

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

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

COMMISSION MEMBERS PRESENT: Salomon Leija, Anne Lynch, Jack Stapley, Carl Yoshioka

COMMISSION MEMBERS ABSENT: Heidi Fischer, Rod Jarvis, Joe Marvin

STAFF PRESENT: R.J. Cardin, Director; Aimee Upton, Administrator; Tom Timmons, Contract Administrator; Teresa Retterbush, Eastside Regional Superintendent; Jennifer Waller, Westside Regional Superintendent; Fareed Abou-Haidar, GIS Technician, Debbie Lemon Administrative Operations Specialist and Recorder; and Kevin Costello, Legal Counsel

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

PARKS AND RECREATION COMMISSION MEETING

ITEM # 1 – CALL TO ORDER – Salomon Leija, Chair, Maricopa County Parks and Recreation Commission

- Meeting 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 APRIL 13, 2010 PARKS AND RECREATION COMMISSION MEETINGS – Salomon Leija, Chair, Maricopa County Parks and Recreation Commission - *ACTION ITEM*

- Motion to approve the minutes as written by Commissioner Lynch. 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*

- Finance and Revenue for the department overall is good. Staff has done a good job to keep finances under budget.
- Director Cardin noted that overall attendance at the parks is down slightly from last year, but still ahead of the previous year. There are no real trends to show why, but advised that the National Parks attendance is also down.

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

- Though today Brennan Basler is not here, we want to recognize him as the March Employee of the Month. Brennan Basler is an Interpretive Ranger at Utery Mountain Regional Park. Brennan is very innovative with his programs. He was instrumental in the departments Desert Critter Scene Investigation (C.S.I.) program. He's a great employee, thank you.
- The April Employee of the Month is Betsy Baker. Betsy provides exceptional customer service, not only external but internal as well. We could not ask for a better point of contact for the department. Director Cardin advised the Commission of Betsy retiring at the end of July.

ITEM #6 – BUDGET UPDATE – Aimee Upton, Administrator, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- A PowerPoint presentation was provided. For the fiscal year 2011 (FY11) there were simple guidelines provided by the Office of Management and Budget (OMB) that match 2010.
- There was a large benefits increase for FY11. Telecom and utilities are higher as well for FY11.
- The revenue increases within the parks are good. The donation fund is the same as FY10.
- For Spur Cross, FY11 revenue is significantly lower from the town of Cave Creek. OMB approved using fund balance to cover current expenditure levels.
- General fund, the Director position is the only staff position within the general fund. All other staff is within revenue funds. The Desert Outdoor Center is now within the Lake fund.
 - Director Cardin noted that both the enhancement and the Lake fund show a slight decrease in costs, with revenue higher.
- Commissioner Leija stated that it looks like there is a shortage, how is that?
 - Director Cardin clarified the difference with revenue and expenditures is out of the 10 percent from the general fund and 90 percent of the budget comes from earned revenue.
- Commissioner Leija asked if senate Bill 1070 will affect the budget for the Parks Department.
 - Director Cardin advised that there is not an accurate way we can tell if it would affect the budget. Our visitor survey or a general population survey could be done, but the cost could be prohibitive and still might not yield valid data.
- Staff will follow up with the Sheriff's office and the County Attorney to see if there are any legal implications for the parks.
- Director Cardin noted on employees, even though raises are not permitted during this time that the department did pick up the benefit increase for all staff.

ITEM #7 – RESERVATION FEES – Aimee Upton, Administrator, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- A PowerPoint presentation was given. The contract was awarded to Art Street Interactive as of June 3, 2010 for a Reservation and Point of Sale system for the department, which will include maintenance module.
- There is an existing eight dollar reservation fee already in the fee schedule.
- For the new reservation system the department will be including; a ten dollar cancellation fee, this will be a new fee; and a five dollar transfer fee, also new.
- In benchmark studies the fees are right on track with numerous other government agencies.

ITEM #8 – AGUA FRIA / FRENCH CREEK UPDATE – Jennifer Waller, Westside Regional Superintendent, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- A map was displayed and shown on screen. Arizona Game and Fish Department (AZGFD) and Parks met the week of July 5th. The AZGFD is funding the project. There are a number of permits that the Parks Departments will be working on.
- The Bureau of Reclamation has continued their partnership in this project.
- The French / Castle Creek area is a much larger area than the Agua Fria Conversation Area and has multiple entry points.
- Part of the plan is continuing and expanding the partnership with the Bureau of Land Management.

ITEM #9 – STRATEGIC PLAN PRESENTATION – R.J. Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Director Cardin provided additional information and updates for the department Strategic Plan.
 - The department is continuing to update policies.
 - The department is working towards adding more land; the Vulture Mountain project is in process.
 - An intern worked on and completed a sign inventory and manual.
 - As Aimee Upton discussed earlier, the Point of Sale and Reservation system contract was signed and work has already begun.
 - The White Tank Nature Center and Library is nearing completion; advising Commissioners that on November 12 there will be a pre-dedication Library ceremony. On November 13, a Saturday will be the actual dedication ceremony for the new building.
 - A notice will be mailed out to the Commissioners.
- Director Cardin formed a team to address park access and encroachment. The National Park Service provided a service to assist counties and other agencies with planning consultation. The department has worked with the National Park Service on the policy for access.

- Director Cardin provided a copy of the Access Policy Decision Matrix to the Commissioners. This will be a tool to assist the department in the process of determining appropriate access. Director Cardin requested input by the Commissioners at the next meeting in August.

ITEM # 10– CALL TO THE COMMISSION

- Commissioner Stapley asked if there had been a follow up to the Estrella Mountain Golf Course.
 - Director Cardin advised that he would provide an update at the next meeting.

Item # 11 – CALL TO THE PUBLIC

- None.

Item # 12 – ADJOURNMENT

- There being no further business, Salomon Leija, Chair, Maricopa County Parks and Recreation Commission, adjourned the meeting at 10:11a.m.

R.J. Cardin, Director/Secretary

Salomon Leija, Chair