



## Minutes

### Parks and Recreation Advisory Committee

Town of Queen Creek, 22350 South Ellsworth Road

San Tan Conference Room

October 12, 2010

6 p.m.

1. **Call to Order and Roll Call:** Meeting starts: 6:01 p.m. PRAC Members present: Marvin G. Smith, Jr., David Dobbs, Daniel Babcock, Dru Alberti, Eric F. Kerr, John Lewis  
**PRAC Members absent:** Nancy Uptain, Barbara Young, Jason Weber, Michael Shirly  
**Staff present:** Debbie Gomez, Richard Purcell, Tracy Corman, Adam Robinson, Brad Greer, Joey Perry, Lisa Padilla
2. **Introductions:** None.
3. **Public Comment:** None.
4. **Items for discussion and possible action:**
  - A. *Consideration and possible approval of July 13, 2010 meeting minutes*  
**Motion To Accept:** Dru Alberti  
**Second:** Marvin Smith  
**Vote:** Unanimous
  - B. *Committee Work Plan FISCAL YEAR 10-11*
    - (1) Debbie Gomez presented the proposed Committee Work Plan FY10-1, a Parks and Recreation Advisory Committee Policy Manual. Debbie stated the work plan was twofold. One piece was developing the manual and in doing so, the committee could assist in developing and reviewing existing guidelines that pertain to facility and recreational operations. Debbie stated items within the manual would be prioritized based on need and it would likely take the committee 12 to 18 months to assist staff in developing and reviewing all the guidelines/policies the department would like to have in place. Eric Kerr asked if items that have already been discussed or approved could be separated out from any newly proposed items; i.e., items that have already been approved such as the park naming policy – and just review what needs to be put in place. Debbie responded absolutely. If revisions are needed to any existing approved guidelines, the item would be brought back, or if there are new members not familiar with the approved guidelines/policies, we will re-introduce.
    - (2) David Dobbs asked that for next year instead of an October meeting for PRAC would there be a November meeting? Debbie – yes, and we will meet as

needed if there are unanticipated projects or major changes to parks trails system.

John Lewis questioned if there was a directive from council to get this work plan done. Debbie replied – no, these are department goals. We want to be consistent and strengthen policy.

John Lewis then replied that if work is to get done, PRAC may need to meet six times. He suggested the need to set deadline so progress can be determined. Debbie informed the committee that staff time to develop the policies would dictate how quickly the guidelines could be researched, developed, and proposed to the committee. She will take a look at the issue and develop an action plan for staff with a timeline for the committee to review.

David Dobbs commented that it may be hard to see how we can accomplish all items in 4 meetings. Debbie sees this carrying over into next fiscal year as well.

### (3) Department Updates

a. Tracy Corman gave an update on the Founders' Park beautification project. 500 volunteers from Central Christian Church East Valley spent the morning of Saturday, August 1 painting, cleaning, and installing landscape at Founders' Park.

b. Lisa Padilla provided a Transportation Enhancement Fund Grant presentation. David Dobbs commented that this sounds wonderful and commended staff on their efforts. Staff does great job on grant applications and being successful. Is the two year design time normal? Lisa replied that this is a range and can happen anytime within that range.

David Dobbs further inquired that if design doesn't take as long, then construction could be faster? Lisa replied yes. Debbie stated that there are some challenges as the Town does not yet own all the land along the wash and staff will need to work with private land owners in the area.. Lisa – the stipulation of the grant states the Town needs to bid no later than three years after the award.

c. Debbie Gomez gave update on the Desert Mountain Park trail link. The trail link construction from Hawes Road, under the bridge to Desert Mountain Park is under construction and is due to be completed mid December. Staff is planning a ribbon cutting/dedication type of ceremony in mid January. Once this link is constructed, the Town will have a complete two mile trail link from Power Road to Desert Mountain Park. The Transportation Enhancement Grant, if approved, would construct the trail from Desert Mountain Park to Ellsworth.

d. Brad Greer- gave quarterly report for the Park Rangers.

During the community service report, Eric Kerr asked if there are projects already defined that may fit a group? Brad responded that yes, there are different projects that fit different groups. Last fiscal year there were 10 Eagle

Scout projects. Right now there are another 10 in planning. It is sometimes a struggle to come up with ideas, but there is always something to do. Brad stated that he has connections with other non-profit groups that he refers them to. Debbie added that we have become a hub for groups wanting to volunteer but it is becoming more difficult to come up with projects. Tracy and Brad will lead group of different departments that will be establishing a volunteer program with various sized projects for different groups. Debbie asked the committee to contact Brad, Tracy or herself if they had any ideas on projects they would like to see done. Brad reported that within the next two weekends approximately 300 youth will be painting fire hydrants. This is not a parks project but is a utility project. This needed to be done so the hydrants can be visible to the Fire Department. Brad also stated scouts are asked for their own ideas if they have a project for the park and are encouraged to make suggestions.

- e. Adam Robinson presented an APRA video on Passport to Discovery Award Outstanding Special Event for a Community Under 25,000.
- f. Joey Perry gave the partnership close-out report for 2010 Little League Queen Creek Heat. Little League had 658 players, 95% of which were residents. This is up from 580 last year. They hosted the All Star Tournament and may host two next year. They really like the set-up and grounds. The new president for next year is Paula Parsons. Overall the partnership is working well. Queen Creek Heat is in their fifth year. The first year there were 200 participants, the second year 415; there are 587 participants and it is the largest softball district in their league right now. Residency is at 46%. The 13 and 14 year old state champs came from our district. Also hosted All Stars. Did \$8500 worth of scholarships. Lisa commented that five years ago Tom Alberti strongly supported girls fast pitch programs and that flexibility be allowed in the facility allocation guideline with regard to residency requirements. Tom said he wanted girls to get fields no matter what. He really supported program and the flexibility allowed the program to grow.

David Dobbs related his own experience which has shown that boundaries will shrink as participants go up in order to get equal participation in leagues, and the percentage of residency will increase over time. Just need enough people to start the program and make it viable. It is nice to see success and have good established relationships, even through changes of board members.

- g. Adam gave the update on Recreation Programs. Trunk or Treat is the biggest event. Sponsors are really stepping up right now to maintain the event size. Dru Alberti inquired about the holiday parade distance and if any problems are anticipated by having a large number of people in that short of a route? Adam said that he has been attending meetings and has discussed this concern. The Committee feels that people tend to congregate in certain areas

and if they can spread out, they should have enough space, and the location at library gives multiple points of access.

Dru Alberti commented that there has always been a staging problem. High school bands and horse trailers stage at one end, and then walk back. Adam responded that staging will be in the area next to the Rhino Cafe, and the organizers have mapped out how staging will happen. The parade will de-stage on Victoria close to the library. Road-safe vehicles only planned to come back.

Eric Kerr asked about Hometown Christmas. He doesn't see the Town celebrating Hanukah or Kwanza; and asked if this was not an equal opportunity. Adam responded that it is intended to be all inclusive and there is equal opportunity but the Town hasn't had anyone express interest. The wording and description of program can be changed so that everyone knows it is all inclusive.

- (4) Debbie presented the department quarterly report. She requested feedback on the report to ensure the members of the committee are receiving the information they would like to see. John Lewis also would like to have included the dollar figure associated with the value of volunteers.

Eric- would like to see the parks maintenance report. He would like to see the reports broken down by individual parks so they can see if there are issues associated with certain parks. This will identify what parks may have specific problems - vandalism, graffiti, etc. David Dobbs asked if this information can be taken back to groups that use the park to promote awareness. John Lewis stated that a second set of eyes is good in case something minor is missed. David Dobbs said that he didn't notice update on HPEC. Would like to see what is going on and what revenues are. Debbie reminded the committee members that the operations of HPEC were now under the direction of the Economic Development Department and Doreen Cott. We can answer some of your questions, but may not be able to answer all as the park is no longer the sole responsibility of the Parks and Recreation Department. There is still a transition team being maintained to assist with the transition over the next six months to a year but that is being phased out with new manager. Economic Development Director, Doreen Cott, can be asked to come give a presentation if the committee is interested. The operations of HPEC did not fit within the parks and recreation mission with the exception of perhaps the community arena; however, the overall park is viewed more as an event center and the mission is to recover as much as possible and reduce the subsidy of events held in the park. Adam can provide a briefing of the promotional event. Debbie informed committee members the possibility of a formation of an advisory committee specifically for HPEC, and if such a committee was formed there may be opportunities for members of the existing PRAC to serve on the committee if interested.

Adam related that the HPEC marquee sign is up and lit with a couple sponsors and really fits the park well. The PRCA has approved our rodeo for March 25, 26

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2011. PRCA rodeo will have two performances Friday and Saturday nights, with the family events during the days.

Debbie stated that a strategic plan for HPEC operations was presented to Council. Council authorized funding for Capital Improvement Projects that include bleachers, lighting, additional barns, items that would entice large promoters.

Dru Alberti asked that regarding the barn design, are they still considering doing not only equestrian stalls but livestock stalls? Debbie stated that she would need to refer them to Troy White and Tim Lunch as they are the project managers. She said that she would have them give her a call, but that she believes they are still evaluating that.

5. **Announcements:**

Debbie announced the reorganizing of the department and informed the members of employee names and titles: Richard Purcell, Parks Ops Superintendent; Adam Robinson, Recreation Superintendent; Lisa Padilla, Management Asstant II; Tracy Corman Senior M. A.; Joey Perry, Recreation Supervisory. Debbie thanked the staff for all their work.

David Dobbs recognized the scout group that was present. He said that the committee thought it was great to have scouts in attendance.

Eric Kerr asked for a list of policies on what we have now and what we need, and get them mailed out so we can review them? Debbie said that she intended to send them out way ahead of time, and prioritize them. There are none that we are really rushed on, we have already completed the major ones.

David Dobbs stated that since the committee was now planning on meeting quarterly, there would not be as many opportunities for interactions to suggest items for agenda. This is a reminder that we can always e-mail staff. If two or more members express interest, staff can make an effort to put this on the next possible agenda. Debbie stated that members could mail those requests to her, and she will discuss them with the chair or vice chair. She could help members with open meeting laws if anyone has any questions.

6. **Adjournment:**

A. **Motion:** John Lewis

B. **Second:** Dru Alberti

C. **Vote:** Unanimous

Meeting adjourned: 7:24 p.m.

PREPARED BY: Tracy Corman

**Passed and approved on June 21, 2011.**

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David Dobbs, PRAC Committee Chair