



MINUTES

Parks & Recreation Advisory Committee
22358 S. Ellsworth Rd., Queen Creek, AZ
San Tan Conference Room
March 12, 2013
6:00 p.m.

1. **Call To Order and Roll Call:** Meeting started at 6:05 pm.

PRAC Members present: David Dobbs, Dru Alberti, Sylvia Tarin, Eric Kerr, Cherie Richardson, Mike Shirley, David Sobeck III, Barbara Young, Council Member Dawn Oliphant, and Council Member Julia Wheatley.

PRAC Members absent: Eileen Koceja, Adam Neville, and Daniel Babcock

Staff present: John Kross, Debbie Gomez, Adam Robinson, and Marianne Fulton

2. **Introductions:** Introductions of new committee members Cherie Richardson, David Sobeck III, and Adam Neville were made.
3. **Public Comment:** Committee member Eric Kerr stated residents from Ellsworth Mini Farms and Queen Land Manor asked him to voice their concerns regarding the proposed General Plan Amendments and the effects they will have on the planned connectivity of multiuse trails from the Mini Farms and Queen Land Manor to the Town-owned washes. He stated he and others would like to hear feedback from the Town as to how these trail connections will be made.

4. **Items for Discussion:**

A. *Consideration and possible approval of the December 11, 2012 meeting minutes.*

A correction of the name Barbara Johnson to Barbara Young was noted.

Motion to Approve: Barbara Young

Second: Mike Shirley

Vote: Unanimous

B. Presentation on legislative updates

John Kross, Town Manager presented information on House Bill 2657 (Transaction Privilege Tax Changes). Mr. Kross informed the committee that the Town supports the majority of the recommendations in the bill, however there is an area of great concern to Queen Creek. He stated the Town's long-term fiscal plan is built on the idea that much of the construction sales tax revenue finances the infrastructure and services needed to accommodate new housing. He explained that currently developers pay tax on construction to the community that is experiencing the construction and HB2657 would move collection of such taxes to the location where the materials are purchased which could result in approximately a \$2.5 million loss in revenues for the Town. Mr. Kross provided committee members with a copy of a letter sent to citizens from the Mayor informing citizens of how the bill will affect the Town and encouraged concerned members to write or call their representatives on the issue.

Mr. Kross also provided the committee with information regarding the possible purchase of the H2O, Inc. Water Utility Company. Mr. Kross indicated the service area is approximately 3.5 square miles and is not currently served by the Town-owned water service. He stated that based on initial analysis, the annual income produced by customers would pay off the purchase loan and allow for additional revenues for system enhancements or general operations. Mr. Kross informed the committee the Town is required to hold an election to purchase the water utility company and the Special Election is scheduled for May 21, 2013.

C. Presentation of a the Boy's and Girl's Club 2nd quarter

Kevin McCoy, Branch Manager, presented the club's 2nd quarter report. Mr. McCoy reported a daily average attendance of 113 after school participants. Overall registrations include 257 residents and 105 non-residents. He added that since the new programming hours of operation the club has been able to recruit from the local charter schools. The addition of a mini bus has allowed the branch to transport participants from three schools, Jack Barnes, Desert Mountain, and Queen Creek Elementary.

Future plans include building of the Teen Development program and attendance to the Torch Club Conference.

D. Presentation of San Tan Youth Football League program close out

Dave Johnson, STYFL board member, presented the committee with the end-of-season report for the 2012 Tackle and Flag Football season. Mr. Johnson reported a total of 865 children participated in the program; 648 in the tackle football program and 217 in the flag football program. The organization reported an estimated 25,000 volunteer hours including 4 leadership positions, 8 general team managers and 25 head coaches. A total of 55 full or partial scholarships for economically disadvantaged families were granted. The league conducted a

player service project and participated in a food drive with Pan de Vida, a local non-profit organization.

Mr. Johnson stated registration for the next season will begin on March 1st for returning players. He added that registration fees will increase by \$5.

E. Discussion and consultation on Adopt-A-Park/Trail program policies

Debbie Gomez, Special Projects Coordinator presented the committee with information and policies for a possible Adopt-A-Park/Trail program. She stated the program provides an opportunity for community volunteers to assist in the general care, litter removal and maintenance of their favorite park or trail that is owned by the Town.

The presentation included a description of the program, who is eligible, what can be adopted, how to get involved, the responsibilities of the adopter and the Town as well as the key program policies.

The primary responsibilities of the volunteers are to:

- Abide by all park rules and ordinances
- Provide adult supervision at the work site
- Notify staff if resigning
- Return all supplies upon completing tasks/duties
- Sign In and Out
- Report all accidents
- Report any hazardous materials
- Be supervised by an adult if under the age of 18
- Pick up litter at least twice per month
- Conduct service projects at least twice per year
- Track volunteer service hours performed
- Provide Certificate of Liability Insurance

The primary responsibilities of the Town are:

- Removal and disposal of all waste collected and bagged by the adopter.
- Town will furnish trash bags, safety vests and may furnish other tools and/or materials as deemed appropriate by the Town and as provided in work plans.
- Program orientation including but not limited to safety, duties and administrative documents.
- Town will design, furnish, and install recognition signs of the adopting organization.
- Town staff will assist Adopter with planting of trees and shrubs, and provide technical help when requested.
- Publicly acknowledge the Adopter on the town's social media sites.

The key program policies are:

- Preference for a particular park, section or trail may be requested.
- Multiple adopters to adopt the same location may be allowed.
- Work Plans will be developed and consist of a series of agreed work tasks.
- Agreements are for a period of one year and may be extended for additional one-year increments, the total term of an agreement not to exceed 4 year terms.
- Subcontracting is prohibited.
- The town may terminate an agreement for cause or convenience.
- The adopter may terminate the agreement upon 30 days written notice to Town staff.
- Adopter shall not use the adopted park to display advertising signs or display or sell merchandise of any kind.

Recognition of Adopters

Staff indicated public recognition on the Queen Creek and Sonoqui Wash Trail System could be done through the use of approximately 3" X 8" signs. This type of signage is already in place in the Queen Creek Wash on mile markers used to inform trail users of the distance they have traveled. The proposed recognition signs would be placed on the existing mile marker posts so that an addition of signs and posts does not occur within the trail system. In addition, the adopter's could be recognized in the Town's communication resources, such as website, social media, etc.

Staff proposed limiting the recognition of park adopter's to just recognition through the Town's communications resources and not signage. Staff envisions having multiple groups adopt sections of the parks. Because there are many amenities that could be adopted such as playgrounds, ball fields, equestrian staging areas, demonstration gardens, athletic fields and courts, etc., staff felt the aesthetics of the park could suffer by having multiple signs.

Staff provided the committee with three options to consider;

- Not place recognition signage on trails or parks and limit recognition to the Town's communication resources.
- Allow the same type of recognition signage for community parks as for that proposed for the trails (3" X 8" signs to be placed on 4 X 4 poles) to be placed near adoptive areas within the parks.

- Only place recognition signage upon an adopter's request for a donation of \$30.

The committee discussed the program and expressed the following:

The committee discussed the unfairness of providing recognition signage for groups adopting trails and not parks. They discussed the placement of signs in parks, the size of the signs, the various ways the signs could be placed, made, and exchanged, the number of sections and types of duties that could be done by an adopter within a park, the maximum and minimum trail section allotments for each adopter, the cost of signage, type of signage, the layout structure of signs, and the desire of the adopter to be or not be recognized.

The committee also discussed the benefits of placing signs in adopted areas and the possible feeling of accountability by the adopter if a sign was placed with their name on it indicating they were responsible for a particular section of a park or trail.

The common consensus among committee members was to recognize the adopters of both parks and trails through the Town's communication resources including the State of the Town Address and at council meetings. The committee discussed placing recognition signs once an adopter had completed a one-year commitment in a satisfactory manner and extension of the agreement for subsequent terms. The Town should provide the adopter the option of being recognized through placement of a sign after they have satisfactorily completed a one-year service commitment and intend to extend the service.

Concern regarding the insurance requirements was discussed among the committee and the need to reconsider insurance requirements to allow for individuals or small groups who would like to participate in the program but unable to satisfy the requirements; allowing waivers or a lesser indemnity.

The committee discussed the terms of the agreement specifically addressing the term which states "the total term of an agreement is not to exceed four years". The members felt the program was new and that this type of restriction may not be needed at this time.

The members would like to have staff evaluate and track policies that need to be added or amended to improve the program and report the findings on an annual basis to the committee.

The members of the committee would also like to work out the details of the sign placement in parks and/or trails within the next 12 months.

Motion: To recognize adoptions of parks and trails through social media and Town Council public recognition and after one year post a sign as recommended by staff.

Motion to Approve: Dru Alberti

Second: Eric Kerr

Motion Withdrawn

Motion: To approve the Adopt a Park/Trail program and policies as recommended by staff with a change in the general requirements to remove the maximum term of four years that an adopter can provide service stated in the agreement and to recognize adopters through means of the Town's communication resources, Town Council public recognition and provide the adopter the option of being recognized through placement of a sign after they have satisfactorily completed a one-year service commitment and intend to extend the service.

Motion to Approve: Dru Alberti

Second: Eric Kerr

Vote: Unanimous

F. Recreation Services Update

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

- Roots n Boots a success despite the rain. Last minute changes were made such as buses transporting for parking at Desert Mountain Park and Teen events ran on Sunday morning,
- The Town's Passport to Discovery event went well.
- Town's soccer partner has completed their season and will be submitting their closeout report at the next scheduled PRAC meeting.
- Special Interest Classes are growing and new classes are being offered.

Question was asked as to why the murals from Passport were not displayed for citizens to view. Mural boards are reused each year to save on cost to Town. Passport to Discovery is a very low budget event.

G. Schedule Future Meeting

June 11, 2013.

5. Announcements:

Debbie Gomez, Special Project Coordinator, announced that her assignment to transition the Recreation Department has been completed and she will be moving on to other projects. She announced that Adam Robinson, Recreation Superintendent, will be assuming responsibility of the committee. She thanked the committee members for their commitment, hard work, and support throughout the years.

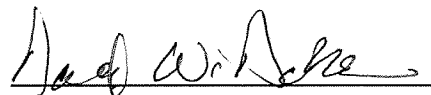
6. **Adjournment:**

- A. **Motion to adjourn:** Dru Alberti
- B. **Second:** Barbara Young
- C. **Vote:** Unanimous

Meeting adjourned at 8:30 p.m.

PREPARED BY: Debbie Gomez, March 26, 2012

PASSED AND APPROVED ON: June 11, 2013



David Dobbs, PRAC Chair