

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

August 19, 2019 6:00 PM
Assembly Chambers

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. June 3, 2019 Assembly Human Resources Committee Draft Minutes

IV. PUBLIC PARTICIPATION

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

V. AGENDA TOPICS

A. Board Matters

1. Historic Resources Advisory Committee - Appointments and Annual Report

The Historic Resources Advisory Committee (HRAC) consists of nine public seats.

There are currently three seats with terms due beginning immediately and ending June 30, 2022. All three incumbents have applied for reappointment.

The annual report is still in draft form but approved for submission by the HRAC Chair Zane Jones. The past year's agendas/minutes portion of the annual report have been removed from the Assembly HRC packet but are available from the Clerk's office upon request.

2. Youth Activities Board Appointments and Annual Report

The Youth Activities Board consists of nine members as follows: A Parks and Recreation Advisory Committee member (nominated by PRAC), a Juneau Arts & Humanities Council member (nominated by JAHC), a Juneau Sports Association member, (nominated by JSA), and six public members, one of which must be 18 years or younger at time of appointment. The Recreation Superintendent or alternate designee provides staff to this board.

There are currently two public seats up for renewal for terms beginning September 1, 2019 and ending August 31, 2022 and the Juneau Arts and Humanities Council has nominated Della Chaney to serve in the seat appointed to a JAHC representative.

Incumbent, Bonita Nelson has applied for reappointment, incumbent, Liz Brooks has not applied for reappointment to the Board.

B. Other Business

1. CBJ Board Survey/Questionnaire

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

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

ASSEMBLY HUMAN RESOURCES COMMITTEE



June 3, 2019 6:00 PM
Assembly Chambers
MINUTES

I. ROLL CALL

Chair Rob Edwardson called the meeting of the Assembly Human Resources Committee to order at 6:00 pm.

HRC Members Present: Rob Edwardson, Carole Triem, Alicia Hughes-Skandijs and Wade Bryson

HRC Members Absent: None

Staff Present: Municipal Clerk Beth McEwen, Deputy City Manager Mila Cosgrove, City Attorney Rob Palmer, Bartlett Hospital Administrator Chuck Bill, Assistant City Attorney Megan Costello

II. APPROVAL OF AGENDA

Ms. McEwen noted that the Aquatics Board appointments needed to be considered by the full Assembly as the HRC per the Assembly Rules of Procedure. As such, Ms. McEwen recommended removal of that agenda item so it could be rescheduled to one of the meetings already scheduled for the full Assembly as the HRC. *Hearing no objection, the agenda was approved as amended.*

III. APPROVAL OF MINUTES

A. Assembly Human Resources Committee Minutes May 13, 2019

There being no changes, the minutes were approved as written.

IV. PUBLIC PARTICIPATION

None.

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

V. AGENDA TOPICS

A. Board Matters

A. Utility Advisory Board Annual Reports & Appointment

Utility Advisory Board (UAB) Member Andrew Campbell was present to provide the annual report of the UAB. The UAB is recommending a 4% rate increase for both the water and wastewater utilities each year over the next five years. The written report goes into further detail. Mr. Campbell said he also strongly encouraged the Assembly to

consider reappointing Leon Vance and Bryan Farrell to the UAB.

Mr. Edwardson asked if any members had questions of Mr. Campbell.

Mr. Bryson said that the City Manager had proposed a 2% increase in utility rates and even proposed postponing the increase for a one year period. Mr. Bryson asked Mr. Campbell if the UAB discussed the manager's recommendation and if so, what the UAB's thoughts were about that proposal.

Mr. Campbell said they did discuss the City Manager's proposal at its last meeting and they understood where he was coming from with the proposal given the financial situation at this time. He also said that the 2% increase was inflation proofing but that by keeping it that low, it was not contributing towards the CIP. The UAB felt that CIP money would have to come from somewhere and it would be up to the Assembly to determine where those funds would come from. The UAB was trying to move the utilities towards more independence and that was the reason for their recommended 4% increase each year over the next 5 years. He said they weren't devastated by the Manager's recommendation and were glad to see his recommended 2% at a minimum. The board will likely come back the next year with the higher recommendation again to help fund the necessary infrastructure needs.

Mr. Edwardson thanked Mr. Campbell for coming and he asked Mr. Campbell what he meant by the utilities were hoping to create a little more independence for the utilities. Mr. Campbell explained that right now, the utilities are dependent upon the Assembly for special project funding and for funding from sales tax dollars. The UAB recommendation for the increase was that those fees would go into the CIP so that it wasn't relying solely on not knowing how much sales tax and special funding dollars might be allocated to utilities. Mr. Edwardson and Mr. Campbell discussed the details of funding operations and the CIP in greater depth.

The annual report did not need action by the HRC as the Assembly Finance Committee will be discussing and acting upon the recommendations by the UAB.

MOTION by Ms. Triem to recommend the reappointment of Bryan Farrell and Leon Vance to the Utility Advisory Board to terms beginning June 1, 2019 and ending May 31, 2022. *Hearing no objection, the motion carried.*

B. Aquatics Board - Appointments

This item was removed from the agenda previously.

C. Juneau Commission on Aging - Appointment

MOTION by Ms. Hughes-Skandijs that the HRC recommend the appointment of Lisa Oberle to the Juneau Commission on Aging for a term beginning immediately and ending December 31, 2020 and asked for unanimous consent. *Hearing no objection, the motion carried.*

D. Other Business

A. Ordinance 2019-20 An Ordinance Amending the Hospital Code Relating to Board Appointment, Contracts for Professional Services, and Medical Records

Bartlett Regional Hospital Administrator Chuck Bill was present to answer questions of the committee.

Ms. Hughes-Skandijs asked about the section relating to medical records and if this is eliminating redundancies. Mr. Bill said they were working on simplifying and eliminating redundancies in the code language.

Mr. Bryson asked if there had been an incident that triggered these changes or if they were a result of housekeeping clean-up to the code. Mr. Bill explained that there was not any incident which precipitated these changes but rather BRH has been working on simplifying Title 40 over the past few years. The initial code was written 50-60 years ago and the running of hospitals have changed over that time and they have been working on bringing the code up to date with current practices, state and federal laws.

Mr. Edwardson said his question also pertains to the medical records section 40.20.010 which references AS 18.20.085 and the specific items that are required aren't located in that statute but rather refers them to regulations. He asked if that will automatically point to the regulations. Mr. Bill said that was his understanding but he would defer to Assistant City Attorney Megan Costello to provide that answer. Ms. Costello said that these were proposals that came from the CBJ Law Department and they simplified them due to the nature of continuous changes in state and federal laws and regulations. This CBJ Code change would mean that CBJ would automatically be following the most recent changes in state and federal law.

Ms. Hughes-Skandijs asked about the reasons for the deleted language in Section 3 and if that was due to changes in law at the state level or why that language change was being made. Mr. Bill explained that change was due to a federal law, known as the Stark Law, which prohibits BRH from inuring physicians or other providers from making referrals to the hospital even though there is no other hospital in the area. It doesn't make a lot of sense but it is what it is. This language change reduces the risk to CBJ from a federal violation of the Stark Law for anti-trust purposes.

Mr. Edwardson said that BRH is requesting the HRC to forward this ordinance to the Assembly for adoption and he asked for a motion from the committee.

MOTION by Ms. Hughes-Skandijs to forward Ordinance 2019-20 to the Assembly for adoption and asked for unanimous consent. *Hearing no objection, the motion carried.*

B. Continued HRC Discussion on Getting Citizens Interested in Serving on CBJ Boards or Committees-Review of draft Survey

Mr. Edwardson said the first thing to discuss would be the proposed schedule change. Ms. McEwen explained the recommended schedule changes as provided on her memo in the packet. *Hearing no objections, the schedule was approved as outlined in Ms. McEwen's memo in the packet.*

Mr. Edwardson said he consulted with Mr. Palmer on the proposed questions that HRC members had submitted to ensure they were legal to ask and they would do the same with any additional questions the committee decides to ask in the survey.

Members discussed the overall goals of the survey and the best format to use in posing these questions. Mr. Edwardson explain that he is considering this more of a questionnaire than a survey as it isn't something they are looking for statistically valid information but rather they are seeking input on individual experiences.

Mr. Bryson spoke to this also being an opportunity to encourage interest and awareness in our boards and commissions. He pointed out the mention in the memo of Ms. Jordan Nigro's self-evaluation tool that she developed in the CBJ leadership program. Members asked if Ms. Nigro might be invited to a later meeting to talk about that tool and if it is something that might be used in the future.

Additional discussion took place regarding the next steps in moving forward with the survey/questionnaire. Ms. Triem will be the lead HRC member and will work with Clerk staff on finalizing the survey instrument.

VI. STAFF REPORTS

Ms. McEwen asked the HRC to consider dates for the Full Assembly sitting as the HRC. There have not been many applications received so far for the Airport Board and the Aquatics Board review needed to be added to one of those meetings. Members and staff discussed availability dates and decided on the following schedule:

June 19 - Eaglecrest Board
July 17 - Docks and Harbors and Aquatics Board
August 1 - Airport Board

Mr. Edwardson said he will report on these dates during the regular Assembly meeting to ensure member availability.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the body, Mr. Edwardson adjourned the meeting at 6:49 p.m.

Respectfully Submitted,
Beth McEwen, Municipal Clerk



HISTORIC RESOURCES ADVISORY COMMITTEE

BOARD ROSTER



CHUCK SMYTHE

1st Term Sep 12, 2016 - Jun 30, 2019

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 8



GARY GILLETTE

1st Term Feb 08, 2016 - Jun 30, 2019

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 3



ZANE JONES

2nd Term Nov 25, 2013 - Jun 30, 2019

Appointing Authority Assembly
Position Voting Member
Office/Role Chair
Category Public
Dais Seat 6



CHARLES J KIDD

1st Term Jan 07, 2019 - Jun 30, 2020

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 9



SHAUNA MCMAHON

4th Term Jun 29, 2009 - Jun 30, 2020

Appointing Authority Assembly
Position Voting Member
Office/Role Recorder
Category Public
Dais Seat 7



MYRA GILLIAM

4th Term Aug 01, 2007 - Jun 30, 2020

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 4



DORENE M LORENZ

1st Term Apr 22, 2019 - Jun 30, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 2



DONALD G. HARRIS

3rd Term Jul 01, 2018 - Jun 30, 2021

Appointing Authority Assembly
Position Voting Member
Office/Role Vice-Chair
Category Public
Dais Seat 5



SHANNON CROSSLEY

1st Term Aug 13, 2018 - Jun 30, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 1

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Zane Jones
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt
City State Postal Code

Primary Phone Alternate Phone

MRV Architects Architect
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Also serving on the Juneau Commission on Sustainability

Secondary Email Address (if any)

Which Boards would you like to apply for?

Historic Resources Advisory Committee: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I have served on HRAC for years and enjoy working with the committee and staying involved in Juneau's historic resources. This committee teaches me a great deal about our local history. It also helps develop my knowledge as a professional architect.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Juneau Jazz and Classics Board, Vice Chair.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Have served on HRAC for a while now, since 2014 I believe. I briefly served on the Juneau Commission on Sustainability, however, felt I did not have enough time to commit to it like I should. I have served as section chair on the AIA Alaska Board as Section Chair for two years. I volunteer for ORCA adaptive sports program.

Education/Training: Please list both formal and informal education & training experiences:

Master In Architecture. Attended 2018 NAPC National conference, (National Alliance of Preservation Commission).

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Registered Architect AK 117779

Upload a Resume

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Gary _____ Gillette
First Name Middle Initial Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

CBJ _____ Port Engineer
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Last Chance Basin Mining Museum & Sentinel Lighthouse Caretaker, President Gastineau Channel Historic Society, Treadwell Historic Preservation and Restoration Society Board Member, previous member of HRAC 7/2003-6/2019; CBJ Port Engineer

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Historic Resources Advisory Committee: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I am passionate about history and have historic preservation in Juneau for the last 36 years I have lived and worked here. Have been active with communities (Juneau, Fairbanks, Nome, City of Yakutat) and government agencies (CBJ, State DOT, Bureau of Indian Affairs, State Office of History and Archaeology) in preservation educational historic resource surveys; preservation planning; developing preservation goals; developing preservation guidelines; and preparing historic preservation plans.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Gastineau Channel Historical Society; Treadwell Historic Preservation and Restoration Society; Nome Historic Commission

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

CBJ Community Development Department; CBJ Engineering Department; Docks and Harbors Enterprise

Education/Training: Please list both formal and informal education & training experiences:

Bachelor of Environmental Design, University of Colorado-Boulder; Master of Architecture and Urban Design, University of Colorado-Denver; Historic Preservation Leadership Academy, Asilomar-California

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Professional Architect in Alaska and Colorado

Upload a Resume

Demographics

The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

None Selected

Gender

None Selected



Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree



CBJ BOARD/COMMISSION APPLICATION

c/o Municipal Clerk's Office, 155 S. Seward Street, Juneau, AK 99801;
Phone: 907-586-5278 Fax: 907-586-4552 Email: City.Clerk@juneau.org

First Name: _____ Last Name: _____

Daytime Phone : _____ Evening Phone: _____

Email Address: _____

Mailing Address: _____ City: _____ AK Zip _____

Residence Address: _____ City: _____ AK Zip _____

Occupation _____ Employer _____

I am currently a member of the following CBJ Board/Committee(s): _____

Board or Committee(s) you are applying for (please indicate no more than 3*, in priority order):

First Choice _____

Second Choice _____

Third Choice _____

*If you are applying for more than one board, how many total boards are you willing to serve on? ____

Explain, with specificity, your reasons for applying to serve on each board listed above:

Please note that some CBJ Boards have membership criteria. These criteria can be found on-line at:

http://www.juneau.org/clerk/boards/Board_Information.php. Please review the requirements on the factsheets to see if you qualify for any specifically designated board seats. For example, the Airport Board has public seats and tenant seats. Please state whether you fit one of the specific seat criteria or if you are applying for the "general public" seat on each board below:

Please disclose any potential conflicts of interest that may arise from your appointment. To see what constitutes a "Conflict of Interest" as a board member, please refer to CBJ Code 01.45 available online at https://www.municode.com/library/ak/juneau/codes/code_of_ordinances

****Feel free to attach up to no more than four additional pages if more space is needed.****

CITY AND BOROUGH OF JUNEAU – BOARD/COMMISSION APPLICATION (Page 2)

Feel free to attach up to no more than four additional pages if more space is needed.

Please list any organizations, for which you currently serve as an employee, board member, or officer.

Please list your employment and volunteer history, especially any previous experience serving on one or more boards.

List both formal and informal education and training experience:

List any professional licenses, certifications, or registrations and dates obtained that may be used as qualifying criteria:

[Check One] I can commit up to ___ 3, ___ 5, ___ 10, or ___ 20 hours towards board service per month.

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media outlet. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember.

I certify that the information in this application is true and accurate.

Signature of Applicant: _____ Date: _____

(Date Stamp below)

Clerk's Office Use Only

Date of Assembly Appointment: _____ or /Not appointed, keep on file 1 yr.

Term Beginning Date _____ Term Exp. Date _____

Reappointed to term(s) [beginning-end dates:] _____

Appointment Materials Mailed _____

Resignation Notice Received _____ Effective date _____



CBJ Historic Resources Advisory Committee

2018 Annual Report

Prepared by the City and Borough of Juneau and the Historic Resources Advisory Committee

On behalf of Juneau's Historic Resources Advisory Committee (HRAC), the City and Borough of Juneau (CBJ) is pleased to present the 2018 Annual Report to the Human Resources Committee of the CBJ Assembly. This document provides an overview of HRAC's work over the past year. Concerns about the future of Juneau's downtown, and its Historic District in particular, have grown over the years. This has led to various opportunities for collaboration to address some of the biggest challenges that the Downtown Historic District faces. Today, more than ever, it is essential for local governments to be responsible stewards of its historic resources in an effort to preserve and maintain the community's cultural heritage and historic resources. These resources create a sense of community and space, provide an economic boost for the tourism industry, and preserve the community character for future generations. HRAC is looking forward to participating in the Blueprint Downtown planning process that is currently underway.

A. LOCAL PRESERVATION ORDINANCES :

- No new preservation ordinances were adopted in 2018.

B. HISTORIC RESOURCES ADVISORY COMMITTEE:

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

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

In 2018, HRAC was comprised of the following members, with the specific seat held at the time, and professional background:

- Zane Jones – Architect, MRV Architects (Chair)
- Don Harris (Vice Chair) – Retired Psychologist, historic home owner, and Board of Directors member of Friends of the Juneau-Douglas City Museum
- Shauna McMahon (Recorder) – State Natural Resource Specialist, State Museum docent
- Myra Gilliam – US Forest Service Archaeologist
- Gary Gillette – Architect, Member of Gastineau Channel Historic Society and CBJ Liaison to Treadwell Historic Preservation and Restoration Society
- Karenza Bott – University of Alaska Southeast student of Alaska Native Studies, UAS Student Government member (was not reassigned due to excessive absences)
- John Fox – Purchasing Officer for Hecla Greens Creek Mine, Amateur Historian
- Chuck Smythe - Director, History & Culture Department of Sealaska Heritage Institute
- Anastasia Tarmann – Historical Collections Librarian, State Libraries, Archives and Museums (resigned in November 2018)
- Shannon Crossley – Associate AIA, Northwind Architects (joined in September 2018)
- HRAC ended 2018 with one vacant seat

Allison Eddins, Planner II from the Community Development Department (CDD) and Laura Boyce, Senior Planner served as the staff liaisons between the CBJ and the Historic Resource Advisory Council.

The Historic Resources Advisory Committee held regular monthly meetings on the first Wednesday of every month, with the exception of May, July, and October. All of the meeting agendas and minutes are attached to this report. In addition to the regular meeting in September, HRAC had a training session with Nore Winter, Winter & Co. Mr. Winter provided training on interpreting and applying the CBJ Historic District Design Standards and Guidelines.

C. SURVEY AND INVENTORY OF HISTORIC PROPERTIES:

- No new properties were surveyed or inventoried during 2018.

D. PRESERVATION PLANNING ACTIVITIES: HRAC reviewed the following projects.

➤ Section 106 Reviews

- Two Alaska Department of Transportation & Public Facilities projects along Douglas Highway. This area is archaeologically significant and both projects involved ground disturbance. HRAC recommended that work cease immediately if artifacts and/or human remains are found and that any findings be turned over to the Juneau Douglas City Museum for evaluation in consultation with the Alaska State Historic Preservation Office. HRAC also recommended that a certified Archeologist be on-site when ground disturbing activities are taking place.
- One Alaska Department of Transportation & Public Facilities / Alaska Marine Highway System project for the Auke Bay Ferry Terminal. This project involved ground disturbance. The area had previously been disturbed with the terminal construction. HRAC noted that no significant cultural resources had been identified in that area, according to the Alaska Historic Resource Survey.
- The Juneau International Airport north terminal reconstruction project to tear down and rebuild the existing north terminal. HRAC members reviewed the 2018 Cultural Resources Evaluation Report that JNU provided. The report was conducted by Dr. Charles M. Mobley and evaluates the 1949-1960 architecture that will be torn down, as well as the archaeological potential of seven adjacent lots that will be developed. HRAC agrees with Dr. Mobley's assessment of the buildings' integrity and his recommendation that they not be considered for National Register nomination. HRAC did note that the 2018 analysis did not include fieldwork within the study area. The site's location between two anadromous water bodies and the closeness of the Gastineau Channel make it very likely that earlier settlements existed here and that sub-surface archeological resources may be present that were not evaluated when this section of the airport was first developed. Since the 2002 and 2008 reports did not analyze this study area, HRAC recommends field review and archeological testing of the site prior to any new grading work being conducted. The HRAC asks that if any historic artifacts are found, that excavation and construction work at the site where the artifacts were found cease and that the artifacts be turned over to the City Museum for evaluation in consultation with the Alaska State Historic Preservation Office.

➤ Determination of Eligibility Request

- The National Guard Armory – HRAC reviewed an initial Determination of Eligibility report in December 2018 prepared on behalf of the City and Borough of Juneau and the Juneau Arts and Humanities Council (JAHC). The armory was used by the National Guard until 2007 when the CBJ bought the building and parking lot for use as a community arts and cultural center. JAHC has been leasing the building from the city since 2008. The JAHC would like to construct a larger, more modern space and is seeking Federal grant funding for the project. The report recommends The National Guard Armory as eligible for listing on the National Register.

➤ Downtown Historic District Project Reviews:

- 369 South Franklin – Entryway reconfiguration and new window installation
 - This structure is known as the old Franklin Hotel, formerly the Madsen's Rooming House. During the landslide of 1937, this building was pushed down the hill and the front portion was rebuilt where it ended up on South Franklin. The front of the building was reconstructed with a recessed entryway and small first floor windows. The back portion of the building dates to 1889. The building is classified as an altered/contributing structure to Juneau's Downtown Historic District. The property owners requested a review of their proposal to bump out the recessed entryway and install larger windows for the first floor commercial storefront. Recessed entryways are a common feature among historic building in Juneau and should be preserved in contributing buildings when possible. However, the small windows on the front portion of the building and the siding are both later additions that take away from the historic character. HRAC advised against altering the recessed entryway but welcomed the increased transparency. The building owner accepted HRAC's recommendation and the building permit application was amendment to reflect the recommendation. The building permit was then approved.
- 359 South Franklin – Entryway reconfiguration to create new retail space

- This structure is known as the Alaska Fur Gallery Building. Construction of the building was completed in 2000 and is classified as a non-historic building. The property owners wanted to create a new retail space. This mostly involved interior work but some changes to the façade would be made. Three large first floor windows would be converted into two double doors. HRAC advised that above the new double doorway, lower clerestory windows should be installed to match the building's other entryways. The owner's representative accepted HRAC's recommendation and the building permit was approved.
 - 171 Shattuck Way – Façade window and door replacement for new tenants
 - This structure was built in 1900 as part of the Alaska Steam Laundry Building. The property owner wanted to replace the existing windows and one existing doorway. HRAC noted that the original windows and doors had been replaced many years ago. The type of replacement being proposed would be an improvement to what is currently in place. HRAC recommended approval and the building permit was approved.
 - 159 North Franklin – Elimination of recessed entryway
 - This structure is known as the Guffy Building and was constructed in 1914. The Guffy Building is considered preserved and contributing to the character of the Downtown Historic District. The applicant wanted to eliminate the building's recessed entryway citing loitering and homelessness as the reason. HRAC advised against this due to the building's preserved character and recommended the applicant consider installing a non-permanent gate along the entry to help alleviate the current problem, similar to the Alaska Brewery Depot. The applicant agreed and the request to eliminate the recessed entryway was withdrawn.
- Juneau's Historic and Cultural Preservation Plan:
- 2018 marked to beginning of Phase II of the planning process. Between the month of January 2018 and March 2018, CBJ staff prepared for and hosted a large stakeholder meeting with CBJ department, State and

Federal agencies with a presence in Juneau, local non-profits and neighborhood associations. The meeting was well attended with over 50 participants. During the spring of 2018, a few small, targeted meetings to reach those stakeholder groups that are under-represented and do not feel comfortable attending and participating in public meetings. These meetings were meaningful and productive and helped CDD staff and HRAC building a relationship with these groups. In June 2018, the consultant team began drafting the plan and submitted a final draft to CDD staff in August 2018. Consultant Nore Winter visited Juneau in September 2018 for a series of public meetings and a role out of the draft plan for the 30 day public comment period. The public comment period was extended to 60 days. Between November 2018 and December, CDD staff worked to incorporate public and HRAC comments into the plan.

E. NATIONAL REGISTER PROGRAM PARTICIPATION:

- HRAC did not propose any new nominations to the National Register in 2018.

F. PUBLIC EDUCATION PROJECTS:

In 2018, the Juneau Douglas City Museum offered historical presentations, walking tours, lectures and exhibits.

Category	# of Participants
Education visits / School groups	1,750
Sea Week Historic Shoreline 5 th grade	131
Fish Trap 4 th grade class visit	22
Public Programs	3,490
Walking Tours (includes historic downtown, geology, Treadwell mining, Princess Sophia and True Crime)	307
Capitol Tours (free tours of the Capitol Building)	262
Total	5,416

The museum hosted a talk in February 2018 by architect Wayne Jensen on the Capitol building renovation and history and 24 people attended

Throughout the summer of 2018, the City Museum offered a variety of programs as part of the commemoration of the 100th anniversary of the sinking of the Princess Sophia. These included a special monthly walking tour that concluded in the Evergreen Cemetery,

a book talk by author Mary Ehrlander on Walter Harper, who perished in the sinking and is buried in Evergreen Cemetery and was the first man to summit Denali, and a City Salon program on how weather, navigation, and communication contributed to the sinking of the Sophia. In addition to a short preview of Princess Sophia Opera musical numbers by performers, the guest speakers for the City Salon were Tom Ainsworth, Chief Meteorologist for the Southeast District of the National Weather Service, Matt York, Operations Watch Supervisor for the Marine Exchange, and Pat Moore, Amateur Radio Operator. In total 135 people attended or participated in all these programs.

In July 2018, the Juneau-Douglas City Museum entered into an agreement with the Legislative Affairs Agency to provide free tours of the Capitol Building. In eight weeks we offered 53 tours and had participants on 46 of those tours and there were a total of 262 participants on those tours. All tours were given by museum volunteers. We also hosted a First Friday opening reception in August 2018 that highlighted the art of the Capitol building.

The museum screened the film *Sayéik*, a film by UAS student Luke Holton on place names, at the Gold Town Theater in November 2018. The film included interviews and reflections on the 1962 burning of the Douglas Indian Village and the raising of the Raven totem pole at Sayéik Gastineau Elementary School, the site of a disturbed Alaska Native ancestral grave. The film was followed by a powerful panel discussion that included the film maker, Luke Holton, his advisor and UAS anthropology professor Dan Montieth, and Douglas Indian Association member Barbara Cadiente. There were 58 people in attendance.

Finally, here is a list of items added to the permanent collection that support historic preservation:

- 2018.03 Ray Peck Mural – Commissioned in 1986 by the City and Borough of Juneau for Gunakadeit Park (Pocket Park) at the intersection of Front and Franklin Streets, in the core of Juneau’s Historic Downtown. It was installed in 1988 and de-installed in 2007.
- 2018.26 Eaglecrest – Documents the survey, construction, and evolution of Eaglecrest Ski Area.



Ray Peck Mural panel pieces

G. UPDATED CONTACT INFORMATION:

- Commission Staff
Name: Allison Eddins, Planner
Address: 4th Floor Marine View Building, Juneau, Alaska 99801
Phone: 907-586-0758
Email: Allison.eddins@juneau.org

- Commission Chair
Name: Zane Jones, HRAC Chair
Phone: 907-586-1371
Email: zane@mrvarchitects.com



YOUTH ACTIVITIES BOARD

BOARD ROSTER



BONITA NELSON

1st Term Aug 22, 2016 - Aug 31, 2019

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



LIZ BROOKS

2nd Term Aug 31, 2015 - Aug 31, 2019

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



ELIZABETH BALSTAD

1st Term Jul 22, 2018 - Aug 31, 2020

Position Voting Member

Category Public



JOYCE VICK

5th Term Aug 01, 2002 - Aug 31, 2020

Appointing Authority Assembly

Position Voting Member

Office/Role Vice-Chair

Category Public

Dais Seat 8



KRISTEN ROMANOFF

1st Term Mar 15, 2018 - Aug 31, 2020

Position Voting Member

Office/Role Member

Category Public



TOM L RUTECKI

4th Term Apr 01, 2018 - Apr 01, 2021

Appointing Authority PRAC

Position Voting Member

Office/Role Chair

Category PRAC Representative

Dais Seat 9



CALEB PEIMANN

1st Term Sep 01, 2018 - Aug 31, 2021

Appointing Authority Assembly

Position Voting Member

Category Youth 18 yrs or younger when appointed

Dais Seat 7



KIANA POTTER

1st Term Sep 01, 2018 - Aug 31, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



VACANCY

Appointing Authority Assembly

Position Voting Member

Category JAHRC Representative

Dais Seat 4

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "MAILING" address in the first address block labeled "HOME." The optional secondary address field is for your "RESIDENCE" address.]

Bonita Nelson

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

[Redacted]

City

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I have enjoyed serving on the Youth Activities Board and would like to continue my service. It is very rewarding to learn about and understand the youth groups in Juneau and assist with their success by serving on the YAB. I feel that after one term I am better equipped to serve the board because of my three years experience with the YAG and serving on the committee that revised the score sheet. have been involved the following youth activities as a leader, board member or organizer for over 25 years: girl scouts, discovery southeast, science fair and seaweek. As a new retiree, I have the energy and time to devote to the duties of this board

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

I am a member of the Juneau Stem Coalition.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

NOAA Fisheries Research Biologist 1985-2019, and Outreach Coordination 1995-2019. Girl Scout Troop 170 Leader: 1993-2003. PTA president DZMS 1999-2001. Site Council 1998 at DZMS. Judging Director SE AK Regional Science Fair 2002-2015. Director of the Science Fair, 2015- 2017. Board of Directors member for Discovery Southeast: 2005-2012 (President 2 years, treasurer 1 year) Big Brothers Big Sisters School Mentor 2006-2009, I have been involved with numerous science camp organization and management including calibrations with Juneau Economic Develop Council.

Education/Training: Please list both formal and informal education & training experiences:

BS University of Illinois - Ecology, Ethology and Evolution 1979 MS Fisheries Biology 1985 University of Alaska Juneau (now University of Alaska- Fairbanks)

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Upload a Resume

Demographics

The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Michelle D Burlin
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

State of Alaska Mental Health Clinican III
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Americans with Disabilities Act Committee: Submitted
Hospital Board: Submitted
Juneau Human Rights Commission: Appointed
Juneau Public Libraries Endowment Board: Submitted
Wetlands Review Board: Appointed
Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

If you are applying for more than one board, how many total boards are you willing to serve on?

☒ 3

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

None

Question applies to multiple boards

How many hours per month are you able to serve?

varied

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I am applying to the specific boards that interest me, and that I am passionate about the subject. As far as each board is concerned, I am motivated and invested to become part of the Juneau community and involve myself with legal, ecological, medical, and teen issues of concern and/or future policies. I have an 11- year old daughter who loves the library, and we share a common passion for reading and learning. To this end, I graduates law school as a second career choice, and obtained certificates in Health and Genomics law. I value public health and ecological issues, as well as constitutionally upheld human rights for all.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

None at this time.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Arizona ATSA Executive Board Member, and chairperson for the Legislative committee.

Education/Training: Please list both formal and informal education & training experiences:

Arizona State University Law School- certificates in Health law; Genomics and Biotechnology Santa Clara University- MA degree in Counseling Multiple legal and psychology trainings in trauma, sexually deviant behaviors, and health law.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Will take the Alaska bar in February

[Michelle_Burlin_2019_CV.doc](#)

Upload a Resume

Demographics

The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female



Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "MAILING" address in the first address block labeled "HOME." The optional secondary address field is for your "RESIDENCE" address.]

Dayna M Mackey

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

State of Alaska

Employer

Budget Manager

Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Parks & Recreation Advisory Committee: Submitted
Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

If you are applying for more than one board, how many total boards are you willing to serve on?

☒ 1

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

My expertise in public budgeting and activities for children interest me greatly.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

None

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Education/Training: Please list both formal and informal education & training experiences:

Masters in Higher Education Administration Bachelors of Athletic Training

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Upload a Resume

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Tom L Rutecki
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

NOAA Auke Bay Fisheries Lab Marine Fisheries Research
Employer Job Title
Biologist

Residence Address if different from your Mailing "Home" Address listed above

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Previous member of Dimond Park Pool Task Force, Aquatic Facilities Advisory Board; current member of YAB & PRAC

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Aquatics Board: Appointed
Parks & Recreation Advisory Committee: Appointed
Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

[REDACTED]

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I want to switch from PRAC Liaison to YAB seat to Community YAB seat to get 3 year vs 1 yr appointment.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

See attached community service file.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

See attached community service file.

Education/Training: Please list both formal and informal education & training experiences:

Western Michigan University BS and MS Pre Med University of Michigan MS Thesis on Fish Behavior in a Great Lakes Trap Net

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

[TOMRESupdated2019.docx](#)

Upload a Resume

Demographics

The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Della Cheney

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Primary Phone

Alternate Phone

Suite or Apt

State

Postal Code

Retired

Employer

Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Practicing weaver and Cultural Educator

Secondary Email Address (if any)

Which Boards would you like to apply for?

Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I am very interested in our Community of Juneau and the growth of JACC. Enjoy working with students of all ages and worked as a Cultural Educator for 10 years with the Juneau School District at Floyd Dryden Middle School. I believe that art is important to a successful community.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

Southeast Alaska Independent Living Advisor Committee; Volunteer for the Elders and Youth Confence each year with the First Alaskans Institute.

Education/Training: Please list both formal and informal education & training experiences:

Completed the Fellows Program with Urban Studies and Planning at the Massachusetts Institute of Technology. Graduated with BA Sociology from the University of Hawaii Hilo in 1995. Love taking courses at UAS in weaving, and formline.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Practicing weaver of Spruce Root, Cedar Bark, and Ravenstail Weaving. BA in Sociology from UH Hilo, and Cultural Educator for years.

[Artist Resume 04-07.pages](#)

Upload a Resume

Demographics

The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ American Indian/Alaskan native Aleutian

Gender

☒ Female


Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree



To: Rob Edwardson, Chair
Human Resources Committee
From: Tom Rutecki, Chair
Youth Activity Board
Subject: Fiscal Year 2019 (July '18-June'19) Youth Activity Board Annual Report
Date: August 19, 2019

The Youth Activity Board (YAB) had a busy year reviewing and distributing grant money through the Youth Activity Grant and Contingency Grant programs. As budgets get tighter for the non-profit youth programs, these pools of money are becoming more strained.

The YAB is required by ordinance to place a sum equal to five percent of the amount allocated by the City Assembly into a contingency account to fund unanticipated events. \$332,500 minus the five-percent contingency (\$16,625) leaves the general youth activities fund with **\$315,875 to distribute for overall grant funding.**

CBJ share of Youth Activity funding	\$332,500
Contingency Fund Reduction (5%)	<u>(\$ 16,625)</u>
Total grant funding	\$315,875

Grant proposals are divided into three categories: Sports, Arts, and Academic/other for evaluation and ranking. The nine Youth Activity Board members* are each assigned to one of those categories so that three members review all grants in each category. In addition to the many hours spent individually evaluating and scoring each proposal, Board members spend two evenings publicly reviewing the proposals. The second and final meeting consists of the Board reaching an agreement on the groups to be funded and their recommended funding level. Attached are the Fiscal Year 2019 and Fiscal Year 2020 spreadsheets showing the organizations, amounts requested and recommended funding.

Fiscal Year 2019 had 27 proposals totaling \$492,842.50; all 27 of the programs were partially funded. In Fiscal Year 2020 there were 27 proposals totaling \$517,210.00 (up 5% from Fiscal Year 2019) in requests; the board recommended partial funding for all 27 of the proposals.

The board was active during Fiscal Year 2019 in which a total of six meetings were conducted to review contingency grant applications and grant documents. In Fiscal Year 2018, the board reviewed 10 contingency grant applications, representing swimming, dance, robotics, baseball, softball and jump roping, totaling \$44,353.11 (up 34% from Fiscal Year 2017) submitted by 4 different youth individuals and 4 different programs.



During Fiscal Year 2019, the board reviewed 7 contingency grant applications, representing academics, robotics, baseball, softball and jump roping, totaling \$26,525.90 (down 40% from Fiscal Year 2018) submitted by one youth individual and 5 different programs.

*** Youth Activity Board Members (attendance record for the year attached)**

Chair: Tom Rutecki

General Public representatives: Joyce Vick, Liz Brooks, Bonita Nelson, Kiana Potter, Kristen Romanoff, Elizabeth Balstad

Parks and Recreation Advisory Committee representative: Tom Rutecki

Juneau Arts and Humanities representative: Mary MacNaughton

Youth representative: Caleb Peimann

**Fiscal Year 2019 Youth Activity Annual Report
Appendices**

FY19 Youth Activity Grant Totals	Appendix A
FY20 Youth Activity Grant Totals	Appendix B
FY18 Youth Contingency Grant Totals	Appendix C
FY19 Youth Contingency Grant Totals	Appendix D
FY19 Youth Activity Board Annual Attendance Report	Appendix E

**APPENDIX A
FY19 YOUTH ACTIVITY GRANT TOTALS**

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$10,175.00	\$10,175.00
SAIL	ORCA Youth Program	\$21,180.00	\$14,116.00
AWARE, Inc	Girls on the Run/Boys Run	\$8,820.00	\$8,300.00
AEYC-SEA	Dimond Park Preschool Health Club	\$13,350.00	\$10,000.00
Girl Scouts of Alaska	Believe in the Power of Girl	\$14,200.00	\$9,400.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$14,097.50	\$7,500.00
Juneau Economic Development Council	STEM Summer Explore at Gruening Park	\$14,280.00	\$4,100.00
	Total Program Amount Requested	\$96,102.50	\$63,591.00
ARTS			
The Canvas Art Studio	Canvas Youth Outreach	\$18,075.00	\$12,068.00
Juneau Dance Theatre	Juneau Fine Arts Camp	\$29,000.00	\$16,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$14,300.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$12,500.00	\$8,000.00
Friends of Alaska State Museum	Art & Science at the APK	\$9,535.00	\$5,535.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR 2018	\$24,260.00	\$16,526.00
Juneau Tlingit & Haida Comm. Council	Raven Eagle Summer Culture Camp	\$5,000.00	\$3,200.00
	Total Program Amount Requested	\$118,370.00	\$75,629.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$40,500.00	\$34,500.00
Juneau Douglas Ice Association	Youth Hockey Program	\$21,700.00	\$18,950.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$33,010.00	\$25,300.00
Glacier Swim Club	Youth Competitive Swimming	\$24,100.00	\$23,000.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$32,200.00	\$16,500.00
Juneau Youth Sailing	Youth on the Water	\$15,670.00	\$7,000.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,000.00	\$5,355.00
Juneau Skating Club	Youth Ice Skating./Youth Synchronized Skating	\$34,890.00	\$11,200.00
Midnight Suns Softball	Girls Fast Pitch Softball	\$15,000.00	\$10,000.00
Juneau Jumpers	Juneau Jumpers	\$18,000.00	\$2,700.00
Juneau Ski Club	JSC Safety & Training Equipment	\$15,700.00	\$13,000.00
Juneau Youth Wrestling	Youth Wrestling Program	\$14,600.00	\$7,350.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$5,000.00	\$1,800.00
	Total Program Amount Requested	\$278,370.00	\$176,655.00
	Total FY19 Amount Requested	\$492,842.50	\$315,875.00

**APPENDIX B
FY20 YOUTH ACTIVITY GRANT TOTALS**

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$18,870.00	\$17,670.00
SAIL	ORCA Youth Program	\$19,130.00	\$12,130.00
AWARE, Inc	Girls on the Run/Boys Run	\$8,910.00	\$7,290.00
AEYC-SEA	Dimond Park Preschool Health Club	\$13,000.00	\$6,810.00
Girl Scouts of Alaska	G.I.R.L. Power in Juneau	\$17,450.00	\$8,000.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$14,250.00	\$4,957.00
	Total Program Amount Requested	\$91,610.00	\$56,857.00
ARTS			
Juneau Dance Theatre	Juneau Fine Arts Camp	\$25,000.00	\$18,500.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$12,950.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$10,200.00	\$5,000.00
Friends of Alaska State Museum	Art & Culture at the APK	\$9,516.00	\$7,750.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR	\$25,000.00	\$9,500.00
	Total Program Amount Requested	\$89,716.00	\$53,700.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$38,500.00	\$24,750.00
Juneau Douglas Ice Association	Youth Hockey Program	\$21,500.00	\$11,825.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$29,800.00	\$22,340.00
Glacier Swim Club	Youth Competitive Swimming	\$19,520.00	\$19,520.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$35,000.00	\$26,500.00
Juneau Youth Sailing	Youth on the Water	\$11,760.00	\$7,056.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,604.00	\$4,292.00
Juneau Skating Club	Youth Ice Skating	\$36,845.00	\$16,607.00
Midnight Suns Fastpitch Softball	Girls Fast Pitch Softball	\$22,000.00	\$12,200.00
Juneau Jumpers	Juneau Jumpers	\$13,400.00	\$8,040.00
Juneau Ski Club	JSC Safety & Training Equipment	\$16,000.00	\$11,200.00
Juneau Gun Club	Juneau Trap Team Program	\$10,000.00	\$4,000.00
Midnight Suns Baseball Club	Youth Baseball	\$29,500.00	\$18,175.00
Hoop Rats Basketball Club	Hoop Rats Basketball	\$19,320.00	\$7,310.00
UAF Cooperative Extension Service	4-H Nordic Ski Club	\$15,820.00	\$9,492.00
Sealaska Heritage Institute	Latseen Hoop Camp	\$8,315.00	\$2,011.00
	Total Program Amount Requested	\$335,884.00	\$205,318.00
	Total FY20 Amount Requested	\$517,210.00	\$315,875.00

APPENDIX C
FY18 CONTINGENCY GRANT TOTALS

Youth Activities Contingency Fund Balance FY18

July 1, 2017 to June 30, 2018

		Amount Requested	(+)	Amount Awarded(-)	Total Available Funding
Beginning Balance (5% of \$332,500)			\$ 16,625.00		\$ 16,625.00
August	Youth #1 (Dance)	\$2,501.00		\$500.00	
	Youth #2 (Swim)	\$1,541.51		\$300.00	
	Youth #3 (Swim)	\$600.00		\$300.00	
	Youth #4 (Swim)	\$1,293.60		\$300.00	
	GCLL Majors Softball State Tournament (13 youth)	\$4,800.00		\$2,224.00	
	GCLL Majors Softball Western Regionals Tournament (13 youth)	\$1,800.00		\$2,224.00	
	GCLL Juniors Baseball Western Regionals Tournament (12 youth)	\$15,700.00		\$2,052.00	
November	Youth #5 (Swim)	\$400.00		\$400.00	
January	Girl Scouts of Alaska - Alaska Robot Rendezvous (12 youth)	\$10,217.00		\$4,285.00	
May	Juneau Jumpers - U.S. National Jump Rope Championship (11 youth)	\$5,500.00		\$4,040.00	
	Totals	\$44,353.11		\$16,625.00	\$ -

APPENDIX D
FY19 CONTINGENCY GRANT TOTALS

Youth Activities Contingency Fund Balance FY19
July 1, 2018 to June 30, 2019

		Amount Requested	(+)	Amount Awarded(-)	Total Available Funding
Beginning Balance (5% of \$332,500)			\$ 16,625.00		\$ 16,625.00
August	Youth #1 (Academic)	\$1,120.90		\$0.00	
	GCLL Majors Softball Western Regional Tournament (13 Youth)	\$2,000.00		\$1,455.00	
	GCLL Majors Baseball State Tournament (13 Youth)	\$5,430.00		\$1,692.00	
	GCLL Majors Baseball Western Regional Tournament (13 Youth)	\$2,000.00		\$1,869.00	
January	First Lego League Invitational Championship (8 Youth)	\$1,975.00		\$1,292.00	
May	First Lego League Global Innovation Competition (5 Youth)	\$5,000.00		\$3,439.00	
	Juneau Jumpers - U.S. National Jump Rope Championship (10 Youth)	\$9,000.00		\$6,878.00	
Totals		\$26,525.90		\$16,625.00	\$ -

DENIED

August Tara Moreno-Goodwin - Summer Springboard (Oakland, Ca) \$1,120.90

APPENDIX E
FY 19 Youth Activity Board Attendance

[illegible]