

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION ADVISORY COMMISSION MEETING**
Meeting of July 10, 2012

LOCATION: 234 N. Central Avenue
Phoenix, Arizona 85004

COMMISSION MEMBERS PRESENT: Jack Stapley, Carl Yoshioka, Rod Jarvis, Anne Lynch,
Heidi Fischer

COMMISSION MEMBERS ABSENT: Joe Marvin

STAFF PRESENT: R.J. Cardin, Director; Kevin Costello, Maricopa County
Attorney Office; Barbara Gilmore, Recorder

The official correspondence and staff recommendations contained in this Commission folder are hereby entered as supportive material to the official minutes of the July 10, 2012 Parks and Recreation Advisory Commission meeting.

PARKS AND RECREATION ADVISORY COMMISSION MEETING

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

- The 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 MAY 8, 2012 COMMISSION MEETING – Jack Stapley, Chair, Maricopa County Parks and Recreation Commission – *ACTION ITEM*

- Commissioner Lynch motioned and Commissioner Jarvis seconded the motion to approve the minutes as presented. All members were in favor 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*

- Director Cardin presented highlights from the July Director’s Summary.
 - The Settlement Agreement noted in the summary is for the Paradise Valley Golf Course and not the 500 club as noted.
 - The Director has reviewed the 2011 year end financials and they are comparable to the percentages reported in May.
 - Jennifer Johnston has been appointed the Westside Supervisor and David Jordan has been appointed the Lake Pleasant Supervisor.
 - Tom Timmons retired from the department and Ken Mouw will be retiring at the end of July.
 - The park trail rating system has been finalized and released.
 - The new maintenance module has been up and running since July 1st.

ITEM #5 – NACO AWARD PRESENTATION TO USERY PARK – R.J. Cardin, Director - Maricopa County Parks and Recreation Department – *INFORMATION ITEM*

- Usery Park Supervisor Jennifer Johnston was presented with two NACO awards. The first recognized Usery Park’s home school program and the 2nd was for the Best of Category.
- The home school program is a partnership with Arizona Science Center. The classes are held one Friday each month with both a morning and afternoon session with 30-50 people in attendance at each session. The Science Center teaches a class room topic and then the Park Ranger provides a hands-on lesson on a comparable outdoor topic.

ITEM #6 – PARK FEE UPDATE – Aimee Upton, Administrator – Maricopa County Parks & Recreation – INFORMATION ITEM

- Ms. Upton reported on the County procedures that are in place before a fee update can be completed. A cost of service/user fee must be developed through Management of America software which will help establish benchmarks for the fee study. Ms. Upton is working with OMB during this stage and it should be completed by August. Once the data is built out, the Committee will meet with Director Cardin and Phase III will be the Fee Advisory Commission meeting to review all information before presenting the final recommendations to the Commission.
- The Fee Advisory Commission considers all benchmarks and political impacts when fee increases are being determined.

ITEM #7 – PARK VOLUNTEER PRESENTATION – Dan Wilson, Volunteer Coordinator - Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM

- Mr. Wilson provided a PowerPoint presentation on the parks volunteer program.
- During fiscal 2011-2012 there were 120 park hosts and 95 community volunteers. They are broken down into 3 groups – park hosts, community volunteers and episodic volunteers.
- Our volunteers logged in over 76,000 hours which equals a savings of approximately \$1,500,000 in staffing costs.

ITEM #8 – PARK COMMISSION BY-LAWS – Barbara Gilmore, Executive Assistant - Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM

- Ms. Gilmore reviewed the comments from the Clerk of the Board on the current Commission By-Laws
 - ✓ Changes recommended include:
 - The addition that all members serve at the pleasure of the board; the staggering of term expirations for continuity; changing the Nominating Committee meeting month to January before the start of the regular meeting; distributing the meeting packets and agendas 48 hours prior to the meeting; and approval of the Agenda by the Chairman 72 hours before the meeting. A global grammar correction for his/her and him/her will also be used in the verbiage.
- After a brief discussion the edits recommended were agreed upon and the Chairman requested this item be presented at the August meeting as an action item.

ITEM #12 – CALL TO THE COMMISSION – R.J. Cardin, Director - Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM

- None

ITEM #12 – CALL TO THE PUBLIC – Jack Stapley, Chair - Maricopa County Parks and Recreation Commission – INFORMATION/DISCUSSION ITEM

- During the Park Fee Update Carolyn Dryer of Glendale addressed the Commission to request all military, both active and inactive, be offered free admission to the County park system.

ITEM #13 – ADJOURNMENT

- Commissioner Stapley motioned and Commissioner Yoshioka seconded the motion to adjourn the meeting at 10:00 a.m. All members were in favor and the motion was approved.

R.J. Cardin, Director/Secretary

Jack Stapley, Chairman