

EVALUATION CRITERIA FOR BOARD/COMMITTEE RETENTION

Parks and Recreation Advisory Board

Board/Committee Name

Code section acknowledging Board/Committee provided? 3.49

Board/Committee Established: 1983 (this is the earliest record that could be found)

1. Times met in past year: 5 (since Jan 2012. Meetings were canceled due to quorum issues)
2. How many "referred" items did the board/committee address over the past two years that were referred by the assembly (council) or manager? 0 What topics/matters were referred to the board/committee?
3. If the Board/Committee did not address referred matters, what did they address, and why did they address the matter?

Budget issues, or other issues that the Parks and Rec. Director has brought to the board.

4. Do Department Heads find the advisory board/committee as needed and helpful in producing favorable outcomes for the borough (city)?

Community support through comment cards, phone calls, user group meetings, etc. have been very effective in helping to guide the direction of the Parks and Recreation Department. We have been able to have public discourse that is more timely and specific when it comes to favorable outcomes for the borough. Many times our meetings are built around Director's reports on things that we are doing in the department. Also, the information that is brought to the board can be untimely or not relevant by the time it reaches them if the meeting is cancelled or rescheduled due to the lack of quorum. I believe that community involvement is important but I do not believe that an advisory board is the only way to do that. I don't believe this board is needed.

5. What do the Board/Committee members believe they have accomplished over the last year or two?

One of the things that the board has seen as an accomplishment is the Hockey club discussion. As the Director I brought it before the board to discuss and we came to an informal decision. This could have easily come before the Assembly with the same outcome and a formal decision since the assembly has the authority to make these kinds of calls instead of just an advisory committee. Ad Hoc committees could have just as easily come to a decision and presented a proposal to the assembly.

6. Does the board have any "authority" other than an advisory capacity? (i.e. the Library Board is "authorized to manage and operate the public library).

No it does not.

7. What has been the "vacancy" rate of the board/committee membership? (go back three years)

There has not been any vacancies on the board until recently (Danya Davis just sent me an email to step down from the board) since I became the Director. I have gone out of my way to make individual

invitations to board members so that I had a full board. The years before I became the Director the board met 6 times from 2007-2011.

8. If retained, should the board/committee be elected or appointed? Elected

9. What are the pros & cons of being elected or appointed?

Election allows for folks to have to go through some effort and show they are dedicated to this Advisory Board.

10. What should be the membership number of the board/committee? 5
3/5/7/9 members

Comments:

I believe community input is important but I believe that input needs to be generated on a constant basis. The way this board works right now is not how it is supposed to run according to the code. It has become a Director run meeting where I talk the whole time. Over the last two years we have had only one real vote on something that directly impacted the management or direction of the Parks and Recreation Department. The board is supposed to have a chair, vice chair and a secretary. The Chair position has been the only position that has been elected over the last few years. The chair person is also supposed to be setting the agenda, meeting with the city manager/Mayor quarterly, I do not believe that we have been running this board like it is laid out in the municipal code.

I believe that those on the board want to be involved but at the same time, rarely are there things that are brought up by the board members to discuss at the meetings. Discussion items come from me the Parks and Recreation Director and those many times are few and far between. We do not hold meetings during the Summer for the most part because we run into quorum issues. 5 times in the last two years we have had to reschedule or not hold a meeting because we did not have a quorum. We have held 5 meetings in the last two years and 6 meetings (that I have been able to find record of) from 2007 to 2011.

Budgets are run by the Assembly, the city manager, the finance director, and my staff. 5 of the 6 meeting's agendas directly dealt with budgets from 2007-2011. If the assembly needs for a group of people to take up a subject I believe we would be more effective seeking out ad hoc committees. Committees that have a specific focus, and are able to come back quickly to the assembly with an answer or guidance. The less boards we have would also help us to have others who may be interested in serving on Planning and Zoning, the Assembly or other board that we are constantly in need of people.