control Board

Date: _____

Revised 6/13

Gmail by Google

Cyndi Isaak <suite907@gmail.com>

Photos

1 message

Cyndi Isaak <suite907@gmail.com> Mon, Jun 23, 2014 at 5:00 PM
To: Cyndi Isaak <suite907@gmail.com>

–
Cyndi Isaak, Owner
Suite 907
9121 Glacier Highway Box 10
Juneau, Alaska 99801
907 790-CLUB
907 321-3496 cell
907 364-3475 fax
www.suite907.com/ (under construction)
suite907@gmail.com

5 attachments

photo1.jpg
758K

photo2.jpg
392K

photo3.jpg
361K

photo4.jpg
520K

photo5.jpg
561K