

DOWNTOWN DOUGLAS / WEST JUNEAU AREA PLAN
Steering Committee Meeting Minutes
Sayéik: Gastineau Community School Library
Wednesday, November 13, 2024, 5 – 6:30 p.m.

- I. Pizza Party / Meet and Greet with Public Members
Two members of the public attended the Pizza Party / Meet and Greet.
- II. Call to Order
Chair Vick called the meeting to order at 5:31 PM.
- III. Roll Call
Committee members present: Joyce Vick, Carole Bookless, Matt Catterson, Robert Sewell, and Linda Snow.
Staff present: Minta Montalbo, Scott Ciambor, and Forrest Courtney
Members of the Public: Brian Lieb and Darran Snyder
- IV. Approval of Agenda
Ms. Vick motioned that the agenda be amended to take up item VI, *Public Comment on Agenda Items*, after item VII(b), *Draft DD/WJ Area Plan Comments, p.1-11*, Ms. Snow seconded the motion. Motion approved 5-0.
- V. Adoption of Minutes: October 23, 2024
Ms. Snow motioned that the October 23, 2024, meeting minutes be approved as submitted, and Mr. Catterson seconded the motion. Motion approved 5-0.
- VI. Public Comment on Non-Agenda Items – 10 Minutes
No public comments on non-agenda items.
- VII. Agenda Topics
 - a. Election of Vice Chair, Recorder
Ms. Bookless motioned to appoint Mr. Sewell as Steering Committee Vice-Chair, Mr. Catterson seconded the motion. Roll Call Vote: Mr. Catterson – Yes, Mr. Sewell – Yes, Ms. Snow – Yes, Ms. Bookless – No, Ms. Vick – Yes. Motion approved 4-1.

Ms. Carole motioned to appoint Mr. Catterson as Steering Committee Recorder, Ms. Snow seconded the motion. Motion approved 5-0.
 - b. Draft DD/WJ Area Plan Comments, p.1-11
The Steering Committee discussed the graphics and narrative of the introduction to the plan.
The committee discussed equity in the plan and efforts taken by previous planners, consultants, and the committee.

Mr. Sewell motioned that the following language be added to the *Equity Framework* subsection, “The committee advocated that further outreach efforts continue through the planning process, Mr. Catterson seconded. Roll Call Vote: Mr. Sewell – Yes, Mr.

Catterson – Yes, Ms. Snow – Yes, Ms. Bookless – No, Ms. Vick – Yes. Motion approved 4-1.

Ms. Bookless motioned that the following language be removed from the *Equity Framework* subsection, “Input from under-represented groups such as communities of color and youth was sought early in the process. The public meetings were planned to be inclusive with special efforts to invite under-represented communities.” The motion was not seconded.

The Steering Committee requested that graphs depicting racial distribution, median income, and age distribution include a narrative.

The Steering Committee requested changes to the description of the Douglas Townsite neighborhood, noting that its geophysical boundaries extend to the tidelands.

The Steering Committee requested that the cemetery listing in the Crow Hill neighborhood description be expanded to account for all cemeteries.

VIII. Public Comment on Agenda Items – 10 Minutes

Mr. Synder commented publicly that he was confused about how the process worked for the draft plan and was concerned that no special efforts were made to ensure equity in the plan.

IX. Action Items for Next Meeting

- a. Introduction
- b. Connected Community
- c. Prosperous Community

Staff Tasks:

- Explain why Hispanic and Latino individuals are excluded from the 2020 Census data on race
- Expand on cemetery catalog
- Identify additional neighborhoods
- Adjust the Neighborhood Map to clearly identify the tidelands
- Remove undeveloped ROWs from the Neighborhood Map

X. Next Meeting Date: Tuesday, November 26 @Douglas Public Library

XI. Adjournment

Ms. Snow motioned that the meeting be adjourned, Ms. Bookless seconded the motion. The meeting adjourned at 6:35 PM.