

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT  
PARKS AND RECREATION COMMISSION MEETING**  
Meeting of November 14, 2017

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**LOCATION:** Cave Creek Regional Park Nature Center, 37900 N. Cave Creek Parkway, Cave Creek, AZ 85331.

**COMMISSION MEMBERS PRESENT:** Megha Budruk, Robert Branch, Thomas Rhoades, Isabel Chavez and Denise Merdon via teleconference.

**COMMISSION MEMBERS ABSENT:** Rod Jarvis and Anne Lynch

**STAFF PRESENT:** RJ Cardin, Director; Donna Southard, Recorder; Jennifer Waller, Operations Manager; Dawna Taylor, PIO; Aimee Upton, Administrator; Ken Vonderscher, Planning and Development Manager; 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 November 14, 2017, Parks and Recreation Commission meeting.

**PARKS AND RECREATION COMMISSION REGULAR MEETING**

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

- The regular meeting was called to order at 9:02 a.m.

**ITEM #2 – INVOCATION** – No guest from District 1 was present.

**ITEM #3 – PLEDGE OF ALLEGIANCE**

**ITEM #4 – ROLL CALL** – Roll Call taken - a quorum was present.

**ITEM #5 – APPROVAL OF THE MINUTES OF THE SEPTEMBER 19, 2017, AND OCTOBER 17, 2017, REGULAR PARKS AND RECREATION COMMISSION MEETINGS – Megha Budruk, Vice-Chair, Maricopa County Parks and Recreation Commission – ACTION ITEM**

- Commissioner Rhoades motioned and Commissioner Branch seconded to approve the minutes of the September 19, 2017, and the October 17, 2017, meetings. With all in favor, none opposed, the motion was approved.

**ITEM #6 DIRECTOR'S SUMMARY OF CURRENT EVENTS – R.J. Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM**

- Director Cardin provided a brief overview of Parks' events including the completion of the department's customer service standards; the acceptance of a non-financial grant from the National Park Service to assist with future public outreach, planning and development efforts for north Lake Pleasant; Buckeye Hills Shooting facility has been temporarily reopened to the public through a Special Use Permit with Arizona State Rifle and Pistol Association, negotiations continue for a Use Management Agreement; the Board of Supervisors' approval to extend the Arizona State Parks IGA regarding trails and their approval of the Cooperative Agreement with White Tank Mountain Conservancy; the 60% plans for Vulture Mountain design and MCDOT's 60% roadway design plans continue; and 315-mile Maricopa Trail is nearing completion.
- Director Cardin invited each supervisor to provide a highlight from their respective area. Highlights included various special event activities, restroom and ramada remodels, new wireless revised wind warning lights at Lake Pleasant, park hosts volunteers are returning, increased program participation

numbers with the cooler weather; the Waterfall Trail has reopened with a hard surface; and continued waterline repairs at Cave Creek.

**ITEM #7 PARADISE VALLEY URBAN PARK INVITATION TO NEGOTIATE SOLICITATION – Emily Miller, Contract Administrator, Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM**

- Ms. Miller provided a brief history of the park. An Invitation to Negotiate will be released to solicit expansion of the existing complex or to provide an alternate recreational/family oriented activity in the approved area.

**ITEM #8 MCDOWELL MOUNTAIN REGIONAL PARK MASTER PLAN UPDATE – Ken Vonderscher, Planning and Development Manager, Maricopa County Parks and Recreation Department – INFORMATION ITEM**

- Mr. Vonderscher informed the Commission that the current McDowell Master Plan was approved in 1967. The update is expected to take 16 months to complete and will include staff and stakeholder input meetings.

**ITEM #9 SOUTHWEST WILDLIFE CONSERVATION CENTER GOOD FAITH LETTER SE VALLEY URBAN PARK INVITATION TO NEGOTIATE SOLICITATION – R.J. Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM**

- Director Cardin updated the Commission that only one response was received for the Request for Expression of Interest (LOI) to construct and manage a native wildlife rescue at McDowell Mountain Regional Park was from the Southwest Wildlife Conservation Center. A Good Faith letter will be issued to begin negotiations to develop a management agreement for Board of Supervisor's approval.

**ITEM #10 MARICOPA COUNTY PARKS TRAILS MANAGEMENT MANUAL UPDATE – Ken Vonderscher, Planning and Development Manager, Maricopa County Parks and Recreation Department – INFORMATION ITEM**

- Director Cardin provided the history of the Trails Management Manual; the manual is a best practice of how to design, construct and maintain trails specific to a Sonoran Desert climate. An update to the manual was needed due to increased usage by mountain bikers and the decreased proximity to urban neighborhoods.
- Mr. Vonderscher provided the timeline and process used during the update process. The objectives of the update included trail quality, connectivity, user experience, resources, and agency cooperation. Peer agency review followed by public/user review began November 1<sup>st</sup>. The final draft is expected to be completed in January 2018.
- Director Cardin said with the near completion of the Maricopa Trail staff will be moving from a construction mode to a maintenance mode. The Maricopa Trail and Park Foundation (MT+PF) has committed to the maintenance of the trail outside the park boundaries. This manual will allow MT+PF to train to these standards which maintains consistent maintenance standards among the groups. During the 30-day peer review, other agencies were encouraged to take these standards as their own to assist in a system-wide design, construction and maintenance approach.

**ITEM #11 SET 2018 PARKS AND RECREATION COMMISSION MEETING SCHEDULE – Megha Budruk, Vice-Chair, Maricopa County Parks and Recreation Commission – ACTION ITEM**

- Director Cardin provided a draft copy of a schedule following 2017 outline and encouraged Commissioners to provide input to assist in any scheduling conflicts they may have.
- Commissioner Branch suggested having two more meetings in the Parks. Commissioner Rhoades agreed that this would allow the Commissioners to see the facilities to see the work of the staff. Discussion included start times that will work best.
- Commissioner Branch motioned to have four meetings in the Parks, two meetings downtown and one teleconference meeting. Commissioner Chavez seconded. With all in favor, none opposed, the motion passed.

**ITEM #12 APPOINT SUBCOMMITTEE TO NOMINATE CHAIR AND VICE CHAIR FOR 2018 – Megha Budruk, Vice-Chair, Maricopa County Parks and Recreation Commission – ACTION ITEM**

- Vice-Chair Budruk informed the Commission that per the Bylaws, the committee would be chaired by the immediate past Chair of the Commission and consist of two additional Commission members. Commissioner Branch will chair the committee and Vice-Chair Budruk nominated Commissioner Jarvis and Commissioner Chavez to serve as committee members.
- Commissioner Rhoades motioned to approve the nominations, seconded by Commissioner Branch. With all in favor, none opposed, the motion passed.

**ITEM #13 RECOMMEND PROPOSED PARKS FEE SCHEDULE ADJUSTMENTS TO THE BOARD OF SUPERVISORS FOR APPROVAL – RJ Cardin, Director, Maricopa County Parks and Recreation Department – *DISCUSSION/ACTION ITEM***

- Vice-Chair Budruk recessed the regular meeting at 9:56 am to open up the public hearing regarding Proposed Parks Fee Schedule Adjustments.
- Commissioner Merdon joined the meeting via conference call at 10:05 am.
- Vice-Chair Budruk reconvened the regular meeting at 10:09.
- Director Cardin reviewed the recommended fee revisions after Commission feedback from the September and October meetings. The survey results were reviewed upon the request of Commissioner Rhoades. Commissioner Rhoades strongly supports a two-tier or three-tier system for resident/non-resident visitors in the future.
- Commissioner Branch supports the economic benefits of Parks and wants to minimize the burden on taxpayers. He questioned the funding of San Tan Park located within Pinal County and if those funds would better serve funding Vulture Mountain Park. He supports additional funding from the County's general fund instead of raising fees for users.
- Vice-Chair Budruk suggested adding the out of state fee question to the upcoming ASU Visitor Study to obtain user input. Commissioner Branch would like to include Parks Hosts in their participation in the survey as many currently live out-of-state.
- Commissioner Branch motioned to vote separately on the Hike/Bike/Equestrian Annual Pass. Seconded by Commissioner Rhoades. With all in favor, none opposed, the motion carried.
- Commissioner Rhoades motioned to recommend the new Hike/Bike/Equestrian Annual Pass to the Board of Supervisors for approval. Seconded by Commissioner Chavez. With all in favor, none opposed, the motion carried.  
Ayes: Rhoades, Chavez, Budruk, Merdon, Branch      Nays: none      Absent: Jarvis, Lynch
- Commissioner Rhoades motioned to recommend the remaining fee revisions to the Board of Supervisors for approval. Seconded by Commissioner Chavez. With a vote of 4-1, motioned carried.  
Ayes: Rhoades, Chavez, Budruk, Merdon      Nays: Branch      Absent: Jarvis, Lynch

**ITEM #14 – CALL TO THE PUBLIC**

- None

**ITEM #15 – CALL TO THE COMMISSION**

- None

**ITEM #7 – ADJOURNMENT**

- There being no further business, Commissioner Rhoades motioned to adjourn, seconded by Commissioner Branch. With all in favor, none opposed, the meeting was adjourned at 10:46 am

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RJ Cardin, Director

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Megha Budruk, Chair