

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

June 10, 2015 5:30 PM

City Hall Conference Room #224

Full Assembly sitting as the Human Resources Committee to Interview Board Applicants; Immediately followed by Special Assembly meeting for Board Appointments.

## **I. ROLL CALL**

## **II. APPROVAL OF AGENDA**

## **III. AGENDA TOPICS**

### **A. Board Matters**

#### **1. Docks & Harbors Board Applicants**

The Docks & Harbors Board has one (1) vacant seat for a term beginning immediately and expiring June 30, 2016 and three (3) open seats for terms beginning July 1, 2015 and expiring June 30, 2018. Former member Greg Busch resigned effective April 3, 2015 and of the three incumbents (David Logan, Scott Spickler, and Tom Donek) only Mr. Donek has applied for reappointment to the board.

Applicants to be interviewed in order of interviews scheduled are: Tom Donek (incumbent), ~~Mark Ridgway, Bob Jacobsen~~ (applications withdrawn), Tom Zaruba, and David Lowell.

#### **2. Eaglecrest Board Applicants**

The Eaglecrest Board has two (2) open seats for terms beginning July 1, 2015 and expiring June 30, 2018. Incumbents Alexis Howard and Carlton Heine are each completing their first term on the board and although Dr. Heine has applied for reappointment to the board, Ms. Howard has chosen to end her service on the board at the expiration of her term.

Applicants to be interviewed in order of interviews scheduled are: David Lowell (also applied for Docks & Harbors Board), Lee Henry, Joe Parrish (also applied for Aquatics Board), and Curtis Francis. Incumbent Dr. Carlton Heine is traveling with work and unavailable to participate in the interview process.

#### **3. Planning Commission Applicants**

Planning Commissioner Gordon Jackson resigned effective May 31, 2015 and a vacancy exists for the term which expires December 31, 2016.

Applicants to be interviewed in order of interviews scheduled are: Wade Bryson (telephonic interview), Matthew Bell, Percy Frisby, Tom Sutton, and Myrna Gardner.

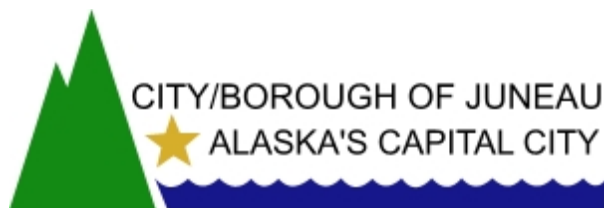
B. Other Business

### **III. EXECUTIVE SESSION**

A. Executive Session

### **IV. 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](mailto:city.clerk@juneau.org)



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## CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

### Docks & Harbors Board Fact Sheet

**Title:** Docks & Harbors Board

**Type of Board/Commission/Committee:** Charter

**Affiliated Department:** Harbors

**Status:** Active

**Governing Legislation:**

-CBJ Charter Section 3.21

-CBJ Code Section 85.02

-Resolution 2690 with Docks & Harbors Board Bylaws

-Date Created: October 02, 1984

-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:** Mission Statement Adopted 7/31/2014: Develop and provide opportunities, services and facilities to support marine related commerce, industry, fisheries, recreation and visitors.

**Membership:** Nine Public Members + 1 Assembly Liaison

**Officers:** Chair, Vice-Chair

**Quorum:** 5

**Term Limits:** No member of the docks and harbors 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: (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. (Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2004-08, § 10, 3-22-2004; Serial No. 2005-03(d), § 9, 6-13-2005)

**Annual Appointment Period (Annual Reports Due):** June

**Meetings:** Regular Board Meetings are held at 5:30pm on the Last Thursday of each month in the Assembly Chambers. Please see the below webpages for a list of all their regular and committee meetings.

**Special Facts:** In addition to the regular meetings of the Docks & Harbors Board, members are assigned to Finance and Operations/Planning Standing Committees and special ad hoc committees as the board may find necessary. Links to the Docks & Harbors Board Regulations are available on the board's webpages as well as the Law Department webpage <http://www.juneau.org/law/regulations/regulations.php>

**Staff Contact:** Carl Uchytel - 586-0294 - [Carl\\_Uchytel@ci.juneau.ak.us](mailto:Carl_Uchytel@ci.juneau.ak.us)

**Website:** <http://www.juneau.org/harbors/board.php>

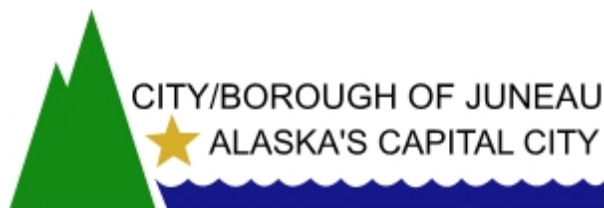
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## Docks Harbors Board

Governing Legislation: Charter 3.21 and Code 85.02

Total # of Seats: 9

Active Member or Liaison	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Original Appointment Date	Reappointed 1	Comments	Committee Assignments
Yes	Assembly member	Jerry	Nankervis	Assembly Liaison	Liaison	n/a	n/a	n/a		2014-2015 Assembly Liaison	
Yes	Dr.	David	Logan	Public	Chair	7/1/2012	6/30/2015	6/27/2012			Operations/CIP/Planning, Finance, Auke Bay Steering Committee Liaison, Port Director Evaluation Comm. (Withdrew application for reappointment)
Yes	Mr.	Thomas "Tom"	Donek	Public	Vice-Chair	7/1/2012	6/30/2015	2/22/2010	6/27/2012	[Retired Civil Engineer and Member of Territorial Sportsmen & Juneau Yacht Club]	Finance, Port Director Eval Comm. (Applied for reappointment)
Yes	Mr.	David	Summers	Public		7/10/2014	6/30/2017	7/10/2014	5/9/2011	Self employed Tourism/ Boat Captain	Operations/CIP/Planning Comm.
Yes	Mr.	Scott	Spickler	Public		7/1/2012	6/30/2015	6/27/2012			Finance Chair (Did Not apply for reappointment)
Yes	Mr.	Michael	Peterson	Public		7/1/2013	6/30/2016	6/6/2013		Current member Juneau-Douglas Fish and Game Advisory Committee; former Fisheries Development Committee member & chairperson	Lands Committee Liaison; Finance Vice Chair
Yes		Open Seat	Open Seat	Public			6/30/2016			resigned 4/3/2015	Formerly Held by Greg Busch
Yes	Mr.	Robert L.	Janes	Public		7/1/2013	6/30/2016	6/6/2013		Owner Gastineau Guiding	Operations/CIP/Planning Vice Chair
Yes	Mr.	E. Budd	Simpson	Public		7/10/2014	6/30/2017	7/1/2011	7/10/2014	Former Docks & Harbors Board Member	Operations/CIP/Planning Chair
Yes	Mr.	John A.	Bush	Public		7/10/2014	6/30/2017	7/1/2011	7/10/2014	Message phone - wife Karla 957-0626	Operations/CIP/Planning
Yes	Mr.	Carl	Uchytel	Staff Liaison	Port Director	n/a	n/a	n/a			
Yes	Ms.	Teena	Scovill	Staff Liaison		n/a	n/a	n/a			
Yes	Mr.	Gary	Gillette	Staff Liaison		n/a	n/a	n/a			



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## CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

### Eaglecrest Ski Area Board Fact Sheet

**Title:** Eaglecrest Ski Area Board

**Type of Board/Commission/Committee:** Charter

**Affiliated Department:** Eaglecrest

**Status:** Active

**Governing Legislation:**

-CBJ Charter Section 3.20

-CBJ Code Section 67.05

-Eaglecrest Board Bylaws Adopted Feb. 1, 2007

-Date Created: October 06, 1981

-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:** 67.05.020 General powers. (a) Subject to state laws and borough ordinances, the board of directors of the Eaglecrest ski area shall be responsible for the operation of the ski area according to the best interests of the public, shall make and enforce all rules and regulations necessary for the administration of the ski area under their management, shall prescribe the terms under which persons and groups may use the ski area, and shall establish and enforce standards of operation.

**Membership:** The board of directors of the Eaglecrest ski area 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 Eaglecrest ski area shall serve at the pleasure of the assembly. Terms shall commence on July 1. No board member, or member of a board member's immediate family or household, may be employed by the Eaglecrest ski area. 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.

**Officers:** President, Vice-President, Secretary

**Quorum:** 4

**Term Limits:** No member of the Eaglecrest ski area 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. (Serial No. 81-76, § 2, 1981; Serial No. 87-26, § 2, 1987; Serial No. 87-71, § 2, 1987; Serial No. 2004-08, § 8, 3-22-2004; Serial No. 2005-03(d), § 7, 6-13-2005; Serial No. 2005-21, § 2, 8-8-05)

**Annual Appointment Period (Annual Reports Due):** June

**Meetings:** 1st Thursday of each month at 5:30pm in the City Hall Conference Room #224

**Special Facts:**

**Staff Contact:** Matt Lillard, Eaglecrest Ski Area Manager - 790-2000 x221 - [Matt\\_Lillard@ci.juneau.ak.us](mailto:Matt_Lillard@ci.juneau.ak.us)

**Website:** <http://www.juneau.org/ecrestftp/boardmembers.php>

**EAGLECREST SKI AREA BOARD**
**Governing Legislation: CBJ Charter Section 3.20 and Code Section 67.05**
**Total # of Seats: 7**

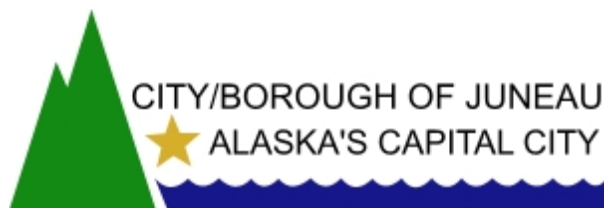
Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Original Appointment Date	Reappointed 1	Reappointed 2	Comments
Yes	Eaglecrest Ski Area Board	Assembly member	Jerry	Nankervis	Assembly Liaison	Liaison	n/a	n/a	n/a			2014-2015 Assembly Liaison
Yes	Eaglecrest Ski Area Board	Mr.	Michael	Stanley	Public	Chair	7/8/2013	6/30/2016	6/7/2010	7/8/2013		Previous BRH boardmember
Yes	Eaglecrest Ski Area Board	Mr.	Bruce	Garrison	Public	Vice-Chair	7/17/2014	6/30/2017	6/27/2012	7/17/2014		
Yes	Eaglecrest Ski Area Board	Ms.	Alexis	Howard	Public	Secretary	7/1/2009	6/30/2015	6/11/2009			Did not apply for reappointment.
Yes	Eaglecrest Ski Area Board	Mr.	David	Audet	Public		7/8/2013	6/30/2016	6/6/2011	7/8/2013		
Yes	Eaglecrest Ski Area Board	Mr.	David	Lefebvre	Public		7/8/2013	6/30/2016	6/11/2009	6/7/2010	7/8/2013	
Yes	Eaglecrest Ski Area Board	Mr.	Wayne	Stevens	Public		7/17/2014	6/30/2017	6/18/2008	5/9/2011	7/17/2014	
Yes	Eaglecrest Ski Area Board	Dr.	Carlton	Heine	Public		7/1/2012	6/30/2015	6/27/2012			Applied for reappointment.
Yes	Eaglecrest Ski Area Board	Mr.	Matt	Lillard	Staff Liaison	staff liaison	n/a	n/a	n/a			Eaglecrest Ski Area Manager
Yes	Eaglecrest Ski Area Board	Mr.	Gerry	Landry	PRAC Liaison to Eaglecrest		n/a	n/a	n/a			PRAC liaison to Eaglecrest Board

**PLANNING COMMISSION**

Governing Legislation: Code 49.10

**Total # of Seats: 9**

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	Reappointed 3	Comments
Yes	Planning Commission	Mr.	Michael	LeVine	Public		1/1/2015	12/31/2017	12/10/2014				
Yes	Planning Commission	Mr.	Michael	Satre	Public	Chair	1/1/2013	12/31/2015	5/1/2005	12/11/2006	12/7/2009	12/19/2012	
Yes	Planning Commission		Open Seat	Open Seat	Public			12/31/2016					Seat formerly held by Gordon Jackson
Yes	Planning Commission	Mr.	Dennis	Watson	Public	Vice-Chair	1/1/2013	12/31/2015	12/11/2006	12/7/2009	12/19/2012		
Yes	Planning Commission	Mr.	Dan	Miller	Public	Clerk	1/1/2013	12/31/2015	12/11/2006	12/7/2009	12/19/2012		
Yes	Planning Commission	Mr.	Paul	Voelckers	Public		12/17/2013	12/31/2017	12/17/2013	12/10/2014			
Yes	Planning Commission	Dr.	Nicole	Grewe	Public	Vice-Clerk	1/1/2012	12/31/2017	11/25/2008	11/16/2011	12/10/2014		
Yes	Planning Commission	Mr.	Ben	Haight	Public		1/1/2014	12/31/2016	12/7/2009	12/6/2010	12/17/2013		
Yes	Planning Commission	Mr.	Bill	Peters	Public		1/1/2014	12/31/2016	12/17/2013				
Yes	Planning Commission	Mr.	Loren	Jones	Assembly Liaison		n/a	n/a					Assemblymember Liaison
Yes	Planning Commission	Mr.	Hal	Hart	Staff Liaison	Staff							Staff Liaison
Yes	Planning Commission	Ms.	Brenwynne	Grigg	Staff Liaison	Staff							Staff Liaison
Yes	Planning Commission	Ms.	Holly	Kveum	Staff Liaison	Staff							Staff Liaison



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## CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

### Planning Commission Fact Sheet

**Title:** Planning Commission

**Type of Board/Commission/Committee:** Charter

**Affiliated Department:** Community Development

**Status:** Active

**Governing Legislation:**

-CBJ Code Title 49

-CBJ Planning Commission Rules of Order

-Planning Commission Hearing Procedures Related to Appeals

-Date Created: July 01, 1970

-Sunset Date: N/A

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

**Description:** 49.10.100 Establishment. There is established the planning commission for the City and Borough to perform the areawide functions of planning, platting and zoning for the City and Borough. (Serial No. 87-49, § 2, 1987) ... 49.10.200 Organization. The board of adjustment is created. The commission is the board of adjustment. ... 49.10.210 Duties. The board of adjustment shall have and shall be limited strictly to the powers and duties prescribed by this chapter and as elsewhere provided in this title to: (1) Hear and decide variance request other than de minimus variances. (2) Rule upon map boundary questions and interpret the text of the title as provided in section 49.20.300. (3) Make similar use determinations as provided in section 49.20.320. (Serial No. 87-49, § 2, 1987)

**Membership:** 49.10.110 Membership; term of office. (a) The members of the commission shall be nine citizens who are residents of the City and Borough and who shall serve without pay but may be paid an honorarium. Members of the commission shall be appointed by the assembly. (b) Members of the commission shall be appointed for a term of three years. Terms shall end on December 31 of the third year, provided that a member shall continue to serve until a successor is appointed and takes office. 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 planning commission 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.

**Officers:** Chair, Vice-Chair, Clerk, Vice-Clerk

**Quorum:** 5

**Term Limits:** No member of the planning commission 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.

**Annual Appointment Period (Annual Reports Due):** December

**Meetings:** Held at 7pm the second and fourth Tuesday of each month in the Assembly Chambers unless otherwise advertised.

**Special Facts:** Planning Commissioners, once appointed, are required to submit the Alaska Public Offices



Commission Public Official Financial Disclosure (POFD) form upon appointment and annually thereafter as well as a final POFD statement within 90 days of vacating the seat on the commission. See APOC website for more info <http://doa.alaska.gov/apoc/FilerResources/index.html> Unlike all other CBJ boards and commissions, Planning Commissioners receive an \$150 honorarium per month or fraction thereof during their term. (Per Res. 1974 effective 1/1/1999)

**Staff Contact:** Community Development Department - 586-0715 - [Brenwynne.Grigg@juneau.org](mailto:Brenwynne.Grigg@juneau.org)

**Website:** <http://www.juneau.lib.ak.us/plancomm/>

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