

Presented by: The Manager
Introduced: 02/05/96
Drafted by: D.B.P./J.R.C.

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 1804

A Resolution Establishing a Youth Activities Board.

WHEREAS, the voters at the last regular municipal election approved a renewal of the temporary 3% sales tax, and

WHEREAS, the Assembly's intent, as set forth in Ordinance 95-28 is to expend a portion of those funds each year to provide supplementary funding for youth activities in the community, including artistic, cultural, athletic, and extra-curricular academic pursuits, and

WHEREAS, the Assembly desires that these funds be distributed among various community organizations which sponsor youth activities in a manner that best serves our youth, and

WHEREAS, the Assembly wants to assure that a significant portion of these funds are directed to the support of youth activity programs historically funded by the Juneau School District, and

WHEREAS, the Assembly believes the most appropriate way to allocate these funds among various community groups is to appoint a citizen board to accept and evaluate proposals;

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

Section 1. Youth Activities Board Established. There is hereby established a Youth Activities Board.

Section 2. Youth Activities Board Membership.

(a) The Board shall consist of nine members who shall serve without compensation. The Board membership shall consist of:

(1) One member from the Parks and Recreation Advisory Committee, nominated by the Committee;

(2) One member and a designated alternate from the Youth Commission nominated by the Commission;

(3) One member from the Juneau Arts and Humanities Council, nominated by the Council;

(4) One member from the Juneau Sports Association, nominated by the Association;

(5) Five members of the general public;

(b) The general public appointees shall serve three-year staggered terms: of those first appointed, two members shall be appointed for a three-year term, two members shall be appointed for a two-year term and one member shall be appointed for a one-year term. Nominations for appointment shall be made by the Assembly Committee on Committees. To the extent practicable, general public nominees should not be employees or board members of organizations which exist for the purpose of providing athletic, artistic, cultural, or extra-curricular academic pursuits intended primarily for youths.

(c) Nominations pursuant to (a)(1)-(4) shall be submitted to the Assembly Committee on Committees and forwarded to the Assembly for approval.

(d) The Board shall be organized as follows:

(1) The Board shall elect annually from its members a chair and secretary and such other officers as it deems necessary. The Board may establish such committees as it deems necessary.

(2) A vacancy on the Board shall exist:

(A) If a person appointed to membership fails to qualify and take office within thirty days of appointment;

(B) If a member departs from the city and borough with the intent to remain away for a period of ninety or more days;

(C) If a member submits his or her resignation to the Assembly;

(D) If a member is physically unable to attend Board and standing committee meetings for a period of more than ninety days; or

(E) If a member misses more than forty percent of the Board and standing committee meetings in a twelve-month period.

(3) The chair of the Board shall notify the Assembly of any vacancy on the Board. Upon notification, the Assembly shall appoint a new member for the unexpired term.

(4) The Board shall meet as necessary to carry out the business of the Board but no fewer than four times per year.

(5) Any member of the Board who participates in or volunteers for, or who has an immediate family member who participates in or volunteers for a program applying for funds shall declare a conflict of interest. A Board member who has declared a conflict may

not evaluate or participate in any discussion regarding that program. Immediate family includes the person's spouse, minor child, dependent, or regular member of the person's household.

Section 3. Youth Activities Board Purposes. The purposes of the Board are as follows:

(a) To prepare a Request for Proposals annually for the purpose of soliciting proposals for providing youth activities of an athletic, cultural, artistic, or academic nature. The amount of funding available will be determined by the Assembly annually as part of the adoption of the city and borough budget. The Manager shall issue the Request for Proposals in accordance with the Purchasing Code.

(b) To adopt procedures for evaluating proposals received for providing youth activities. Procedures shall include an oral interview for the purpose of allowing each proposer to present its request to the entire Board.

(c) Subject to the limitation established in Sections 4(b) and 4(c), to make recommendations to the Assembly in April of each year for allocating funds among proposals selected by the Board. Recommendations should reflect the intrinsically equal value to youth of athletic, cultural, artistic and academic types of activities, and reflect the range of needs identified by the qualified proposals submitted.

(d) With the assistance of staff as assigned by the Manager, to evaluate the use of the funds by each organization and to report annually to the Assembly on the expenditure of those funds.

Section 4. Criteria for Decisions. The Board shall use the following criteria when considering the allocation of funds among youth activity programs:

(a) Programs shall serve the needs of minors no older than 19 years of age, provided that programs intended for disabled youth may serve minors no older than 20 years of age.

(b) Subject to the limitations of Section 3(a), the Board shall annually reserve \$100,000 for youth activity programs historically funded by the Juneau School District, which shall be the total amount of funds available to the School District from the Board. The School District shall allocate the funds among its athletic and activity programs. The Board shall review the School District's allocation of the funds to ensure that the expenditure of funds is consistent with the requirements listed in (e)(3), and that the allocation reflects a comprehensive program which demonstrates the value to youth of athletic, artistic, cultural and extra-curricular academic types of programs;

(c) The Board shall annually place in a contingency account a sum equal to ten percent of the amount remaining after the School District reservation required by section 4(b). The purpose of the contingency account shall be to fund unanticipated events, purchases, or travel for youth who qualify by competition to attend advanced level competition. At the end of each fiscal year any funds remaining in the contingency fund shall revert to the general fund.

(d) All proposals considered by the Board under this program shall include a proposed method for evaluating the effectiveness of the activity. The Board, in evaluating effectiveness, may apply additional methods related to these criteria.

(e) All proposals must meet the following requirements:

(1) The program starting date must occur prior to June 30 of the fiscal year for which funding is provided.

(2) Programs may not be funded retroactively.

(3) Funding will not be awarded for administrative costs, operational costs of facilities, capital costs for facilities, or salaries and benefits for coaches or instructors, except for a guest artist, educator, or coach offering a special program in Juneau. Facility rental for a special program is allowed.

(4) All promotional or printed material must include the following statement: "This program is partially funded by the Citizens of the City and Borough of Juneau."

(5) All programs are subject to city and borough financial audits.

(f) The Board shall evaluate proposals through a scoring method applying the following factors in order of importance:

(1) Number of hours of participation per youth;

(2) Low program cost per participant hour;

(3) Number of youth actively participating in the program;

(4) Instructor or coach's relevant experience in providing the youth program;

(5) High adult per youth ratio to support the program;

(6) Organization's past history of providing successful youth programs;

(7) Financial management of organization as indicated by overall budget;

(8) Amount of the direct and indirect support provided to the organization from other CBJ funding sources;

(9) Amount of volunteer support for the program;

(10) Existence of scholarship fund for qualified youth within the program;

(11) Provision of transportation, equipment, and other practical assistance to youth in need;

(12) Cooperative efforts with other local youth organizations.

Section 5. Rules for Procedure. The rules of procedure for Assembly advisory committees established by Resolution No. 1180, as amended by Resolution No. 1213, shall govern the conduct of business by the Board.

Section 6. Administrative Support. Staff support shall be provided by the recreation superintendent or alternate designee of the Manager.

Section 7. Termination of Board. The Board shall terminate on June 30, 2002. Upon termination, the Board shall take up no new business, but shall continue in business until January 1, 2003, for the purpose of concluding its affairs. During this period, termination does not reduce or otherwise limit the powers or authority of the Board. On January 1, 2003, the Board shall cease all activities.

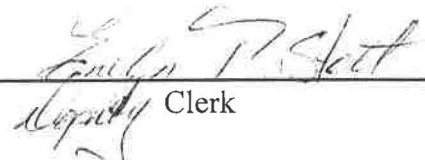
Section 8. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 5th day of February, 1996.



Mayor

Attest:



Deputy Clerk