

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT  
PARKS AND RECREATION COMMISSION MEETING**  
Meeting of September 20, 2016

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**LOCATION:** Flood Control District Operations Building, Dreamy Draw Conference Room, 2801 W. Durango Street, Phoenix, Arizona, 85009

**COMMISSION MEMBERS PRESENT:** Robert Branch, Anne Lynch, Jack Stapley, Megha Budruk, and Denise Merdon (via phone)

**COMMISSION MEMBERS ABSENT:** Devin Del Palacio, Rod Jarvis

**STAFF PRESENT:** RJ Cardin, Director; Donna Southard, Recorder; Mary Christopher, Recorder; Jennifer Waller, Operations Manager; Aimee Upton, Administrator; Dawna Taylor, PIO; 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 September 20, 2016, Parks and Recreation Commission regular meeting.

**PUBLIC HEARING MEETING**

**ITEM #1 – CALL TO ORDER – Robert Branch, Chair, Maricopa County Parks and Recreation Commission.**

- Meeting called to order at 9:00 a.m.

**ITEM #2 – PROPOSED FEE SCHEDULE ADJUSTMENTS – Aimee Upton, Administrator – Maricopa County Parks and Recreation Department.**

- Ms. Upton reviewed the proposed fee changes to the Parks and Recreation fee schedule: A reinstatement of the Desert Outdoor Center kitchen rental fee of \$100 a day; decrease the current fee of a replacement annual pass card from \$15 to \$3; add a \$5 per person entry fee for the Hassayampa River Preserve Conservation Area to the Parks' fee schedule; and request a name change on the fee schedule from *San Tan Meeting Room* to *Meeting Room*. Ms. Upton explained that the proposed acquisition of the Hassayampa River Preserve area in January will allow the department to add the entry fee to the current schedule. The \$5 fee is currently being charged by conservation area. Exceptions to the entry fee include current Friends of Hassayampa annual pass members to receive free entry; The Nature Conservancy (TNC) members are \$3 per person (children under 12 are free); and the TNC Arizona Chapter passes will allow free entry for two adults. These exceptions would be honored through December 31, 2017. The current Maricopa County annual passes will be accepted at the Hassayampa property.
- Commissioner Stapley inquired the approximate number of cards replaced each year and if the staff time to administer the replacement was analyzed. Ms. Upton informed the commissioners that approximately 140 cards are replaced each year and an informal cost analysis was performed resulting in the \$3.00 rate. Director Cardin informed the Commissioners that initial cost estimates of the cards were high and purchasing them in bulk allows for further discounts.
- Chairman Branch opened up the meeting for public comment. None was received.

**ITEM #3 – ADJOURNMENT – Robert Branch, Chair – Maricopa County Parks and Recreation Commission.**

- Chairman Branch adjourned the public hearing at 9:15 am.

## **PARKS AND RECREATION COMMISSION REGULAR MEETING**

### **ITEM #1 – CALL TO ORDER – Robert Branch, Chair, Maricopa County Parks and Recreation Commission**

- The regular meeting was called to order at 9:15 a.m.

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

### **ITEM #3 – APPROVAL OF THE MINUTES OF THE AUGUST 16, 2016, REGULAR PARKS AND RECREATION COMMISSION MEETING – Robert Branch, Chairman, Maricopa County Parks and Recreation Commission – ACTION ITEM**

- Commissioner Lynch motioned and Commissioner Stapley seconded to approve the minutes of the August 16, 2016. 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/DISCUSSION ITEM**

- Director Cardin's stated that Board of Supervisor agenda items will now be one of the first items on the monthly Director's Summary. Items from the Board of Supervisor agenda included Amendment Four to Joint Use Management Agreement with Maricopa County Flood Control District in which parks acquired two five acre parcels at Adobe Dam Regional Park. The Legacy Sports development at Adobe Dam Regional Park continues to move forward. Their feasibility study was sent to the underwriter for approval so Legacy Sports can begin construction which is projected for late 2016. A Letter of Expression of Interest (LOI) for the Buckeye Sportsman Club at Buckeye Hills Joe Foss Shooting Range will be released on 09/22/2016. Parks and Recreation is working with Arizona Game and Fish Department (AGFD) to find another non-profit to take over. The Parks Department and AGFD intend to keep the shooting range open during the interim. Other highlights include the Asset Management software is currently being tested at Lake Pleasant. Parks is working with the Office of Enterprise Technology (OET) to start the initial phase of getting internet to the Hassayampa River Preserve for the Point Of Sale system to work. Facility Management is working with Parks to help with common type repairs; one of the first projects is the repair of the Estrella Mountain Park's parking area. With the help of the Trades Crew, nearly 20 new campsites at Cave Creek Regional Park are anticipated to open on November 1, 2016. The Floating Bridge located at Lake Pleasant's Pipe Line Trail was severely damaged by the recent storms and Parks is currently deciding what will be the best method of replacement. Several parks are working with AGFD to help with reestablishment of the native endangered Gila Topminnows fish in the wild. The program is flourishing at the Parks' ponds.
- Chairman Branch inquired about the volunteer program and acknowledges the need and usefulness of the program. Director Cardin informed the Commission that the services provided by the volunteers during the busy season of November to March for the parks are essential.

### **ITEM #5 – PROPOSED PARKS FEE SCHEDULE ADJUSTMENT– RJ Cardin, Director, Maricopa County Parks and Recreation Department – DISCUSSION/ACTION ITEM**

- The Public Hearing for changes to the current Parks fee schedule was held before the Commission meeting and no public comments were received.
- Commissioner Lynch made a motion to recommend the proposed revisions to the Parks and Recreation Fee Schedule to the Board of Supervisors for approval. Chairman Branch verified that the current Parks Annual Pass will be honored at the Hassayampa Preserve. Commissioner Budruk seconded the motion. With all in favor, none opposed, the motion passed.

### **ITEM #6 – HASSAYAMPA PRESERVE LAND TRANSFER AND LEASE AGREEMENT UPDATE – R.J. Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM**

- Director Cardin recapped the meeting on September 12, 2016, held with The Nature Conservancy (TNC) and County staff and attorneys regarding of the documents needed for the transfer and lease of the Hassayampa River Preserve. As part of the agreements, the 77 acres to be deeded and 661 acre to be leased will need to be surveyed; Parks is working with the Facility Management Department to hire a contractor to do the survey. Director Cardin recommended that the October 18<sup>th</sup> meeting be held as a teleconference meeting if needed to discuss and possibly recommend the four Hassayampa agreements to the Board of Supervisors.

- Chairman Branch received consensus from the Commissioners; the October 18<sup>th</sup> meeting could be held via teleconference and open to the public at the Parks HQ building.

**ITEM #7 – PARADISE VALLEY GOLF COURSE WATER FEE REDUCTION REQUEST– R.J. Cardin, Director, Maricopa County Parks and Recreation Department – *DISCUSSION/ACTION ITEM***

- Director Cardin is requesting the recommendation of waiver of two months of water fees for the Paradise Valley Golf Course to help pay for the repairs on the aging well and pump system. Paradise Valley Golf Course requested assistance with the cost which is estimated to be a minimum of \$25,000. Director Cardin is requesting to waive approximately \$11,800 for the July and August water fees to assist in offsetting the cost of repair.
- Commissioner Stapley asked how long the lease has been in effect, if the golf course has maintained the property, and are current on all fees. Director Cardin informed the Commission that this concessionaire has been at the location since 2009 and has been a good tenant, payments have been on time, and they have made improvement to the site.
- Chairman Branch inquired the actual cost of waiving the fees will be for Parks. Director Cardin informed the Commission that there is no actual cost to the department as this is ground water, only foregoing the revenue.
- Commissioner Lynch recommended the waiver of the July and August water fees be approved by the Board of Supervisors. Commissioner Stapley seconded. With all in favor, none opposed, the motion passed.

**ITEM #8 – FY16 YEAR END BUDGET AND FY17 PLANNED PROJECTS REPORT – Aimee Upton, Administrator, Maricopa County Parks and Recreation Department – *INFORMATION ITEM***

- Ms. Upton presented an overview of FY16 end of year financial summary and FY17 planned projects. Parks is primarily funded through user based fees with additional support from, grants and some general fund. The operating budget submitted for FY17 is structurally balanced with no significant changes from the FY16 budget except for some additional funding from the General Fund for the Hassayampa start-up Operating Fund and additional temporary staffing in various parks. Ms. Upton also provided a brief overview of planned FY17 Projects.

**ITEM #9 – SAN TAN PARK PROGRAM/PROJECT UPDATES – Rick Plautz, Park Supervisor, Maricopa County Parks and Recreation Department – *INFORMATION ITEM***

- Mr. Plautz gave an abstract of San Tan Regional Park; located in the southeast valley within Pinal County with 10,000 acres and over 20 miles of trails; it is Maricopa County's 4<sup>th</sup> or 5<sup>th</sup> largest park in size and 4<sup>th</sup> in visitation with 146,000 visitors last year. The Park hosts ten major events a year and over 90 interpretive ranger programs. This year, the park's first ever mountain bike race will be held on October 22. Three major projects were completed within the last year; addition of four small ramada shade structures, 300' of new split rail fencing, and improvements to the Goldmine Trail parking lot. There are two future housing communities in development next to the park.

**ITEM #10 – CALL TO THE COMMISSION**

- Chairman Branch asked if the current fees for the Maricopa County Parks be the same for schools and buses at the Hassayampa River Preserve. Director Cardin responded that they would.

**Item #11 – CALL TO THE PUBLIC**

- None.

**Item #12 – ADJOURNMENT**

- There being no further business, Chairman Branch called for a motion to adjourn. Commissioner Lynch motioned, Commissioner Stapley seconded. With all in favor, none opposed, the meeting was adjourned at 10:15 am.

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RJ Cardin, Director

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Robert Branch, Chairman