



# ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

June 12, 2023 at 6:00 PM

Assembly Chambers/Zoom Webinar

<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. Resolution 3028 A Resolution Amending the City and Borough of Juneau Personnel Rules.**

This resolution is on the June 12, 2023 Regular Assembly meeting for action.

The resolution amends the personnel rules to provide a deferred compensation plan employer match to PERS Tier 4 CBJ employees. This new benefit would provide a 50% employer match to every employee dollar contributed to their deferred compensation plan programs, up to a total of 4% employer contribution, based on years of service. PERS Tier 1, 2, and 3 employees will continue to be able to participate in the deferred compensation program without the employer match. The program includes a 5 year vesting schedule on the employer contributions that will begin with the onset of the program. This benefit is intended to make progress towards bridging the gap between the value of retirement benefits provided to PERS 1/2/3 employees versus Tier 4 employees as well as to create a new incentive to attract and retain employees.

**2. Bidding Review Board (BRB) Appointments**

Per [CBJ Code 53.50.061](#); the Bidding Review Board (BRB) consists of five members. The members of the Bidding Review Board shall serve three-year terms. To the extent possible, one of the members shall be an attorney licensed to practice law in the state. No member of the BRB who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply: If there are no other qualified applicants at the time reappointment is considered by the Assembly Human Resources committee, or to qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

Two incumbents have applied for reappointment and staff is waiting to hear back from the third. Alexander Smith's term begins immediately and ends May 31, 2024 and Jason Soza's term begins immediately (June 1, 2023) and ends May 31, 2026. There is also a vacancy for an unexpired seat beginning immediately and ending May 31, 2025. No other applicants, besides the incumbents, have applied for the Bidding Review Board.

**3. Parks and 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 Assembly Human Resources will review the applications received and make recommendations for appointments to the PRAC for staggered three-year terms as follows: three members for one-year terms, three members for two-year terms, and three members for three-year terms.

One-year terms run: May 1, 2023 - April 30, 2024

Two-year terms run: May 1, 2023 - April 30, 2025

Three-year terms run: May 1, 2023 - April 30, 2026

**F. STAFF REPORTS**

**Systemic Racism Review Committee (SRRC) Interviews:** Clerk staff requests direction from the HRC on how to proceed with SRRC applications and appointments. The Clerk's Office has received five applications for the four seats needing action, three with terms due and one unexpired vacant seat.

If the HRC would like to sit as the full Assembly for SRRC interviews on June 28 staff can send out advanced interview questions on June 13 to interested applicants with a return deadline of June 21, this still allows enough time for packet prep and distribution to the Assembly on June 23. Otherwise, the Assembly will need to pick a date in July to hold interviews if June 28 doesn't work.

**G. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

**H. EXECUTIVE SESSION for PRAC Appointments - in Assembly Office**

**Suggested Motion:** *"I move we recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and ask for unanimous consent"*

**I. NEXT MEETING DATE**

June 27, 2023 at 5:30pm via Zoom - Full Assembly as HRC for Empowered Board Interviews

June 28, 2023 at 5:30pm via Zoom - for SRRC Interviews [PLACEHOLDER]

July 10, 2023 at 6:00pm - Regular Assembly HRC

**J. 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](mailto:city.clerk@juneau.gov).

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Presented by: The Manager  
Presented: 06/12/2023  
Drafted by: S. Layne

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

**Serial No. 3028**

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

WHEREAS, the Assembly has adopted personnel rules in accordance with CBJ 44.05.050; and

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

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

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

**Section 1.** The Assembly of the City and Borough of Juneau approves the following and hereby modifies the Personnel Rules to reflect the language changes in the attached Exhibit A.

**Section 2. Effective Date.** This resolution shall be effective immediately after its adoption.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Beth A. Weldon, Mayor

Attests:

\_\_\_\_\_  
Elizabeth J. McEwen, Municipal Clerk

...

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

The CBJ offers deferred compensation benefit for employees enrolled in the State of Alaska Public Employees Retirement System (PERS) Tier 4 Defined Contribution Retirement plan. The intent of the benefit is to match \$1.00 for every \$2.00 of employee contribution in a manner that grows with the employee's length of service. This benefit is subject to yearly Assembly appropriation.

(a) 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:

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

- a. 20% after 1 years
- b. 40% after 2 years
- c. 60% after 3 years
- d. 80% after 4 years
- e. 100% after 5 years

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

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**Exerted Sections of City and Borough of Juneau Code – Chapter 53.50 – Purchasing of Supplies and Services – Applicable to Bidding Review Board**

**53.50.061 Bidding review board.**

(a) There is established a bidding review board. The bidding review board shall consist of five persons appointed by the assembly. To the extent possible, one of the members shall be an attorney licensed to practice law in the state. The members of the bidding review board shall serve three-year terms. The bidding review board shall adopt written rules of procedure for the purpose of ensuring the expeditious resolution of protests. No member of the bidding review board who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply:

- (1) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or
- (2) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

(b) The bidding review board shall hear protests as provided in this chapter and may perform such other related duties as the manager or assembly may, from time to time, request.

(Serial No. 93-11am, § 11, 1993; Serial No. 99-03, § 3, 1999; Serial No. 2004-08, § 7, 3-22-2004)

**53.50.062 Protests.**

(a) A party may protest award to any other party of a competitive sealed bid or competitive sealed proposal, but such protest shall be heard only if protests have also been filed against the award recommended by the purchasing officer and against any other bid or proposal having a higher ranking than that of the party filing the protest.

(b) A party shall provide written notice of intent to protest. Notice of intent to protest shall be delivered to the purchasing officer by the close of the business day following posting by the purchasing officer of a notice of apparent low bidder or successful proposer. Late notices of intent to protest shall not be considered. The notice of intent to protest shall include the name and address of the protestor and a brief description of the grounds for the protest.

(c) A written protest shall be filed with the purchasing officer within five working days after posting of notice of apparent low bidder or successful proposer.

- (d) A written protest shall, at a minimum, contain the following:

- (1) The name, address, and telephone number of the interested party filing the protest;
  - (2) The signature of the interested party or the interested party's representative;
  - (3) Identification of the proposed award at issue;
  - (4) A statement of the legal or factual grounds for the protest;
  - (5) Copies of all relevant documents; and
  - (6) The fee required by section 53.50.080.
- (e) The purchasing officer shall reject an untimely or incomplete protest.

(f) If a timely and complete protest is filed, the award of the contract shall be stayed until the protest is resolved, unless the manager determines in writing that award of the contract pending resolution of the protest is in the best interests of the City and Borough.

(g) The purchasing officer shall issue a written response to the protestor within ten working days of the date the protest is filed. If multiple protests have been filed, they may be consolidated for purposes of the response. Copies of the response shall be provided to any other protestor requesting one. The response may include an amendment of all or any part of the recommended award. The manager may, upon written request of the purchasing officer, for good cause shown, extend the date for the purchasing officer's response for such additional period as may be necessary.

(h) A protestor aggrieved by the purchasing officer's response pursuant to subsection (g) of this section may request review by the bidding review board.

(i) The protestor may seek review of the purchasing officer's response by providing written notice of intent to request review. The protestor shall notify the purchasing officer of the intent to request review by the end of the working day following issuance of the purchasing officer's response. Late notices shall not be considered. A written request for review shall be filed within five working days after the response is issued by the purchasing officer. The notice of intent to request review and the written request for review shall be in the same form as provided in subsections (b), (c), and (d) of this section.

(j) Upon receipt of a timely and complete request for review of the purchasing officer's response, the matter shall be forwarded to the bidding review board and a hearing date shall be established. Once the hearing date has been established, all bidders or proposers shall be notified of the hearing in writing.

(k) The bidding review board shall conduct a hearing and issue a recommendation within seven calendar days of the date the referral is made to the board. The bidding review board may, by written notice to all bidders or proposers, extend this seven-day period to a maximum of 30 days. Hearings shall be conducted informally, with due regard for the rights of the parties involved. Hearings shall be recorded.

(l) The bidding review board's recommendation shall be based on the provisions of this Code interpreted in light of applicable state case law and generally accepted principles of government purchasing as set forth in standard treatises, decisions of the United States Comptroller General, and similar authorities. The recommendation shall contain findings of fact and conclusions of law.

(m) The recommendation:

(1) May include the following:

- a. A recommendation that a designated bid in a competitive sealed bid or proposal process be accepted as the lowest qualified bid or proposal; or
- b. A recommendation that one or more bids or proposals be considered or rejected or that the procurement process at issue be canceled;

(2) Shall not, except to the extent necessary to correct a failure to follow the procedures required by this chapter, include a recommendation for:

- a. An amendment of the specifications for a bid or request for proposals;
- b. A change in the criteria for selection of a proposal; or
- c. An amendment, reordering, or reassessment of any qualitative judgment in the rating of a proposal;

(3) Shall not include a recommendation for:

- a. Selection or rejection of any additive or deductive alternate; or
- b. The payment of money, including attorney's fees, by the City and Borough or any party, provided that the recommendation may recommend a refund of protest fees or payment of bid preparation costs by the City and Borough to one or more bidders or proposers.

(4) Shall be forwarded to the manager or assembly, as appropriate, for consideration in the award of the contract.

(n) The protest procedures established by this section, may be adapted for a procurement as necessary to maintain eligibility for state or federal funding for that procurement, provided that no such adaptation may authorize the board to grant a form of relief prohibited by subsection (m)(3) of this section.

(Serial No. 93-11am, § 12, 1993; Serial No. 95-20, § 2, 1995; Serial No. 96-31, § 5, 1996; Serial No. 97-11, § 2, 1997; Serial No. 99-03, § 4, 1999; Serial No. 2001-38, § 2, 7-2-2001)

**53.50.080 Administration of protest.**

There is established a fee of \$750.00, payable by each person filing a bid protest, pursuant to section 53.50.062, which shall be refunded in full if the protest is granted.

(CBJ Code 1970, § 53.50.080; Serial No. 71-45, § 4, 1971; Serial No. 80-23, § 5, 1980; Serial No. 93-11am, § 14, 1993; Serial No. 99-03, § 5, 1999)



**Board Roster**



**Alexander Smith**

**1st Term** Nov 05, 2018 - May 31, 2021

**Position** Voting Member

**Category** Public



**Roger Healy**

**2nd Term** Jun 01, 2020 - May 31, 2023

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public



**Jason Soza**

**1st Term** Jun 14, 2021 - May 31, 2023

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 1



**Stephen F Sorensen**

**4th Term** Jun 01, 2021 - May 31, 2024

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public/Attorney

**Dais Seat** 2



**Vacancy Immediately - May 31, 2025**

**Appointing Authority** Assembly **Position** Voting Member

**Category** Public

**Dais Seat** 3

# 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.]

Alexander \_\_\_\_\_ Smith \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Alaska Permanent Fund Corporation \_\_\_\_\_  
Employer

Accountant \_\_\_\_\_  
Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

Which Boards would you like to apply for?

None Selected

Are you applying for reappointment to this board?

Yes  No

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

1

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

Interests & Experiences

Please tell us about yourself and why you want to serve. [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'm new to Juneau, and would like to serve the City and Borough with he skills gained in university and as a member of other communities. For the Youth Activities Board, I want to help in making the community more inclusive and engaging to young people. With the Treadwell Arena, I'd like to help keep it in good repair and useful for all the residents here. And with the Bidding Review Board, I want to make sure that resources from taxpayers are used responsibly with appropriate oversight.

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.

Alaska Permanent Fund Corporation

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

Experience as a commercial fisherman for a decade informs my experience in small communities, and the various resources needed to sustain Alaskan industry. I have attended various board meetings and am familiar with the general structure, material covered, and Robert's Rules of Order. My favorite course at UAA was Governmental and Not-for-Profit Accounting and I'd like to grow and apply the skills obtained there. Accounting skills, involvement in communities, and interest in he public process inform my desire to be part of the board process.

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

Bachelors in Business Administration: Accounting Various boards informing general knowledge of the process and scope of board member responsibilities.

**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.**

n/a

**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**

None Selected

**Gender**

Male



Date of Birth

**Acknowledgement/Certification**

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

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

I Agree

# Application Form

## Profile

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

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

Jason \_\_\_\_\_ Soza \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Government Sourcing Solutions \_\_\_\_\_ Vice President, West \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

### Residence Address Line 2

### Residence City

Juneau

### Residence State

AK

### Residence Postal Code

99801

### Comments

\_\_\_\_\_

Secondary Email Address (if any)

[Redacted]

Which Boards would you like to apply for?

Bidding Review Board: 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?

3

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 over 20 years of experience in public procurement and have a deep knowledge of and passion for the profession. I served as Chief Procurement Officer for the State of Alaska for six years, working with procurement professionals all over Alaska--including the City & Borough of Juneau--and all over the nation. Currently, I work with a procurement consulting firm and cover 21 western states, talking with and advising Chief Procurement Officers at the state and local levels. I've responded to and advised on a number of protests over the years and would enjoy being able to assist our community with such matters.

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.

Treadwell Arena Advisory Board Juneau Adult Hockey Association Government Sourcing Solutions

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

Juneau Adult Hockey Association, President (2013-Present) Juneau Adult Hockey Association, Tier Representative (2012-2013) Treadwell Arena Advisory Board, Chair (2019-Present) Treadwell Arena Advisory Board, Adult Hockey User Group Representative (2015-Present) National Association of State Procurement Officials, President-elect (2018-2019) National Association of State Procurement Officials, Director-at-Large (2017-2018) NASPO ValuePoint Management Board, Member (2013-2019)

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

Lean Six Sigma Black Belt formal training and I've developed and/or contributed to a number of state and national level education/training curriculum: - Drafted a chapter and assisted with the review/proofing of a procurement textbook used in higher education, "State & Local Government Procurement: A Practical Guide." - Contributed to a Harvard Business School research paper on cooperative procurement. - "Wrote the book" on procurement in Alaska, the State of Alaska Procurement Manual. - Developed and taught many classes on procurement for the State of Alaska.

**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.**

Certified Six Sigma Black Belt, American Society for Quality (2018-Present) Certified Public Procurement Officer, Universal Public Procurement Certification Council (2014-Present) Certified Professional Public Buyer, Universal Public Procurement Certification Council (2009-Present)

**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**

None Selected

**Gender**

None Selected



Date of Birth

**Acknowledgement/Certification**

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

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

I Agree

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.**

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**67.01.020 Other ordinances not affected.**

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**67.01.030 Areas regulated.**

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**67.01.040 Intent.**

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**67.01.045 Regulations.**

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**67.01.050 Hours of operation.**

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**67.01.080 Use; liability insurance.**

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**67.01.090 Prohibited uses.**

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**67.01.095 Motorized uses on Auke Lake.**

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**67.01.100 Criminal liability.**

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**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.

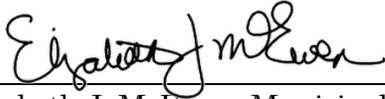
**Section 8. Effective Date.** This ordinance shall be effective 30 days after its adoption.

Adopted this 27<sup>th</sup> day of February, 2023.



\_\_\_\_\_  
Beth A. Weldon, Mayor

Attest:



\_\_\_\_\_  
Elizabeth J. McEwen, Municipal Clerk

**City & Borough of Juneau – Assembly Human Resources Committee  
Parks & Recreation Advisory Committee Applicant Additional Questions**

**Responses are due by 8:00 a.m., Monday, May 1, 2023**

**Applicant Name:** \_\_\_\_\_

**Please answer the questions below and submit your responses to the City Clerk’s Office via [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov) or drop off at our office (155 S. Seward St. 2<sup>nd</sup> Floor Rm 215) M-F 8am-4:30pm. Your responses will be included in the packet for the Assembly. Only your redacted application will be included in the public packet.**

1. How does your current work, community service and other activities and interests prepare you for the duties of the Parks & Recreation Advisory Committee (PRAC)?
2. Describe your experience and approach to balancing different community interests and needs.
3. What things do you hope to accomplish as a member of PRAC? Are there improvements to the management of Juneau’s parks and recreational resources that you’d like to see?
4. Have you previously served on the Parks & Recreation Advisory Committee, the Aquatics Board, the Treadwell Arena Advisory Board or the Jensen-Olson Arboretum Advisory Board?
5. Do you or any of your family members have an affiliation with or use any of the following P&R managed facilities or park facilities: Amalga Cabin, Augustus Brown Pool, Dimond Park Aquatic Center, Dimond Park Field House, Eagle Valley Center, Jensen-Olson Arboretum, Mt. Jumbo Gym, Shelters, Sports Fields, Trails/Parks, Treadwell Arena or Zach Gordon Youth Center?



## Parks & Recreation Advisory Committee

### CURRENT PRAC SUNSET ON APRIL 30, 2023 - MEMBERS AS OF SUNSET.

#### Board Roster



**Christina L Mounce**

**1st Term** Jul 11, 2022 - Feb 28, 2023

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 9



**Christopher Merti**

**4th Term** Feb 29, 2020 - Feb 28, 2023

**Appointing Authority** Assembly

**Position** Voting Member

**Office/Role** Chair

**Category** Public

**Dais Seat** 5



**Brandie Hofmeister**

**1st Term** Jul 11, 2022 - Feb 28, 2023

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 6



**Makayla M Chappell**

**1st Term** Mar 22, 2021 - Feb 29, 2024

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 3



**Josh Anderson**

**3rd Term** Mar 01, 2021 - Feb 29, 2024

**Appointing Authority** Assembly

**Position** Voting Member

**Office/Role** 2nd Vice-Chair

**Category** Public

**Dais Seat** 1



**Will Muldoon**

**3rd Term** Mar 01, 2022 - Feb 28, 2025

**Appointing Authority** Assembly

**Position** Voting Member

**Office/Role** Co-Chair

**Category** Public

**Dais Seat** 7



**Taylor A Murph**

**1st Term** Mar 01, 2022 - Feb 28, 2025

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 2



**Danika Swanson**

**1st Term** Mar 01, 2022 - Feb 28, 2025

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 4



**Gregory 'greg' Smith**

**1st Term** N/A - N/A

No Recruitment

**Appointing Authority** Assembly

**Position** Assembly Liaison

**Office/Role** Assemblymember

**Category** Assembly Liaison

**Dais Seat** 10



**Vacancy**

**Appointing Authority** Assembly

**Position** Voting Member

**Category** Public

**Dais Seat** 8

<u>Dais Seat</u>	<u>Name</u>	<u>Board name</u>	<u>Term</u>	<u>Start Date</u>	<u>End Date</u>	<u>Position</u>	<u>Category</u>
	<b>ONE YEAR TERMS</b>						
1		PRAC	1	1-May-2023	30-Apr-2024	Voting Member	Public
2		PRAC	1	1-May-2023	30-Apr-2024	Voting Member	Public
3		PRAC	1	1-May-2023	30-Apr-2024	Voting Member	Public
	<b>TWO YEAR TERMS</b>						
4		PRAC	1	1-May-2023	30-Apr-2025	Voting Member	Public
5		PRAC	1	1-May-2023	30-Jun-2025	Voting Member	Public
6		PRAC	1	1-May-2023	30-Apr-2025	Voting Member	Public
	<b>THREE YEAR TERMS</b>						
7		PRAC	1	1-May-2023	30-Apr-2026	Voting Member	Public
8		PRAC	1	1-May-2023	30-Apr-2026	Voting Member	Public
9		PRAC	1	1-May-2023	30-Apr-2026	Voting Member	Public
	<b>ASSEMBLY LIAISON</b>						
10	Gregory 'greg' Smith	PRAC	N/A	N/A	N/A	Assembly Liaison	Assembly Liaison

# 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.]

Adam \_\_\_\_\_ T \_\_\_\_\_ Weed \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

State of Alaska \_\_\_\_\_  
Employer

Default specialist \_\_\_\_\_  
Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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 was born and raised in Juneau and appreciate the parks and recreation department for all they do. I frequent many of the facilities and participate in adult sports every year. The parks are a huge asset to this community and I know many families, including my own, spend many hours enjoying them. I believe that the more opportunities our community can provide Juneau citizens to go out and be active has a direct effect on the happiness of the people. My purpose for applying for this position is to give back in some way and assist if there is need. If there is any way I can help our community continue to offer the services and facilities I find so important, I would love the opportunity to do so.

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

General Public Seat

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

I have never served as a board member, and have been an employee of the state of Alaska for the past 15 years.

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

No previous history.

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

I received a bachelors degree from Montana State University in mass communication.

**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.**

None.

---

**Demographics**

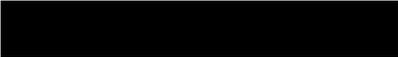
The following information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

**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

# 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.]

Charles \_\_\_\_\_ L \_\_\_\_\_ Westmoreland \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Self-Employed \_\_\_\_\_ Researcher / Writer \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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 began coaching CBJ Parks & Rec teams in 2011, and have witnessed three of my sons benefit from various programs and activities over the years. I believe strongly in the Parks & Rec mission and the opportunities they provide to local youth and the community, and would like to add my leadership experience, energy and motivation to further assist and support the department and its programs.

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.

Childcare Coalition of Alaska (Facilitator/Coordinator)

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

NA

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

Bachelor of Arts, Interdisciplinary Studies (Business/English) Master of Science in Management & Leadership (Graduation date: May 2023) 20-year career in communications and management (journalism) Youth athletics coach (2011-present)

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.

---

### 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

# 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.]

Christina \_\_\_\_\_ L \_\_\_\_\_ Mounce \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Alaska DOT&PF \_\_\_\_\_ NEPA Program Manager \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

### Residence Address Line 2

### Residence City

Juneau

### Residence State

AK

### Residence Postal Code

99801

### Comments

\_\_\_\_\_

**Secondary Email Address (if any)**

[Redacted]

**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 enjoy utilizing Juneau's parks and recreation areas with my family and friends. I have a toddler, and we use the parks or recreation facilities at least 4 times a week. Professionally, I ensure the NEPA process is followed during the design and construction of transportation projects. This includes assessing the human and environmental impact of projects, ensuring the public process is followed, evaluating impacts to environmental justice populations, conducting Section 4(f)/6(f) consultations, and considering the consequences of transportation projects to neighborhoods. I would like to use my professional experience and my love of local public spaces to help serve the community. I think my profession gives me unique insight into the planning side of Parks and Rec. I am also passionate about equitable and accessible planning. I have been a resident of Juneau for 17 years, and I have seen the City and Borough of Juneau shift to more equitable practices in recent years. I look forward to helping Juneau develop into a community that is truly designed for all residents. Thank you.

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

General Public Seat

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

I currently work for the State of Alaska, Department of Transportation & Public Facilities, Statewide Environmental Office as a NEPA Program Manager.

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

I have been a member of the PRAC since September 2022.

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

I have a Bachelor's of Science in Marine Biology from the University of Alaska Southeast. I have completed some graduate courses in Fisheries Management.

**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.**

N/A

---

### 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

Female



Date of Birth

---

### Acknowledgement/Certification

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

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

I Agree

# Application Form

## Profile

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

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

Christopher \_\_\_\_\_ Mertl \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_

Email Address

\_\_\_\_\_

Home Address

\_\_\_\_\_

Suite or Apt

\_\_\_\_\_

\_\_\_\_\_

State

\_\_\_\_\_

Postal Code

City

\_\_\_\_\_

Primary Phone

\_\_\_\_\_

Alternate Phone

Corvus Design \_\_\_\_\_ Principal Landscape Architect \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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.

Having served on PRAC for nearly twelve years and the last five-plus years as chair, it is critical that transition and institutional knowledge are associated with appointing the all-new PRAC. I am explicitly applying to fill this role to allow the continued function of PRAC and help any new PRAC members become valued and inclusive committee members. I understand the department's funding, priorities, policies, and many management issues that come before the PRAC. On a larger scale, I am applying for this committee as an avid user of most CBJ recreation facilities. Along with my family of four children, we use Eaglecrest, the pools, trails, Treadwell, the Field House, the arboretum, and the many parks and playgrounds. We have direct user knowledge of these facilities and opportunities in our community. From a professional standpoint, I am an Alaska landscape architect who understands our facilities' planning, design, maintenance, and expectations of users and the department. I have been fortunate to have designed several of our community's recreation facilities, including Project Playground, Rotary Park, Cope Park, and Savikko Park. I have also developed a variety of trails and recreation facilities for the Forest Service throughout the Tongass National Forest. As a landscape architect, I understand the critical importance of parks and recreation in our neighborhoods and community and the essential contributions these facilities make to our quality of life and economy. I have a vast working knowledge of accessibility requirements and will continue to advocate for inclusive recreation in our community. I have been a long-standing supporter of motorized recreation (although I am not a user) and for developing more recreation opportunities in Lemon Creek and other underserved neighborhoods. After many years of advocating, I am proud that these priorities are becoming a reality. In short, I have enjoyed serving on PRAC and have made a positive contribution through my participation, and I wish to continue this on the new PRAC.

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-Vice President-Southeast 4th term Member of PRAC, having served most of last two terms as Chair of PRAC PRAC Liaison-Lands, Housing and Economic Development Committee

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

Current Employment: Principal Landscape Architect-Corvus Design-Juneau office Part-Time Seasonal Employment: Juneau Hockey Officials Volunteer: Project Playground, JDHS Hockey Volunteer/Pro-Bono Professional Services: Jenae's Memorial Playground Design-Haines, Glory Hole Gardens Design-Juneau, Southeast Alaska Land Trust-Huizer Fishing Access, Mariner's Memorial Design-Wrangell, Evergreen Cemetery Master Plan-Juneau, Treadwell Historic Site Trails Master Plan-Juneau Established Bylaws, Non-profit status and Board for Juneau Adult Hockey Association, Juneau Urban Forestry, and the Juneau Park Foundation.

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

Trails and Recreation Design-Forest Service-Alaska Region Inclusive, accesible and creative playground design USA SafeSport Training and Verification Wetland Delinator-Alaska Region, USACE

**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 Landscape Architect, State of Alaska-AK 10440 Certified Playground Safety Inspector, National Recreation and Park Association-54734-625 Certified Arborist, International Society of Arboriculture-PN1563A Certified Hockey Official, USA Hockey-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



Secondary Email Address (if any)

[Redacted]

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?

1

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

None

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.

After relocating to Juneau in the fall of 2019, the parks and trails in this city offered me a much needed escape from working from home and other pandemic restrictions that followed shortly thereafter. Right behind my tiny apartment in Starr hill I began to discover hikes, mountains and lakes that recharged my dejected self. Slowly I began to meet people outdoors, and form friendships through hiking, playing pickleball in Cope Park, geocaching, and even having a pig roast in Chicken Yard Park with everyone sitting very spaced apart! Since then times have changed, of course, but the importance of the parks and trails in my life has not. I was delighted to be selected to serve on this board last year, but only briefly before it recently dissolved. I'd love to be reappointed and continue to be engaged regarding issues involving parks and recreation in my community.

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

General Public Seat

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

Due to my job (Administrative Law Judge), my memberships have to be limited, as I can't be involved in anything political, nor anything that could overlap with my work.

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

From 2017-2019 I was a Board member/volunteer course instructor for the Anchorage Youth Court Regarding volunteer service, since moving to Juneau in 2019 I have volunteered for Trail Mix, Juneau trash pick up days, UAS Day of Service, Geocaching Outreach, and have become a Big Sister. I also hosted a neighborhood pig roast for Starr Hill and taught an independent Women's Studies course to a young woman for credit. The past two summers I've also spent many weekends with fellow volunteers out at the Eldred Rock Lighthouse, scraping paint, hauling supplies, and otherwise helping restore that amazing relic.

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

BA, JD I'm also a pretty good ballroom dancer!

**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.**

I'm a certified mediator

**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**

Female



Date of Birth

**Acknowledgement/Certification**

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

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

I Agree

# Application Form

## Profile

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

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

Emma \_\_\_\_\_ G \_\_\_\_\_ Van Nes \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Southeast Alaska Independent Living (SAIL)  
Employer

ORCA Program Director  
Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

**Secondary Email Address (if any)**

[Redacted]

**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...**

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**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 am applying to be on this board because I have a strong desire to ensure our recreation community is accessible and inclusive to individuals with disabilities. As both a resident of Juneau who frequently uses trails and recreation facilities and someone who works in the recreation industry, I know how integral these parks, trails, and facilities are in our community. I serve as the Program Director for Outdoor Recreation and Community Access (ORCA) at Southeast Alaska Independent Living (SAIL). We run inclusive recreation programming for youth, seniors, and everyone in between. Our program frequently uses city parks, trails, and facilities for programming. We realize that recreation influences all aspects of a person's life: employment, social life, physical and spiritual well being, and a sense of place in community. Challenging and inclusive recreational opportunities give an individual a chance to recognize their ability to succeed. Ultimately, individuals succeed in environments where they are included and valued as equal and participating members. At ORCA, we work to plan a variety of inclusive activities and outings to ensure a wide range of opportunities for everyone; a perspective I think would be valuable on this committee. In addition to a desire for recreation to be inclusive to individuals both with and without disabilities, I have a passion to guarantee that recreation is accessible to individuals with various socioeconomic statuses. Our participants often utilize scholarships in order to participate and would not have the ability to participate otherwise. Recreation has the tendency to benefit folks who have a higher socio-economic status despite its wide-ranging benefits to everyone. We find creative ways to keep our costs to participants low so they can continue accessing inclusive recreation activities. As a result, I believe it is crucial that there is a voice on the Parks and Recreation Advisory Committee that has inclusion and accessibility at the forefront of their mind when it comes to both ability level and socioeconomic status. I would be excited to bring both my professional and personal life experience to the committee to continue making Juneau's various trails, parks, and facilities accessible to all of our community members.

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.

-Southeast Alaska Independent Living (SAIL)

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

N/A

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

-B.A. International Studies | Seattle University -Wilderness First Responder Training (80 hours) | National Outdoor Leadership School -Wilderness First Responder Recertification Training (24 hours) | National Outdoor Leadership School -CPR/First Aid Training (6 hours) | National Outdoor Leadership School - Level 1 Alpine Ski Training (10 hours) | Professional Ski Instructors of America -Level 1 Adaptive Bi/Mono Training (16 hours) | Professional Ski Instructors of America -Level 1 Senior Specialist Training (8 hours) | Professional Ski Instructors of America -Level 1 Practitioner Training (24 hours) | Association for Challenge Course Technology -Level 2 Practitioner Training (40 hours) | Association for Challenge Course Technology -Employment Specialist Training (40 hours) | Association of Community Rehabilitation Educators -Level 2 Essentials of Kayak Touring Training (24 hours) | American Canoe Association - Leadership and Management: Fundamentals Every Supervisor Should Know Training (6 hours) | The Foraker Group

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.

-Wilderness First Responder Certification | National Outdoor Leadership School -CPR/First Aid Certification | National Outdoor Leadership School -Level 1 Alpine Ski Certification | Professional Ski Instructors of America -Level 1 Adaptive Bi/Mono Certification | Professional Ski Instructors of America - Level 1 Senior Specialist Certification | Professional Ski Instructors of America -Level 1 Practitioner Certification | Association for Challenge Course Technology -Level 2 Practitioner Certification | Association for Challenge Course Technology -Certified Employment Specialist | Association of Community Rehabilitation Educators -Level 2 Essentials of Kayak Touring Certification | American Canoe Association

**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**

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Caucasian/Non-Hispanic

**Gender**

---

Female



Date of Birth

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**Acknowledgement/Certification**

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

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

---

I Agree

# Application Form

## Profile

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

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

Jeff \_\_\_\_\_ Kasper \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Alaska Public Employees Association \_\_\_\_\_  
Employer

Southeast Manager \_\_\_\_\_  
Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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 been a Juneau resident for 20-plus years and our abundant parks and recreational opportunities are one of the things that makes our community great. I believe that public service is important, parks and recreation increases our quality of life. I would like to give something back to my community in an area where I have a deep personal interest to maintain its quality.

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.

Alaska Public Employees Association, Business Manager Alaska AFL-CIO, Vice President

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

Eagle Scout US Army 1991-1999 Various youth athletic coaching Sports Editor, Juneau Empire, 2000-2003 State of Alaska, various positions, 2003-2018 Alaska Public Employees Association 2018 to present

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

BA Communication, Western Colorado University MPA University of Alaska Southeast Graduate Certificate in Labor Studies, Cornell University

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.

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### Demographics

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

#### Ethnicity

None Selected

#### Gender

None Selected



Date of Birth

---

### Acknowledgement/Certification

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

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

I Agree



Secondary Email Address (if any)

[Redacted]

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 lived in Juneau for 40 years, and feel strongly about this community. I believe that local parks and recreational activities serve an important role in maintaining a strong and vibrant community.

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

General Public Seat

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

NOAA, National Marine Fisheries Service

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

I have worked as a wildlife and fisheries biologist in the Lower 48 and throughout Alaska. I was a founding member of the Juneau Raptor Center, and have served on its board of directors. I have served as a church elder, as well as on a number of church committees. I have participated in several musical productions by the Juneau Symphony Chorus, as well as the Community Christmas concert. I periodically give science presentations to Juneau School District classes.

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

I have advanced degrees in wildlife and fisheries (BS, MS, PhD). I have regular training through the Federal Government.

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.

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### Demographics

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

#### Ethnicity

None Selected

#### Gender

None Selected



Date of Birth

---

### Acknowledgement/Certification

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

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I Agree



Secondary Email Address (if any)

[Redacted]

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 been serving for several years and enjoy helping out in the community in any way I can.

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.

PRAC

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

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

2 years college

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.

---

### 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

# Application Form

## Profile

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[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.]

Makayla \_\_\_\_\_ M \_\_\_\_\_ Chappell \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Forbidden Peak Brewery \_\_\_\_\_ Sales Manager \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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 would love to reapply for a seat on the Parks and Rec Advisory Committee. While serving my 25 months on PRAC I had the opportunity to network and be apart of something I was proud of. I believe that my recent experience can only and create more stability and longevity with more interest in branching out and being a community ambassador. The love for my hometown never wares thin, I want to be apart of creating a space for folks to enjoy. Thank you for your consideration and I hope to see you in the future!

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

General Public Seat

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

I currently hold a position as Sales Manager at Forbidden Peak Brewery since October of 2019.

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

PRAC March 2021-April 2023

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

High School Diploma - Juneau Douglas High School 2011 Incomplete Degree- Fort Lewis College Durango, CO Certified Nursing Assistant Program 2015

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.

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### 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

American Indian/Alaskan native Aleutian

#### Gender

Female



Date of Birth

---

### Acknowledgement/Certification

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

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

I Agree

# Application Form

## Profile

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[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.]

Paulette \_\_\_\_\_ Schirmer \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_

Email Address

\_\_\_\_\_

Home Address

\_\_\_\_\_

Suite or Apt

\_\_\_\_\_

\_\_\_\_\_

State

\_\_\_\_\_

Postal Code

City

\_\_\_\_\_

Primary Phone

\_\_\_\_\_

Alternate Phone

University of Alaska Southeast \_\_\_\_\_  
Employer Job Title

Assistant Professor of  
Accounting

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

\_\_\_\_\_

### Residence Address Line 2

8461 Kimberly Street

### Residence City

Juneau

### Residence State

AK

### Residence Postal Code

99801

**Comments**

Formerly served on the Jenson-Olsen Arboretum Board and the Treadwell Advisory Board

**Secondary Email Address (if any)**

[Redacted]

**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?**

2

**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.**

Skating, gardening, arboretum, education

**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.**

University of Alaska Southeast, Formerly served on the Jenson-Olsen Arboretum Board and the Treadwell Advisory Board

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

University of Alaska Southeast, Formerly served on the Jenson-Olsen Arboretum Board and the Treadwell Advisory Board

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

Accounting over 20 years, education, instructor

**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.**

Doctorate of Business Administration, Masters of Business Administration, Bachelor's of Science in Accounting

**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**

Female



Date of Birth

**Acknowledgement/Certification**

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

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

I Agree

# Application Form

## Profile

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[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.]

Portland \_\_\_\_\_ Highbaugh \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_

Email Address

\_\_\_\_\_

Home Address

\_\_\_\_\_

City

\_\_\_\_\_

Suite or Apt

\_\_\_\_\_

State

\_\_\_\_\_

Postal Code

\_\_\_\_\_

Primary Phone

\_\_\_\_\_

Alternate Phone

Alaska Municipal League \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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 would like to serve my community, and I believe that our community is at its best when it has active and engaged citizens involved in the process. I'm proud of our parks and recreation system and would like to continue the good work and stewardship. With the recent restructuring of the Parks and Recreation Advisory Committee, I think this is a good time for new faces and voices to serve the citizens of CBJ.

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.

Alaska Municipal League; Boys and Girls Club of Alaska

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

Rotary Club of Juneau Glacier Valley, AWARE, Boys and Girls Club of Alaska, Toastmasters

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

Greenville University (2010-2013) studied Sociology

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.

**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**

African American

**Gender**

Female



Date of Birth

**Acknowledgement/Certification**

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

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

I Agree

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## Profile

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[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.]

Rachel \_\_\_\_\_ Kelly \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

Resource Data \_\_\_\_\_ Branch. Manager \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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.

My family and I use and LOVE the services Parks and Recreation oversees. We are avid hikers, campers, cabin goers and frisbee golfers. And regularly use the pool, go out to the arboretum and visit Field House. I would view my time on the Board as an opportunity to give back to the community. To thoughtfully and carefully listen to views of all users, the expert opinions of the department staff and try to balance the needs of different user groups.

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.

Resource Data Inc. - current employee and served in the Board of Directors from Feb 2021-Feb 2023.

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

I served on the Board of Resource Data (my current company at which I am a part owner) for the last 2 years. I have also coached several youth and middle school soccer teams both for CBJ Parks and Rec and the school district. Professionally I have been a mentor for several years and regularly [participate in Googles Hour of Code in the schools.

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

I have a bachelors of science from UAF and have worked in IT as a developer, business analyst and manager for 8 years.

**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.**

I am a licensed Project Management Professional (PMP) and Agile Scrum certified which I believe speak to my professionalism and skills navigating budgets, timelines and priorities.

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**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**

Female



Date of Birth

---

**Acknowledgement/Certification**

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

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

I Agree

# Application Form

## Profile

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

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

Tyler \_\_\_\_\_ Ferrin \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_

Email Address

\_\_\_\_\_

Home Address

\_\_\_\_\_

Suite or Apt

\_\_\_\_\_

\_\_\_\_\_

State

\_\_\_\_\_

Postal Code

City

\_\_\_\_\_

Primary Phone

\_\_\_\_\_

Alternate Phone

Small business owner \_\_\_\_\_ Owner/Operator \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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 would like to join the advisory committee as a resident and father that would like to see the Parks and Recreation opportunities in the borough be diverse. I play adult hockey in the wintertime and just this season became an official through USA Hockey to referee Juneau Adult Hockey and Juneau/Douglas Ice Association games. My family also takes part in riding snowmobiles here in the borough. In the Summer outside of fishing and boating I participate in Juneau Softball that utilize Parks and Rec. sport fields. I also often take my kids to the various parks around town as well as some of the shorter trails. I feel that with how myself and family utilize Parks and Rec. facilities and grounds I would be a good addition to the committee.

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.

1.) Juneau Adult Hockey Association- C Tier Representative 2.) Juneau Snowmobile Club - Voting Member

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

I have been on the JAHA board for the last 6 years. I have also been on the Snowmobile Clubs board for the last 5 years.

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

Haines High Class of '04 AAS Degree from UAA '07

**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.**

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**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

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**Acknowledgement/Certification**

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

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

I Agree

# Application Form

## Profile

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[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.]

Andrew C Williams  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted]  
Home Address

[Redacted]  
Suite or Apt

[Redacted]  
City

[Redacted]  
State

[Redacted]  
Postal Code

[Redacted]  
Primary Phone

[Redacted]  
Alternate Phone

SOA - DOH - FMS/ITS/BA Analyst/Programmer III  
Employer Job Title

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

[Redacted]

### Residence Address Line 2

### Residence City

Juneau

### Residence State

Alaska

### Residence Postal Code

99801

### Comments

[Redacted]

Secondary Email Address (if any)

[Redacted]

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?

1

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

Interests & Experiences

Please tell us about yourself and why you want to serve. [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 was born in Juneau and have been a long time resident of Juneau to which I call my home. My father, Robert Williams, was a very active member of our community and I spent many years going to softball and basketball games that were at least in part facilitated by Juneau P&R. My children spent the majority of their school years in Juneau and have actively participated in many P&R activities. I now am caring for my grandson to which I am also getting involved in P&R activities. I have been a very active member of our local and regional Tribal Organizations. I have an extensive background in our culture and language. I have also been a public servant to Juneau and have spent over 18 years employed with local Tribal Organizations or the State of Alaska. I think that this background and these experiences will enable me to provide a voice that represents our Juneau community as a whole and our local and regional Tribal community members.

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.

State of Alaska Douglas Indian Association

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

7 years Parent Teacher committee 8 years local Tribal government boards 6 years Family Friendly Fathers group

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

Lifetime language and culture student and teacher Associates in Paralegal Studies BS in Buis. Admins. emphasis in Business Management Systems

**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.**

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**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**

American Indian/Alaskan native Aleutian

**Gender**

Male



Date of Birth

---

**Acknowledgement/Certification**

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

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

I Agree

# Application Form

## Profile

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

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

Brandie \_\_\_\_\_ Hofmeister \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Borealis Environmental LLC  
Employer

Owner, Senior Environmental Scientist  
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

\_\_\_\_\_

Secondary Email Address (if any)

[Redacted]

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?

1

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

Interests & Experiences

Please tell us about yourself and why you want to serve. [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 would like to continue serving on this board.

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

General Public Seat

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

Owner/Employee of Borealis Environmental LLC: my primary contract is includes assisting the USCG with environmental compliance issues. Eaglecrest employee: Ski instructor (very part time)

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

State Parks Advisory Board - Ketchikan Cub Scout Den Leader Tongass School of Arts and Sciences Academic Policy Committee

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

B.S., Environmental Chemistry, University of Montana, 1995 M.S., Environmental Geology, Western Washington University, 1999 NEPA Graduate Certificate, Utah State University, 2013

**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 Geologist, Alaska, (PG #619) American Institute of Professional Geologists Certified  
Professional Geologist (CPG-11232)

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**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**

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None Selected

**Gender**

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None Selected



Date of Birth

---

**Acknowledgement/Certification**

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

---

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

---

I Agree



Secondary Email Address (if any)

[Redacted]

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?

2

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 heavily involved in Midnight Suns and GCLL softball & Baseball for many years. My hope is to bring my experience and tribal connections to better the CBJ, Parks and recreation.

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.

Midnight Suns Fast pitch softball board member - Treasurer

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

CBJ - Historical Resources Advisory Board Hecla Greens Greens Creek Mine

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

CPR Active Shooter - ALICE Trained Combat Lifesaver Training

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

---

### 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

Prefer not to Answer

#### Gender

Prefer not to say



Date of Birth

---

### Acknowledgement/Certification

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

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

I Agree

# Application Form

## Profile

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Keren \_\_\_\_\_ Goldbergelle \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

CBJ Treadwell \_\_\_\_\_ RAL 1 \_\_\_\_\_  
Employer Job Title

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

\_\_\_\_\_

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

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?

2

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

Question applies to multiple boards

How many hours per month are you able to serve?

5

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 love recreating in Juneau. Not only do I take advantage of the public facilities, I also work at treadwell and see first hand all of the work the city puts in to provide for the public, I also see gaps in the recreation opportunities in this town. I went to school for outdoor skills and leadership, as well as recreation administration classes. There is a way to bring more life to this town, and make the locals feel like they are the reason we are providing these resources. Juneau people need to feel just as special year round as the tourists do once a year.

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

General Public Seat

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

none

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

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

I have a degree from UAS in geography and environmental studies as well as a certificate in outdoor skills and leadership. I also took a year worth of classes in recreation administration and programming for recreation events and spaces. I have been a camp counselor for many years both for the city and for private summer camps.

**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.**

I am a WFR wilderness first responder, with CPR and AED certifications. I have worked with the city for 8 seasons, at treadwell arena for 8 seasons with supplementary work at AGB and DPAC, and most recently doing administrative work at city hall.

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**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**

Female



Date of Birth

---

**Acknowledgement/Certification**

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I Agree