

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT  
PARKS AND RECREATION COMMISSION MEETING**  
Meeting of October 12, 2010

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**LOCATION:** Maricopa County Parks and Recreation  
234 N. Central Avenue  
Phoenix, Arizona 85004

**COMMISSION MEMBERS PRESENT:** Heidi Fischer, Jack Stapley, Joe Marvin, Rod Jarvis

**COMMISSION MEMBERS ABSENT:** Carl Yoshioka, Anne Lynch, Salomon Leija,

**STAFF PRESENT:** R.J. Cardin, Director; Aimee Upton, Administrator; Ken Mouw, Chief Engineer; Dawna Taylor, Public Information Officer; Jennifer Waller, Westside Regional Superintendent; Teresa Retterbush, Eastside Regional Superintendent; Tom Timmons, Contract Administrator; Barbara Lehner, Recorder

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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 October 12, 2010 Parks and Recreation Commission meeting.

**PARKS AND RECREATION COMMISSION MEETING**

**ITEM # 1 – CALL TO ORDER – Joseph Marvin, Vice-Chair, Maricopa County Parks and Recreation Commission**

- Meeting called to order at 9:07 a.m.

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

**ITEM # 3 – APPROVAL OF THE MINUTES OF THE SEPTEMBER 14, 2010 PARKS AND RECREATION COMMISSION MEETINGS – Joseph Marvin, Vice-Chair, Maricopa County Parks and Recreation Commission - *ACTION ITEM***

- Member Rod Jarvis motioned to approve the September 14 minutes as written. Seconded by Member Jack Stapley. The vote was unanimous and the motion was approved.

**ITEM #4 - DIRECTOR'S SUMMARY OF CURRENT EVENTS – R.J. Cardin, Director, Maricopa County Parks and Recreation Department – *INFORMATION/DISCUSSION ITEM***

- Dawna Taylor presented 'The Year In Review' video for the commission which highlighted events, developments and programs of Fiscal Year 2010 throughout the park system

**ITEM #5 – BUDGET UPDATE – Aimee Upton, Administrator, Maricopa County Parks and Recreation – *INFORMATION ITEM***

- Ms. Upton updated the Commission on the current budget
  - The General Fund is currently reporting expenditures 34% or \$37,480 under the year to date (YTD) budget. This primarily is because the parks have not been purchasing yet.

- The Enhancement Fund is currently reporting revenue at 72% or \$197,942 over the YTD budget. This positive figure is primarily due to the early payment by Wet-and-Wild. The Enhancement Fund is currently 13% or \$78,269 under the YTD operating budget for expenditure.
- The Lake Fund is currently reporting revenues at 16% or \$50,020 over the YTD budget. Lake Fund is reporting operating expenditures under budget at 13% or \$39,427.
- Commission Member Rod Jarvis noted this was net \$90,000 in the black.

**ITEM #6 – UNDERGROUND POWER DISTRIBUTION EASEMENT BY SRP, MCDOWELL MOUNTAIN ROAD – Ken Mouw, Engineering Manager, Maricopa County Parks and Recreation – ACTION ITEM**

- Mr. Jason Sears, NewPath Networks representative requested the Commission to approve an easement on McDowell Mountain Road. Currently there are seven antenna sites on McDowell Mountain Road and they need approval for a Right of Way for their client AT&T. Two locations were identified in maps provided by Mr. Sears. The Right of Way is not contiguous which is why two easements are being requested. The first section measures approximately 2 feet by 2 feet and the second section measures approximately 5-8 feet by 2 feet. The Salt River Project was preparing to energize the site when the two sections were discovered.
  - Commissioner Stapley asked Director Cardin his opinion about granting the request. Director Cardin stated that typically Parks requests compensation which is normally in the range of \$1,500-\$2,000 per site per year. Maricopa County Department of Transportation (MCDOT) has right-of-way through the park for the road.
  - Commissioner Jarvis asked Mr. Sears how could the easement approval be overlooked before the work was started. Mr. Sears responded SRP thought they had the easement approval and NewPath followed their schematics. When they were energizing the site, they realized they didn't have easement approval from Parks. Mr. Sears suggested that NewPath could provide MCPRD with a one time gift or consideration of other options.
  - Assistant County Counsel Adrian Gough asked if this was an exclusive easement. Mr. Sears responded that NewPath would agree to that, but he couldn't answer for SRP.
  - Commissioner Fischer asked if there were any structures affected. Director Cardin responded that there were no physical structures, but they did have power generators at the site.
  - Commissioner Stapley stated that since this was a 'for profit' easement for perpetuity the MCPRD should be compensated.
- Commissioner Jarvis motioned and Commissioner Stapley seconded the motion for an Executive Session.

Once the Executive Session was completed, the regular meeting commenced.

- Commissioner Marvin informed Mr. Sears of NewPath that the MCPRD would need an appraisal and would schedule a public hearing. Commissioner Jarvis motioned to have the meeting put on a future Agenda once the public hearings have been held and the appraisal completed. Commissioner Fischer seconded the motion and the vote was unanimous.
- Mr. Sears was requested to provide an appraisal by a County approved appraiser.

**ITEM #7 – APPOINT SUBCOMMITTEE TO NOMINATE CHAIR AND VICE CHAIR FOR 2011 – RJ Cardin, Director, Maricopa County Parks and Recreation Department – ACTION ITEM**

- Commissioner Rod Jarvis motioned and Commissioner Joe Marvin seconded the motion to appoint Commissioner Jack Stapley and Commissioner Heidi Fischer to form a subcommittee to nominate the Chair and Vice Chair for 2011. The motion passed.

**ITEM #8 – STRATEGIC PLAN PRESENTATION – RJ Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION ITEM**

- Director Cardin provided a breakdown and noted the highlights of the MCPRD Strategic Plan
  - Finalize business plan for the Parks
  - Finalize Capital Improvement Projects
  - Land acquisition and prioritization schedule
  - Vulture Mountain Recreation
    - Finalize the Master Plan during Fiscal Year 2011
  - Developing program standards consistent throughout the park system including using state teaching standards in all programs to attract schools.
  - Park maintenance standards
    - All standards would be put into a database to track preventative maintenance measures
  - Point of Sale system should be running by December
  - Develop cost of service modules
    - Cost of service per square foot of park
    - Will help us get better at pricing park services and the costs of doing business. Ms. Upton is currently working on this project.
  - Dawna Taylor is currently working on an agency wide marketing plan
  - Implementation of the new sign manual
  - Move forward with the Maricopa Trail
  - Move forward with commercial opportunities
    - Commissioner Fischer asked for clarification of what they are.
      - Director Cardin stated MCPRD wants to develop vendor relationships to avoid SUP and use CMCA because then we receive a percentage of the vendor's profits. One example is the Zip Line vendor at Lake Pleasant. All will fit into the mission and vision of the Park system.

**ITEM # 9 - CALL TO THE COMMISSION – Joe Marvin, Acting Chair, Maricopa County Parks and Recreation Commission – INFORMATION ITEM**

- None

**ITEM # 10 – CALL TO THE PUBLIC**

- None

Director Cardin reminded the Park Commission next month's meeting will be held on November 9th at 10 a.m. at the White Tank Mountain Regional Park Nature Center.

**Item # 11 – ADJOURNMENT**

- There being no further business, Joseph Marvin, Acting Chair, Maricopa County Parks and Recreation Commission, adjourned the meeting at 10:35 a.m.

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R.J. Cardin, Director/Secretary

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Joe Marvin, Vice-Chair