

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION COMMISSION MEETING**
Meeting of August 13, 2013

LOCATION: 234 N. Central Avenue, Suite 6400, Parks Conference Room, Phoenix, AZ 85004

COMMISSION MEMBERS PRESENT: Carl Yoshioka, Jack Stapley, Anne Lynch, and Dr. Robert Branch

COMMISSION MEMBERS ABSENT: Rod Jarvis

STAFF PRESENT: RJ Cardin, Director; Donna Southard, Recorder; Michele Kogl, Planning and Development Manager; Aimee Upon, Administrator; Jennifer Waller, Operations Manager; Dan Wilson, Park Supervisor; and Betsy Pregulman, Deputy Maricopa County Attorney

The official correspondence and staff recommendations contained in this Commission folder are hereby entered as supportive material to the official minutes of the August 13, 2013, Parks and Recreation Commission meeting.

PARKS AND RECREATION COMMISSION MEETING

ITEM #1 – CALL TO ORDER – Carlton Yoshioka, Chair, Maricopa County Parks and Recreation Commission

- 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 July 9, 2013, PARKS AND RECREATION COMMISSION MEETING – Carlton Yoshioka, Chair, Maricopa County Parks and Recreation Commission - ACTION ITEM

- Commissioner Lynch motioned and Commissioner Stapley seconded to approve the minutes of the July 9, 2013, meeting as presented. All in favor, none opposed, and the motion was approved.

ITEM #4 - DIRECTOR'S SUMMARY OF CURRENT EVENTS – RJ Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Director Cardin provided highlights of the Director's Summary to the Commission: An IGA with the City of Peoria is on the Board of Supervisors agenda which will provide additional recreation programs and joint cooperative events at Lake Pleasant. The Conservation Alliance is conducting a study in the parks on the impacts on reptiles as related to trail hiking in the park system. Funding was budgeted this year to hire a firm to conduct professional audits on the big concession contracts. An Invitation to Negotiate (ITN) was released to invite non-profit or private vendors to enhance the ball fields at Estrella Park. Four vendors attended the pre-bid meeting with the proposals due on September 4, 2013. A draft pre-development agreement for lodging type amenities was presented to Red Rock Investments LLC for the Lake Pleasant commercial development area. The Department has moved to a fully electronic revenue/payables system. Mobile computing equipment has been tested at Lake Pleasant which allows staff to conduct mobile fee collections throughout the park and creates an additional point of entrance at the contact stations during busy weekend events. The volunteer program logged over 94,000 hours worked by our volunteers through fiscal year end which adds about a third of our total staff hours. White Tank Park projects are moving forward. Staff continues to work with the Nature Conservancy (TNC) to turn over the management of the Hassayampa River Preserve to Parks. A system-wide restroom assessment is being conducted to

evaluate the facilities' condition and what is needed to bring them up to good working condition and ADA standards. Press releases were distributed announcing the final public meeting for the Lake Pleasant Master Trail Plan and the second public meeting for the White Tank Master Plan. The Centennial Trail Committee has submitted a tribal grant application to obtain funding to begin work on the Centennial Trail at Estrella Park. Lake Pleasant continues to work with Arizona Game and Fish Department and the Maricopa County Sheriff's Office to educate park visitors on the Quagga Mussels campaign. Staff is working with divers to educate boaters on the Diver-Down Flag program. Over the past five years, park supervisors have developed a number of successful night programs that have become very popular over the hot summer months for park visitors. The Board of Supervisors approved a grant from the Arizona Game and Fish Department to build a tortoise enclosure at White Tank Mountain Park.

ITEM #5 – Employee Service Awards – RJ Cardin, Director, Maricopa County Parks and Recreation Department – PRESENTATION ITEM

- Director Cardin recognized the following employees for their years of service and presented them with Maricopa County service pins: Alan Wattle, Park Maintenance (5 years); Steve Turton (not in attendance), Park Maintenance (10 years).

ITEM #6 – ASU Visitor User Survey - Dr. Megha Budruk and Dan Plunkett, Arizona State University – INFORMATION ITEM

- Director Cardin explained that the visitor user survey is budgeted every three to five years and provides staff with data on customer needs and requested services along with demographic information. Staff is already using the results to explore ideas/programs to improve park visitor experiences.
- Mr. Plunkett provided a brief overview of the study. This current study is the fifth survey since 1999, providing trending information. The survey was conducted from May 2012 to May 2013 with a goal of 1,800 park visitors surveyed by random sample. Of the 2,000 on-site contacts made, 87.6% participants completed the survey.
- Commissioner Branch requested that the full report be made available to the Commissioners.

ITEM #7 – Usery Mountain Regional Park Update – Dan Wilson, Parks Supervisor, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Usery Mountain Park is approximately 3,600 acres in size, located in the far eastern part of the county. The first Master Plan for Usery Mountain was completed in 1967 as a semi-regional park and was updated in 1993. The park receives approximately 115,000 visitors per year with over 10,000 participating in ranger led programs.

ITEM #8 – FY14 Budget Update – Aimee Upton, Administrator, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Ms. Upton provided a brief overview of the fiscal year (FY) 2014 budget process. The final budget was approved by the Board of Supervisors effective July 1, 2013. The general fund balance was reduced from \$1.1 million in FY13 to \$550,000 in FY14. The budget included staff raises and some minor market adjustments. The department has four operating funds. The general fund has decreased from approximately 50% of our budget in 2006-2007 to 6% of our operating budget in 2013-14. This is the lowest level of support via the General Fund that Parks has ever received. FY13 budget year has closed and Parks came within budget in all funds.
- The non-recurring budget consists of monies from each of the fund balances and from the general fund. Traditionally, the department has not received general fund monies to support projects. For the FY14 budget, the department did receive \$2.4 million to help fund park projects.

ITEM #9 – Park Development Update – Michele Kogl, Planning and Development Manager, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Ms. Kogl gave a brief overview of the status of each of the projects budgeted within the parks for FY2014 and provided a 5-year CIP Program for the Department.

ITEM #10 – Rock Climbing Update – Jennifer Waller, Operations Manager, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Ms. Waller provided a brief update on the status of the due diligence steps being conducted by staff regarding the interest to rock climb in county parks. Site visits have been completed to the three parks that are best suited for rock climbing; San Tan, McDowell and White Tank. The state park system is also researching the same topic and staff will work with them throughout the process. Maricopa County's Risk and Environmental Departments are also attending discussion meetings. Staff will develop a matrix to review and address every aspect needed to make a final decision.

ITEM # 11 – CALL TO THE COMMISSION

- None

Item # 12 – CALL TO THE PUBLIC

- None

Item # 13 – ADJOURNMENT

- There being no further business, Commissioner Lynch motioned and Commissioner Stapley seconded the motion to adjourn the meeting at 10:24 am. All members were in favor and the motion was approved.

RJ Cardin, Director

Carlton Yoshioka, Chair