

DOWNTOWN DOUGLAS / WEST JUNEAU AREA PLAN

Steering Committee Meeting: MINUTES

Douglas Public Library and [Zoom Webinar](#)

Wednesday, January 22, 2025, 5 – 6:30 p.m.

I. Call to Order: Chair Vick called the meeting to order at 5:00 PM

II. Roll Call

Joyce Vick Carole Bookless Frank Delaney

Rebecca Embler Robert Sewell Linda Snow Darren Snyder

Brian Lieb Annette Smith, Docks & Harbors Liaison (non-voting)

Erik Pederson, Planning Commission Liaison (non-voting)

Staff Members Present:

Minta Montalbo, CDD Senior Planner Forrest Courtney, CDD Planner II

Scott Ciambor, CDD Planning Manager

Members of the Public:

No public present

III. Approval of Agenda: Darren/Linda

IV. Adoption of Minutes: January 8, 2025: Rebecca/Linda

V. Staff Updates: Mr. Ciambor introduced Mr. Delaney to the documents the committee is currently using. Matt Catterson decided to step away from the steering committee. Considering the area plan's projected timeline, no additional members will be considered for the steering committee.

VI. Liaison Updates N/A

VII. Agenda Topics

a. Election of new Recorder/Secretary: Rebecca Embler

Ms. Embler volunteered herself for the position. Mr. Sewell motioned that Rebecca Embler be elected as Recorded, Ms. Snow seconded the motion. Motion passed 7-0.

b. Draft DD/WJ Area Plan motions, "Connected Community" and "Prosperous Community" chapters:

Motion 1) Via email, Mr. Lieb motioned to delete existing 1.4 C and PROPOSED D. Passed 7-0. Committee will consider replacement language in Prosperous Community.

Motion 2) Ms. Bookless motioned to add "opportunities for usage" to 1.4 D. Passed 4-3.

Motion 3) Ms. Bookless motioned to add a new 1.4 E stating "Designate waterfront land for use to concretely enhance understanding of the role of Native groups in the history of Douglas, in cooperation with the Douglas Indian Association and other organizations." Motion passed 5-0-. Chair Vick and Mr. Snyder abstained.

Motion 4) Ms. Snow motioned to amend 1.4 E to add “culture.” Motion passed 7-0.

Motion 5) Mr. Sewell motioned to add a new 1.4 F: “Relocate the P&R Facilities Maintenance Shop to Marie Drake facilitate other community uses of the building.” Motion failed 3-4.

Motion 6) Mr. Snyder motioned to add a new 1.4 F: “Relocate the P&R Facilities Maintenance Shop to facilitate other community uses of the building.” Motion passed 7-0, with direction for staff to add the physical address.

Motion 7) Via email, Mr. Lieb motioned to delete 1.6 B. Motion failed 3-4.

Motion 8) Mr. Delaney motioned to replace 1.6 B with “Expand the CBJ public Wi-Fi network to include additional hotspots and increase active hours across Douglas.” Passed 7-0.

Motion 9) Ms. Bookless motioned to add “and under-represented” to 1.6. D. Motion passed 7-0.

Motion 10) Ms. Bookless motioned to add “public consultations prior to” to 1.6 C. Motion passed 7-0.

Motion 10) Ms. Bookless motioned to replace 1.6 F with “CBJ will establish community-based youth and community outreach committees, as well as a dedicated public website.” Motion passed 7-0.

VIII. Public Comment on Agenda Items – 10 Minutes
No public present.

IX. Public Comment on Non-Agenda Items – 10 Minutes
No public present.

X. Action Items for Next Meeting: Prosperous Community

XI. Committee Members Comments and Questions:
Mr. Sewell thanked the staff and advocated for them to receive raises.
Mr. Snyder will likely not be available on February 5, 2025.

XII. Next Meeting Date: **NEW DATE - February 5, 2025**, 5-6:30 pm @Douglas Public Library

XIII. Adjournment: Mr. Sewell motioned to adjourn the meeting. Meeting adjourned at 6:28 PM