



**Project Enhancement Committee Meeting
Meeting Minutes**

January 7, 2021 • 11 a.m.-1 p.m.

By computer at www.fastplanning.us/keepup/zoom

By telephone at: 1 (253) 215-8782 Meeting ID: 870 0572 4175

1. Call to Order

Jackson Fox called the meeting to order at 11:00 a.m.

2. Introduction of Members and Attendees

	SEAT	SPONSOR
*Robert Pristash ¹	A	City of Fairbanks
*Jeff Jacobson	B	City of Fairbanks
*Vacant	C	City of North Pole
*Cody Lougee	D	City of North Pole
*David Hayden	E	Fairbanks North Star Borough
*Joyce DeCarufel (absent)	F	Fairbanks North Star Borough
*Dan Adamczak	G	State of Alaska
*Morgan Brown	H	State of Alaska
*Corey DiRutigliano	I	FAST Planning
*Sue Sprinkle	J	FAST Planning

**Jackson Fox

**Olivia Lunsford

**Deborah Todd

**Randi Bailey

***PEC Committee Member, **FAST Planning Staff, ¹Non-voting member to be replaced at January 20, 2021 Policy Board Meeting with Tim Zinza.**

3. Approval of the January 7, 2021 Agenda

Motion: To approve the January 7, 2021 Agenda. (Jacobson/Pristash).

Discussion: No further discussion.

Vote on Motion: None opposed. Approved.

4. Public Comment Period

No public comment.

5. Introduction to FAST Planning

Mr. Fox provided an introduction to FAST Planning, how it was created, the entities that are involved, and a tour of the FAST Planning website with an overview of what FAST Planning does.

6. Committee Roles and Responsibilities

Mr. Fox explained the roles and responsibilities outlined in the meeting packet and asked that members familiarize themselves with the Long- and Short-range plans as well as the

Complete Streets, Green Streets, and Landscape Policies. Mr. Fox stated that they also wanted the members to maintain a working knowledge of the maintenance authorities and their operations, priorities, and budget limitations. Mr. Fox stated that they were also asking the Committee to participate in public outreach, and to provide advice or recommendations to the Technical Committee for enhancements on design projects. Mr. Fox explained that there were ten seats on the Committee.

7. Current and Future Projects in Fairbanks & North Pole

Mr. Fox provided an overview of the past, current, and future projects FAST Planning has funded.

8. Committee Member Terms

Mr. Fox explained that in the Roles and Responsibilities document it stated that Committee members had the option of serving one, two, or three-year terms. Mr. Fox stated that a member could choose to serve for one to three years but had to commit to at least a one-year term and could resign at any time. Mr. Fox stated that at the conclusion of their term, members had the option to continue to serve for one additional term. Mr. Fox stated that the members could send an email to him indicating their term length preference.

9. Election of Chair and Vice Chair (Action Item)

Mr. Fox explained that a Chair and Vice Chair were elected for the Committee and the Chair was responsible for calling the meeting order, introducing members and attendees, conducting the meetings, and following Roberts Rules of Order procedures. Mr. Fox explained that the Chair could not make motions but was allowed to vote on motions made by other Committee members. The Committee could choose a Chair and Vice Chair amongst their fellow Committee members or staff. If staff were selected to serve as Chair or Vice Chair, they would not be able to make motions or vote on motions.

Public Comment: No public comment.

Motion: To nominate Jackson Fox as Chair and Olivia Lunsford as Vice Chair. (Sprinkle).

Discussion: No other nominations were and there was no further discussion.

Vote on Motion: None opposed. Approved.

10. Agenda Setting for April 8th Meeting

Mr. Fox explained that they needed to collaborate and come up with an Agenda for the April 8th meeting to discuss and information to have presented. Mr. Fox stated that the meeting dates were set by the Policy Board, but the Committee had flexibility on the time slot for the meetings. Mr. Fox stated that Ms. Lunsford would send out a survey to find out what members felt the best time would be.

11. Committee Member Comments

- Corey DiRutigliano thanked Jackson Fox for putting the group together.
- Bob Pristash commented that Mr. Fox's overview of FAST Planning was the best he had heard.
- Jeff Jacobson thanked Jackson Fox and Olivia Lunsford for chairing the meetings.
- Sue Sprinkle commented that she was sad that Bob Pristash would not be a part of their group after this meeting but glad that he would attend the meetings.

12. Adjournment

Motion to adjourn. (Pristash/Adamczak). The meeting adjourned at 12:35 p.m. The next scheduled Project Enhancement Committee Meeting is Thursday, April 8, 2021.

Approved: 
Jackson Fox, Chair
Project Enhancement Committee

Date: 4/8/2021