

**DATE:** October 1, 2008  
**TO:** Tom Alberti, Chair, Recreation Advisory Board  
**FROM:** Creighton Wright, Assistant Parks and Recreation Director  
**SUBJECT:** RAB Summary from September 30, 2008

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1. CALL TO ORDER: Tom Alberti, Chair 6:23p.m.
  - a. RAB MEMBERS PRESENT: Tom Alberti (Chair), Barbara Young, Carlos Acuna, Daniel Galvez and Council Member Jon Wootten (by phone).
  - b. RAB MEMBERS ABSENT: Sam Cruz, David Weiss and David Dobbs.
  - c. SPECIAL GUEST: Jeff Brown, Council Member
  - d. STAFF: Debbie Gomez, Director, Creighton Wright, Assistant Director; Joey Perry, Recreation Manager; Susie Crossland, Program Specialist; Adam Robinson, Program Supervisor; Anthony Baumann, Program Supervisor.
  
2. INTRODUCTIONS:
  - a. The new Youth Commission Representative, Daniel Galvez, was introduced to RAB.
  - b. Visiting Council Member, Jeff Brown, was introduced to RAB.
  
3. PUBLIC COMMENT: none
  
4. ITEMS FOR DISCUSSION:
  - a. ITEM A – Discussion and possible recommendation to Town Council for a Municipal Alcohol Policy for Horseshoe Park and Equestrian Centre (HPEC).
    - i. STAFF REPORT: Assistant Director, Creighton Wright gave background information on approved portions to date including:
      1. Approval from Council to sell alcohol at HPEC.
      2. Recommendation to Council to use a third party concessioner for alcohol sales. Staff will provide a preferred vendor list with multiple third party options with at least one non-profit provider.

He then reviewed the recommendation from staff of the alcohol sales policy including:

  1. Cost –
    - a. \$270 license fee (should decrease at year two)
    - b. \$300 staff training costs

- c. \$6400 infrastructure costs – for build out of fridges, shelving, etc. This may or may not be needed depending on needs of vendors. Cost also may be passed on the vendors.
  - d. \$681 Insurance policy – annual - this is much less than original quote of \$2500 as it was originally based on similar facilities.
2. Revenue –
- a. 25 to 35% of gross sales.
  - b. Possibility of obtaining additional revenue via sponsorships.
3. Alternatives –
- a. To not recommend the municipal alcohol policy
  - b. Alter the recommended policy to other options offered previously.
    - i. Staff service
    - ii. Special Event Liquor License
    - iii. Sole Concessionaire to serve

ii. DISCUSSION:

1. Q: Is the Maricopa County Sheriff's Office (MCSO) going to be watch dog? A: It is the promoter's responsibility to be Watch Dog. If they are unable to control then MCSO will be called in.
2. Q: Staff training? How will they know when to cut someone off? A: all designated responsible parties shall attend training. The ARS statute states that "the appearance of intoxication" must be present to stop service.
3. Q: Has there been any interest from qualified people wanting to be concessionaires? A: There is one qualified group for sure that has shown interest.
4. Q: Will you be soliciting the non-profit groups? A: A request for proposal (RFP) will go out allowing all that are interested to apply. It is the responsibility of the non-profit groups to submit their proposals. Q: Will the RFP go out annually requiring groups to re-apply each year? A: our goal is to put out the original RFP, see how that goes and get some history under our belts before making any decisions.
5. Member Barbara Young offered that if we ask groups to re-apply in less than an 18 period it may drive away some of the interested parties. Especially without any history at this site.
6. Council member Jon Wootten stated that he is very happy with staff's recommendation.

7. Q: How will you identify those vendors that may not be performing? A: There is a provision written into the policy for incidents and violations and the steps that will be taken to remove or revoke them from participating.
  8. Asst. Director Creighton Wright read an e-mail from member David Weiss stating his support of the recommended policy from staff.
  9. Insurance policy is a \$5 million limit with no umbrella for the Town. Policy is auditable and will be if we serve more than is estimated.
- iii. MOTION: Member, Barbara Young, moved to recommend to Council the adoption of the Municipal Alcohol Policy as written by staff.
  - iv. SECOND: Member, Sam Cruz
  - v. VOTE: unanimous

5. ANNOUNCEMENTS:

- a. Next RAB meeting will be on October 28, 2008 in the San Tan Conference Room, Development Services Building.
- b. Jim Maguire has been hired as the new Grounds Supervisor at Horseshoe Park and Equestrian Centre. Two positions for grounds workers are set to close on October 3, 2008. HPEC will be fully staffed when this process is complete.
- c. Chairman Tom Alberti is requesting a meeting with Debbie Gomez, Director and Creighton Wright, Assistant Director this week.

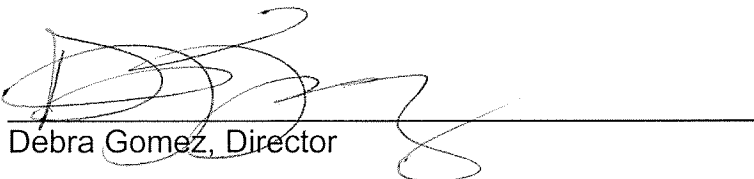
6. ADJOURNMENT:

- i. MOTION: Member, Carlos Acuna
- ii. SECOND: Member, Barbara Young
- iii. VOTE: unanimous
- iv. 7:40 P.M. adjourn

SUMMARY PREPARED BY: Marianne Fulton, October 1, 2008

FROM NOTES BY: Marianne Fulton, September 30, 2008

PASSED AND APPROVED ON: October 28, 2008

  
Debra Gomez, Director