

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION COMMISSION MEETING**
Meeting of April 13, 2010

LOCATION: Estrella Mountain Regional Park Nature Center,
Goodyear, AZ 85338

COMMISSION MEMBERS PRESENT: Heidi Fischer, Anne Lynch, Joe Marvin, Jack Stapley,
Carl Yoshioka

COMMISSION MEMBERS ABSENT: Rod Jarvis, 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;
Carolyn Mayberry, Park Supervisor – Estrella; Debbie
Lemon, Administrative Specialist and Recorder

The official correspondence and staff recommendations contained in this Commission folder are hereby entered as supportive material to the official minutes of the April 13, 2010 Parks and Recreation Commission meeting.

PARKS AND RECREATION COMMISSION MEETING

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

- Meeting called to order at 10:02 a.m.

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

- Director Cardin introduced the new Commissioner for District 1, Heidi Fischer. Ms. Fischer is filling the vacant position of Laurel Arndt and is the Manager of Arizona State University's InnovationSpace; a laboratory for socially and environmentally responsible product design. She is also a freelance writer and editor.

ITEM # 3 – APPROVAL OF THE MINUTES OF THE FEBRUARY 9 AND MARCH 9, 2010 PARKS AND RECREATION COMMISSION MEETINGS – Joe Marvin, Vice-Chair, Maricopa County Parks and Recreation Commission - *ACTION ITEM*

- Commissioner Lynch motioned to approve the February 9 and March 9 minutes as written. Seconded by Commissioner Stapley.

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

- Director Cardin advised overall the department is under budget on expenditures, with revenue's over budget. Aimee Upton is in the process of finalizing the FY11 budget. The department shows a slight increase in budget and that is mainly due to the increase in health care costs.

- Commissioner Yoshioka asked if the May 18 vote will make a difference. Director Cardin stated yes that will make a difference. The budget from the State has already included the May 18 vote as a pass. If it does not pass the state will likely attempt to push some cost on to the counties.
- McDowell Park had a 'Friends Appreciation Day' to thank the McDowell Friends group for their work and donations at the Nature Center.
- Estrella Park had over 600 attend the Day of the Spanish Horse event. The Tres Rios Festival was very successful despite a quick location change to have the event at Estrella Park. Director Cardin thanked Park Supervisor Carolyn for her work in setting up the event. As well, on the same weekend the park had the St. Joseph the Worker Hike that had over 300 participate. An Eagle Scout project was recently completed for Estrella; to construct a new monument sign at the entrance of the Nature Center.
- At Lake Pleasant the Bald Eagle Nest Watchers successfully banded two new female nestlings.
- The Contract Administrator is working on a Recreational Vehicle Campground at Estrella; reviewing due diligence at this time.
- Director Cardin noted the department was able to fill three positions recently; which were allowed since the department brings in revenue.
- Director Cardin showed a slide show presentation of Easter at Estrella Park.
- Commissioner Yoshioka asked with the governor signing the concealed weapon law if the department anticipated any problems. Director Cardin asked Sergeant Fred McCann; who stated the Sheriff's office does not foresee any problems.
- Commissioner Marvin noted that on March 25 he attended a Maricopa Western event out at the General Joe Foss Shooting Complex.

ITEM #5 – EMPLOYEE RECOGNITION – R.J. Cardin, Director, Maricopa County Parks and Recreation – PRESENTATION ITEM

- Item tabled, employee could not be here today. March Employee of the Month is Brennan Basler.

ITEM #6 – AGUA FRIA UPDATE – Jennifer Waller, Westside Regional Superintendent, Maricopa County Parks and Recreation – INFORMATION ITEM

- The Finding of No Significant Impact (FONSI) was approved by Reclamation which allows us to proceed with the plan. The department is waiting on Arizona Game and Fish at this time to proceed, since they will be funding the improvements.
- The first phase will consist of up to four host sites, parking, some fence work, signage and one launch ramp. Phases two and three would consist of trail improvements and ramadas, plus other improvements. The funding has not yet been identified for phases two and three.
- Overall goal is to leave the area fairly primitive.
- Director Cardin concluded that the area is open now by walk-in or bike access only. It is critical to have the area open by December if at all possible.

ITEM #7 – STRATEGIC PLAN PRESENTATION – R.J. Cardin, Director, Maricopa County Parks and Recreation – PRESENTATION ITEM

- Director Cardin reminded the Commission, at the last meeting three of the four items were presented. Today, Operations and Maintenance will be presented by Teresa Retterbush.
- Teresa Retterbush advised she is currently working with a team of maintenance staff on a set of Maintenance Standards for the department. For example, setting a standard for the restrooms for all the parks, this will include photos. In the future the department will have an online maintenance work order system that will assist in tracking and scheduling.
- Director Cardin noted that with Maintenance Standards in place they will help set maintenance budget and can also be used as a training tool.

ITEM #8 – COMMISSION MEETING SCHEDULE AND MEMBER INFORMATION PACKETS – Aimee Upton, Administrator, Maricopa County Parks and Recreation Commission – INFORMATION/DISCUSSION ITEM

- Aimee Upton handed out a copy of the Commission Bylaws noting that the bylaws require the Commission to meet a minimum of six times per year. The department is currently reviewing numerous policies and procedures. One procedure is for the Commission Packet Preparation. Today we would like to propose the elimination of the hardcopy packet that is sent in the mail and for the Commissioners to receive all the packet information electronically. Sending packet information electronically will reduce staff time and the amount of paper used now.
- Director Cardin stated that with the current meeting schedule, after discussion with the Chair they could cancel a meeting if there are no action items, but we will stay with the current system of ten meetings per year at this time.
- The Commission approved to only receiving an electronic version of the packet from now on.

ITEM # 9 – CALL TO THE COMMISSION

- Commissioner Stapley stated that he had arrived early to today's Commission meeting and drove around the park. Commissioner Stapley noticed the condition of the trees on the golf course; many were dead or dying trees, dead stumps etc. What can be done, can the dead trees be taken out and replaced with new trees?
 - Director Cardin asked Contract Administrator Tom Timmons for an update. Mr. Timmons noted that the department is aware that six trees were replaced last year, but not fast enough. There are many more that are needed.
 - Commissioner Stapley concluded that if the appearance were to improve, maybe revenue would as well and the department should contact the concessionaire.

Item # 10 – CALL TO THE PUBLIC

- Director Cardin introduced Kevin Costello to the Commission, advising that he is now back representing the department for legal.
- Director Cardin recently received the Leader in Energy and Environmental Design (LEED) certification plaque for Estrella Park. The plaque will be on display at Estrella.

Item # 11 – ADJOURNMENT

- There being no further business, Joe Marvin, Vice-Chair, Maricopa County Parks and Recreation Commission, adjourned the meeting at 11:00a.m.

R.J. Cardin, Director/Secretary

Salomon Leija, Chair / Joe Marvin, Vice-Chair