

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT  
PARKS AND RECREATION COMMISSION MEETING**  
Meeting of May 20, 2014

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**LOCATION:** 234 N. Central Avenue, 3<sup>rd</sup> Floor, Arizona Conference Room, Phoenix, AZ 85004

**COMMISSION MEMBERS PRESENT:** Jack Stapley, Carl Yoshioka, Anne Lynch, and Rod Jarvis

**COMMISSION MEMBERS ABSENT:** Dr. Robert Branch

**STAFF PRESENT:** RJ Cardin, Director; Donna Southard, Recorder; Jennifer Waller, Operations Manager; Michele Kogl, Planning and Development Manager; Aimee Upton, Administrator; Dawna Taylor, PIO; and Betsy Pregulman, Deputy Maricopa County Attorney

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The official correspondence and staff recommendations contained in this Commission folder are hereby entered as supportive material to the official minutes of the May 20, 2014, Parks and Recreation Commission regular meeting.

**PARKS AND RECREATION COMMISSION MEETING**

**ITEM #1 – CALL TO ORDER – Jack Stapley, Chair, Maricopa County Parks and Recreation Commission**

- The regular meeting was called to order at 9:00 a.m.

**ITEM #2 – ROLL CALL – Roll Call taken - a quorum was present.**

**ITEM #3 – APPROVAL OF THE MINUTES OF THE MARCH 18, 2014, PARKS AND RECREATION COMMISSION MEETING – Jack Stapley, Chair, Maricopa County Parks and Recreation Commission – ACTION ITEM**

- Commissioner Lynch motioned and Commissioner Yoshioka seconded to approve the minutes of the March 18, 2014, meeting as presented. All in favor, none opposed, and the motion was approved.

**ITEM #4 – DIRECTOR SUMMARY OF CURRENT EVENTS – RJ Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM**

- Director Cardin informed the Commissioners that the Bureau of Land Management (BLM) is scheduled to sign their Travel Management Plan on Thursday, May 22<sup>nd</sup> for the Vulture Mountain Recreation Area. With the Travel Plan approval, staff will be able to move forward with the environmental assessments and master plans.
- Lake Pleasant Visitor Center reconstruction project is moving forward. The project will add approximately 2,000 square feet of additional space to the building for staff office space and high quality interpretive facilities. Reclamation will fund approximately 50% of the project. Anticipated design will begin in October with construction tentatively scheduled to begin in the January/February timeframe.
- The Board of Supervisors approved the Parks new fee schedule on May 7, 2014. The new fees will take effect on June 2, 2014, and potentially increase revenues by \$300,000 annually.
- Parks Headquarters is scheduled to begin moving the offices on May 28<sup>th</sup> from the current location in downtown Phoenix to the Operations Building located in Lake Pleasant Regional Park.
- The annual summer fire ban will be put in place right after the Memorial Day weekend. If warranted, park supervisors can implement the ban earlier.
- Contract updates: staff continues to move forward with development of an agreement with Estrella Youth Sports to improve and expand the sports fields at Estrella Park; one flyboarding concessionaire was approved by the Board of Supervisors and is scheduled to begin operations at Lake Pleasant within the week.
- The Parks Volunteer Program has provided over \$2 million dollars in labor savings from July 2013 through April 2014.

- The Maricopa Trail Manager continues to acquire additional lands and form new agreements for access to add additional Maricopa trail segments.
- Trades Crew has been working on the septic system at White Tank Park and the Trails Crew has been working with the Southwest Conservation Corp to complete the new Yavapai Point Trail at Lake Pleasant.
- Parks updates included full campgrounds over the past two months; preparation for summer programs at the Desert Outdoor Center; various special events were held at each of the parks with large numbers of participants; Host Appreciation luncheons were held at various parks in small groups instead of one large setting and were very well received.

Commissioner Jarvis arrived at 9:11 am.

**ITEM #5 – FY14 CAPITAL PROJECT RECAP – Michele Kogl, Planning and Development Manager, Maricopa County Parks and Recreation Department – *INFORMATION/DISCUSSION ITEM***

- Ms. Kogl provided a brief overview of completed or nearly completed projects throughout the parks including: White Tanks’ campground electrical and water services, water controls update and the RV dump station; Lake Pleasant’s by-pass gates, water valve repair, and refurbishing of the 10-lane ramp restroom; system-wide restrooms upgrades; and the playground replacement/upgrades.

**ITEM #6 – FY15 BUDGET UPDATE – Aimee Upton, Administrator, Maricopa County Parks and Recreation Department – *INFORMATION/DISCUSSION ITEM***

- Ms. Upton provided an overview of the budget preparation process and reviewed the recommended budget submitted to the Office of Management and Budget for approval. Final budget adoption by the Board of Supervisors is scheduled for June 23, 2014.

**ITEM #7 – FY16 STRATEGIC PLAN UPDATES – RJ Cardin, Director, Maricopa County Parks and Recreation Department – *INFORMATION/DISCUSSION ITEM***

- The Managing for Results (MfR) Policy was adopted by the Board of Supervisors in 2000. Parks’ Systems Strategic Master Plan was approved by the Parks Commission and Board of Supervisors in 2009. The System Strategic Master Plan provides goals over a 20-year period. The MfR is an annual plan required as part of the annual budget process with a major update completed every five years. Staff has developed a draft MfR plan for 2015-2020 containing issues facing the department and goals to achieve over the next five years. The MfR plan is rooted in the Park System Master Plan. Director Cardin reviewed the draft MfR five-year plan and invited concerns/comments from the commission members.
- Questions from the commissioners included how major projects are chosen; how the MfR lines up with the Parks System Master Plan; verbiage clarification of issue #3 is recommended to help explain the issue; encourage enhancing the Parks’ website outreach programs to promote the quality facilities/trails within the parks; research revenue opportunities for park user’s equipment exchange/sales; increase the achievement percentage for goal #2 for little/no unplanned downtime.

**ITEM #8 – CALL TO THE COMMISSION**

- None

**Item #9 – CALL TO THE PUBLIC**

- No public speakers

**Item #10 – ADJOURNMENT**

- There being no further business, Chairman Stapley dismissed the meeting at 10:14 am.

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RJ Cardin, Director

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Jack Stapley, Chair