MONTHLY MEETING MINUTES – July 24, 2024

Location: Parks & Recreation Administration Building

**Attendees**

Board Members (Alphabetically)

| Jocelyn Alexander | ✔ | Kelvin Smith | \*A |
| --- | --- | --- | --- |
| Sean Floyd | ✔ | Rochelle Thompson | \*A |
| Harryette Irving | ✔ | Betty Tingle | ✔ |
| Oladunni Oni | ✔ | Tamara Williams | ✔ |
| **PRAB Liaison:** Anika Jackson, Public Affairs and Community Engagement, Division Chief  Jacqueline Cochran, Public Affairs and Community Engagement | | | ✔ |

**\*A - Notice of absence provided in advance of the meeting.**

**Additional Attendees:** Sonja M. Ewing and Tanya Hedgepeth from Park Planning and Environmental Stewardship

**Minutes/Notes**

CALL TO ORDER

*The meeting was called to order by the Vice-Chair @ 6:39pm.*

1. **Roll Call:** Called by Ms. Jackson to establish a quorum; 6 members were present, constituting a quorum.
2. **Approval of Agenda:** The agenda was reviewed and approved as presented; motion by Ms. Oni, second by Ms. Tingle.
3. **Adjust Agenda:** Motion by Mr. Floyd to adjust the agenda allowing the guest speakers to present at the top of the agenda, second by Ms. Alexander

PRESENTATION - FORMULA 2040

1. **Overview of Formula 2040 by Ms. Ewing and Ms. Hedgepeth**

* Formula 2040 is a 25-year plan; adopted in 2013, updated in 2019
  + Formula is Parks + Recreation = Experience
* Park Planning and Environmental Stewardship is charged with supporting and elevating the county’s environmental goals
* Trails are the #1 desired amenity; natural surface as well as paved
* Plan 2035 is the county’s vision plan; Formula 2040 is the Parks & Rec plan
* Two reports provided: Formula 2040 Report Card from 2019, Land Preservation Plan from 2022
  + **ACTION** - Presenters will provide links for both products as well as slides
* Updates will be made to Formula 2040 plan; not changes to goals but adjustments based on execution
* Real estate developers building in the county are required to make investments into the Parks Department with land, money, or some agreed upon combination (based on specific calculations)
* Want to tap into PRAB for outreach and engagement
* *Board members asked a number of questions and engaged in positive dialogue with the presenters;* **ACTION** *- in the essence of time, board members were encouraged to email any further questions to Ms. Jackson.*

UNFINISHED BUSINESS

1. **Outbriefs from Events Attended / Sites Visited [OPTIONAL/VOLUNTARY]**

* Ms. Irving provided an update on the Senior Line Dance Party; noted a customer service issue that is being addressed
* Ms. Alexander reported an issue with the “Come Out and Play!” series which was publicized on the Parks Department site and social media outlets - event at UMCC did not occur; input provided to customer services email has made it to Ms. Jackson

1. **Governance Committee**
   * Committee members have met for initial review
   * Bylaws do not have as many gaps as originally concerned; missing standards for meeting minutes and agenda
   * Open Meetings Act provides standards for agenda reporting

* Looking at three particular areas in bylaws
* Will be prepared to brief findings and recommend changes at August meeting

ACTION ITEMS

* Request presentation materials from S. Ewing/T. Hedgepeth
* Retrieve a copy of the budget presentation from Ms. McCain to distribute to the board.
* Retrieve a copy of the playground list for review
* Meeting agenda due to Ms. Cochran preferably within 24-48 hours of meeting but no later than one week following the meeting in conjunction with the meeting minutes.

**Next Meeting:** August 28th - VIRTUAL

* Meeting ID: 232 519 782 525; Passcode: hhiNjZ
* Dial in by phone: +1 443-961-1463,,822140311#; Phone conference ID: 822 140 311#

Potential Topics:

* Outbrief and recommendations from Governance Committee
* Plans for election
* Planning for next meeting

**Adjournment:**The meeting adjourned @ *~8:00pm; motion by Alexander, second by Tingle.*

ANNOUNCEMENTS / RESOURCES

**Highlighted Events:**

* **All July Events:** <https://www.pgparks.com/activities-events/events?dpt=&search_month=7&search_year=2024>

**County Council Calendar:** <https://princegeorgescountymd.legistar.com/Calendar.aspx>

**PRAB Shared Folder:** <https://drive.google.com/drive/folders/1UW9YrcncVHfTOpvqvxEbm6njJLmWk9zC?usp=drive_link>

**Action Items**

| Action | Due Date | Owner |
| --- | --- | --- |
| Provide link/info for virtual meeting | 09 AUG 2024 | Cochran, J. |
| Provide presentation materials | 15 AUG 2024 | S. Ewing / T. Hedgepeth |
| Visit at least one facility or event before the next meeting | 28 AUG 2024 | ALL MEMBERS |
|  |  |  |