

Parks and Recreation Advisory Committee

Special Committee – Parks and Recreation Master Plan

The CBJ Parks and Recreation Department requires a guiding committee for the Parks and Recreation Master Plan, to be formed as a special committee of the Parks and Recreation Advisory Committee (PRAC). Below are the terms of special committee membership and the role of the PRAC in special committee selection and administration.

Notification & Planning Team Appointment:

Upon completion of the initial round of public consultation, a special committee should be established as a special committee of PRAC. Parks and Rec should notify the public via a Public Service Announcement, the City and Borough's website, and other means appropriate that a special committee is being formed and that any member of the public fitting the criteria of the desired membership is encouraged to apply. The Director, with input from Parks and Rec staff, should recommend a slate of stakeholders, demographically representative of Juneau and able to consider the needs of the community as a whole. The special committee should be comprised of no more than fifteen members depending on the planning initiative. A PRAC member will chair the committee.

Special Committee Member Job Description

Talented special committees create remarkable communities. Citizens' commitment to share their expertise and experience with the City & Borough Juneau is appreciated. Special committee members will gain the rich and challenging opportunity to strengthen the character, livability, sustainability, and diversity of their community. Through their involvement, service, and fair approach, the special committee will shape Juneau's future, and balance the public good with private rights and interests. This is an opportunity to serve the common good of all the residents of Juneau to create enduring parks, trails, facilities and recreation programs that benefit all residents.

Role of the Special Committee and its Members

The primary responsibility of the special committee is to serve as the voice of the public, and the conscience of the planning process; and when necessary makes recommendations on the draft policy directions developed for the Master Plan. An ideal special committee member must have a willingness and dedication to commit both time and energy to the special committee; have an interest in planning and development, recreation, civic engagement, and the protection of the environment; and possess a willingness to encourage and accept input from residents and those affected by the actions made by the special committee.

Below are the types of exercises and tasks that special committee members may expect to participate in, or review:

- Participate in special committee meetings
- Participate in forming the vision for the Master Plan

- Participate in community outreach sessions, such as
 - Attend some, but not all, public participation sessions
 - Attend some, but not all, public events related to the plan
- Review outcomes and policy directions and make recommendations to PRAC
- PRAC will review the final plan document at the recommendation of the special committee

Special Committee Membership

Special committees shall be made up of no less than 9 and no more than 15 members consisting of a diverse group of community representatives. A PRAC member shall serve as special committee chairperson.

Special committee members are appointed by the PRAC, and serve appointments for extent of the Master Plan (approximately 12 to 18 months). The special committee members shall ensure and commit to the following:

Reside in Juneau and have an interest in improving local parks and recreation facilities, programs and services;

- Volunteer their time and commit to attending meetings;
- Commit to consider compromises that may assist in managing conflict and build consensus;
- Listen and consider testimony from the public and government agencies;
- Commit to develop a plan that represents the affected study area;
- Commit to distribute accurate information to other community members and clarify misunderstandings or misperceptions;
- Commit to advocating the planning process within the Juneau community; and
- Commit to putting aside personal interests for the greater community good.

Should any special committee member fail to meet the commitments outlined above, he/she may be removed by the Director.

POSITION: Member of the Special Committee for the Parks and Rec Master Plan

LENGTH OF TERM: 12-18 months approximately

TIME COMMITMENT: Variable, approximately one meeting every three weeks.

Special Committee Members

PRAC Chair: George Schaff

Committee: Dana Herndon, William Muldoon, Kate Bevegni, Evan Wood, Sally Saddler, Jim Calvin, Ruby Hughes, Jack Kreinheder