



## MINUTES

### **Parks & Recreation Advisory Committee**

22358 S. Ellsworth Rd., Queen Creek, AZ

San Tan Conference Room

June 11, 2013

6:00 p.m.

1. **Call To Order and Roll Call:** Meeting started at 6:03 pm.

**PRAC Members present:** David Dobbs, Dru Alberti, Sylvia Tarin, Eric Kerr, Eileen Koceja, Adam Neville, Daniel Babcock, Mike Shirley, Barbara Young, and Council Member Julia Wheatley.

**PRAC Members absent:** Cherie Richardson and David Sobeck

**Staff present:** Adam Robinson, Vince Micallef, Chris Anaradian, and Marianne Fulton

2. **Introductions:** Introductions of visiting partnership groups; Arizona Soccer Club Davey Lopez, Director, Mike Briseno, President, Geoff Borger, Vice President. Boy's and Girl's Club of the East Valley Chelo Figueroa, Area Director and Eric Rodriguez, Branch Manager

3. **Public Comment:** Committee member Dru Alberti asked if there was a way to be in the loop for announcements of Town events. It is hard when citizens come to committee members asking questions and we do not know what they are talking about.

4. **Items for Discussion:**

A. *Consideration and possible approval of the March 12, 2013 meeting minutes.*

**Motion to Approve:** Barbara Young

**Second:** Sylvia Tarin

**Vote:** Unanimous

B. *Introduction of Chris Anaradian, Development Services Director*

Chris Anaradian introduced himself and informed the Committee of areas that he is responsible for, including Public Works and Development Services. This area currently has approximately 55 employees.

C. *Recreation Services Update*

a. *Boy's and Girl's Club of the East Valley Queen Creek Branch 3<sup>rd</sup> Quarter Report*

Chilo Figeroa, Area Director for the Boys and Girls Clubs of the East Valley (B&GC), introduced the new Branch Executive, Eric Rodriguez. Eric was the Branch Executive at the Mesa-Stevenson Branch.

Third Quarter membership is 479 participants with a daily average of 108 participants. B&GC staff is working on security measures to ensure new processes are in place to monitor children near the entrance.

b. *Arizona Soccer Club (AZSC) 2013 End of Season Report*

Davey Lopez, Grassroots Recreation Program Director, introduced AZSC board President Mike Briseno and Vice President Geoff Borger. Season totaled 611 participants, 455 residents and 155 non-residents. There were 41 volunteer coaches. Zero (0) scholarships were given out and there were four (4) refunds. Long term goals are to continue running a program for the Town and would like to offer three (3) seasons in the future – fall, winter and spring. Plans to improve include customer service and organization, field set-up/layout, improve signage, update website, and offer concessions during games. A Committee member asked if screening of volunteers was being done; answer was yes definitely. Committee Chair Dave Dobbs commented that he felt the partnership with AZSC was a good choice for the Town.

c. *Recreation Department Update*

Recreation update was given by Vince Micallef, Recreation Coordinator.

- i. Queen Creek Heat Softball Little League and Queen Creek Little League Baseball are both in All-Star season both hosting age groups at Desert Mountain Park
- ii. San Tan Youth Football League registration for Fall 2013 seasons of Flag and Tackle Football are in process; registration runs through the end of June
- iii. Summer Splash Tour event at Founders Park was a hit; families were happy to have a water event return
- iv. Summer Recreation programs are running and there is a lot of activity at the Recreation Annex
- v. Fall registration for Special Interest classes begins August 5 for residents and August 12 for non-residents
- vi. The Senior Program participated in a field trip to Cliff Castle Casino in Verde Valley and they celebrated Memorial Day with the Queen Creek and Apache Junction American Legions
- vii. Family 4<sup>th</sup> on the Farm sponsored by the Kiwanis Club at Schnepf Farm is on Thursday, July 4 from 3-10 p.m.
- viii. Trunk or Treat is on Saturday, October 26 at Desert Mountain Park from 5-9 p.m.

- ix. Passport to Discovery is being moved back closer to Easter to accommodate the requests to bring back the Egg Hunt activity

*D. Work Plan Discussion on Mission, Goals, Objectives and Responsibilities of PRAC*

Adam Robinson, Recreation Superintendent, presented the 2012/2013 work plan and reviewed which items had been completed and which items still needed to be completed.

Adam Robinson presented the need for the Committee to review and update its mission, goals and objectives. The Committee felt they should complete this task as a whole group, not a subcommittee. A Committee member suggested scheduling an additional meeting to specifically work on this issue. The Committee agreed and asked that an additional meeting be discussed under agenda item: "*Schedule Future Meeting*".

Some of the items still to be completed with greatest priority are; completion of facility use policies for the parks and rooms, completion of Memorial and Monuments Donation policy, concession stand usage agreements, and fees for use of facilities.

A Committee member requested clarification on if the Religious Displays Policy work item was concerning displays within Town parks or would it include all Town owned land (i.e. given were sidewalks, common areas in front of Town Hall). Adam Robinson clarified that the Committee would be discussing Town park facilities only to ensure PRAC voice is heard in the overall Town policy.

Committee member inquired about who is making sure the PTOS trails work plans from the past are being followed? If zoning is being changed who is ensuring the trail plans are still being met? Adam Robinson responded that he would check into it and inform PRAC members.

An inquiry was also made concerning the wash work schedule. Council Member Wheatley assured members that the Town Council does look at the plans for connections of trails prior to approving any plans. Adam Robinson informed the Committee that the grounds crew is now part of the Public Works Division and updates can be requested from Chris Anaradian, Development Services Director or Troy White, Public Works Division Manager. They will be asked for an updated wash and trails map as well.

The Committee inquired if they would be assisting with the dog park or splash pad decisions. Adam Robinson said that most likely the Committee would be asked for input.

*E. Boards & Commissions Day at Arizona Parks & Recreation Association (APRA)*

Adam Robinson encouraged Committee members to attend the upcoming Boards and Commissions day at the APRA conference on August 29 at the Fairmont Scottsdale Princess, 9 a.m. to 5 p.m. This is a dedicated day that will powerfully engage citizen board and commission members and executive directors from all around Arizona on critical issues related to public policy, civic engagement, public service and the public good. As a way to promote the professional development of Committee members, the Town will pay for members wanting to attend. An email will be sent as a follow up to see who is interested in attending.

*F. Discussion/Review on Committee Bylaws*

Changes were made and approved by Town Council to the Committee bylaws. Some of the changes were minor grammar corrections and function corrections. Major Amendments are as follows:

- a. Section 2b – The committee selection for Chair and Vice Chair shall be ratified by the Town Council.
- b. Section 2f – Committee members may serve on no more than one committee at a time. Committee members serving on multiple committees at the time this amendment to the bylaws is adopted may continue to serve those committees until their earliest term expiration date. At the time, the member must choose one committee on which to serve and resign from all other Town committees.
- c. Section 5g – Representation of Recommendations of the committee/expression of personal opinions; communicating personal opinion in conjunction with majority position of a committee, commission or board.....

A question was asked in clarification to Section 2f. Committee member Alberti asked if that included participation on special multi-committee task forces (i.e. budget committees, etc.). Adam Robinson will seek clarification on this matter and report back to the Committee.

*G. Schedule Future Meeting*

Study Group Meeting – August 13, 2013

Regular Meeting - September 10, 2013

**5. Announcements:**

Video of the Committee Training on by-law changes will be available soon for those unable to attend the class in person.

Welcome to two new staff members to Recreation Services, Vince Micallef, Recreation Coordinator and April Petersen, Recreation Specialist.

Council is requesting feedback from Town residents concerning the FY 2013/2014 budget prior to its next meeting.

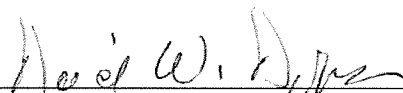
6. **Adjournment:**

- A. **Motion to adjourn:** Dru Alberti
- B. **Second:** Adam Neville
- C. **Vote:** Unanimous

Meeting adjourned at 8 p.m.

PREPARED BY: Adam Robinson on August 14, 2013

PASSED AND APPROVED ON: 8/15, 2013

  
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David Dobbs, PRAC Chair