



MINUTES

Parks & Recreation Advisory Committee
22358 S. Ellsworth Rd., Queen Creek, AZ
San Tan Conference Room
August 14, 2012
6:00 p.m.

1. **Call To Order and Roll Call:** Meeting started at 6:06 pm.

PRAC Members present: David Dobbs, Daniel Babcock, Eric Kerr, Eileen Koceja, Sylvia Tarin, Mike Shirley and Nancy Uptain Walpole.

PRAC Members absent: Dru Alberti, Barbara Young, Council Member Dawn Oliphant, and Council Member Julia Wheatley.

Staff present: Debbie Gomez, Adam Robinson, Tony Baumann, and Marianne Fulton

2. **Introductions:** None
3. **Public Comment:** None.
4. **Items for Discussion:**

- A. *Consideration and possible approval of the June 12, 2012 meeting minutes*

Motion to Approve: Daniel Babcock

Second: Eileen Koceja

Vote: Unanimous

- B. *Discussion and possible recommendation on existing partnership guidelines, field allocation process, and fees for youth sports organizations.*

Committee Chair, David Dobbs, PRAC Committee Chair, reviewed the discussed at the July 31, 2012 Policy Review Working Group meeting. Mr. Dobbs addressed specific information requested by the Parks and Recreation Advisory Committee at the June 12, meeting with regard to pass through costs to participants as a result of the Town not subsidizing costs incurred at other facilities not owned by the Town and comparison information on participation fees of surrounding youth sport organizations.

Mr. Dobbs stated the average increase in potential pass through costs to participants is approximately \$20 per participant. San Tan Youth Football League could see the higher end of the increase while Queen Creek Heat Softball Little League could see a lower increase due to their individual program needs in utilizing facilities that are not owned by the Town.

Debbie Gomez, Parks Special Projects Coordinator, reminded the committee that the Town has subsidized 50% of light costs on Town-owned facilities as well as facilities not owned by the Town that are used by the Town's partners. She added the Town has never charged a field use cost for Town owned facilities nor has it subsidized any field costs at facilities not owned by the Town.

Ms. Gomez also indicated a request was received from youth sport partners asking the committee to consider adjusting the time frame allotted for field use to better fit their needs in accommodating league practices and games.

Adam Robinson, Recreation Superintendent, stated both baseball and softball partners have requested the "In Season" field allocations dates be adjusted to accommodate league practices that typically begin mid February. The request made is only for the baseball/softball complex at Desert Mountain Park. The requested time frame for field usage is from mid February to the end of July. Mr. Robinson stated the only foreseeable challenge that could impact this request is the need for additional field space by a youth soccer program partner as a result of growth. In this scenario, the outfield areas of the ball fields could be used to accommodate younger age groups in the soccer program.

Committee member Eric Kerr asked if partners were involved and made aware of the possible changes to the policy. He also asked if the newly established youth soccer partner is aware of the possible changes. Staff stated discussions with current youth sport partners have been ongoing for over twelve (12) months with regard to possible changes and the new youth soccer program partners has been made aware of the possible changes. In addition, staff added all Policy Review Working Group meetings as well as Parks and Recreation Advisory Committee meetings are open to the public and posted accordingly.

Committee members discussed the precedence that could be set by honoring the adjustment to the "In Season" field allocation dates. The concern is additional requests by other youth sport partners and or the need to adjust policy and adjust field allocation time frames to accommodate growth.

Debbie Gomez stated the request for a time frame change to the field allocation was only for the use of the baseball/softball complex and not the multipurpose field. Ms. Gomez stated that baseball/softball programs typically need a "specialized amenity" to accommodate older age groups, while soccer and football programs can run programs on multipurpose fields and stated there were several open fields that youth sport partners could improve and or rent by working with local schools to accommodate growth.

Chairman David Dobbs asked when the next park is scheduled to be built by the Town. Debbie Gomez stated none of the five parks that are master planned are identified in the 5-year Capital Improvement Plan.

Committee members expressed they would like to have language added to the policy that indicates the Parks and Recreation Advisory Committee will review the policy every 2-years to ensure the needs of the committee are being met and that policies are subject to change.

Motion: Move to approve a recommendation to Town Council to increase fees to \$15 per hour per field for light use, \$7 per hour for per field for use of fields on Town owned facilities, and a zero subsidy to youth sports partners for use of non-Town owned facilities and amend "In Season" field allocation dates to February 15 thru March 15 on specialized fields defined as Baseball and Softball fields in the multiplex at Desert Mountain Park.

Motion to Approve: Sylvia Tarin

Second: Daniel Babcock

Vote: Unanimous

C. *Discussion and possible recommendation on FY 12/13 Parks and Recreation Advisory Committee Work Plan*

Debbie Gomez Parks Special Project Coordinator reviewed the recommendations from staff for the FY 12/13 Parks and Recreation Advisory Committee Work Plan. Ms. Gomez stated the work plan was open for any additional items the committee would like to discuss and add or delete.

Committee Member Eric Kerr commented he would like to see a priority level assigned to the items identified in the work plan. Staff recommended a prioritization based on the need of the item. The Committee concurred voted to approve the prioritization of the work plan items as follows:

Priority 1:

- Review and revise partnership guidelines, field allocation, and fees for youth sports organizations. DONE
- Non-resident fees for Special Interest Classes. DONE
- Facility use policies
- Memorials and Monuments
- Concession Agreements
- Schedule of Fees/Facility rentals

Priority 2:

- Develop, revise, and chart committee mission, goals, and responsibilities.

Priority 3:

- Volunteer Opportunities –
 - Adopt a Park
 - Adopt a Trail

Debbie Gomez indicated there may be a need to have a Policy Review Working Group in place with either the same members or new members to assist with policies that may require fee changes as those may require several sessions to work through. All other policy development items may be suitable for discussion during regular committee meetings.

Motion: Move to approve a recommendation to Town Council to approve FY 12/13 Parks and Recreation Advisory Committee Work Plan as prioritized.

Motion to Approve: Daniel Babcock

Second: Eric Kerr

Vote: Unanimous

D. Recreation Services Update

Adam Robinson, Recreation Superintendent, provided the committee with the following update on current recreation programs:

- Trunk or Treat Event is scheduled for Saturday, October 27 and Mercy Gilbert Medical Center has committed to be the presenting sponsor, the Remax Property Shop committed to be the stage sponsor, and the Queen Creek Kiwanis Club is assisting with the candy drive.
- Christmas Festival and Parade - December 1 – Kiwanis and Boys and Girls Club once again heading up the event.
- Recreation classes – first day of Fall 2012 registration was on August 6 with an approximate \$17,000 in revenue received on the first day of registration.

Tony Baumann, Recreation Specialist, presented post program information for Queen Creek Little League and Queen Creek Heat Softball Little League 2012 season. Mr. Baumann reported the following:

- Queen Creek Little League –
 - Regular and All-star seasons ran February through July.
 - 715 participants, 59 volunteers, 25 scholarships for participation.

- Participation included 78% residents and 22% non-residents. Figures change to 88% resident and 12% non-resident when Queen Creek Unified School District boundaries are included.
- Queen Creek Little League donated two shade structures at Desert Mountain Park and provided a National Youth Competition, Pitch, Hit, and Run, on opening day.
- Challenges – Operations of the concession stand continue to present challenges with the shared use between their league and QC Heat.
- Queen Creek Heat Softball Little League –
 - Regular and All-star season March through July
 - 700 participants, 20 scholarships for participation.
 - Donated two scoreboards at Desert Mountain Park and provided a National Youth Competition, Pitch, Hit & Run, on opening day.
 - Challenges – Operations of the concession stand continue to present challenges with the shared use between their league and QC Little League.
 - Experienced a mismanagement of league funds by a board member. The board has taken corrective action and is working towards rectify the situation.

Debbie Gomez informed the committee that Queen Creek Unified School District has announced they will be offering a before and after-school program beginning January 2013 at four school sites K-4. Currently the Boys and Girls Club of the East Valley is operating a program out of Desert Mountain Elementary and the club operations will be displaced in January. She stated the Boys and Girls Club has approached the Town to consider a proposal which will extend the current partnership agreement to include services to ages 5 – 12 in Town facilities. She indicated staff is currently reviewing the proposal from the Club.

E. Schedule Future Meeting

December 11, 2012.

5. Announcements:

Debbie Gomez, Parks Special Project Coordinator, announced the Mayor has appointed Council Member Julia Wheatley and reappointed Dawn Oliphant to serve on the Parks and Recreation Advisory Committee. Debbie Gomez indicated Council Member Julia Wheatley had a prior commitment and was not able to attend tonight's meeting.

A question was brought forth as to why two council members now serve on the committee. Debbie Gomez stated the Town's committee bylaws allow for the appointment of two (2) council members to serve on a citizen committee at the Mayor discretion. The desire by council members to serve on citizen committees may change as new councils take place therefore committees may see the number of council members serving on committees differ from time to time.

Chairman David Dobbs asked what considerations were taken when appointing council members to the committees and asked if attendance was considered. Mr. Dobbs referenced attendance requirements in the former charter used by the previous Recreation Advisory Board and the Parks, Trails, and Open Space Committee. Ms. Gomez clarified that those charters had been dissolved when the two boards/committees merged forming the Parks and Recreation Advisory Committee. She stated she did not recall the attendance requirements in the current committee bylaws and would review the attendance requirements and initiate discussion with management if appropriate.

Debbie Gomez announced membership terms for David Dobbs, Barbara Young, Eileen Koceja, Nancy Uptain Walpole, and Eric Kerr expire in August. She thanked the members for their volunteer service to the committee and announced all of the members expressed interest in being reappointed to serve for another two-year term. Ms. Gomez indicated the reappointments would go before council on August 15, for consideration and possible approval.

6. **Adjournment:**

- A. **Motion to adjourn:** Eric Kerr
- B. **Second:** Sylvia Tarin
- C. **Vote:** Unanimous

Meeting adjourned at 7:52 p.m.

PREPARED BY: Debra Gomez, August 22, 2012

PASSED ON APPROVED ON: Dec. 11, 2012



David Dobbs, PRAC Chair