

**Parks and Recreation Board
General Meeting
January 21, 2011
PRESCOTT, ARIZONA**

MINUTES OF THE **General Meeting** OF THE **Parks and Recreation Board** held on **January 21, 2011** in the **Grace Sparkes Memorial Activity Center, Flagstone Room** located at **824 E. Gurley St.**, Prescott, Arizona.

2. Roll Call & Approval of Minutes from October 13, 2010

Members Present: Joe Baynes, Bob Bockrath, Janelle Riedl, Ali Schroeder

Members Absent: Mike King

Others Present: Debbie Horton, Tim Legler, Rudy Litka, Don Fishel, Eric Smith, Garry Grahlmann, Michelle Stacy

Motion made by Bob Bockrath to accept the minutes from October 13, 2010 as written. Motion was seconded by Janelle Riedl. Motion passed unanimously- all approved.

- 3. Budget FY12** – Debbie Horton reported that the City tax revenue is steadily hovering at the break-even mark. She stated cuts will be made to accommodate the \$1,000,000 City wide deficit from the general fund. Debbie stated that the parks and Recreation Department has already taken strides this year to cut our budget by 5%. The Fiscal year 2012 budget process has already started and at the ½ year mark the Department Divisions are at 50% of their budgets. At this time there is no clear direction as to whether or not the Department will have to cut their budget by anymore.

4. Status Report –

a. Kuebler 2nd Field

• **RFP's / Timeline**

As of January 21, the Department has had meetings with City Engineer Scott Tkatch and with Gordon Bowers, of Dava and Associates to go over plans for the Kuebler Field project. The plans will be reviewed February 11 and the Department should have an answer by February 25. Debbie stated that she would like to send the project out to bid by March 7 with a closing date of March 21. once the project starts the estimated construction time looks to be about 2 months.

b. Pioneer Park Improvements

• **Sewer System Upgrade**

The City has been given the go ahead to move forward with the project to connect to the County lift station at Pioneer Park. The Council has given approval to use Impact fees at a cost of \$65,000. The project consists of taking the Park off of septic and connecting to City sewer. This means that a trench will be cut from the concession structure, between fields 1 & 4 and across the outfield area of field #1 to the lift station. The contractor will need to dig 26 feet deep for the wet well and only 32 inches deep and 24 inches wide for the trench. If turf is removed, there is only a timeframe of about 2

days to put the grass back in. There is a possibility of having to replace the existing turf in that area with sod, but sod would probably not be available until April. Janelle Riedl noted that the mile High Classic Soccer tournament will be held April 16-17 and not having use of field #1 would cause for her to move the tournament to Chino which she would rather not do.

- **Shade Structures**

Shade structures have been installed at Pioneer Park over the bleachers, minus the bleachers between field #1 and #4. Those will be placed after the sewer line project is completed. In doing this project the wood covered vault on the third base side of field #2 has been removed, as well as removal of the vault in the parking lot. The scorebooth at Pioneer is also close to completion. Dry wall has been put up and scoreboard controllers have been replaced. All that needs to be added is carpeting. Tim Legler explained that the swamp cooler is still present.

5. Park Restrooms Status Report

Debbie Horton explained that the Department has had issues with almost all of the bathrooms at the Parks. She explained that not all park bathrooms are winterized and in those cases, the restrooms are closed and portables are put in place. Due to budget cuts it has become difficult to spread them out as much as we would like. Debbie stated that Council may redirect the existing \$10,000 in impact fees to winterizing the rest of the bathrooms. Some of those funds would also be used for building new restrooms at The Peavine trailhead and at the Willow Creek Dog Park. With the kiosk at Peavine, we can now show growth in the amount of usage. Debbie stated that it costs the Department about \$52 a month for portables.

Debbie and Tim also explained that they continue to see growth in vandalism at Granite Creek Park and at the the Skate Park. Currently the restrooms at Grannite Creek are closed. Debbie stated that she would meet with Council on Monday, January 24 to discuss using the impact fees for the bathrooms.

6. Snow Removal – Park’s role in city policy

Debbie discussed the role of the Department during the City’s last storm. She prefaced by stating that all Department Heads have met to discuss possible improvements. She stated that the ice and extremely cold temperatures had an incredible impact on the City’s response. She stated that of this past week, ice was still present at locations like the Library and still someone had fallen and broken their arm. The Department heads have come up with a better reaction plan and stated that all City Departments will work together. She stated that Chad McDowell will be in charge and there is a phone tree. As of now the Parks and Recreation Department is responsible for snow removal at the parking lots at City Hall, Police Department, Library, and the Annex at City Hall. Secondary locations will be Watson Lake, Willow Lake, Goldwater and the parking lot at the Peavine Trail. The City will no longer pile up snow, but have it removed by dump trucks. Chad is planning a dry run so that everyone is on the same page. He will also offer training to staff to ensure they know how to drive the equipment. The

Transfer Station/ Streets Department will stockpile all necessary supplies for snow removal and each Department will go through them. The City will buy more GPS systems, plows and equipment so that we are better prepared for future storms.

7. Concessionaire Contracts

a. Lakes – Bike rentals will be added to kayak rentals

Eric Smith explained that a public notice of bid went out for concessionaires for boats/kayaks/bikes. He stated that he received on bid from the existing concessionaire. The contract will call for boat/kayak rentals at Watson, Willow and Goldwater Lakes, as well as bike rentals at Willow and Watson Lakes.

b. Sports – Currently out for bid

Currently the City has a contract with Babe Ruth Dogs for concessions at our Parks. The Department has posted a bid for concessionaires that will include services at Kuebler Field, Pioneer Park, Heritage Park and Ken Lindley. The bid advertisement ran on Sunday, January 16 and will close February 17. The City is offering a tour of facilities for respective bidder on February 7. The current concessionaire has opted to not bid but has offered to sell her equipment to the respective winning bid. Right now the Department is trying to get accountability of all equipment.

8. Bid for NJCAA in 2012

Don Fishel, with the help of Bob Bockrath, Stacy Ivesson and Eric Smith has submitted a bid for the NJCAA softball World Series. The tournament is currently being held in St. George, Utah but if accepted, Prescott will host the tournament for 3 years. Don stated that this tournament is guaranteed 16 teams and will provide a huge economical impact for the City. The tournament would be held the week before Memorial Day in 2012. Don says he hopes to hear a definitive answer by April.

9. Possible 2nd Dog Park

Due to an increase in illicit activity at Acker Park, Debbie has met with Charlene Craig and the Friends of Acker Park, for the possibility of incorporating a second City dog park at Acker Park. Fencing removed from Kuebler field will be used to layout an open dog park without having to remove vegetation. The intent is to have the dog park closer to the bathroom so when users are there it will deter from any illicit activity in the restrooms. It also brings an added bonus of having an additional dog park in the City for residents on the south end of town. Debbie stated that flyers will be posted to get community response.

10. Automated Payment Kiosks at Lakes

As evident in the chart below, the kiosks have almost paid for themselves (\$75,000). Annual pass sales have increased tremendously since June 2010. Goldwater used to be the big draw, but Watson has slowly surpassed it. The kiosk at Peavine has only been running since October 2010 while the others have been in operation since August.

Lakes Parking Payment History

LOCATION	FY07	FY08	FY09	FY10	FY11
WATSON	\$27,575	\$27,768	\$28,504	\$30,485	\$27,618
WILLOW	\$ 3,317	\$ 3,310	\$ 4,223	\$ 6,198	\$ 7,103
GOLDWATER	\$34,745	\$37,921	\$35,678	\$38,912	\$16,759
TOTALS	\$65,637	\$68,999	\$68,405	\$75,595	*\$53,629
ANNUAL PASS	\$ 3,380	\$4,696	\$4,734	\$8,615	\$10,193
PEAVINE					\$ 4,408
TOTAL PARKING REVENUE TO DATE FY11					\$68,230

11. Division Reports

Parks/ Lakes Maintenance- Tim Legler reported that due to the cold weather and the storm that we had, he has seen a few broken water lines (2 at Bill Vallely, 1 at Pioneer and 1 at the skate park). He stated that the Division has been doing brush clearing at Willow Lake and at the Nature Center. Tim also informed the Board that part-time seasonal staff will not return until May, so full-time staff, including Lakes personnel, would be covering the bulk of the spring field utilization.

Sports- Don Fishel reported that the Sports Division will host 4 National Softball Tournaments in 2011. The first two will be the Class B 18U and 16U Girl's national. These will run consecutively August 3-7. This is the first time these tournaments will be hosted in Prescott. The other two tournaments will be held over Labor Day weekend and will be the Men's Class C Fast-pitch and the Men's Class A 16" Slow-Pitch. The Division will also host the Best-of-the West and Beat the Heat, and a National Qualifier. Don also reported that City League basketball numbers are up.

Grants- Eric Smith reported that he currently has six items ready to bring to City Hall. Along with the two requests for bids, he also has the Inter-governmental agreement with Yavapai College, a notice of intent to lease for land for a Community Garden, a request from Kerscape to donate herbicide to the Community Nature Center, and a summary of approximately 40 private foundations that have funding available for parks and recreation projects.

Rangers- Garry Grahlmann reported that in 2010, the Volunteer Rangers accrued 269 days, 890 man hours and covered 550 shifts. He explained that the Rangers help remove graffiti, pick up trash, identify illegal encampments, report maintenance issues and some are able to write citations for parking at the Lakes. There are three current Rangers waiting for background checks from the Police Department. Garry also informed the Board that from here on out the Police Department would pay for all background checks. Garry reported that he currently has 20 Rangers but is looking to increase his number by 6 with a cap of

30. In recognition for their time, the Rangers all received annual parking passes and a Christmas party.

Motion made by Bob Bockrath to adjourn the meeting at 3:35pm. Motion was seconded by Ali Schroeder. All in favor- Motion passed unanimously in favor.

12. Next Meeting – April 20, 2011


Bob Bockrath, Chairman


Michelle Stacy