

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION COMMISSION MEETING**
Meeting of January 20, 2015

LOCATION: 1001 N Central, 9th Floor Conference Room, Phoenix, AZ 85004

COMMISSION MEMBERS PRESENT: Jack Stapley, Anne Lynch, Rod Jarvis, Denise Merdon, Carl Yoshioka, Dr. Robert Branch, and Devin Del Palacio

COMMISSION MEMBERS ABSENT: None

STAFF PRESENT: RJ Cardin, Director; Donna Southard, Recorder; Jennifer Waller, Operations Manager; Michele Kogl, Planning and Development Manager; Dawna Taylor, PIO; Aimee Upton, Administrator; 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 January 20, 2015, Parks and Recreation Commission regular meeting.

PARKS AND RECREATION COMMISSION MEETING

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

- The regular meeting was called to order at 9:02 a.m.

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

ITEM #3 – NOMINATING SUBCOMMITTEE REPORT AND NOMINATION OF 2015 OFFICERS – Anne Lynch and Denise Merdon, Committee Members, Maricopa County Parks and Recreation Commission Subcommittee – *PRESENTATION ITEM*

- Nominating subcommittee Chair, Commissioner Lynch and subcommittee Vice-Chair, Commissioner Merdon asked if there were any nominations from the floor for the 2015 Parks Commission Chairman and Vice-Chairman positions. With none received, Commissioner Lynch nominated Rod Jarvis as Chair and Dr. Robert Branch as Vice-Chair for 2015. Nominations were seconded by Chairman Stapley. All in favor of the two candidates, none opposed, and the nominations were approved.

ITEM #4 – ELECTION OF 2015 PARKS AND RECREATION COMMISSION OFFICERS – Jack Stapley, Chair, Maricopa County Parks and Recreation Commission – *ACTION ITEM*

- Chairman Stapley asked for a vote to approve the elections of Rod Jarvis as Chairman and Dr. Robert Branch as Vice-Chairman for 2015. No discussion was held. All in favor, none opposed, the nominees were elected Chair and Vice-Chair for 2015.

Commissioner Del Palacio arrived at 9:07 am.

- Commissioner Stapley stated he enjoyed being the Chair this past year and acknowledged the department's great leadership and staff. He noted the accomplishments of the Commission and staff during 2014 including the progress of Vulture Mountain Park and is pleased with the direction the department is headed. He encouraged leadership and staff to remember the importance of continually thinking and planning ahead 50 years. As our population continues to grow, plans need to include the needs of three, four and five generations down the road. Commissioner Stapley invited staff and the public to contact them if they felt the Commission was overlooking anything.

- Director Cardin introduced new Commission member Devin Del Palacio from District 5.

ITEM #5 – APPROVAL OF THE MINUTES OF THE NOVEMBER 18, 2014, PARKS AND RECREATION COMMISSION MEETING – Rod Jarvis, Chair, Maricopa County Parks and Recreation Commission – ACTION ITEM

- Commissioner Lynch motioned and Commissioner Branch seconded to approve the minutes of the November 18, 2014, meeting as presented. All in favor, none opposed, and the motion was approved.

ITEM #6 – DIRECTOR'S SUMMARY OF CURRENT EVENTS – RJ Cardin, Director, Maricopa County Parks and Recreation Department – INFORMATION/DISCUSSION ITEM

- Director Cardin updated the Commission on the status of the options to fund capital improvements in the parks. Trust for Public Lands (TPL) provides technical assistance in financing options and strategies. TPL would be happy to provide a presentation to the Commission on various options.
- Chairman Jarvis and the Commission requested Director Cardin to arrange the presentation for the next regular Commission meeting.
- Director Cardin provided the status of the *100-Miles in 100 Days Challenge*; information about a new project with Central Arizona Conservation Alliance and citizen scientists' research of the long-term ecological impacts of urban environments on the annual wildflower season; and the year to date budget status overview. Commissioners were invited to call any of the park supervisors with questions regarding programs or visit the parks to participate in a program or join a hike.

ITEM #7 – VOLUNTEER PROGRAM – Kim Richard, Volunteer Coordinator, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Ms. Richard provided an overview of the four different types of volunteers that serve in the parks. Volunteer service hours and the corresponding financial savings to the department substantially increased from FY13 to FY14. The program also includes several special days of service. The Central Arizona Conservation Alliance has partnered with parks volunteer program on nine special projects since September 2013. Their financial contributions for these events have increased significantly along with recruitment of corporate volunteers and providing tools, supplies and volunteer snacks.
- Future projects include a Butterfly Garden at White Tank Park which will become a certified Monarch Waystation, a tortoise enclosure, restoration of degraded areas at Lake Pleasant and maintenance on the Maricopa Trail in conjunction with Earth Day.
- Kim McCue and Stacie Beute from The Conservation Alliance gave an overview of how their organization is able to provide additional resources and expertise to the community outside their garden boundary. Working with like-minded stakeholders from Maricopa County area conservation preserves, an alliance was developed to study, restore, and promote the desert mountain preserves of metro Phoenix.

ITEM #8 – SOUVENIR FUND OVERVIEW AND SUCCESS – Aimee Upton, Administrator, Maricopa County Parks and Recreation Department – INFORMATION ITEM

- Ms. Upton provided a brief overview and history of the souvenir fund program to sell items within the parks. Any revenue acquired above a required \$25,000 balance is transferred into the enhancement fund which directly pays for park operations. Items sold within the parks are grouped into four categories: educational, recreational, souvenir or convenience. Souvenir shops are located at all of the parks with staff and current inventories contain over 1,500 different products. Parks has been able to transfer funds each year to support park operations. Future plans include items to improve visitor connections to our parks, new products for returning users, and improved efficiency in the process to increase revenue/expenditure balances.
- Chairman Jarvis inquired if Parks is able to capture customer demographics. Ms. Upton informed the Commission that Parks uses the ASU Visitor Study as a guide, but currently does not capture that information in detail.

- Commissioner Del Palacio congratulated staff for their outstanding work year after year on this program.
- Director Cardin also recognized the coordinators for their work in the successful volunteer and souvenir programs. He also wanted to acknowledge field staff for their extensive efforts utilizing volunteers in the parks before a formal program was established, for their insight and recommendations on customer souvenir product requests, and their continued work within both programs.

ITEM #9 – PARK ROAD GUIDELINES – Michele Kogl, Planning and Development Manager, Maricopa County Parks and Recreation Department – *INFORMATION ITEM*

- Ms. Kogl informed the Commission that a new Park Road System Guideline manual was completed in December 2014 with the Maricopa County Department of Transportation (MCDOT). The Board of Supervisors' 1984 resolution approved the use of HURF (Highway User Revenue Fund) funds to construct and maintain public roads within the parks. Park roads includes access and mobility within park sites, but is also part of the recreational experience itself while also protecting natural, cultural and historical resources in a safe and efficient manner. There are four classifications of roads within the park: primary access roads; circulation roads; area roads; and special purpose roads. Ms. Kogl gave a brief overview of the different road classifications and the controls used to design each of the road types. Staff will build on these guidelines to update the roads standards. These guidelines and standards will be used for the design and construction of the roads within Vulture Mountain Regional Park.
- Chairman Jarvis asked if there are overlapping guidelines (i.e., MCDOT, City of Peoria, Parks), which guidelines are used. Ms. Kogl informed the Commissioners that if there is a difference in the standards, it is reviewed on a case by case basis with a resolution negotiated by both parties.

ITEM #10 – DESERT DISCOVERY CENTER LETTER OF SUPPORT – RJ Cardin, Director, Maricopa County Parks and Recreation Department – *INFORMATION/ACTION ITEM*

- Director Cardin presented a draft letter of support from the Commission for the Desert Discovery Center in the Sonoran McDowell Mountain Preserve. He requested the Commission to endorse the letter and authorize the Chairman to sign it.
- Commissioner Stapley motioned and Commissioner Branch seconded to approve the letter of support for the Desert Discovery Center and for the Chairman to sign it. All in favor, none opposed, and the motion was approved.

ITEM #11 – ESTABLISH A PUBLIC HEARING DATE FOR PROPOSED LAND DISPOSAL OF AN EASEMENT LOCATED IN PARADISE VALLEY PARK – Emily Miller, Contract Administrator, Maricopa County Parks and Recreation Department – *INFORMATION/ACTION ITEM*

- Ms. Miller informed the Commission that Flood Control has asked Maricopa County Parks to release an easement within the Paradise Valley Park so the land can be sold to the Maricopa County Community College District for a proposed parking lot. Parks and Paradise Valley Golf Course do not use the easement and staff recommends the release of the easement to Flood Control.
- Director Cardin informed the Commission that the property holds no significant value and serves no useful purpose for the Parks Department.
- Commissioner Yoshioka motioned to set a public hearing for March 17, 2015 at 9:00 am regarding the proposed land disposal of an easement located in Paradise Valley Park followed by the regular scheduled Commission meeting.
- Director Cardin asked for an amendment to the motion, moving the start of the public hearing to begin at 8:30 am, prior to the regularly scheduled meeting time.
- Commissioner Yoshioka amended the start time in his motion. Seconded by Commissioner Stapley. All in favor, none opposed, and the motion was approved.

ITEM #12 – CALL TO THE COMMISSION

- Commissioner Branch shared how knowledgeable the volunteer and interpretive ranger was during his recent visit to Lake Pleasant. He asked if improved signage could be placed on Highway 74 to provide clearer directions for visitors to the park and not inadvertently up the road to the Desert Outdoor Center and the harbor marina. Staff will review this request.

Item #13 – CALL TO THE PUBLIC

- None

Item #14 – ADJOURNMENT

- There being no further business, Chairman Jarvis adjourned the meeting at 10:13 am.

RJ Cardin, Director

Rod Jarvis, Chair