

PARKS AND RECREATION ADVISORY COMMITTEE

RETREAT AGENDA

SUNDAY, MAY 7TH, 2:00 PM

EAGLE VALLEY CENTER

- 2:00 Call to Order-Mertl
Icebreaker: Get to know PRAC-Mertl
Write down one interesting fact about yourself on a Post-It-Note
- 2:10 Purpose of Retreat-Mertl
- 2:15 Role of PRAC and CBJ Ordinance-Duncan [page 2-3]
PRAC Discussion on role
- 2:30 Review of 2015 Parks and Recreation SWOT Analysis-Mertl [page 4-13]
(Strengths/Weaknesses/Opportunities/Threats)
- 2:40 Develop SWOT for PRAC.
What are our Strengths/Weaknesses/Opportunities/Threats-Mertl
- 3:10 Based on SWOT: How can we better serve the Department and the Community- Mertl
- 3:30 Break
- 3:40 Review of self-evaluation – Duncan
Based on evaluation did we address these in SWOT?
How can we do better: Communication, meetings, liaisons, community outreach?
- 4:00 PRAC Priorities-Mertl
List priorities
Select highest priorities
Compare to 2011, 2012 and 2015. Did we miss any? Reevaluate priorities
- 4:40 Youth Activities Program Scoring-Rutecki [page 14-33]
- 5:00 Adjournment

Parks & Recreation Advisory Committee (PRAC) Fact Sheet

Title: Parks & Recreation Advisory Committee (PRAC)

Type of Board/Commission/Committee: Advisory

Affiliated Department: Parks and Recreation

Status: Active

Governing Legislation:

-Resolution 2646 (Repealed Bylaws and Res 711 and Res 1082)

-Date Created: April 01, 1964

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: 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. The Committee shall gather relevant information from all sources available, hold public meetings as necessary on issues under review, and report to the Assembly concerning the status of the above-named issues.

Membership: The PRAC consists of nine public members.

Officers: Chair, First Vice Chair, Second Vice Chair

Quorum: 5

Term Limits: None

Annual Appointment Period (Annual Reports Due): February

Meetings: First Tuesday of each month at 6pm in the Assembly Chambers

Special Facts: Resolutions 711 and 1082 and the bylaws were repealed by the adoption of Resolution 2646 on June 3, 2013.

Staff Contact: Kirk Duncan, Parks & Recreation Director - 586-5226 - Kirk.Duncan@juneau.org

Website: <http://www.juneau.org/parkrec/prac.php>

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Resolution 2646

A Resolution Reestablishing the Parks and Recreation Advisory Committee and Repealing Resolutions 711 and 1082.

WHEREAS, the Assembly, by Resolution 711, as amended by Resolution 1082, established a Parks and Recreation Advisory Committee (PRAC) of nine members in order to advise the City and Borough on matters affecting parks and recreation issues in the City and Borough; and

WHEREAS, the Parks and Recreation Advisory Committee adopted its own bylaws on May 12, 1999, in order to achieve its objectives and goals; and

WHEREAS, the CBJ Parks and Recreation Department and the PRAC wish to repeal the Parks and Recreation Advisory Committee bylaws, as well as Resolutions 711 and 1082, in order to simplify them and incorporate them into a single resolution;

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

Section 1. Parks and Recreation Advisory Committee Reestablished. There is established the Parks and Recreation Advisory Committee, which shall consist of nine members appointed by the Assembly.

Section 2. Membership Qualifications. The Assembly shall appoint members to the Committee to staggered three-year terms. A new member shall be seated upon appointment by the Assembly and serve until their term ends or until their successor is appointed.

Section 3. Parks and Recreation Advisory Committee's Purpose. 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.

The Committee shall gather relevant information from all sources available, hold public meetings as necessary on issues under review, and report to the Assembly concerning the status of the above-named issues.

Section 4. Procedure. The Committee's procedure shall be governed by Roberts Rules of Order except where superseded by the Advisory Board Rules of Procedure and the Assembly's Rules of Procedure, as such may be amended from time to time.

Section 5. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Committee shall select its own officers, and shall hold regular meetings on a schedule established by the Committee as well as such special meetings as required to conduct business.

Section 6. Special Committees. Special committees to facilitate any PRAC business may be created either at the sole discretion of the PRAC chairperson or by a majority vote of the members. The PRAC chairperson shall appoint one member to serve as chairperson of each special committee.

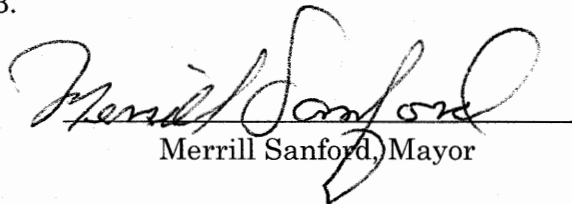
Section 7. Staff Assistance. Staff support and assistance to the PRAC may be provided by the City Manager as available and appropriate.

Section 8. Repeal of Resolutions. Resolution 711, adopted November 6, 1980, and Resolution 1082, adopted January 7, 1985, are hereby repealed.

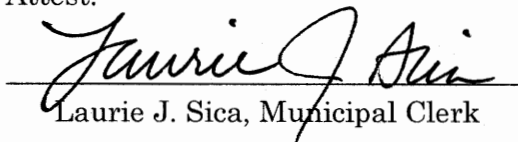
Section 9. Repeal of Bylaws. The Bylaws of the Parks and Recreation Advisory Committee, adopted May 12, 1999, are hereby repealed.

Section 10. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 3rd day of June, 2013.


Merrill Sanford, Mayor

Attest:


Laurie J. Sica, Municipal Clerk

RETREAT MINUTES
PARKS & RECREATION ADVISORY COMMITTEE
Saturday, April 11, 2015
CBJ Assembly Chambers – 11 a.m. to 2 p.m.

Call to Order at 11:00 a.m.

Present: Chris Mertl, Chair; Josh Anderson, Gerry Landry, Odin Brudie, Lindsey Hallvik, Tracy Gilmore, Tom Rutecki, Frances Dowd, Eric Ouderkirk;

Staff Present: Kirk Duncan, P&R Director; Brent Fischer, P&R Superintendent Maintenance, Parks and Landscape

Public Participation of non-agenda items – none

Role of PRAC and its CBJ ordinance - K. Duncan: Resolution 2646: *Section 3: 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 & 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.*

That is what you are charged with. The other relevant part of this is

Section 6: Special Committees. Special committees to facilitate any PRAC business may be created either at the sole discretion of the PRAC chairperson or by a majority vote of the members. The PRAC chairperson shall appoint one member to serve as chairperson of each special committee.

The reason I bring that Section 6 up is when we are talking about the Comprehensive Plan, or anything in particular, it doesn't have to be all 9 of you dealing with that. There could be multiple committees working on smaller facets.

C. Mertl: For some of us older board members haven't fulfilled those roles in the past and I would like to share that we are more proactive. Kirk [Duncan] is in agreement that we are a good resource to Parks & Rec so we are reenergizing ourselves. We've got the legal direction to do so, the Director wants us to become more involved, I as the chair want us to. There is a consensus that we want to take a more active role rather than just rubber stamp it.

K. Duncan: It's my opinion that the advisory committees are extremely important and we have a Treadwell advisory board. There are people who feel PRAC is becoming less relevant because of other advisory boards; I personally don't feel that way, the advisory boards deal with individual day to day/month to month with facilities, potentially

coordinating users groups. PRAC takes a longer, bigger view of things going on in the CBJ. I do not feel that there is a conflict the specific advisory boards and PRAC.

C. Merti: Would like a PRAC member assigned as a liaison for the Treadwell Board if one is not appointed by HRC. I would like to amend our Agenda to include an overview of Parks & Rec.

P&R Organization Overview – K. Duncan

K. Duncan: in your packet is what all the P&R facility managers put together for you.

- Treadwell -- known for really good ice, very good reputation for putting out a very good product. We have declining participation. 41,000 in FY10 to 37,000 in FY14. We will start an active community outreach and get more people into the facility. I am working with City Manager to restore at least the manager and maintenance to year-round staff. I think it is a vital role for P&R to have summer camps.

Discussion

There is a scenario under which we could have a fairly significant impact on the economic revenue of the CBJ. If we had to look at prioritizing facilities that would definitely be a PRAC assignment. If we had to say: we can't afford everything, then what can we afford, PRAC would look at facilities.

- Aquatics – there was an amendment offered to the [Aquatics Empowerment Board] ordinance that has the P&R Director being the aquatics manager and reporting to the empowered Board. Similar to Treadwell, the real issues with the aquatics division is declining attendance. We will have to grow participation. We have major structure issues at AB at around \$5m. 1% Sales Tax in 2017 money might be available. PRAC would take a heavy role to advocate a large chunk of that money to fix AB Pool. We will revamp the webpage and put out a newsletter to help with the marketing effort.

Discussion

- Zach Gordon Youth Center – there are so many success stories that come out of there. Kristi West is retiring; we have several applicants for the position. We are looking at the possibility of taking on BAM, the after school program with community schools. We cannot take that on yet. Unfortunately Catholic Social Services is closing their Healthy Teen clinic at ZGYC and we are looking at how we can take that on. Zach is a forgotten little thing we do but it is very important to the City.
- Centennial Hall – one of the big things here is community center versus convention center. These are run differently. Are we running as a profit center or community service? That is a PRAC issue and when we start talking about fees and charges. We have contentious catering services. Heavily support by 3/7th of hotel tax.

Discussion

- Area wide recreation – Soccer, basketball, Start Smart, volleyball, Mt. Jumbo gym. One of the things that will come to the PRAC is Mt. Jumbo Gym – can we afford this?
- Building Maintenance, Parks Maintenance, and Landscape – from monitoring fire alarms and fire suppression systems to automated building controls. Brent is working with a new building system called Lucity. 40 buildings, 13 playgrounds, 30 parks, 49 sports fields and courts. We are pressed to maintain them at the level we want. Landscape reports 1.1M feet of turf and 50,000 feet of perennials. Egan Drive's median disappears next year when state redoes the road. Jensen-Olson Arboretum, 5500 participation. World greatest collection of primroses. Property donated to city with \$2M. Until that fund grows to be self-funded, it is supported by general funds.
- Eagle Valley Center – that is the crown jewel of P&R. SAGA's contract will be terminated. Will work with groups this summer, but too late to have a plan this summer. We need to invest and grow, with sights on being used day and night all seasons.

Discussion

Group develop mission statement for Comp Plan

C. Mertl: What I want to do is come up with a mission statement that will create the bones and framework of a new comp plan that encapsulates everything. I hope you have all thought about this because we have talked about it for the last few weeks.

O. Brudie: In general, P&R Comprehensive Plan will articulate why Parks & Rec facilities and services are needed in Juneau and why the P&R Department manages them; articulates CBJ policies for developing new P&R facilities and services, and managing them.

T. Rutecki: Create a document that provides guidance for future P&R operations and planning, with the first objective as identifying key community issues.

L. Hallvik: Long term plans to maximize, develop and maintain P&R facilities, parks, and trails for community members of all ages and abilities to access year-round.

J. Anderson: To provide and promote (advertise) and sustain current and traditional recreational opportunities for the community and its visitors, as well as developing new partnerships and recognizing contributions from public/volunteers/local businesses.

F. Dowd: Plan includes where we are going, what the community assets are, how we manage them and the improvements we are going make; creating partnerships and recognizing them, including what other relationships exist and add to P&R vision.

G. Landry: Create partnerships with other land agencies; parks can help with economic development in a variety of ways; and how we work with our diverse landscape (wilderness area with mountains);

T. Gilmour: P&R shall strive to provide outdoor spaces and recreational areas for all Juneau citizens and visitors taking into consideration their needs and abilities. With the CBJ's help P&R shall strive to maintain user areas to the highest levels of safety P&R shall look to the future of sports and recreation and adapt existing user area as demand arises.

E. Ouderkirk: P&R provides the services and infrastructure to support the unique Juneau lifestyle for persons of all abilities. To that end the comprehensive plan develops policies for: facilities, services, recognition and development of long term partnerships and provides for integrated management with agencies (Federal and State).

C. Mertl: I will take your ideas and draft the Mission statement to discuss.

Provide recreation programs, services, and infrastructure to support current and future community priorities of residents and visitors of all abilities through safe, affordable and accessible user areas and develop and foster partnerships....

Strength, Weaknesses, Opportunities, and Threat (SWOT) Analysis – C. Mertl w/Handout

STRENGTHS:

Venues – Pools & Ice Rink
Accessible Shelters
New facilities – Pool and Ice arena
Zach Gordon Youth Center (2)
Winter Recreation
Pools
Ball Parks and Fields
Great new parks
Arboretum
Ice Arena
Local Trails
Unique location (CBJ/St/Fed Rec ops)
Plethora of opportunities
Outstanding array of facilities
Variety of Rec opportunities
Overall “look” of CBJ (aesthetics)
Diverse Rec Options
World class recreation
Quantity/quality/vicinity of trails
Community Diversity (user groups)
Teamwork (easy to work with)
Partnerships (CBJ/Feds/St)
Sports Clubs and Organizations
People
Education & Lessons
Youth Activities
Youth Programs
Organization Change presents new approaches
Arts
Land

WEAKNESSES:

\$\$
Declining Budgets
Funding for existing parks upkeep
Too few staff
No Money
Risk Management & HR overreach
Layers of bureaucracy
Stuff this is not recreation (parking)
Parking Management
Comp Plan out of date
Vision for future
Red tape politics
No marketing
Communications aka marketing
Lack of advertisement of services
Marketing of facilities, trails, rec options
Guest Services
Not enough staff
No instead of yes
Staffing (not fault of CBJ)
Aging trails
Maintenance
Aging infrastructure
Parks too large
Too much to manage
Accessibility of facilities (elevators, parks, pool temp)
Youth swimming program
Indoor gym time options or facilities

OPPORTUNITIES:

Juneau Parks Foundation (4)
Cruise Ship Dollars
Partnerships (3),
if CBJ says “no” find someone who wants to say
“yes” and promote them
Interested public/constituents
Use Group collaboration/work together for
similar needs
National Forest
Amt of Public Lands
Back side of Douglas
Integration w/other public land mgmt. entities
Internet/social media (2)
Marketing
New outlook on advertisement of services
Opportunity (lot of land)
Room to partner with yes groups/individuals
Volunteerism
Volunteers to staff venues and programs
Motorsports in CBJ and SEA
Expanding winter trails
Tournaments & other visitor attracting events
Single track or world class mtn. bike trails
Bicycle map
Marine/Ocean based recreation enhance it
Eagle Valley Center
Jordan Creek Greenbelt
Create stream buffer strips and wildlife corridors
Model rec programming on other cities
World class location

THREATS:

Climate Change/declining winter options
Environment
Weather
Everyone advocates personal cause/creates
factions
Agendas
Entitled User Group Ideals
People with Entitlement Mentality
Elimination of YAB Funding
Declining use of venues = loss of revenue
Budget cuts/declining funding
Less public \$\$ - oil/state budget/fed
1% Tax not approved
Failure to provide \$ value of recreation to
community/businesses
Recreation is not an essential service
Declining support/users of P&R facilities
P&R not valued
People don't want to maintain what is already
there
Attitude/lack of empathy for new ideas/closed
minds
Community understanding/view/attitude
(NIMBY)
Perceived threats (NIMBY)
NIMBY mentality
Cost of transportation of people and goods
OIL ↓
Limitations of terrain/cannot service all groups
Not enough land
Assembly or CBJ
Agency Planning
Perceived competition with private sector
Government crackdown
Fracking
Increased sedentary lifestyles = drop in
participation
Environmentalists
Isolation

Review of 2012 PRAC priorities statement – K. Duncan
(accomplishments in italics)

1. Bike Path from Valley to Downtown,
2. *Cope Park,*
3. *controlling snow machine access,*
4. *Enclosed dog park,*
5. Auke Cape Indian Point,
6. *Seawalk,*
7. Pocket Parks and links,
8. *Fix Perseverance Trail,*
9. Neighborhood Parks,
10. *Juneau Parks Foundation,*
11. Treadwell Ditch,
12. *Continue Fish Creek improvements,*
13. *Youth Scholarships,*
14. Multi-use turf fields,
15. Youth Activities,
16. *Juneau Day of Play,*
17. *Support facilities for Arctic Winter Games,*
18. Waterfront parks,
19. Funding for existing facilities and programs,
20. *Develop Treadwell Historic Mine Park,*
21. Expand the “learn to swim” program,
22. Stop vandalism,
23. Build cabins,
24. Cemetery face-lift,
25. Support Non-motorized Transportation Plan,
26. Second sheet of ice,
27. Dike Trail,
28. *Capital School Park,*
29. Improve field drainage at Twin Lakes,
30. Expand social media and marketing,
31. Capital Transit stop at Dimond Park,
32. *Green at Dimond Park, trees, etc.*

Review of 2011 PRAC priorities – K. Duncan

1. Seawalk, waterfront development, connectivity Marine Park to Under The Bridge Park,
2. *Create Historic Park Area Treadwell loop trail,*
3. Second Sheet of Ice,

4. Cope Park rehabilitation and improvements,
5. *Treadwell Ditch Trail*,
6. Non-motorized downtown to valley,
7. *Enclosed dog park*,
8. Youth scholarship fund raisers,
9. Covered bike rack areas,
10. Recycle bins at Parks,
11. Micro playgrounds in communities,
12. Non-motorized corridor Thane,
13. Turf fields,
14. Cross country ski trails in the valley,
15. North and West Douglas Parks and Rec opportunities,
16. *Capital Park upgrade and create a master Plan*,
17. Cemetery rehabilitation,
18. Park maintenance,
19. *Trailhead signs*,
20. *Under Thunder Trail*,
21. *Montana Creek Trail*.

Discussion

Proposed 2015-2020 Community Parks and Recreation priorities

- Upgrade Capital Park
- Mt Jumbo to non-profit
- Track Maintenance Agency Cooperation
- Agency Cooperation
- Incorporate Native Recreation and Plans = Partnership
- Park Foundation (3)
- Social Media
- Motorized Vehicle Park/Motocross Park (3)
- Finish Cope Park
- Upgrade/Maintain existing facilities
- Curb vandalism
- Additional indoor gym opportunities
- Green Areas @Ballparks (ie. Grass at Savikko Park)
- Elevator at Dimond Park Field to only indoor track
- Zach Gordon improvements (2)
- Protect and expand rec opportunities in Eaglecrest area
- Bikeways between downtown and valley
- Hand railing on switchback of Outerpoint Trail
- Steam buffers 200 ft (storm water issue)
- Neighborhood gardens Mountainside Estates
- Jumbo Gym Improvements & Promotion
- Promote OHV
- **Update Comp Plan**
- 400 ft. wildlife corridors (T-Harbor burners BA-1)
- Improve Montana Creek Trail for skiing
- Web based index of trails & shelters
- Paths to accessible play features at Project Playground

- Social media presence and marketing
- Vest pocket parks and linkaes plan
- Cemetery rehab
- Increased cost recovery % of Jensen-Olson Arboretum
- Market plan to Jensen-Olson Arboretum

Discussion

C. Merti: We will review and discussion will continue with next PRAC meetings.

Meeting adjourned at 2:06 p.m.

Lauren Verrelli

From: TOM RUTECKI OR MARY NORCROSS <rutecki@gci.net>
Sent: Tuesday, May 02, 2017 10:52 AM
To: Christopher Mertl
Cc: Lauren Verrelli; Kirk Duncan
Subject: Re: PRAC-Retreat
Attachments: 2016 YAB grant Scoring sheets.pdf; 2016YABScoretests.pdf; ChiSquare2017Academics.xlsx; YAB Score Sheet Review.docx

Chris,

I would like to get the PRAC thoughts on how YAB grant applications are scored. The YAB passed a motion at the 11/8/16 YAB meeting stating "**that in FY19 standardized scoring process is qualitative and quantitative and each group has a percentage of the budget to work with. Motion was adopted by unanimous consent**".

Attached is a file with score sheets that I filled out to score the grant applications. There are categories that can be quantified such as # of youth and # of hours youth participate in a program. There are others too. What I did was assign maximum points of 30 for # of youth to the applicant with the most youth. Then 29, 28, 27, etc those with next most youth. . There are other categories not so easy to quantify like Goals/Objectives/Timelines, Community coordination, etc that I treated as pass/fail and assigned max points if pass and either 1/2 or no points if marginal. I think scoring based on some kind of system that all scorers use is what should happen. I know my system can be improved. We should also have written guidelines for scoring. We do not at this time.

Also attached are a couple of tests that show big differences between 3 scorers that we should work on getting similar.

It would be best to have an outside entity review the YAB scoring and make recommendations on how to improve the process. Can you do it or suggest someone to do that?

Tom

These are comments from Bonita Nelson who scored YAB grants for the first time this year

The problem I had with scoring was that I didn't feel adequate to judge the categories that had widely varying data. How should we compare 90,000 active hours with 1000? I felt like I was comparing apples to oranges to artichokes sometimes. I didn't want to discriminate against activities that have a short season with fewer participants, but how do I decide the magnitude of the difference in scores. How do I compare types of volunteers between the different activities? Some guidance I believe would help. Also, how do we make sure we don't have inherent bias towards or against a certain activity and rate them lower/higher because of that.

I just think an audit of the process of scoring would be helpful from outside eyes.

----- Original Message -----

From:
"Christopher Mertl"

To:
"Brett Farrell" , "Chris Prussing" , "Edric Carrillo" , "Eric Ouderkirk" , "George Schaaf" , "Josh Anderson" , "Tom Rutecki" , "Traci Gilmour"
Cc:
"Lauren Verrelli" , "Kirk Duncan"
Sent:
Tue, 2 May 2017 04:38:42 +0000
Subject:
PRAC-Retreat

PROPOSAL EVALUATION SCORING SHEET:

Organization: JUNEAU JAZZ and CLASSICS Request \$ 20,000
Program: CLASSICS EDUCATION and OUT REACH
Rater: TOM RUTECKI Date: 3-13-14

I. Required Information

Possible Pts./Score

- A) Proof of non-profit status Yes/No
B) Proof of legal status Yes/No

II. Plan of Operation

- A) Extent of Youth Participation
1. (a) Direct hours per youth 30 28
(b) Total number of direct participation 25 25
2. Number of youth 10 6
3. Adult to youth ratio 10 10
4. Assistance to youth 25 25
B) Goals/Objectives/Timelines 25 25
C) Program Evaluation Requirements 25 25
D) Community Coordination 15 15

Section II Total Points 140 134

III. Management Capacity

- A) Past History 10 10
B) Instructor/Coach Relevant Experience 10 10
C) Volunteer Support 10 10
D) Cooperative Efforts 10 10
E) Participant Safety/Security 10 8

Section III Total Points 50 44

Sub-total Points (Page B-1) 190

174

Possible Pts./Score

IV. Program Budget/Organization Support

- A) Program Expenditures
1. Program Budget Attachment 15 15
 2. Program Budget Narrative
 3. Fees to participants
 4. a) Total program cost per participant hour
 - b) Proposal request cost per participant hour 25 22
- B) Organization Support and Program Revenues 10 10
1. Amount of direct CBJ Support
 2. Indirect CBJ support
 3. List of program revenues

Section IV Total Points 50 47

V. Proposal Presentation Section V Points 5 5

VI. Optional Information

- A) Listing of agreements Yes/No
- B) Letters of support Yes/ No

Sub-total Points (Page B-2) 55 52

	Sub-total Points Page B-1	190	<u>142</u>
	Sub-total Points Page B-2	55	<u>52</u>
<u>Local Proposer 5%</u>		12	<u>12</u>
TOTAL POSSIBLE POINTS		257	<u>246</u>

PROPOSAL EVALUATION SCORING SHEET:

Organization: JUNEAU Dance Theatre FY17 Request \$20,000
Program: JUNEAU Fine Arts Camp 2017
Rater: Tim Rotzki Date: 3-17-13

I. Required Information

Possible Pts./Score

- A) Proof of non-profit status
B) Proof of legal status

Yes/No
Yes/No

II. Plan of Operation

- A) Extent of Youth Participation
1. (a) Direct hours per youth
(b) Total number of direct participation
2. Number of youth
3. Adult to youth ratio
4. Assistance to youth
B) Goals/Objectives/Timelines
C) Program Evaluation Requirements
D) Community Coordination

30 30
25 23
10 3
10 10
25 25
25 25
15 12

Section II Total Points 140 134

III. Management Capacity

- A) Past History
B) Instructor/Coach Relevant Experience
C) Volunteer Support
D) Cooperative Efforts
E) Participant Safety/Security

10 10
10 10
10 6
10 10
10 10

Section III Total Points 50 45

Sub-total Points (Page B-1) 190

176

Possible Pts./Score

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1. Amount of direct CBJ Support
 2. Indirect CBJ support
 3. List of program revenues

Section IV Total Points 50

V. Proposal Presentation Section V Points 5 5

VI. Optional Information

- A) Listing of agreements Yes/No
- B) Letters of support Yes/ No

Sub-total Points (Page B-2) 55

55

Sub-total Points Page B-1 190

178

Sub-total Points Page B-2 55

55

Local Proposer 5% 12

12

TOTAL POSSIBLE POINTS 257

243

PROPOSAL EVALUATION SCORING SHEET:

Organization: CANVAS ART STUDIO & GALLERY FY17 Request 5/148,075
Program: CANVAS AT BEACH OUTREACH PROGRAM
Rater: TIM RUTECKI Date: 3-13-14

I. Required Information

Possible Pts./Score

- A) Proof of non-profit status
B) Proof of legal status

Yes/No
Yes/No

II. Plan of Operation

- A) Extent of Youth Participation
1. (a) Direct hours per youth
(b) Total number of direct participation
2. Number of youth
3. Adult to youth ratio
4. Assistance to youth
B) Goals/Objectives/Timelines
C) Program Evaluation Requirements
D) Community Coordination

30 29
25 24
10 4
10 10
25 27
25 25
15 15

Section II Total Points 140 132

III. Management Capacity

- A) Past History
B) Instructor/Coach Relevant Experience
C) Volunteer Support
D) Cooperative Efforts
E) Participant Safety/Security

10 10
10 10
10 5
10 10
10 10

Section III Total Points 50 44

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Possible Pts./Score

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1. Amount of direct CBJ Support
 2. Indirect CBJ support
 3. List of program revenues

Section IV Total Points 50 46

V. Proposal Presentation Section V Points 5 4

VI. Optional Information

- A) Listing of agreements Yes/No
- B) Letters of support Yes/No

Sub-total Points (Page B-2) 55 50

	Sub-total Points Page B-1	<u>190</u>	<u>140</u>
	Sub-total Points Page B-2	<u>55</u>	<u>50</u>
<u>Local Proposer 5%</u>		<u>12</u>	<u>12</u>
TOTAL POSSIBLE POINTS		<u>257</u>	<u>242</u>

PROPOSAL EVALUATION SCORING SHEET:

Organization: Perseverance Theatre FY17 Request \$25,000
Program: STAR 2014
Rater: TOM RUTICKI Date: 3-13-14

I. Required Information

Possible Pts./Score

- A) Proof of non-profit status
B) Proof of legal status

Yes/No
Yes/No

II. Plan of Operation

- A) Extent of Youth Participation
1. (a) Direct hours per youth
(b) Total number of direct participation
2. Number of youth
3. Adult to youth ratio
4. Assistance to youth
B) Goals/Objectives/Timelines
C) Program Evaluation Requirements
D) Community Coordination

30 22
25 19
10 8
10 10
25 25
25 25
15 15

Section II Total Points 140 129

III. Management Capacity

- A) Past History
B) Instructor/Coach Relevant Experience
C) Volunteer Support
D) Cooperative Efforts
E) Participant Safety/Security

10 10
10 10
10 5
10 10
10 10

Section III Total Points 50 44

Sub-total Points (Page B-1) 190

173

Possible Pts./Score

IV. Program Budget/Organization Support

- A) Program Expenditures
1. Program Budget Attachment 15 15
 2. Program Budget Narrative
 3. Fees to participants
 4. a) Total program cost per participant hour 25 20
 - b) Proposal request cost per participant hour
- B) Organization Support and Program Revenues 10 8
1. Amount of direct CBJ Support
 2. Indirect CBJ support
 3. List of program revenues

Section IV Total Points 50

V. Proposal Presentation Section V Points

5

VI. Optional Information

- A) Listing of agreements Yes/No
- B) Letters of support Yes/No

Sub-total Points (Page B-2) 55

	Sub-total Points Page B-1	190	<u>123</u>
	Sub-total Points Page B-2	55	<u>48</u>
<u>Local Proposer 5%</u>		12	<u>12</u>
TOTAL POSSIBLE POINTS		257	<u>233</u>

PROPOSAL EVALUATION SCORING SHEET:

Organization: JUVENILE SYMPHONY FY17 Request \$ 11,500
Program: YOUTH ACTIVITIES-1 Season 2014-2017
Rater: TOM RUTECKI Date: 3-13-14

I. Required Information

Possible Pts./Score

- | | | |
|----|----------------------------|--------|
| A) | Proof of non-profit status | Yes/No |
| B) | Proof of legal status | Yes/No |

II. Plan of Operation

- | | | |
|----|--|--------------|
| A) | Extent of Youth Participation | |
| | 1. (a) Direct hours per youth | 30 <u>23</u> |
| | (b) Total number of direct participation | 25 <u>23</u> |
| | 2. Number of youth | 10 <u>9</u> |
| | 3. Adult to youth ratio | 10 <u>10</u> |
| | 4. Assistance to youth | 25 <u>25</u> |
| B) | Goals/Objectives/Timelines | 25 <u>25</u> |
| C) | Program Evaluation Requirements | 15 <u>15</u> |
| D) | Community Coordination | |

Section II Total Points 140 130

III. Management Capacity

- | | | |
|----|--------------------------------------|--------------|
| A) | Past History | 10 <u>10</u> |
| B) | Instructor/Coach Relevant Experience | 10 <u>10</u> |
| C) | Volunteer Support | 10 <u>9</u> |
| D) | Cooperative Efforts | 10 <u>10</u> |
| E) | Participant Safety/Security | 10 <u>10</u> |

Section III Total Points 50 49

Sub-total Points (Page B-1) 190

129

			Possible Pts./Score
IV.	<u>Program Budget/Organization Support</u>		
A)	Program Expenditures		
	1. Program Budget Attachment	15	<u>15</u>
	2. Program Budget Narrative		
	3. Fees to participants		
	4. a) Total program cost per participant hour	25	<u>23</u>
	b) Proposal request cost per participant hour		
B)	Organization Support and Program Revenues	10	<u>10</u>
	1. Amount of direct CBJ Support		
	2. Indirect CBJ support		
	3. List of program revenues		
Section IV Total Points		50	<u>48</u>
V.	<u>Proposal Presentation</u>	Section V Points	5
			<u>4</u>
VI.	<u>Optional Information</u>		
A)	Listing of agreements	Yes/No	
B)	Letters of support	Yes/ No	
Sub-total Points (Page B-2)		55	<u>53</u>

Sub-total Points Page B-1		190	<u>179</u>
Sub-total Points Page B-2		55	<u>53</u>
<u>Local Proposer 5%</u>		12	<u>12</u>
TOTAL POSSIBLE POINTS		257	<u>244</u>

PROPOSAL EVALUATION SCORING SHEET:

Organization: Juntao Tynb et al HADA FY17 Request # 4,525
Program: Bavun Eagle Summer Youth Culture Camp
Rater: Jim Rutcki Date: 3-13-14

I. Required Information

Possible Pts./Score

- | | | |
|----|----------------------------|--------|
| A) | Proof of non-profit status | Yes/No |
| B) | Proof of legal status | Yes/No |

II. Plan of Operation

- | | | |
|----|--|--------------|
| A) | Extent of Youth Participation | |
| | 1. (a) Direct hours per youth | 30 <u>26</u> |
| | (b) Total number of direct participation | 25 <u>20</u> |
| | 2. Number of youth | 10 <u>5</u> |
| | 3. Adult to youth ratio | 10 <u>10</u> |
| | 4. Assistance to youth | 25 <u>25</u> |
| B) | Goals/Objectives/Timelines | 25 <u>25</u> |
| C) | Program Evaluation Requirements | 15 <u>15</u> |
| D) | Community Coordination | |

Section II Total Points 140 126

III. Management Capacity

- | | | |
|----|--------------------------------------|--------------|
| A) | Past History | 10 <u>10</u> |
| B) | Instructor/Coach Relevant Experience | 10 <u>10</u> |
| C) | Volunteer Support | 10 <u>3</u> |
| D) | Cooperative Efforts | 10 <u>10</u> |
| E) | Participant Safety/Security | 10 <u>8</u> |

Section III Total Points 50 41

Sub-total Points (Page B-1) 190 167

		Possible Pts./Score	
IV.	<u>Program Budget/Organization Support</u>		
A)	Program Expenditures		
	1. Program Budget Attachment	15	<u>15</u>
	2. Program Budget Narrative		
	3. Fees to participants		
	4. a) Total program cost per participant hour	25	<u>24</u>
	b) Proposal request cost per participant hour		
B)	Organization Support and Program Revenues	10	<u>10</u>
	1. Amount of direct CBJ Support		
	2. Indirect CBJ support		
	3. List of program revenues		
	Section IV Total Points	50	
V.	<u>Proposal Presentation</u>	Section V Points	<u>4</u>
VI.	<u>Optional Information</u>		
A)	Listing of agreements	Yes/No	
B)	Letters of support	Yes/ No	
	Sub-total Points (Page B-2)	55	<u>43</u>

	Sub-total Points Page B-1	190	<u>167</u>
	Sub-total Points Page B-2	55	<u>43</u>
<u>Local Proposer 5%</u>		12	<u>12</u>
TOTAL POSSIBLE POINTS		257	<u>222</u>

PROPOSAL EVALUATION SCORING SHEET:

Organization: Alaska Youth Choir FY17 Request \$16,950
Program: ATC TOUR FY17
Rater: Tim Rutecki Date: 3-13-14

I. Required Information

Possible Pts./Score

- A) Proof of non-profit status
B) Proof of legal status

Yes/No
Yes/No

II. Plan of Operation

- A) Extent of Youth Participation
1. (a) Direct hours per youth
(b) Total number of direct participation
2. Number of youth
3. Adult to youth ratio
4. Assistance to youth
B) Goals/Objectives/Timelines
C) Program Evaluation Requirements
D) Community Coordination

30 20
25 18
10 7
10 7
25 25
25 25
15 17

Section II Total Points 140 117

III. Management Capacity

- A) Past History
B) Instructor/Coach Relevant Experience
C) Volunteer Support
D) Cooperative Efforts
E) Participant Safety/Security

10 10
10 10
10 7
10 10
10 10

Section III Total Points 50 47

Sub-total Points (Page B-1)

190

164

Possible Pts./Score

IV. Program Budget/Organization Support

- A) Program Expenditures
1. Program Budget Attachment 15 15
 2. Program Budget Narrative
 3. Fees to participants
 4. a) Total program cost per participant hour
 - b) Proposal request cost per participant hour 25 19
- B) Organization Support and Program Revenues 10 8
1. Amount of direct CBJ Support
 2. Indirect CBJ support
 3. List of program revenues

Section IV Total Points 50 42

V. Proposal Presentation Section V Points 5 3

VI. Optional Information

- A) Listing of agreements Yes/No
- B) Letters of support Yes/ No

Sub-total Points (Page B-2) 55 45

Sub-total Points Page B-1	<u>190</u>	<u>144</u>
Sub-total Points Page B-2	<u>55</u>	<u>45</u>
<u>Local Proposer 5%</u>	<u>12</u>	<u>12</u>
TOTAL POSSIBLE POINTS	<u>257</u>	<u>221</u>

PROPOSAL EVALUATION SCORING SHEET:

Organization: Friends of Alaska State Library-1 FY17 Request \$2,235.00
Program: Experience Shakespeare
Rater: Tom Rutbecki Date: 3-13-14

I. Required Information

Possible Pts./Score

- A) Proof of non-profit status Yes/No
B) Proof of legal status Yes/No

II. Plan of Operation

- A) Extent of Youth Participation
1. (a) Direct hours per youth 30 25
(b) Total number of direct participation 25 25
2. Number of youth 10 25
3. Adult to youth ratio 10 10
4. Assistance to youth 25 25
B) Goals/Objectives/Timelines 25 25
C) Program Evaluation Requirements 25 25
D) Community Coordination 15 15

Section II Total Points 140 131

III. Management Capacity

- A) Past History 10 10
B) Instructor/Coach Relevant Experience 10 10
C) Volunteer Support 10 6
D) Cooperative Efforts 10 10
E) Participant Safety/Security 10 10

Section III Total Points 50 46

Sub-total Points (Page B-1) 190

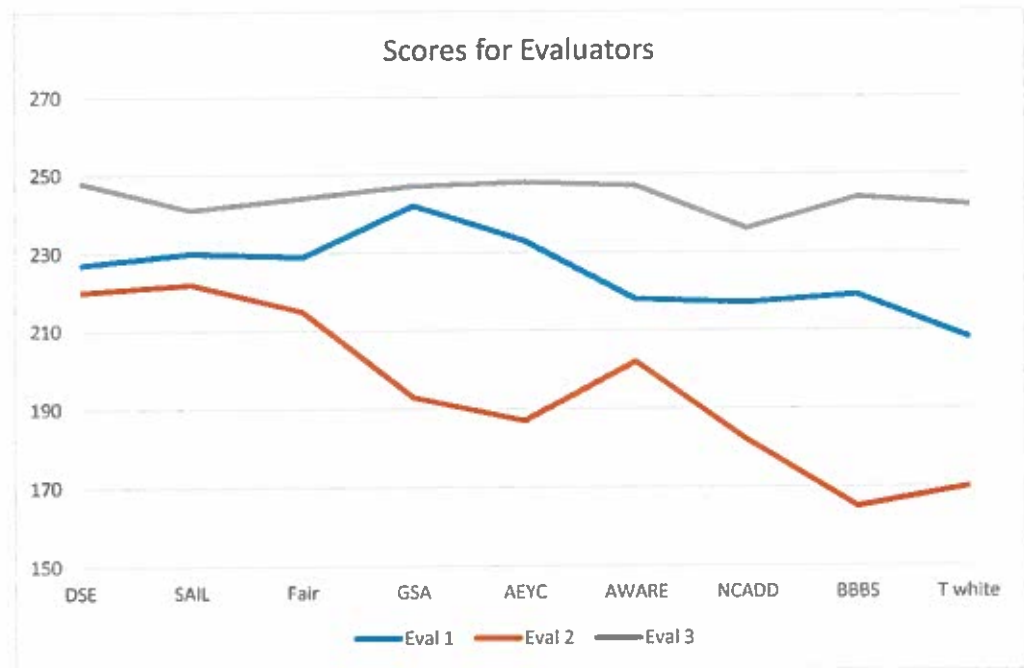
177

		Possible Pts./Score	
IV.	<u>Program Budget/Organization Support</u>		
A)	Program Expenditures		
	1. Program Budget Attachment	15	<u>15</u>
	2. Program Budget Narrative		
	3. Fees to participants		
	4. a) Total program cost per participant hour	25	<u>20</u>
	b) Proposal request cost per participant hour		
B)	Organization Support and Program Revenues	10	<u>10</u>
	1. Amount of direct CBJ Support		
	2. Indirect CBJ support		
	3. List of program revenues		
	Section IV Total Points	50	<u>45</u>
V.	<u>Proposal Presentation</u>	Section V Points	<u>5</u>
VI.	<u>Optional Information</u>		
A)	Listing of agreements	Yes/No	
B)	Letters of support	Yes/No	
	Sub-total Points (Page B-2)	55	<u>50</u>
		Sub-total Points Page B-1	<u>190</u>
		Sub-total Points Page B-2	<u>50</u>
<u>Local Proposer 5%</u>		12	<u>12</u>
TOTAL POSSIBLE POINTS		257	<u>239</u>

	257 point			
	Eval 1	Eval 2	Eval 3	Average Score
DSE	227	220	248	231.6667
SAIL	230	222	241	231
Fair	229	215	244	229.3333
GSA	242	193	247	227.3333
AEYC	233	187	248	222.6667
AWARE	218	202	247	222.3333
NCADD	217	182	236	211.6667
BBBS	219	165	244	209.3333
T white	208	170	242	206.6667
average	224.7778	195.1111	244.1111	
sd	10.21981	21.1095	3.982601	

	Eval 1	Eval 2	Eval 3
Mean	224.7778	195.1111	244.1111
Stdev	10.21981	21.1095	3.982601

257 Total Points
0.874708 0.759144 0.949805



Mr. Rutecki makes the motion that in FY19 standardized scoring process is qualitative and quantitative and each group has a percentage of the budget to work with. Motion was adopted by unanimous consent.

the three committees break up and give out more money then what they have available. He thinks that each committee should be given an amount of money to work with so there are no deductions done when numbers are being finalized during the final meeting.

Score Sheet Review

Mr. Christensen comments that the three committees break up and give out more money then what they have available. He thinks that each committee should be given an amount of money to work with so there are no deductions done when numbers are being finalized during the final meeting.

Ms. Lange comments that it is better to get together to give and not take.

Ms. Brooks thinks the process is fine and that negotiating down should be expected. The application quality should be evaluated not the money asked for by applicant. She adds that in the resolution it does not specify that each committee should receive a certain amount of money.

Ms. Lange suggests dividing the amount between three sections with an average amount that was given out in previous years given away by each committee. This way there will be enough money to give away.

Ms. Tran agrees that each group should be divided into percentages but thinks that it should not be determined by who asks for the largest amount.

Mr. Christensen thinks that a percentage of the money given away for each category should be looked at from past year and finds an average for each group.

Ms. Nelson agrees that there should be a look back at previous data and committee members should do a data analysis of the money funded to each committee.

Ms. Lange suggests that members look at the last five years of data but Ms. Brooks does not believe that would be enough information to distribute an amount.

Ms. Brooks believes that reviewing previous data would not give a clear picture of what is being funded.

Ms. Nelson suggests that subjectivity could be removed if the score sheets can be looked at to correlate with the revisions.

C. Tentative Review Schedule

Ms. Nelson asks about when the motions would take place. Mr. Pusich informs the the committee that motions will take place after May once FY18 grant cycle funding is approved.

The problem I had with scoring was that I didn't feel adequate to judge the categories that had widely varying data. How should we compare 90,000 active hours with 1000? I felt like I was comparing apples to oranges to artichokes sometimes. I didn't want to discriminate against activities that have a short season with fewer participants, but how do I decide the magnitude of the difference in scores. How do I compare types of volunteers between the different activities? Some guidance I believe would help. Also, how do we make sure we don't have inherent bias towards or against a certain activity and rate them lower/higher because of that.

I just think an audit of the process of scoring would be helpful from outside eyes.