



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

June 17, 2024 at 6:00 PM

Zoom Webinar-ONLY

THIS MEETING HAS SWITCHED TO A ZOOM ONLY VENUE. No in person venue will be held for this HRC meeting.

Zoom Webinar Info is: <https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. *Gunalchéesh!*

C. ROLL CALL

D. APPROVAL OF AGENDA

E. AGENDA TOPICS

1. Douglas Advisory Board Appointment(s)

Per [Resolution 2331](#), the Douglas Advisory Board is a seven member board appointed by the Assembly; and to be appointed to the DAB must reside on Douglas Island. The purposes of the board shall be to advise Assembly and the City and Borough administration on matters which affect Douglas Island and its facilities and residents.

There are currently two vacant seats for various terms on the Douglas Advisory Board. One seat is for a term beginning immediately and ending September 30, 2025 and the other for a term beginning immediately and ending September 30, 2024. Since this second vacancy falls within 6-months of this seat coming due, the committee can appoint an applicant to finish out the current term and appoint them to a full-term beginning October 1, 2024 and ending September 30, 2027.

Suggested Motion:

to forward to the full Assembly for appointment, _____ to the Douglas Advisory Board or an unexpired term beginning immediately and ending September 30, 2024 and to a full term beginning October 1, 2024 and ending September 30, 2027.

2. Parks & Recreation Advisory Committee (PRAC) Appointments

Per [Ordinance 2022-64\(b\)\(am\)](#) the duties of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, and the Aquatics Board were consolidated into the Parks and Recreation Advisory Committee (PRAC) and those committees sunset as of March 27, 2023 with the previous PRAC sunsetting as of April 30, 2023. The one-year terms on PRAC have now come due, to what will now be full three-year terms running May 1, 2024 - April 30, 2027.

HRC action - recommendations for appointment of applicants to three terms beginning immediately (May 1, 2024) and ending April 30, 2027.

3. Historic Resources Advisory Committee (HRAC) Annual Report & Appointments

Per [CJB Code 49.10.410](#) The Historic Resources Advisory Committee consists of nine members appointed by the Assembly. Members shall be appointed for a term of three years. The Assembly shall invite

applications for membership from archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida people, owners of locally recognized historic property, people familiar with the operations and issues relating to the city museum, teachers, and the general public.

There are three seats with terms due beginning July 1, 2024 and ending June 30, 2027. There is also one seat for an unexpired term beginning immediately and ending June 30, 2025. All incumbents have applied for reappointment, no new applications have been received.

Suggested Motion:

I move to forward to the full Assembly for approval, the recommendation to reappoint to the Historic Resources Advisory Committee, Shannon Crossley, Donald Harris and Dorene Lorenz all to full terms beginning July 1, 2024 and ending June 30, 2027.

4. Resolution 3067 A Resolution Amending the City and Borough of Juneau Personnel Rules

F. STAFF REPORTS

5. Update on Empowered Board Applications

Monday (6/17) at 4:30pm is the deadline for applicants to submit the advanced interview questions for each board in order to be scheduled for an interview. Clerk Staff will work to provide final applicant numbers prior to this HRC meeting.

At the time of this HRC packet posting on 6/14:

D&H Board: 10 applications (2 applicants returned questions)

Airport Board: 4 applications (0 applicants returned questions)

Eaglecrest Board: 12 applications (2 applicants returned questions)

The committee may wish to tentatively pick a second date later in July to hold interviews for the Docks & Harbors Board if July 2nd looks like it will be too long of a night to hold all three board interviews. The Airport and Eaglecrest Boards have regular meetings the 1st and 2nd weeks of the month and the Docks & Harbors Board holds its regular meeting the last week of the month, hence the recommendation to hold D&H interviews later in July if needed.

The other option, if keeping all interviews on 7/2, would be to start at 5pm.

Airport Board

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

Docks & Harbors Board

1 seat for an unexpired term beginning Immediately and ending June 30, 2026

3 seats for terms beginning July 1, 2024 and ending June 30, 2027

Eaglecrest Board

1 seat for an unexpired term beginning May 1, 2024 and ending June 30, 2025

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

G. STANDING COMMITTEE TOPICS - *for discussion as meeting time allows*

2024 Assembly Goal 4A - *Specific to the work of the HRC*

Acknowledge and honor Juneau's indigenous culture and place names. Develop a naming policy. Consider the impacts of recognizing additional and/or replaced holidays, including Elizabeth Peratrovich Day, Indigenous People's Day and Juneteenth.

H. COMMITTEE MEMBER COMMENTS AND QUESTIONS

I. NEXT MEETING DATE

July 1, 2024 at 6pm - Regular Assembly HRC Meeting

July 2, 2024 - Zoom Only - Empowered Board Interviews

J. SUPPLEMENTAL MATERIALS

K. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.

Presented by: HRC
Introduced: 04/23/2007
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2331

A Resolution Reestablishing and Renaming the Douglas Service Area Advisory Board, and Repealing Resolution Nos. 210 and 1665.

WHEREAS, a temporary Advisory Board for Douglas Service Area, Service Area No. 2, was established by the Charter in Section 16.8(d); and

WHEREAS, the Douglas Service Area Advisory Board has continued to function under authority granted by the Assembly; and

WHEREAS, it is desirable that this board continue to function, and that it be renamed.

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

Section 1. The Douglas Service Area Advisory Board, shall be known as the Douglas Advisory Board

Section 2. The board shall consist of seven members appointed by the Assembly for staggered three-year terms.

Section 3. Any person appointed to serve on the Douglas Advisory Board must be a qualified voter of the City and Borough residing on Douglas Island.

Section 4. The purposes of such board shall be to advise the City and Borough Assembly and the City and Borough administration on matters which affect Douglas Island and its facilities and residents.

Section 5. Repeal of Resolutions. Resolution Nos. 210 and 1665 are repealed.

//

//

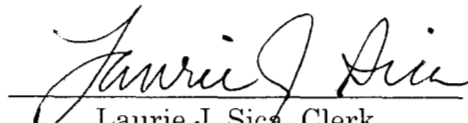
//

Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 23rd day of April, 2007.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

Upcoming Events

Douglas Advisory Board
06/19/2024 - 5:00pm

[View the Douglas Advisory Board Calendar](#)

Douglas Advisory Board

Information	Members	
Douglas Advisory Board Webpage	Current	Past
Contact Info: Contact City Clerk's Office at 907-586-5278 or city.clerk@juneau.gov	Ed Schoenfeld Position: Voting Member Term End: 09/30/2026	Mary Kay Pusich Position: Voting Member Term End: 09/30/2025
Meeting Frequency: 3rd Wednesday of the Month @ Douglas Library Meeting Room	Joyce Vick Position: Voting Member Term End: 09/30/2026	Ann Simard Position: Voting Member Term End: 09/30/2025
Term Lengths: 36 months	Shannon Crossley Position: Voting Member Term End: 09/30/2024	Vacant Seat Position: Voting Member Term End: 09/30/2025
Number of Positions: 7	Vacant Seat Position: Voting Member Term End: 09/30/2024	



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Fri, 05/24/2024 - 4:27pm
158.145.15.25

First Name

Matt

Last Name

Catterson

Residence Address

██████ Street, Douglas AK 99824

Mailing Address

██████ Street, Douglas AK 99824

Primary Phone Number

██████████

Secondary Phone Number

██████████

Email

██████████@yahoo.com

Board, Commission, Committee

Douglas Advisory Board

Current of Prior Experience on CBJ Boards/Commissions/Committees

My experience with CBJ Boards/Commissions/Committees is limited. I served on the West Juneau/South Douglas Area Plan Steering Committee. I am actively seeking opportunities to become involved in more civic activities.

Reasons for Applying

I live and work in Douglas: Douglas is my home. I am actively looking for ways to contribute to my community and help ensure that Douglas continues to be a prosperous, desirable, and unique place to live and work. I believe in the public process and that local community advisory boards can play an important role connecting local residents to our City government and help bridge the gaps between government processes and community members.

Qualifications

I have a Bachelors of Arts Degree in Architectural Studies from Hobart College in NY, a Bachelors of Science degree from UAF in Fisheries, and a Master of Science degree from UAF in Fisheries- I completed both UAF degrees in Juneau.

I currently work as fisheries biologist for the Sport Fish Division of ADF&G. I have worked in fisheries management for ADF&G in Southeast Alaska since 2015 in Sitka, and Yakutat, and am now located in the Douglas office. In my current position I coordinate two regional programs: the Sport Fisheries Boating Access program and Sport Fisheries Enhancement program. Both programs leverage federal funding to improve and maintain sport fishing opportunity for anglers in Southeast Alaska. Both programs involve significant planning, communication, and coordination to identify, evaluate, and implement projects that benefit sport anglers while meeting federal funding requirements. My current job depends on good communication and working relationships with other State agency staff, City and municipal staff in communities around Southeast, and the general public. I have also spent years living and working in the communities of Sitka and Yakutat, my experiences in these smaller and more rural locations have contributed significantly to my understanding of complicated dynamics of communities in Southeast Alaska.

Prior to beginning my professional career with ADF&G, I worked as an Economic Development Advisor for the State of Alaska, with a focus on fisheries and maritime industry research and development- this experience has diversified my understanding of the interactions between communities and the industries and government processes upon which their prosperity depends.

I served on the West Juneau/South Douglas Area Plan Steering Committee, which gave me some experience working with CBJ staff on the types of issues that the Douglas Advisory Board works on. I would like to continue that type of community based work, but I understand the area planning process has been delayed by staffing shortages.

When not working I am passionate about outdoor recreation, and spend a lot of time in the waters, forests, trails, and mountains of Douglas and the greater Juneau and Southeast Alaska areas. I have been an Eaglecrest season pass holder for about 15 years and utilize Douglas parks, roads, trails, and marine infrastructure for recreational purposes. I am regular user of both the North and South Douglas boat launch ramps and believe strongly in the importance of facilities that provide access to the outdoors.

Civic Activities, Memberships or Non-profits Involved With

I am on the board of the Douglas community garden and serve as the treasurer. The Douglas Community Garden is a small non-profit that provides vegetable growing space, information, and assistance to community members. We recently worked with CBJ to execute a cooperative agreement to expand our growing space to the area adjacent to the Fruiting Forest on Fourth Street.

I am actively looking opportunities to become more involved in civic activities.

Working with a Group

All of my current professional work requires effectively working with a team that often includes individuals from different agencies, communities, and organizations. My involvement with the Douglas Community Garden board and the Douglas Area Plan steering committee requires working closely with small groups of Douglas residents who have different perspectives but are passionate about our community.

My approach to working in a group is grounded in empathy and respect. I strongly believe that good communication begins with actually listening to people and working to understand their perspectives, even if I disagree. I know from my work and volunteer experience that it can be challenging to work through issues with people who have different or conflicting perspectives, it takes time and effort, but if the group can persevere to achieve a result it will no doubt be improved by the diversity of perspectives that contributed to it.

Meeting Schedule and Attendance

Yes, I have a lot of experience participating in meetings both virtually and in person.

Date of Birth (Optional)

[REDACTED]

Ethnicity (Optional)

Caucasian

Gender (Optional)

Male

Acknowledgement/Certification

Agree, Matt Catterson

Resume, Education, etc. (Optional)

- [Home](#)
- [Logout](#)
- [Dashboard](#)

[Municode - Connecting You and Your Community](#)

Source URL:<https://juneau-ak.municodemeetings.com/node/791/submission/62>

Links

[1] <https://juneau-ak.municodemeetings.com/bc/application>

Presented by: The Manager
Presented: 12/12/2022
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-64(b)(am)

An Ordinance Reorganizing and Consolidating the Aquatics Board, the Treadwell Arena Advisory Board, the Jensen-Olson Arboretum Advisory Board, and the Parks and Recreation Advisory Committee.

WHEREAS, the Jensen-Olson Arboretum Advisory Board was most recently created by Resolution 2377 (12/11/2006); and

WHEREAS, the Parks and Recreation Advisory Committee was most recently created by Resolution 2646 (6/3/2013); and

WHEREAS, the Treadwell Arena Advisory Board was most recently created by Ordinance 2019-04(b) (1/28/2019); and

WHEREAS, the Aquatics Board was most recently created by Ordinance 2019-03(b) (1/28/2019); and

WHEREAS, the Assembly appreciates the community engagement and extensive volunteer hours members of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, the Aquatics Board, and the Parks and Recreation Advisory Committee invested into our community; and

WHEREAS, the current Assembly Advisory Board Rules of Procedure are located in Resolution 2686 (6/9/2014); and

WHEREAS, Resolution 2686 requires appointments to advisory boards based on talent and interest instead of race, creed, color, age, religion, national origin, sex, marital status, political ideology, sexual orientation, or sensory, mental or physical handicap; and

WHEREAS, Resolution 2686 also requires diverse appointments to advisory boards to reflect a membership appropriate for accomplishing the goals of the board, which should include cultural, social, political, technical, and economic viewpoints sufficient to ensure wide-ranging and active debate; and

WHEREAS, consolidation of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, and the Aquatics Board duties into the Parks and Recreation Advisory Committee is in the best interest of the community because recruitment and retention of 43 engaged volunteers is challenging, board morale is low when meetings are not meaningful, staff

support time can be better spent on other projects, and fewer boards representing a larger portion of the community would be more effective and impactful.

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

Section 1. Classification. Sections 2, 3, 4, and 7 are noncode provisions. Sections 5 and 6 are code provisions.

Section 2. Repeal of Resolution 2377. Resolution 2377 is repealed. The Jensen-Olson Arboretum Advisory Board is dissolved upon the effective date of this ordinance.

Section 3. Repeal of Resolution 2646. Resolution 2646 is repealed. The Parks and Recreation Advisory Committee is reestablished consistent with Section 6 of this ordinance.

Section 4. Repeal of Ordinance 2019-04(b). Ordinance 2019-04(b) is repealed. The Treadwell Arena Advisory Board is dissolved upon the effective date of this ordinance.

Section 5. Repeal of Chapter 67.10. Chapter 67.10 – Aquatics Facilities is repealed and reserved. The Aquatics Board is dissolved upon the effective date of this ordinance.

Section 6. Amendment of Chapter 67.01. Chapter 67.01 – Recreation Areas is amended by adding articles to reestablish the Parks and Recreation Advisory Committee.

Chapter 67.01 – RECREATION AREAS

ARTICLE I. RECREATION AREA ORDINANCE

67.01.010 Short title.

...

67.01.020 Other ordinances not affected.

...

67.01.030 Areas regulated.

...

67.01.040 Intent.

...

67.01.045 Regulations.

...

67.01.050 Hours of operation.

...

67.01.080 Use; liability insurance.

...

67.01.090 Prohibited uses.

...

67.01.095 Motorized uses on Auke Lake.

...

67.01.100 Criminal liability.

...

ARTICLE II. PARKS AND RECREATION ADVISORY COMMITTEE

67.01.200 Establishment.

There is established the Parks and Recreation Advisory Committee ("PRAC").

67.01.210 Membership.

(a) Membership. The members of the PRAC shall be nine citizens of the City and Borough of Juneau.

(b) Term. Members shall be appointed by the assembly. Members shall be appointed to staggered three-year terms. A new member shall be seated upon appointment and serve until their term ends or until their successor is appointed. A member serves at the pleasure of the assembly and may be removed at any time by an affirmative vote of six members of the assembly.

(c) Quorum. Five members constitutes a quorum.

67.01.220 Meetings.

(a) Procedure. The PRAC shall be governed by the Advisory Board Rules of Procedure, which generally follows Robert's Rules of Order.

(b) Regular and special meetings. The PRAC should hold regular meetings on a schedule established by the PRAC and may hold special meetings—at the call of the chairperson or three members—as necessary to conduct business.

67.01.230 Subcommittees.

(a) Jensen-Olson Arboretum Endowment Subcommittee. There is established a permanent subcommittee to advise on use of the Jensen-Olson Arboretum Endowment. This subcommittee should meet at least once per year and as necessary to effectuate the business of the endowment.

(b) Special subcommittees. The chairperson—subject to ratification by the PRAC—or majority of the PRAC may create temporary special subcommittees to facilitate any discrete PRAC business issue. Membership on subcommittees may include public seats in addition to PRAC members. While all PRAC members may attend and participate in subcommittee proceedings, only

designated subcommittee members may vote. Temporary subcommittees should exist for no longer than 24 months and dissolve upon completion of the enabling charge.

(c) Facilities Subcommittee. There is established a Facilities Subcommittee that will focus on the health and good repair of all facilities under the purview of the PRAC. At a minimum of two times per year the Facilities Subcommittee shall engage users of each facility to hear from those users and to plan for facility needs.

67.01.240 Duties.

(a) Intent. With the exception of parking management and facilities maintenance services provided to other departments, the PRAC should advise the assembly regarding all Parks and Recreation Department managed lands, facilities, and services including, but not limited to, the Treadwell Arena, the Aquatics Facilities, and the Jensen-Olson Arboretum.

(b) The PRAC should review and provide recommendations to the parks and recreation director and assembly regarding the following:

- (1) Planning and development of all aspects of recreation and associated issues affecting parks and recreation in the community.
- (2) The Capital Improvement Plan (excluding Facilities Maintenance and Centennial Hall).
- (3) The department’s Fee Schedule (excluding parking).
- (4) Adopted and proposed legislation, including regulations, related to the department.
- (5) Acquisition or disposal of City and Borough of Juneau lands managed or dedicated for park or recreation purposes.
- (6) Naming of parks or recreation facilities.

67.01.250 Staff Assistance.

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

The director of each parks and recreation facility shall provide quarterly reports to the PRAC.

Section 7. Parks and Recreation Advisory Committee Transition Period. The Assembly intends on reestablishing the PRAC by May 1, 2023. Current members of the PRAC will continue to serve through April 30, 2023, and need to reapply if interested in a future PRAC position. In addition to new public members, all members of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, and the Aquatics Board are encouraged to apply for a PRAC position. The Assembly shall appoint transitional PRAC positions as follows: three members for one-year terms, three members for two-year terms, and three members for three-year terms.

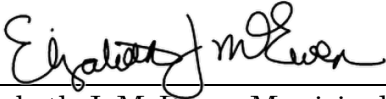
Section 8. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 27th day of February, 2023.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk

City and Borough of Juneau, AK

Parks & Recreation Advisory Committee

Board Roster

Christopher Mertl

1st Term May 01, 2023 - Apr 30, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3

Makayla M Chappell

1st Term May 01, 2023 - Apr 30, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2

Christina L Mounce

1st Term May 01, 2023 - Apr 30, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1

Paulette Schirmer

1st Term May 01, 2023 - Apr 30, 2025

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5

Danika Swanson

1st Term May 01, 2023 - Apr 30, 2025

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 6

□
Josh Anderson

1st Term May 01, 2023 - Apr 30, 2025

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 4

□
Emma G Van Nes

1st Term May 01, 2023 - Apr 30, 2026

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 7

□
Portland Highbaugh

1st Term May 01, 2023 - Apr 30, 2026

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 8

□
Charles L Westmoreland

1st Term May 01, 2023 - Apr 30, 2026

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 9

□
Michelle Bonnet Hale

1st Term N/A - N/A

No Recruitment

Appointing Authority Assembly
Position Assembly Liaison
Office/Role Assemblymember
Category Assembly Liaison
Dais Seat 10

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.]

Christopher

Mertl

First NameMiddle InitialLast Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Corvus Design

Principal Landscape Architect

EmployerJob 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

PRAC Liaison to Assembly Lands Committee, Founder of Juneau Park Foundation, and Juneau Urban Forestry Partnership; Member: Juneau Adult Hockey, TrailMix, and DBA.

Secondary Email Address (if any)

Which Boards would you like to apply for?

Parks & Recreation 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. *[Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV]*

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

I have proudly served with PRAC as the chair and wish to continue my work on this Commission. As a designer of parks, playgrounds, recreation areas, and trails, I bring unique expertise to the PRAC that is currently not being provided. My family (including school aged children) are avid users of Eaglecrest, Treadwell, the pools, and our many parks and trails. I love our P&R facilities and wish to continue to make them world class facilities while balancing budget and operational needs.

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.

American Society of Landscape Architects-Alaska Chapter

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

Employment: Corvus Design, Principal Landscape Architect. 12 years. USA Hockey Official: Treadwell Arena for JDIA and JAHA Volunteer: Juneau Park Foundation: Founder and volunteer, DBA: Infrastructure Committee, CBJ Lands, Housing and Economic Development Liaison

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

Bachelors in Landscape Architecture, USFS Recreation Accessibility, USFS Trail Accessibility, Arctic Engineering-UAA,

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 Licensed Landscape Architect: State of Alaska #LA10440, Certified Arborist: ISA #1693A, Certified Playground Safety Inspector, National Recreation and Park Association: #54734-625 USA Hockey, Certified Official, #2030196

Demographics

The following 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



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Thu, 05/23/2024 - 10:05am
216.67.57.106

First Name

Ryan

Last Name

O'Shaughnessy

Residence Address

Street

Mailing Address

Street

Primary Phone Number

Secondary Phone Number

Email

@gmail.com

Board, Commission, Committee

Parks & Recreation Advisory Committee

Current of Prior Experience on CBJ Boards/Commissions/Committees

I do not have experience on CBJ boards or committees, however I have served on and worked closely with several non profit boards in Juneau and southeast Alaska.

Reasons for Applying

I am applying to the City and Borough of Juneau Parks and Recreation Advisory Committee because I believe recreation is a fundamental component of life in Juneau. The unparalleled access to a wide range of outdoor activities is a major reason many people, including myself, choose to live here. Our city has done an excellent job of supporting and enhancing this aspect of our community, and I am deeply interested in ensuring that this public investment continues to make Juneau a great place to live for generations to come.

As someone who regularly uses our city's recreation facilities, especially the public pools and trails, I am committed to advocating for the continued development and maintenance of these vital resources. Having

transitioned out of my role as Executive Director of Trail Mix, where I closely followed the work of the PRAC for the past nine years, I now have the time and capacity to engage more directly and meaningfully with the board.

I view this as an opportunity to contribute to the community and uphold the values of civic engagement that I hold dear. As a member of the PRAC, I would prioritize accessible recreational opportunities for all community members, a balanced approach to commercial and non-commercial recreation, and support the department leveraging state and federal matching funds to enhance Juneau's recreational opportunities.

Qualifications

My qualifications for serving on the CBJ Parks and Recreation Advisory Board stem from my extensive experience and commitment to the community. As the Executive Director of Trail Mix Inc. since 2020 and an employee since 2015, I have worked closely with the CBJ Parks and Recreation Department, gaining a deep understanding of its programming, policies, and the challenges and opportunities within our recreational infrastructure.

I am also well-versed in the civic process and Robert's Rules of Order, ensuring effective and orderly meeting conduct. My familiarity with the practices and policies of the CBJ Parks and Recreation Department further equips me to contribute effectively to the board.

My long-term residence in Juneau and homeownership on Crow Hill with my wife Sarah demonstrate my investment in this community. Over the past nine years, I have closely followed the work of the PRAC, gaining valuable insights into its operations and impact. My professional background, combined with my personal commitment to utilizing and supporting public recreation facilities, uniquely positions me to contribute effectively to the board's mission.

I believe in the responsibility and importance of civic engagement and am eager to bring my experience, passion, and dedication to the PRAC to help enhance the quality of life for all Juneau residents.

Civic Activities, Memberships or Non-profits Involved With

Trail Mix, Executive Director, 2015-2024

Trail Mix, Volunteer, 2024 -

Working with a Group

As the Executive Director of Trail Mix, I have had extensive experience working with a diverse range of outdoor recreation user groups in Juneau, including but not limited to the Nordic Ski Club, the Juneau Off-Road Association, the Grateful Dogs of Juneau, and the Juneau Mountain Bike Alliance. Through my interactions with these varied groups, I have gained a deep understanding of the perceived and real conflicts that can arise between different user interests.

My role has required me to balance these opposing perspectives effectively. I empathize with recreators and recognize their specific needs and concerns, while also understanding the importance of creating and maintaining broadly accessible recreational facilities for the entire community. I firmly believe that the best solutions come from collaboration, rooted in a strong sense of community and compassion.

By fostering open communication and encouraging cooperative efforts, I have successfully mediated conflicts and helped develop recreation projects that serve a wide range of interests. My ability to navigate these dynamics ensures that I can contribute positively to the CBJ Parks and Recreation Advisory Committee, promoting inclusive and harmonious recreational opportunities for all Juneau residents.

Meeting Schedule and Attendance

Yes

Date of Birth (Optional)

Ethnicity (Optional)

White

Gender (Optional)

Male

Acknowledgement/Certification

Ryan Patrick O'Shaughnessy

Resume, Education, etc. (Optional)

- [Home](#)
- [Logout](#)
- [Dashboard](#)

[Municode - Connecting You and Your Community](#)

Source URL:<https://juneau-ak.municodemeetings.com/node/791/submission/57>**Links**[\[1\] https://juneau-ak.municodemeetings.com/bc/application](https://juneau-ak.municodemeetings.com/bc/application)



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Wed, 03/06/2024 - 3:21pm
216.243.16.89

First Name

Adrienne (Ren)

Last Name

Scott

Residence Address

[REDACTED] Juneau, AK 99801

Mailing Address

same

Primary Phone Number

907-[REDACTED]

Secondary Phone Number

Email

Board, Commission, Committee

Parks & Recreation Advisory Committee

Current of Prior Experience on CBJ Boards/Commissions/Committees

None

Reasons for Wanting to Serve

I grew up in Juneau, and have lived here for most of my life. I think we have a fantastic parks & recreation program, with so many opportunities for Juneau residents to stay healthy and active. I especially appreciate the recent focus on accessibility which helps ensure that all members of our community participate in recreational activities. I have a three year old daughter, and my family and I are frequent users of Parks & Rec facilities and activities including the parks, trails, field house, Treadwell arena, and pools. I also have technical experience that I believe would be a benefit to the committee. I worked for the CBJ Community Development Department from 2018-2023, during which I gained an understanding of CBJ codes and land use regulations, and gained experience analyzing and reviewing projects for compliance. I would be honored to be part of this decision-making group to continue ensuring equity and opportunity for all members of our Juneau community.

Experience/Professional Expertise/Education

Bachelor's of Science in Environmental Science, University of Alaska Southeast, 2008

Worked for CBJ Community Development Department 2018-2023, first as a Permit Coordinator, then as a Planner

Civic Activities, Memberships or Non-profits Involved With**Meeting Schedule and Attendance**

Yes

Date of Birth (Optional)**Ethnicity (Optional)****Gender (Optional)**

Female

Acknowledgement/Certification

Adrienne Scott

Resume, Education, etc. (Optional)

- [Home](#)
- [Logout](#)
- [Dashboard](#)

[Municode - Connecting You and Your Community](#)

Source URL:<https://juneau-ak.municodemeetings.com/node/791/submission/47>

Links

[1] <https://juneau-ak.municodemeetings.com/bc/application>



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Mon, 06/03/2024 - 3:36pm
24.237.16.50

First Name

ANDREW

Last Name

WILLIAMS

Residence Address

JUNEAU, AK, 99801

Mailing Address

JUNEAU, AK, 99801

Primary Phone Number

Secondary Phone Number

Email

@lingitninja.com

Board, Commission, Committee

Parks & Recreation Advisory Committee

Current of Prior Experience on CBJ Boards/Commissions/Committees

I have served going on 2 - 2 year terms with the Juneau Tlingit and Haida Community Council
I have served 1 two year term as a Tribal Council Board Member of the Douglas Indian Association.
I have over 5 years experience serving on the Parent Teacher Council board through Harborview while my children attended that school.

Reasons for Applying

I have been an active community family member of the Juneau community for a majority of my life. As a child my father played softball diligently and have grown to love the baseball parks and other outlying parks growing up. My siblings and I have watched the parks and recreation facilities evolve and grow throughout the years and we have enjoyed the parks and recs facilities from the cabins and Softball fields on Sandy Beach to the picnic and camping grounds at eagle beach and trails, boat ramps and camping grounds of North Douglas. My direct

and extended family have been avid pool patrons since I was a young child at Augustus Brown Swimming Pool. I believe my vested interest in the parks and recreation facilities make me a great board member, as my interests are not only based on my individual observations during use of these facilities but my relationships and conversations with other patrons as well. I bring previous administrative experience to the table that will benefit my ability to bring solid contributions to the board regarding all its endeavors. As a Tribal Citizen of Tlingit & Haida (CCTHITA) and the Douglas Indian Association (DIA), I will be able to provide an Indigenous perspective that aligns with the cultural values of our people and the clans to which the land originally belonged. I have been a life long learner of our Lingít Language and have acquired a minor in Lingít Language at UAS and would like to find creative and meaningful ways to inject our language into the entire process of administering parks and recreation facilities in Juneau. I believe that if we want our language to thrive, we must provide the future generation with a path that shows that living the culture of the original inhabitants of the land is an active process that requires a lifelong commitment of making it belong here again. As leaders of our Southeast communities, we must give our future generations of speakers a path to language use that evolves with a person through out there lifetime, including and especially within our governing and leadership organizations.

Qualifications

I was born in Juneau at the old St. Ann's Hospital and lived in Downtown Juneau and Douglas for the first part of my life. My family have been active members of the community and have been frequent patrons of all CBJ facilities. Having gone to school here as a child I have had the opportunity to be connected to the community regarding Parks and Recreation facilities and gotten to know what the people within my circles like and don't like about what is offered. After having my own kids and raising them here, I also bring the table experience from a parent's point of view and can appreciate now, as an older parent, what works for the community and the things that could be improved to make it enjoyable for everyone.

I have obtained a Bachelor of Science in Business Administration with and Emphasis in Business Management Systems (IT) with minors in Alaska Native Languages - Lingít, Law, and Computer Science. I also have obtained an Associated degree in Paralegal Studies. This education gives me the professional knowledge necessary to run and administer public organizations and provides me with a unique skill set that can take advantage of many new technologies that the world has to offer. My legal educational background enables me to not only understand the legal system to which organizations must adhere, but also the methodologies that enable a thorough analysis of matters and how they may relate to legal doctrine. My passion to revitalize our traditional languages is woven into this educational background and enables me to provide this professional knowledge that abides and aligns to our traditional values.

I have worked as a public service employee for a majority of my career having served over 15 years as an employee with CCTHITA and over 4 years with the State of Alaska. I have also worked as a Tribal Council member of both Juneau Tlingit & Haida Community Council (JTHCC) and Douglas Indian Association (DIA). While serving as a Tribal Council member of the JTHCC I served one term as their Treasurer. I worked as an Assistant Tribal Administrator with the Chilkat Indian Village in Klukwan included the duty of Grants Administration for various Federal, State and Private funding agencies. While working with the Tribe I helped create the Douglas Headstart Language Immersion Preschool program that eventually evolved into what is now known as the Tlingit Culture Language and Literacy (TCLL) program at Harborview. I also helped form the first "Fatherhood" program that advocated for fathers raising their children with special emphasis for single fathers that was originally named "Family Friendly Fathers" and is now named "Fatherhood is Sacred" provided by CCTHITA. I have taught Lingít throughout the community over the years and have experience working with Lingít First Language Speakers (Elders) to document the Lingít language.

All of this experience gives me a well-rounded skill set regarding various aspects of Public Administration and makes me an ideal candidate to fulfill the needs of this position.

Civic Activities, Memberships or Non-profits Involved With

Family Friendly Fathers

PTA

Language Teacher

JTHCC Council Member and Treasurer - 2018 - 2020

Douglas Indian Association Council Member 2018 - 2020

Currently Serving as JTHCC Council Member 2024 - 2026 - I am serving on the Finance Committee, Culture Committee, and Governance Committee during this term.

Section E, Item 2.

Working with a Group

I have had the opportunity to work directly with tribal members that have extensive experience working with groups that are affiliated with the Tribe as well as other groups that work with Federal, State, and Local representatives. Working with these mentors enabled me to glean a comprehensive understanding and tool set in working in these types of groups that I have also developed with my own experience. Working with dynamic civil groups requires an individual to investigate issues academically to which they are required to speak, review their findings with the constituents to which they represent, and speak to those issues within the working group by providing comprehensive and professional input to the group that includes a controlled expression of how it is emotionally and spiritually connected to yourself and those that you represent. This type of professionalism and passion is something that ideally each member of the group should bring to the table. This means that there will be times that conflicting perspectives will clash over a given issue and it must be allowed evolve through the administrative experience to a comprehensive and inclusive solution. You are required as a professional to bring this emotional content to the table of any given issue and be dedicated to leaving the emotions of any given issue at the table when the discussion is over and the decision has been made. Basically, resolving an issue or business matter should abide the rubric of the Scientific method that includes an opportunity for your peers to review and possibly challenge your perspectives and findings in a professional manner. It is the process of this meeting of the minds that enables our societies to develop in such a way that we maximize the chance for a collective perspective on any given issue to rise and encompass the eventual plans and solutions that will be the product of the group for the beings they represent.

Meeting Schedule and Attendance

Yes

Date of Birth (Optional)

[REDACTED]

Ethnicity (Optional)

Kaagwaantaan - Gaaw Hit - Klukwan Dax - (AKA Alaska Native)

Gender (Optional)

Male

Acknowledgement/Certification

ANDREW C. WILLIAMS

Resume, Education, etc. (Optional)

- [Home](#)
- [Logout](#)
- [Dashboard](#)

[Municode - Connecting You and Your Community](#)

Source URL: <https://juneau-ak.municodemeetings.com/node/791/submission/72>

Links

[1] <https://juneau-ak.municodemeetings.com/bc/application>



CBJ HISTORIC RESOURCES ADVISORY COMMITTEE

ANNUAL REPORT

2023

PREPARED BY THE CITY & BOROUGH OF JUNEAU HISTORIC RESOURCES ADVISORY COMMITTEE



City and Borough of Juneau, Alaska Historic Resources Advisory Committee

Subject: Historic Resources Advisory Committee – 2023 Annual Report

Honorable Mayor Weldon and Assembly Members,

Historic preservation is an important element of a community's character, identity, and viability. Juneau, for many years, has been a leader in historic preservation efforts throughout Alaska. As the State Capital, it is appropriate for Juneau to be a model for the rest of the state for responsible preservation of its historic and cultural resources.

The summer season of 2023 saw Juneau's cruise ship arrivals exceed pre-pandemic levels with nearly 1.7 million cruise ship passengers arriving in the port. Many of these passengers spend time walking through Juneau's Downtown Historic District and adjacent neighborhoods, often frequenting local shops, restaurants, and attractions.

Members of the Historic Resources Advisory Committee are a diverse group of citizen volunteers appointed by the Assembly who recognize the value of historic preservation for the community. The committee takes its advisory role seriously in reviewing historic preservation activities and issues. Members work to support historic preservation to the best of their ability and in the best interests of the community.

The Historic Resources Advisory Committee is pleased to present its Annual Report for 2023.

Respectively,

Juneau Historic Resources Advisory Committee

INTRODUCTION

The history of a community contributes to its personality. Preserving the historic and cultural resources of a place retains a community's unique character. Historic preservation provides a link to the roots of the community and its people by preserving and protecting buildings, structures, objects, landscapes, or other artifacts of historical significance. Historic preservation provides a direct connection to a community's past communicates the past to future generations.

Historic preservation provides economic development opportunities by promoting heritage tourism; creating jobs through rehabilitation and adaptive reuse of historic buildings; and enhancing neighborhood character thereby maintaining property values.

Preservation helps promote sustainability through adaptive reuse of existing buildings therefore reducing consumption of resources and materials; creating less waste for our landfills; and consuming less energy than demolishing and rebuilding new buildings. Carl Elefante, Architect, sums up this philosophy: "The greenest building is the one that's already built."

Overall, historic preservation adds to the quality of life making for a more livable community.

HISTORIC RESOURCES ADVISORY COMMITTEE (HRAC)

HRAC is an Assembly appointed citizen committee established in the Land Use Ordinance (Title 49.10.410) and entrusted with the following duties:

- Reviewing and making recommendations about local projects that might affect properties identified in the local Historic Preservation Plan.
- Reviewing and developing nominations to the National Register of Historic Places for properties within CBJ.
- Cooperating and consulting with the Assembly, the Historic District Commission, the Community Development Department, and the State Historic Commission on matters concerning historical districts and historic, prehistoric, and archaeological preservation in the City and Borough.
- Reviewing and making recommendations about the collections, exhibitions, education programs, long-range plans, and other pertinent activities of the Juneau-Douglas City Museum.
- Performing other actions which are necessary and proper to carry out the above duties.

In 2023, HRAC was comprised of the following members along with their area of interest or expertise as sought by the Assembly:

- Chair: Zane Jones – Architect
- Vice Chair: Shannon Crossley – Architectural Historian
- Recorder: Shauna McMahon – Owner of Historic Property (term ended June 30, 2023)
- Recorder: Eric Moots – General Public (term began July 10, 2023)
- Member: Don Harris – Owner of Historic Property and Familiar with the Operations and Issues of the Juneau-Douglas City Museum
- Member: Gary Gillette – Historical Architect
- Member: Sarah Hieb – General Public (term ended June 30, 2023)
- Member: Olivia Lihou – Educator (term ended June 30, 2023)
- Member: Dorene Lorenz – General Public
- Member: Chuck Smythe - Knowledgeable of Customs and Language of the Tlingit and Haida people

CBJ Community Development Department (CDD) provides liaison staff to HRAC. In 2023 there were some changes to staffing at CDD resulting in the following staff members who attended the meetings at various times of the year: Beth McKibben, Planner; Scott Ciambor, Planning Manager; and Forrest Courtney, Planner.

Beth Weigel, Director and Cory Woodall, Curator, provide liaison staff on behalf of the Juneau-Douglas City Museum (JDCM).

HRAC is scheduled to meet on the first Wednesday of every month except July. In 2023 some meetings were unable to be held due to lack of quorum resulting from personal schedule conflicts and two vacant member seats for the last half of the year. One meeting was cancelled and another rescheduled to make up for meetings with lack of quorum. HRAC member attendance record is attached at the end of the report at Appendix A. Meeting agendas and minutes are attached at the end of this report at Appendix B.

JUNEAU'S HISTORIC PRESERVATION PLANS

The City and Borough of Juneau has two areawide plans that support preservation of the community's historic resources:

- Chapter 16 of the Comprehensive Plan adopted in 2013 has the following policies regarding historic preservation:
 - Policy 16.1. To identify, preserve and protect Juneau's diverse historic and cultural resources, and to promote historic preservation and accurately represent Juneau's unique heritage through publications, outreach, and heritage tourism.
 - Policy 16.2. To identify historic resources within the CBJ and to take appropriate measures to document and preserve these resources.
 - Policy 16.3. To increase public awareness of the value and importance of Juneau's archaeological and historic resources, and to educate, encourage, and assist the public in preserving heritage and recognizing the value of historic preservation.
 - Policy 16.4. To preserve and protect the unique culture of Juneau's native peoples, including buildings, sites, artifacts, totems, traditions, lifestyles, languages, and histories.
 - Policy 16.5. To promote responsible heritage tourism that accurately represents Juneau's unique history, while protecting the resources from overuse or harm.
- The City and Borough of Juneau's Historic and Cultural Preservation Plan was adopted in 2020 to further the policies of the Comprehensive Plan regarding historic preservation.
- The *Draft* Blueprint Downtown Plan, currently under public review, recognizes the value of historic preservation, stating:

“Juneau's unique history and heritage is an asset worthy of investment. These assets attract tourists, shoppers, businesses, and residents. Over the years, many historic buildings have been lost, making those that remain even more important if downtown is to keep a link to its past. Designated historic landmarks and the centrally located Downtown Historic District are invaluable cultural resources that can contribute substantially to downtown's economic vitality and identity.”

LOCAL PRESERVATION ORDINANCES

CBJ's Land Use Code provides direction for historic preservation activities as follows:

- Title 49.10.410 - Establishes the Historic Resources Advisory Committee
- Title 49.75.220 - Authorizes the Planning Commission to enact historic district design review standards.
- Chapter 04 CBJAC 080.080 - Sets forth the Downtown Historic District Design Standards.
- No new preservation ordinances were adopted in 2023.

THE STATE OF JUNEAU'S HISTORIC RESOURCES

Juneau possesses a wealth of historic resources. It is in the best interest of the community to identify and preserve these artifacts, structures, and sites, which contribute to the historic and cultural diversity of the community. Current documentation lists over 500 buildings that were built before or during the first quarter of the 20th century. Significant numbers of additional sites, structures, and landscapes, await documentation. These resources are part of the community's heritage, and their identification and preservation are paramount in maintaining the community's sense of place in the 21st century.

- In 2023 the historic Elks Hall at 109 N. Franklin Street was demolished by its private owner. The building was built in 1908. In 1913 the first Legislature of the Territory of Alaska met in the building. The first bill passed was to give women the right to vote.
- In 2022 CBJ obtained historic Telephone Hill from the state legislature. The site contains several historic residential properties. As part of the land exchange the CBJ agreed to perform an analysis of the historic properties prior to completing plans for use of the site. As the city does not have a specific analysis process, the federal Section 106 process was identified as the model for CBJ's effort. The city contracted with consultants to perform the work to analyze the historic properties. The consultant began work in mid-2022. As of the end of 2023 no materials regarding the historic property analysis had been received by HRAC for review and comment.
- Beginning in January 2023 and throughout the year HRAC heard much public testimony regarding the state of planning and historic property analysis of the Telephone Hill site. Those testifying at the meetings were in favor of preserving the historic buildings and landscape of Telephone Hill.
- The issue of on-going deterioration of historic cemeteries in Douglas was discussed by HRAC in 2023. For many years various groups have proposed that the city obtain ownership and maintain the cemeteries as is done at Evergreen Cemetery in Juneau. HRAC recommended a letter be sent to the Assembly in support of resolving ownership issues and providing maintenance for the historic Douglas cemeteries. The letter had not been completed by the end of 2023.

SURVEY AND INVENTORY ACTIVITIES

In 2023 the CBJ Community Development Department, with consultant NorthWind Architects, completed Phase 2 of the update to the 1988 Juneau Townsite Historic Survey and Inventory. The project involved researching the history of buildings 50 years or older and documenting the

exterior architecture with descriptive narratives and photographs. With Phase 2 complete, a third phase was anticipated to nominate the Juneau Townsite to the National Register of Historic Places.

PRESERVATION PROJECT REVIEWS

Downtown Historic District Project Reviews:

- 259 S. Franklin Street. The building was constructed in the 1990s and is not a contributing property to the National Register Historic District. The proposed activity was to revise the entry way, update horizontal siding, replace windows, and make changes to the canopy. The project was reviewed and found compatible with the design guidelines for new construction of a non-contributing building.

Section 106 of the National Historic Preservation Act Reviews:

- There were no Section 106 project reviews brought to HRAC in 2023.

NATIONAL REGISTER OF HISTORIC PLACES

At the conclusion of the Juneau Townsite Survey and Inventory it was intended to apply for a Certified Local Government (CLG) matching grant to nominate the Juneau Townsite to the National Register of Historic Places. However, CDD Staff informed HRAC it would not be able to provide grant application or administration or other participation for the nomination process. Typically, CDD Staff time is used as part of CBJ's match for such grants.

HRAC did not propose nor review any new nominations to the National Register of Historic Places in 2023.

PRESERVATION EDUCATION AND OUTREACH

The Juneau-Douglas City Museum (JDCM) received a "Telling the Full History" Grant from the National Trust for Historic Preservation (National Trust) that was planned to relate the story of the burning of Aanáx Yaa Andagan Yé (Douglas Indian Village) in the 1960s. JDCM was unable to complete the project thus the grant was adjusted to include alternate work. With National Trust approval the funding was used to support the following projects:

- "For Our Children: Chilkat Weaving in the Lineage of Clarissa Rizal and Jennie Thlunaut" exhibition at JDCM.
- The "Mga Kuwento: Filipinos in Juneau" exhibition at JDCM and podcast.
- Interpretive signage for the "First Halibut Hook" kootéeyaa (totem pole) that stands in front of JDCM (formerly known as the "Four Story Totem Pole"). Dr. Emily Moore presented information at a program hosted by JDCM at Sealaska Heritage Institute's Clan House on new information regarding the carved totem by John Wallace. Her research revealed Wallace's interpretation as recorded by researcher Viola Garfield in her 1984 notes "Totem Pole Restoration Project." For the past 60 years the interpretation of the "Four Story Totem Pole" provided by Keithan was four Haida stories, however, Garfield's notes listed the figures on the pole and revealed the story was inspired by a Lingít ixt' (shaman) named Sa'wan who created and developed the Lingít style halibut hook. JDCM worked with Wallace's grandson, Lee Wallace, to rename the kootéeyaa "Sa'wan and the First Halibut Hook" which is reflected in the new interpretive signage. The kootéeyaa was carved as a

CCC project around 1940 in Hydaburg by Wallace and was later brought to Juneau in 1963 and mounted at 6th and Seward and then remounted in its present location in front of JDCM in 1993.

- Another kootéeyaa in the museum's care and collection receiving new interpretative signage includes the Wooshkeetaan kootéeyaa carved by Nathan Jackson and now located in the State Office Building.
- The third pole to receive new interpretive signage is the Harnessing the Atom kootéeyaa carved by Amos Wallace and located on the Calhoun Street side of JDCM.

JDCM also provided information to the City Manager that indicated the ballfields at Savikko Park in Douglas were once named for Lingít ballplayer Jimmy Manning.

JDCM requested that Parks and Recreation remove limbs hanging over the 5-Stamp Mill in Douglas at the start of the Treadwell Trail. This work was completed. At the request of the Treadwell Society, JDCM is also seeking to undertake other preservation measures for the Treadwell 5-Stamp Mill.

In 2023, the Juneau Douglas City Museum offered historical presentations, walking tours, lectures, and exhibits as contained in the following table.

Program Type	Total # Of Programs	Total # of Attendees	NOTES
Education Tours	20	453	UAS & JSD students Homeschool Discovery preschool Pioneer Home residents Statewide teacher groups Statewide high school students Tlingit Haida language immersion Travel Juneau staff & Volunteers
Events & Workshops	16	2159	First Friday Artist Workshops Travel Fair
Walking Tours	251	1834	Alaska Capitol Building Tours (197) Historic Downtown Juneau Tours (40) Treadwell Tours (2) True Crime Tours (3) Evergreen Cemetery Tour (3) Geology Tour (4) Capitol Tour for New Legislators (2)
Other Programs	6	390	Walter Soboleff Day Elizabeth Peratrovich Day & Scavenger Hunt Poetry Reading Group Solo Artist Talks Month of Play
TOTALS	293	4836	

APPENDIX A

HRAC Meeting Attendance Record

JUNEAU HISTORIC RESOURCES ADVISORY COMMITTEE - ATTENDANCE RECORD

January 2023 - December 2023

Name	Member Type	January	February	March	April (?)	May	June	August (?)	September	October	November	December	Total Possible Meetings	Total Meetings Attended *	Notes
Zane Jones	Chair	X	X	X		X	CXL			X	X	X	10	7	
Shannon Crossley	Vice Chair	X	X	X		X	CXL		X		X	X	10	7	
Shauna McMahon	Recorder	X	X	X		X	CXL		NA	NA	NA	NA	5	4	Term Ended 6/30/23
Eric Moots	Recorder	NA	NA	NA		NA	CXL			X	X		5	2	Term Began 7/10/23
Sarah Hieb	Member	X	X			X	CXL		NA	NA	NA	NA	5	3	Term Ended 6/30/23
Don Harris	Member	X	X	X		X	CXL		X	X	X	X	10	8	
Gary Gillette	Member	X	X	X		X	CXL		X		X	X	10	7	
Olivia Lihou	Member						CXL		NA	NA	NA	NA	5	0	Term Ended 6/30/23
Dorene Lorenz	Member		X			X	CXL		X	X	X	X	10	6	
Chuck Smythe	Member		X	X		X	CXL		X	X	X	X	10	7	
Vacant	Member						CXL								Term Filled in 2024
Vacant	Member						CXL								Term Filled in 2024

X = Present at Meeting
 CXL = Meeting Cancelled
 NA = Not a Member
 ? = No Meeting Minutes
 * = Per Meetings with Minutes

APPENDIX B

HRAC Meeting Agendas and Minutes



Historic Resources Advisory Committee

January 4, 2023 at 5:00 PM

DRAFT MINUTES

I. Call to Order

- a. Chair Jones called the meeting to order at 5:30 PM.

II. Roll Call

- a. Committee members present: Zane Jones, Shauna McMahon, Sarah Hieb, Shannon Crossley, Gary Gillette, Don Harris
- b. Committee members absent: Olivia Lihou, Dorene Lorenz, Chuck Smythe
- c. Staff present: Beth McKibben, Planner, Cory Woodall Juneau City Museum
- d. Members of the public present: Laurie Craig, Joshua Adams, Tony Tengs, John Ingalls, Fred Triem, Skip Gray, Michael Tripp

III. Approval of Agenda

- a. Motion Gillette/Second Harris to approve the agenda.
Motion passed by consensus.

IV. Approval of Minutes

- a. September 13, 2022
- b. October 5, 2022
- c. December 3, 2022

Motion Hieb/Second Gillette to approve the September 13, October 5 and December 3, 2022 minutes with corrections as noted.

Motion passed by consensus.

V. Public Participation

- a. Telephone Hill – Skip Gray provided a letter and drone photos of the Telephone Hill neighborhood. He expressed concern that the transfer of the properties from the State of Alaska to the City may endanger the historic resources of the neighborhood. He suggested the 1984 Historic Structure Survey and Inventory for the Telephone Hill Historic District be posted on the HRAC web page. It was noted that this study is on the HRAC webpage and that staff would provide the link to Mr. Gray.

Gray suggested an update to the Survey. It was noted that is identified in the 2020 Historic and Cultural Preservation Plan and the HRAC 2023 Work Plan.

There was discussion about nominating the Telephone Hill Historic District as federally recognized historic district. He requested that HRAC invite the Friends of Telephone Hill to a future meeting to present a history of the area. He also suggested the HRAC make a formal recommendation to the Assembly supporting the preservation of the neighborhood.

- b. Joshua Adams, Tony Tengs, John Ingalls and Fred Triem supported Mr. Gr presentation and expressed an interest in preserving the historic structures in that historic district.

VI. Agenda Topics

- a. Approval of HRAC Work Plan

There was a general discussion of the work plan presented.

Motion McMahon/Second Gillette to approve the 2023 Work Plan as presented.

Motion passed by consensus.

- b. CLG Grant Award

A copy of the award letter was provided in the packet. No action by the HRAC is needed at this time.

- c. Design Review – 259 S. Franklin Street

Shannon Crossley recused herself as a member of HRAC.

Ms. Crossley gave a presentation of the proposed renovations at 259 S. Franklin Street. The building was built in the 90' and is not a contributing building. Proposed renovations include a revised recessed single entry way, updated horizontal siding, windows and canopy.

Mr. Tripp, the building owner explained the reasons for the renovations and the time line for the work.

HRAC reviewed the Downtown Historic District Guidelines for new construction, which also applies to non-contributing buildings and found the proposal consistent with the guidelines and an overall improvement to the current exterior.

Motion Gillette/Second McMahon HRAC finds the proposed exterior renovations to be consistent with the Downtown Historic District Guidelines and recommends approval.

Motion passed with unanimous consent.

Ms. Crossley rejoined the Committee.

VII. Committee/Liaison Comments & Questions

HRAC asked staff to invite Gina Morris with the DBA to the February meeting to begin discussions for community outreach and education.

HRAC asked staff to invite Maria Lewis with Alaska State Historic Preservation Office - Office of History & Archaeology to the February meeting to discuss grant opportunities.

VIII. Adjournment

- a. Motion McMahon/Second Harris to adjourn the meeting at 6:16 PM.

**Historic Resources Advisory Committee
Work Plan
2023**

Section E, Item 3.

Background:

The Historic Resources Advisory Committee (HRAC) is made up of nine members, appointed by the Assembly for three year terms. The HRAC is comprised of the following: archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida People, owners of locally recognized historic property, people familiar with the operations and issues relating to the city museum, teachers, and the general public. The Committee was established in 1987 to meet the requirements of the Certified Local Government program established by the National Historic Preservation Act.

Duties:

The duties of the HRAC, as established in CBJ 49.10.410, are:

- Reviewing and making recommendations about local projects that might affect properties identified in the local historic preservation plan;
- Reviewing and developing nominations to the National Register of Historic Places for properties within the City and Borough;
- Cooperating and consulting with the assembly, the historic district commission, the community development department and the state historic commission on matters concerning historical districts and historic, prehistoric and archaeological preservation in the City and Borough;
- Reviewing and making recommendations about the collections, exhibitions, educational programs, long range plans, and other pertinent activities of the Juneau-Douglas City Museum;
- Cooperating and consulting with the library department on matters concerning the Juneau-Douglas City Museum; and
- Performing other actions which are necessary and proper to carry out the above duties.

2020 Historic & Cultural Preservation Plan:

The Historic and Cultural Preservation Plan is meant to guide efforts to preserve and protect the valuable historic and cultural resources of the Juneau community. The Plan is intended to encourage, and development activities to be sensitive to historic preservation and cultural resource values. The Plan establishes goals and actions that the community has determined to be important. The Plan defines policies that will serve as a roadmap for future activities, with an eye toward achieving the preservation goals.

The Plan recommends that work continue to document, protect, and preserve, significant historic and cultural resources, with CBJ providing a leadership role in this effort.

Areas of Focus

The HRAC annually establishes a work plan. The HRAC established the following three focus areas for the upcoming year: Historic Preservation, Education and Outreach and Training for HRAC and staff.

**Historic Resources Advisory Committee
Work Plan
2023**

Section E, Item 3.

Historic Preservation –

1. Complete Juneau Townsite Survey and Inventory Phase 2
2. Apply for funding and complete an historic survey and inventory for a new neighborhood that has not been surveyed.
3. Update Telephone Hill Historic District Survey and Inventory.
4. Seek federal nomination for Casey-Shattuck neighborhood and Juneau Townsite (after completion of Phase 2 inventory).

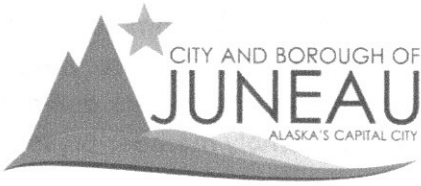
Education and Outreach –

1. Identify partners and develop relationships for community outreach to increase awareness of historic resources to owners/managers of property in historic neighborhoods and the general public.
2. Complete and use application forms/process for Historic District Design Review.

Training -

1. Seek/obtain grant funding to send two HRAC members and one staff member to the National Alliance of Preservation Commissions (NAPC) Forum 2024.
2. Seek/obtain grant funding to send an HRAC member and a staff member to the annual Main Street conference in 2023.

Adopted by motion at the January 4, 2023 regular meeting.



Historic Resources Advisory Committee

February 1, 2023 at 5:00 PM

MINUTES

I. Call to Order

- a. Chair Jones called the meeting to order at 5:00 PM.

II. Roll Call

- a. Committee members present: Zane Jones, Shauna McMahon, Sarah Hieb, Shannon Crossley, Gary Gillette, Don Harris, Dorene Lorenz, Chuck Smythe
- b. Committee members absent: Olivia Lihou
- c. Staff present: Beth McKibben, Planner, Cory Woodall Juneau City Museum
- d. Members of the public present: Laurie Craig, Skip Gray, Shoshana Seligman, Gina Morris

III. Approval of Agenda

- a. Motion Gillette/Second Harris to approve the agenda.
Motion passed by consensus.

IV. Approval of Minutes

- a. January 4, 2022
Motion Hieb/Second Gillette to approve the January 4, 2022 minutes with corrections as noted.
Motion passed by consensus.

V. Public Participation

- a. Laurie Craig told HRAC about a series of articles she will be writing for the Juneau Empire about various historic properties in downtown Juneau.
- b. Telephone Hill – Skip Gray provided copies of the 1984 Telephone Hill Historic Structures Survey and Inventory and some historic photographs of the neighborhood. He encouraged HRAC to undertake a new (updated) survey and inventory for this area.

It was noted that is identified in the 2020 Historic and Cultural Preservation Plan and the HRAC 2023 Work Plan.

Shoshana Seligman is a resident of Telephone Hill. She noted that this neighborhood is not included in the walking tour that the City Museum offers and suggested that it be included.

McMahon mentioned that CBJ had received grants for historic interpretive signs in the past and it might be appropriate for Telephone Hill.

VI. Agenda Topics

- a. Community Education and Outreach
McKibben introduced Gina Morris. Morris works for JEDC and part of her job is to support the Downtown Business Association (DBA) and implement the Main Street USA program. She provided an overview of the Main Street USA program. Main Street

came to Juneau several years ago and produced a report with recommendations for downtown revitalization. Juneau is Alaska's only Main Street USA community. Main Street was established as a program of the Nation Trust for Historic Preservation. The mission of the program is help communities bring economic vitality back downtown while celebrating their historic character. Morris and Assembly member Bryson will be attending the Main Street USA conference in March.

Morris shared a few projects that DBA/Main Street have worked on since she started in the fall. One was the success of the December 2022 Gallery Walk, and better coordination of the winter lighting program. She also shared the upcoming event "Pawlentine" celebrating Valentine's day with our best dog friends downtown.

McKibben explained that because of the historic preservation component of Main Street it makes sense for HRAC to partner with DBA for education and outreach about historic resources and processes.

Morris looks forward to working with HRAC and CBJ on downtown preservation and revitalization.

No action by the HRAC is needed at this time.

VII. Committee/Liaison Comments & Questions

Smythe asked about the land acknowledgment included in the new agenda format.

McKibben explained the agenda and minutes format had to change in order for the materials to be read by an e-reader to support those with low vision. It seemed timely and appropriate to include a land acknowledgement in HRAC's regular meetings. This was discussed at the planning retreat in January. She explained she had reviewed land acknowledgments used by the Assembly and other boards/committees and borrowed from them.

Smythe provided an informational handout produced by Sealaska Heritage (SHI) about land acknowledgments which includes suggested language. He encouraged the committee to revise the land acknowledgement to more closely align with the recommendations of SHI.

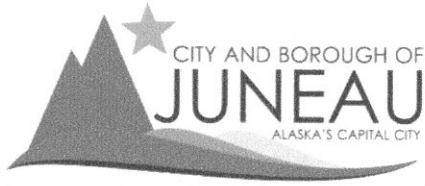
There was discussion about the purpose of a land acknowledgement and what should or should not be included.

Motion Crossley/Second Lorenz to have staff provide a revised land acknowledgement for the HRAC to consider at the next meeting.

Motion passed by consensus.

VIII. Adjournment

- a. Motion Smythe/Second Crossley to adjourn the meeting at 6:16 PM.



Historic Resources Advisory Committee

March 8, 2023 at 5:00 PM

DRAFT MINUTES

- I. Call to Order
 - a. Chair Jones called the meeting to order at 5:02 PM.
- II. Roll Call
 - a. Committee members present: Zane Jones, Shauna McMahon, Shannon Crossley, Gary Gillette, Don Harris, Chuck Smythe
 - b. Committee members absent: Dorene Lorenz, Sarah Hieb
 - c. Staff present: Beth McKibben, Planner, Cory Woodall Juneau City Museum
 - d. Members of the public present: Laurie Craig
- III. Approval of Agenda
 - a. Motion Gillette/Second Harris to approve the agenda.
Motion passed by consensus.
- IV. Approval of Minutes
 - a. February 1, 2023
Motion Gillette/Second Harris to approve the February 1, 2023 minutes with corrections as noted.
Motion passed by consensus.
- V. Public Participation
 - a. None.
- VI. Agenda Topics
 - a. Draft 2022 Annual Report.
McKibben explained that as a Certified Local Government CBJ must submit an annual report to the state by April 1 of each year. The committee is also required to submit an annual report to the Assembly Human Resources Committee each year, usually in June. Historically the same report has been submitted to both the state and Assembly. She also said Ms. Woodall has a correction to the city museum section.

Woodall said the correction is the date for the burning of the Douglas Indian Village.

Smythe asked Ms. Woodall some questions about the project. Woodall explained some of the changes to the project from what was originally envisioned. She also said she is leaving the City Museum at the end of April.

Smythe recommended the paragraph be revised to reflect that the First Alaskans will not be funding the project.

Gillette reminded the committee the report is about what happened in 2022.

It was agreed that Ms. Woodall would work with the Museum Director to revise the language and provide that to McKibben for incorporation into the report.

Motion Smythe/Second Gillette to approve with corrections.
Motion passed by consensus.

b. Land Acknowledgement Review

McKibben reviewed the option in the packet and the one in the email that was sent to the committee the day before. The land acknowledgment is optional but seems appropriate for the committee because of the work they do. A land acknowledgement was developed and at the February meeting the committee asked staff to review and provide some option to review after hearing concerns from Smythe.

The committee reviewed the options, one that is on the HRAC website, one staff created using examples from Sealaska Heritage Institute, and one provided by Gillette.

After discussion the committee agreed to use the land acknowledgement proposed by staff with the deletion of the first sentence.

Motion Smythe/Second Gillette to use the following as the HRAC land acknowledgement:

We acknowledge the Áak'w Kwaán and T'aaku Kwáan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

Motion passed by consensus.

VII. Committee/Liaison Comments & Questions

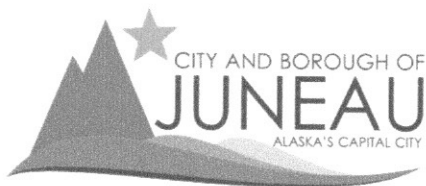
There was discussion about how ownership is allocated to burial sites and whether we as a community care if BLM has "ownership" of some burial sites in the CBJ.

McKibben said the process is started for the Assembly to accept and appropriate the CLG grant and once that is done she will get a contract to the consultant. She reminded the committee that moving forward we have to be careful with the schedule so that all work is completed and funds charged to the grant before the end of the grant.

Gillette asked if staff had an update on the Telephone Hill study. McKibben said she would check with the CBJ Lands Manager.

VIII. Adjournment

- a. Motion Harris/Second Gillette to adjourn the meeting at 5:38 PM.



Historic Resources Advisory Committee
May 3, 2023 at 5:00 PM
DRAFT MINUTES

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

1. We would like to acknowledge that the City and Borough of Juneau is on Tlingit land, and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

C. ROLL CALL

- I. Committee members present: Zane Jones, Shauna McMahon, Sarah Hieb, Shannon Crossley, Gary Gillette, Don Harris, Dorene Lorenz, Chuck Smythe
- II. Committee members absent: Olivia Lihou
- III. Staff present: Scott Ciambor, Planning Manager, Cory Woodall Juneau City Museum
- IV. Members of the public present: Laurie Craig, Skip Gray, Shoshana Seligman, Gina Morris

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

G. AGENDA TOPICS

1. Juneau Townsite Survey
 - o [QUAD MAP pt 2.pdf](#) (0.22 MB)

H. NEW BUSINESS

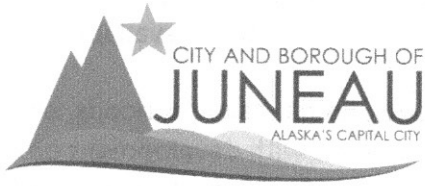
I. UNFINISHED BUSINESS

J. STAFF REPORTS

K. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

L. NEXT MEETING DATE

M. SUPPLEMENTAL MATERIALS



Historic Resources Advisory Committee
September 6, 2023 at 5:00 PM
DRAFT MINUTES

I. Call to Order

- a. Vice-Chair Crossley called the meeting to order at 5:08 PM.

II. Roll Call

- a. Committee members present: Dorene Lorenz, Chuck Smythe, Shannon Crossley, Gary Gillette, Don Harris
- b. Committee members absent: Zane Jones, Eric Moot, Shauna McMahon
- c. Staff present: Scott Ciambor, Planning Manager
- d. Members of the public present: Laurie Craig

III. Approval of Agenda

- a. Motion Chuck/Second Dorene to approve the agenda.
 Motion passed by consensus.

IV. Approval of Minutes

- a. None

V. Public Participation

- a. None

VI. Agenda Topics

- a. Juneau Townsite Historic Building Survey and Inventory
 Shannon discusses the recent efforts on the historic survey and notes that it has been submitted to the CBJ for final edits. Real pleased with the document -- it got to over 400 pages with the combination of Phase I and II information. Shannon thanks HRAC for participating and for comments.

Scott provides the timeline for completing survey edits and for finalizing the CLG grant reporting. With final edit it looks like mid-September for posting and end of the month to close out grant. HRAC will be alerted when the document is posted.

Gary asks about timeline for next CLG grant and the potential for Phase III to work on getting into Historical Register. Scott to follow up with SHPO and send information to HRAC.

- b. Telephone Hill Update

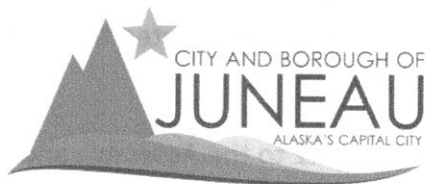
Scott provides update on the Telephone Hill assessment. CBJ staff and First Forty Feet presented to the Assembly COW on August 28 to discuss timeline, community engagement, status of Section 106 interview, and times for other community engagement. Scott to send out link to the meeting with slide presentation.

Discussion on Section 106 especially local groups who should be contacted
Section 106 review. Scott to provide this information as it becomes available.

Chuck asked about CBJ guidelines for naming streets, roads, neighborhoods, etc. Is there a policy to include Tlingit names? It should be considered with development on Telephone Hill. Shannon suggests at least contact with Elders Scott to research CBJ policy and forward to HRAC.

VII. Committee/Liaison Comments & Questions
None.

VIII. Adjournment
a. Meeting adjourned at 5:25 PM.



Historic Resources Advisory Committee

October 4, 2023, at 5:00 PM

DRAFT MINUTES

A. CALL TO ORDER

Chair Jones called the meeting to order at 5:09 PM.

B. LAND ACKNOWLEDGEMENT

We acknowledge the Áak'w Kwáan and T'aakú Kwáan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

C. ROLL CALL

Committee members present: Dorene Lorenz, Chuck Smythe, Don Harris, Eric Moots, Zane Jones

Committee members absent: Shannon Crossley, Gary Gillette,

Staff present: Forrest Courtney, CDD Planner, Scott Ciambor, Planning Manager

Members of the public present: Laurie Craig, Skip Gray, Maria Lewis (DNR), Maureen... , Paige Bridges

D. APPROVAL OF AGENDA

Eric motion, Dorene second. Approve by unanimous consent.

E. APPROVAL OF MINUTES

1. Minutes from the 9/7/23 Meeting

Add Eric Moots to attendance.

Minutes approved by unanimous consent.

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Maureen discusses the Sitka Pioneer Home and if maintenance is paid for by the federal government. Discussion on Historic Tax Credit program and Telephone Hill Open House. More details expected out of Section 106 review with the current planning process.

G. AGENDA TOPICS

1. Juneau Townsite Building Survey and Inventory/ CLG Update

Staff Scott Ciambor updates the Committee on the final month of work on the Juneau Townsite Building Survey and Inventory including completion of the final document, uploading to the website, and sending a copy to the State of Alaska. Scott commends all involved for their work including Northwind Architects, HRAC, and CDD staff. Continued grant reporting to take place this month.

2. Naming Policy

Staff Scott Ciambor provided follow-up information requested about CBJ Naming policy. the packet were some older ordinance and the CBJ Assembly 2022-23 Goals that noted this as a goal in section 4. No progress to date.

Discussion on a recent memo from the Alaska Native Sisterhood Troop #2 to the Assembly and Mayor in regard to the naming of Savikko Park and consideration of a name change.

Zane suggests a letter of support from the Commission.

Dorene makes a motion to do research and write a letter of support and discuss at the next meeting. Eric seconds. Unanimous consent. Eric volunteers to help with the effort.

3. Telephone Hill/ Status of 106 Review

Staff Scott Ciambor discusses the next step in the Telephone Hill planning efforts that include an upcoming Community Event at the Juneau Arts and Humanities Council Oct. 11.

4. Resolution 1244- Telephone Hill Cherry Grove Preservation

Scott noted that this resolution was sent to the Committee as an information item. The resolution was also forwarded to the Telephone Hill development team. Discussion on location, movement of the trees.

One comment was that there was a pear and other species on Telephone Hill as well. Scott said in a brief conversation with the Lands Manager that they were aware of the trees and that consideration of the trees was taken into account during the transit center development.

H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

Dorene at AIA at historic tax credit program, talks free to the public. 1:15pm on Friday.

Zane mentions the keynote speaker is open to the public as well. Saturday evening Alaska Design Forum rate.

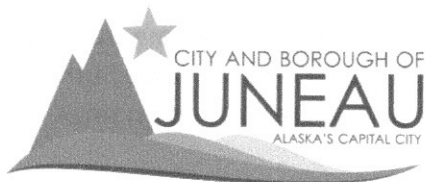
Chuck said that there is Tlingit name for the Savikko Park area. Anax Yei Andagan Yé ("Place where the sun starts shining through")

I. NEXT MEETING DATE- November 1, 2023

J. ADJOURNMENT

Dorene motion to adjourn. Eric, second. Meeting adjourned at 5:45pm.

ADA accommodation available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.



Historic Resources Advisory Committee

November 1, 2023 at 5:00 PM

DRAFT MINUTES

A. CALL TO ORDER

Chair Jones called the meeting to order at 5:02 PM.

B. LAND ACKNOWLEDGEMENT

We acknowledge the Áak'w Kwáan and T'aaǰú Kwáan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

C. ROLL CALL

Committee members present: Dorene Lorenz, Chuck Smythe, Don Harris, Eric Moots, Zane Jones, Shannon Crossley, Gary Gillette,

Committee members absent: None

Staff present: Forrest Courtney, CDD Planner, Scott Ciambor, Planning Manager, Beth Weigel CBJ City Museum

Members of the public present: Larry Gray, Josua Adams

D. APPROVAL OF AGENDA

Gary requests discussion item on Douglas cemeteries be added to agenda. Agenda approved with the addition, by unanimous consent.

E. APPROVAL OF MINUTES

1. Minutes from the 10/4/23 Meeting. Eric motion to approve, Dorene second. Approved by unanimous consent.

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

G. AGENDA TOPICS

2. CBJ Capital Legislative Priorities

Committee discussed FY2025 Legislative Capital Priorities.

Dorene motion for HRAC to write a letter with support for the Waterfront City Museum project and to suggest removing the \$2 million allocation slated for the Telephone Hill project until a Section 106 Review has been completed to ensure the review is completed at the outset of development, not afterwards.

3. HRAC letter – Savikko Park

Discussion on Savikko Park including past and current naming conventions. Some discussion in the community on renaming the ballfields for Jim Manning. Parks and Rec at the PRAC meetings will discuss how to name parks at next Tuesdays meeting. Hard for P&R to find names that fit throughout the community. Discussion about moving away from people names to neighborhood names.

Committee agreed to invite representatives from the Douglas Indian Association to HRAC to learn more about issues of naming in the area in and around Savikko Park to determine best way to support.

4. Skip Gray letter

Discussion on the Skip Gray letter and current Telephone Hill Redevelopment process.

Chair Zane Jones recuses himself from the discussion.

Vice-Chair Shannon Crossley leads discussion.

Discussion on status of 106 Review, concerns about public process already passed, bad information in regards to the 1984 District survey, and need to set the record straight for the public.

6:07pm HRAC at-ease.

6:15pm meeting continues.

Gary Gillette motion for Dorene to Chair the rest of the discussion on this topic.

Chuck seconds. Unanimous consent.

Committee to send a letter to the Assembly with their concern about misinformation in the Telephone Hill Redevelopment process and to encourage a press release or public outreach as a correction. Staff to work with acting Chair Dorene on the letter language.

Zane Jones returns to the Chair role.

5. Josua Adams – Alternatives to Urban Renewal in Downtown Juneau

Mr. Adams reviews the contents of his presentation. No questions.

6. Douglas Cemeteries

Discussion on the upkeep and efforts for continued maintenance of the Douglas cemeteries with the goal of CBJ maintenance through Parks & Recreations. Suggestion that HRAC to consider a letter to the Assembly. Dorene motion to draft a letter, Eric seconds. Unanimous consent.

H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

I. NEXT MEETING DATE- December 6, 2023

J. ADJOURNMENT

Eric motion to adjourn. Dorene, second. Meeting adjourned at 7:18pm.

ADA accommodation available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.



Historic Resources Advisory Committee
 December 6, 2023 at 5:00 PM
DRAFT MINUTES

A. CALL TO ORDER

Chair Jones called the meeting to order at 5:06 PM.

B. LAND ACKNOWLEDGEMENT

We acknowledge the Áak'w Kwáan and T'aaǰú Kwáan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

C. ROLL CALL

Committee members present in person: Dorene Lorenz, Don Harris, Zane Jones, Shannon Crossley, and Gary Gillette.

Committee members present via zoom: Chuck Smythe.

Committee members absent: Eric Moots

Staff present: Forrest Courtney, CDD Planner

Members of the public present: Laurie Craig, Tony Tengs, Skip Gray, Page Bridge, Morgan Dufseth, and Jerrick Hope-Lang.

D. APPROVAL OF AGENDA

Ms. Crossley motioned that the agenda be approved with no additions, Ms. Lorenz seconded the motion. Motion approved. 6-0.

E. APPROVAL OF MINUTES

1. Ms. Crossley motioned to approve the minutes from the November 1, 2023, HRAC meeting, Ms. Lorenze seconded the motion. Motion approved. 6-0.

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

G. AGENDA TOPICS

2. Old Business:

1. Telephone Hill Letter

Chair Jones recused himself from the discussion. Vice Chair Crossley assumed the role of Chair for the agenda topic.

Mr. Gillette motioned that a subcommittee, comprised of Ms. Lorenze, Ms. Crossley, and Mr. Gillette, redraft the Telephone Hill letter based on comment and testimony, Ms. Lorenze seconded the motion. Motion approved. 6-0.

2. Douglas Cemeteries Letter

Chair Jones resumed his role as Chair.

Mr. Smythe motioned that in response to the Pioneer of Alaska Igloos #6 Letter; HRAC write a letter expressing CBJ consider becoming caretaker of the Douglas Cemeteries, Ms. Crossley seconded the motion. Motion approved. 6-0.

3. DIA Invitation Letter

Based on information gathered over the past month, the committee discussed whether a letter was still needed. No action.

4. Legislative Priorities Letter

Chair Jones notified the committee that HRAC's legislative priorities letter was submitted on time. No action.

3. **New Business:**1. CDD Memo

Chair Jones reviewed the CDD Memo for the committee. No action.

2. Annual Meeting

The committee's annual meeting will be held December 14th, 2023, at 5:00 pm in Room 224.

3. Election

The committee's office election will take place at the annual meeting.

4. Alternative January Meeting Date

The committee will meet on January 10th, 2024, instead of January 3rd, 2024.

H. STAFF REPORTS

CDD Staff Liaison Forrest Courtney introduced himself to the committee and reviewed his role.

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

J. NEXT MEETING DATE- December 14, 2023**K. SUPPLEMENTAL MATERIALS**

None.

L. ADJOURNMENT

Mr. Gillette motioned that the committee adjourn the December 6, 2023, HRAC meeting, Ms. Lorenz seconded the motion. Motion approved. 6-0.

ADA accommodation available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Fri, 03/15/2024 - 10:03am
65.74.47.229

First Name

Shannon

Last Name

Crossley

Residence Address

611 St Ann's Ave, Douglas, AK 99824

Mailing Address

611 St Ann's Ave, Douglas, AK 99824

Primary Phone Number

15402299452

Secondary Phone Number**Email**

shannon@northwindarch.com

Board, Commission, Committee

Historic Resources Advisory Committee

Current of Prior Experience on CBJ Boards/Commissions/Committees

HRAC since 2018, Planning Commission from 2019-2020, and I was recently appointed to the Douglas Advisory Board.

Reasons for Applying

I am happy to serve the assembly and my community as a historic preservationist, it is one of the reasons I returned to my hometown, to engage and advocate for historic preservation in our beautiful capital city.

Qualifications

Master's degree in the Conservation of Historic Buildings, Bachelor of Architecture, and been working as a historic preservationist for almost 10 years.

Civic Activities, Memberships or Non-profits Involved With

I'm a board member for the Alaska Association of Historic Preservation.

Working with a Group

Meeting Schedule and Attendance

Yes, I know the meeting schedule.

Date of Birth (Optional)

Ethnicity (Optional)

Gender (Optional)

Acknowledgement/Certification

Shannon Crossley

Resume, Education, etc. (Optional)

[nwa_crossley_hp.pdf](#) [2]

- [Home](#)
- [Logout](#)
- [Dashboard](#)

[Municode - Connecting You and Your Community](#)

Source URL:<https://juneau-ak.municodemeetings.com/node/791/submission/48>

Links

[1] <https://juneau-ak.municodemeetings.com/bc/application> [2] https://juneau-ak.municodemeetings.com/system/files/webform/nwa_crossley_hp.pdf

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.]

Donald

G

Harris

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Employer

Retired

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

I have been a member of HRAC for the last 12-15 years. Retired Psychologist. Member of Gastineau Channel Historical Society, Friends of JDCity Museum, JCVB Volunteer; Owner of Historic House (Cole House from 1899)

Secondary Email Address (if any)

Which Boards would you like to apply for?

Historic Resources Advisory Committee: Reapplying

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. *[Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV]*

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

I have been a contributing member of this board and only two current members have been on it longer than me.

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.

Friends of the Juneau Douglas City Museum and Last Chance Mining Museum.

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

Friends of the Juneau Douglas City Museum, Historic Resources Advisory Committee.

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

Western Washington State University, BS & Masters in Psychology 1967-1970.

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.

State licenses to work as a psychologist.

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



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Mon, 06/10/2024 - 3:11pm
24.237.9.205

First Name

Dorene

Last Name

Lorenz

Residence Address

[REDACTED] Juneau

Mailing Address

[REDACTED] Juneau 99801

Primary Phone Number

[REDACTED]

Secondary Phone Number

9 [REDACTED]

Email

[REDACTED]@aol.com

Board, Commission, Committee

Historic Resources Advisory Committee

Current of Prior Experience on CBJ Boards/Commissions/Committees

HRAC, two consecutive terms. Sister Cities, one term.

Reasons for Applying

I sit on the state Alaska Historical Commission and am the president of the Juneau Igloo of the Pioneers of Alaska, whose mission is preservation of Juneau history.

Qualifications

Have worked in HP for over 30 years in various roles, including serving on Seward's Historic Preservation Commission.

Civic Activities, Memberships or Non-profits Involved With

See above, reasons for applying.

Working with a Group

Try to be respectful, find common ground, keep everyone inside the regulations we are trying to uphold.

Meeting Schedule and Attendance

Yes

Date of Birth (Optional)

Ethnicity (Optional)

Juneau

Gender (Optional)

Acknowledgement/Certification

Dorene M. Lorenz

Resume, Education, etc. (Optional)

- [Home](#)
- [Logout](#)
- [Dashboard](#)

[Municode - Connecting You and Your Community](#)

Source URL: <https://juneau-ak.municodemeetings.com/node/791/submission/75>

Links

[1] <https://juneau-ak.municodemeetings.com/bc/application>



MEMORANDUM

Date: June 13, 2024

To: Assembly Human Resources Committee

Thru: Katie Koester
City Manager

From: Dallas Hargrave
Human Resources & Risk Management Director

Re: Update to CBJ Personnel Rules in proposed Resolution 3067

In 2023, the City and Borough of Juneau (CBJ) Assembly approved changes to the CBJ Personnel Rules that added 18 PR 075, Deferred Compensation Employee Benefit. The new matching employer contribution established with 18 PR 075 has been in place for one year, and we realized the need for “housekeeping” changes to improve the clarity of the language that implemented the program.

For example, we believe that including the table that was originally provided to the Assembly to explain the matching employer contribution in the personnel rules would provide better clarity to employees than the current language in the personnel rule. The proposed change is in the table below:

<i>Years of Service</i>	<i>Voluntary 457(b) Employee Contribution Eligible for Employer Match</i>	<i>Employer 50% Matching Contribution to 401(a)</i>
<i>0 – 2 years</i>	<i>up to 2% of wages</i>	<i>up to 1% match</i>
<i>2 – 5 years</i>	<i>up to 4% of wages</i>	<i>up to 2% match</i>
<i>5 -10 years</i>	<i>up to 6% of wages</i>	<i>up to 3% match</i>
<i>Over 10 years</i>	<i>up to 8% of wages</i>	<i>up to 4% match</i>

The one substantive change that is different than how the program is currently being administered relates to 18 PR 075 (b) (6). The proposed new language is below:

Those who reach the age of fifty-nine and a half (59 and ½) will automatically be vested at 100% regardless of years of service.

The original language in 18 PR 075 did not address an age in which an employee would vest automatically, regardless of years of service, so the plan designated this age as 55 years old. We are recommending the language implementing the change to age 59 ½ because this is the age of retirement in the State of Alaska Tier 4 Defined contribution retirement plan. The impact of making this change is that when this change to the personnel rule goes into effect, those who were active in the 401(a) match plan prior to the change would be “grandfathered” at age 55, and those who become active in the 401(a) match plan after the change of the personnel rule would have age 59 ½ applied.

Recommended Action

The Manager's office recommends that the Human Resources Committee recommend that the Assembly approve these changes to the CBJ Personnel Rules. Once the changes to the CBJ Personnel Rules move out of the Committee, a resolution proposing the changes to the CBJ Personnel Rules will be scheduled at the July 1, 2024 Assembly meeting on the consent agenda.

1 Presented by: The Manager
2 Presented: 06/17/2024
3 Drafted by: R. Palmer III
4

5 **RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

6 **Serial No. 3067vHRC**

7 **A Resolution Amending the City and Borough of Juneau Personnel**
8 **Rules.**
9

10 WHEREAS, the Assembly has adopted personnel rules in accordance with CBJC
11 44.05.050; and
12

13 WHEREAS, the personnel rules apply to non-represented employees of the City and
14 Borough of Juneau and to represented employees when the collective bargaining agreement
15 does not apply; and
16

17 WHEREAS, the personnel rules occasionally should be updated to reflect modern human
18 resources practices or to address recruitment and retention needs; and
19

20 WHEREAS, the personnel rules were amended in 2023 to reflect a new voluntary
21 retirement benefit to eligible CBJ employees in the State of Alaska Public Employee
22 Retirement System (PERS) Tier 4 Defined Contribution Retirement plan; and
23

24 WHEREAS, the personnel rules should be amended to provide further clarity to this
25 benefit program.
26

27 NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF
28 JUNEAU, ALASKA:
29

30 **Section 1.** The Assembly of the City and Borough of Juneau approves and hereby
31 modifies the Personnel Rules to reflect the language below.
32

33 **18 PR 075. Deferred Compensation Employee Benefit.**

34 The CBJ offers a Deferred Compensation plan under IRC Section 457(b), under which
35 payment of compensation may be deferred, to all eligible employees. Additionally, t
36 he CBJ offers a deferred compensation benefit employer matching contribution for employees
37 enrolled in the State of Alaska Public Employees Retirement System (PERS) Tier 4 Defined
38 Contribution Retirement plan. The intent of the benefit is to match \$1.00 in an employer
39 funded 401(a) plan account for every \$2.00 of employee contribution into a 457(b) plan
40 account in a manner that grows with the employee's total length of service with the CBJ.
41 This benefit is subject to yearly Assembly appropriation.

(a) The CBJ provides an escalating employer match into a separate 401(a) retirement account to an employee contribution into the CBJ deferred compensation plan based on years of service, as follows:

<u>Years of Service</u>	<u>Voluntary 457(b) Employee Contribution Eligible for Employer Match</u>	<u>Employer 50% Matching Contribution to 401(a)</u>
<u>0 – 1.99 years</u>	<u>up to 2% of wages</u>	<u>up to 1% match</u>
<u>2 – 4.99 years</u>	<u>up to 4% of wages</u>	<u>up to 2% match</u>
<u>5 – 9.99 years</u>	<u>up to 6% of wages</u>	<u>up to 3% match</u>
<u>10 years and longer</u>	<u>up to 8% of wages</u>	<u>up to 4% match</u>

- ~~1. 0-2 years: Employer matching contribution of 50% of an employee's voluntary contribution up to 2% of that employee's wages~~
- ~~2. 2-5 years: Employer matching contribution of 50% of an employee's voluntary contribution up to 4% of that employee's wages~~
- ~~3. 3-5-10 years: Employer matching contribution of 50% of an employee's voluntary contribution up to 6% of that employee's wages~~
- ~~4. 4-10+ years: Employer matching contribution of 50% of an employee's voluntary contribution up to 8% of that employee's wages~~

(b) Vesting for the employer match is as follows based on years of service after the start of the match plan:

1. 20% after 1 year ~~years~~
2. 40% after 2 years
3. 60% after 3 years
4. 80% after 4 years
5. 100% after 5 years
6. Those who reach the age of fifty-nine and a half (59 and ½) will automatically be vested at 100% regardless of years of service.
7. If a rehired CBJ employee previously cashed out their 401(a) matching account, their vesting time will be restarted with reemployment.

(c) Everyone has a unique tax situation and employees should consult their tax professional for advice about the tax implications of this benefit.

(d) The employee contribution to the deferred compensation plan and the employer match are subject to annual contribution limits as outlined by the Internal Revenue Service (IRS).

75 At the end of each calendar year, the CBJ may audit matching employer payments to ensure
76 that the employee achieves the appropriate matching contribution for the calendar year.
77

78 (e) CBJ employees who are in the State of Alaska PERS Defined Benefit Retirement plans
79 (Tiers 1, 2, and 3) are eligible to participate in the CBJ deferred compensation plan without
80 the employer matching contributions outlined in this section. (*Res. 3028, 2023*)

81
82 **Section 2. Effective Date.** This resolution shall be effective immediately after its
83 adoption.
84

85 Adopted this _____ day of _____ 2024.

86
87 _____
88 Beth A. Weldon, Mayor

88 Attest:

89
90
91 _____
92 Elizabeth J. McEwen, Municipal Clerk
93
94
95
96
97
98
99