



RETREAT MINUTES
PARKS & RECREATION ADVISORY COMMITTEE
 SUNDAY, JANUARY 13, 2019 – 12PM
 MENDENHALL VALLEY LIBRARY

Present: J. Anderson, E. Carrillo, K. Duncan, J. Gellings, C. Mertl, W. Muldoon, E. Palmer, T. Rutecki, K. Shelton, W. Bryson (Assembly)

Staff Present: George Schaaf, Director; Lauren Verrelli, Staff Liaison

1. Presentation by G. Schaaf about the Parks & Recreation Department

2. Roles & Responsibilities:

- a. Parks & Recreation Staff: Operations, maintenance, program development & delivery, budget, planning and support to the Committee.
- b. Parks & Recreation Advisory Committee: The purpose of the PRAC is to act in an advisory capacity for planning and development of all aspects of juvenile and adult recreation in the City and Borough. This direction includes authority to advise the Assembly and the Parks and Recreation Department Director on issues affecting parks and recreation in the community. A secondary purpose of the Committee is to act as a citizens' proponent for parks and recreation facilities, recreation activities, and trails within the City and Borough.

Parks & Rec Staff	PRAC
<ul style="list-style-type: none"> • Plan for future projects • Advertise for facilities & programs • Perform seasonal openings & closures of parks • Conceptualize community parks & rec desires • Provide access to recreational areas • Administer recreation programs • Repair deficiencies when funded to do so • Advocate for those who are under-represented • Not do parking management • Continue to meet current & future needs of community • Keep up can-do attitude • Allow timely input from public & PRAC • Support Park Foundation • Promote healthy lifestyles for all • Obtain need funding & staffing for Alaska/world Class facilities • Maintain facilities • Work with OHV groups to use 1% money in Positive manner/no studies • Include OHV links to new CBJ website • Parks & Rec website to post good content on 	<ul style="list-style-type: none"> • Attend meetings • Do your homework • Get better at Roberts Rules • Complete tasks on monthly basis • Work with P&R and OHV groups to use 1% • Help represent public goals & opinions • Assist P&R Director and add value to proposals and policies • Provide specific feedback on issues as they arise • Advise on Parks & Rec strategic direction • Represent the diversity of public P&R interests • Be involved beyond monthly meetings • Advocate for funding • Be engaged in decision making • Give public voice • Self-evaluation • Advocate for deferred maintenance • List of abilities & interest • Form committees • OHV park • Enough time/process for action items • Goal settings

<ul style="list-style-type: none"> social media to show what is offered • Maintains website • Maintains asses & building maintenance • Scheduling • Informing when plans being produced • Presenting continuous ideas to PRAC • Day to day operations • Maintenance • Manage budget • Make & Implement plans • Admin programs • Clean parks • Better lighting in parks (i.e.: Rotary Park) • Better notification system for public • Informational campaign for Parks & Rec • Continue great support of PRAC • Evaluate board • Provide training to PRAC • Ask for input & ideas • Update changes in policy management • Keep parks & playgrounds safe • Manage limited funds for best use • Actively manage sports programs for all ages • Communicates opportunities & issues to public • Interact with other community plans/depts. to achieve overall tasks/goals • Maintain a plan for the park system & follow through • Balance public opinion with resources realities • Clean the pools • Staff the ice arena • Provide routine building maintenance • Provide after school programs for youth • Clean the parks • Develop the budget • Create long-term plans • Pick-up drug paraphernalia • Downtown bathrooms • Snow removal 	<ul style="list-style-type: none"> • Following through with goals • Liaise with other interest groups • Serves as a counter weigh for the public when not aligned with the department • Advocate for departmental programs • Attend related community forums to gauge interest in P&R related issues • Invest in learning about changes in recreation practices and promote understanding • Remain rational during discussions & votes • Attend meetings & vote based upon personal judgement • Advise on differing perspectives on department initiatives • Serve staff in advisory role • Serve as a steward for projects and plans • Serve community in representative roles • Make recommendations for Assembly/P&R staff • Advocate both officially and unofficially for P&R • Balance public input • Represent the department • Assist in goal setting • Provide feedback • Advocate for the budget • Hearing public comment • Sounding board • Reaching out to community partners • Advocating for parks & Rec • Finding something for all user groups • Collaborating for new trails/facilities • Inform assembly of plans • Advocate for citizen request • Learn about Parks & rec • Filter thru all information
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Parks & Rec Staff and PRAC</p>	
<ul style="list-style-type: none"> • Write master plan • Pick land for disposal • Cultural programs • More youth programs • Stronger community partnerships 	

3. 2019 PRAC Work Plan

- a. Partners attend meetings every two months: DOT, CDD, Eaglecrest, D&H, Treadwell, etc.
- b. PRAC reviews what the staff presents to them

January	<ul style="list-style-type: none">•Review proposed operating budget (due February)•Annual Report due to Assembly
February	<ul style="list-style-type: none">•OHV/CIP•Blueprint Juneau presentation
March	<ul style="list-style-type: none">•Review FY20 Budget for changes to FY21 budget
April	
May	<ul style="list-style-type: none">•CIP Review•Land acquisition
June	<ul style="list-style-type: none">•Committee formation - Deferred Maint., Title 67, Commercial Use & Vending Regulations•<i>National Trails Day - June 1, 2019</i>
July - No Meeting	
August	<ul style="list-style-type: none">•Day of Play•Fee & charges•Parks report cards
September	<ul style="list-style-type: none">•Community awards•<i>National Public Lands Day - September 28, 2019</i>
October	<ul style="list-style-type: none">•Review Capital Improvement Plan (CIP) - Due 11/20
November	
December	

Respectfully submitted by Lauren Verrelli, P&R Administrative Assistant II, 1/20/2019