

**Parks and Recreation Board  
General Meeting  
April 20, 2011  
PRESCOTT, ARIZONA**

MINUTES OF THE **General Meeting OF THE Parks and Recreation Board** held on **April 20, 2011** in the **Grace Sparkes Memorial Activity Center, Flagstone Room** located at **824 E. Gurley St.**, Prescott, Arizona.

**1. Roll Call & Approval of Minutes from January 21, 2011**

**Members Present:** Bob Bockrath, Janelle Riedl, Ali Schroeder, Mike King, Rowle Simmons

**Others Present:** Debbie Horton, Joe Baynes, Tim Legler, Don Fishel, Eric Smith, Rick Hormann, Michelle Stacy

Motion made by Mike King to accept the minutes from January 21, 2011 as written. Motion was seconded by Ali Schroeder. Motion passed unanimously- all approved.

**2. Department Personnel Changes** – Debbie Horton informed the Board that Joe Baynes resigned from the Parks and Recreation Advisory Board to take a position with Parks and Recreation. Initially Joe was hired as project manager for the Kuebler Field project, but has since been hired as the Assistant Director for the Department. Debbie Horton will be splitting her time between Parks and Recreation and City Hall, assisting Craig McConnell the interim City Manager.

**3. Update - Budget FY12**– Debbie Horton reported that on April 19 she attended a meeting with Laurie Hadley, Craig McConnell, Jodie Fisher and Mark Woodfill to discuss the FY12 budget. Debbie stated that the Department still needs to cut \$54,000 from the existing budget. In the last 3 years the Department has cut their annual budget by 25%.

Debbie, Tim and Joe are prepared to make suggestions to Council on how to make the cuts without losing personnel. One idea is to raise parking fees at the lakes to \$3 and possibly closing Willow Lake 5 days out of the week. Willow Lake was suggested as it the lake with the least amount of usage. Another possibility is to consider using effluent water at Watson Lake. It could cut the water usage fees in half. Currently the water budget is over its limit. Also the Library sanitation fee would be directed to the Library's budget.

Debbie stated that Council still needs to weigh in on suggestions but the outlook for FY12 looks really good.

The Impact fees being used for the Kuebler project was higher than expected (\$750,000) in FY11. In FY12 \$426,000 will be used for the parking lot at Kuebler and the remaining \$230,000 will be used to build restrooms at the Sundog Ranch Road/ Peavine Trailhead.

**4. Directional Signage-** Bob Bockrath suggested to the Board and to the Department supervisors the possibility of having more visible signage directing citizens and out-of-town visitors to the lakes, parks and ballfield facilities that the City has to offer. Bob stated that he noticed on Willow Creek Rd there are visible directional signs for the County building, but nothing advertising Pioneer Park. He has noticed that Heritage Park is lacking visible signage from the main roads as well. The Advisory Board members support the idea of new signage and understand that any new signage will have to be reviewed by the Transportation Coordination Committee and approved by the City Council. Tim Legler suggested sitting down and creating a plan, then take it to City Engineering to see what is feasible. Debbie stated that she would talk to Master's students about handling the project.

**5. Status Report –**

- a. Kuebler 2<sup>nd</sup> Field-** Debbie reported that the plans are done and have been approved by Council. Initially the project was set to go to bid and break ground in May, but Council put it on hold until July. Council explained that there were several projects underway and that it would be best to wait until after the start of the new fiscal year. Once it is sent to bid it should only take 30 days before breaking ground.
- b. Pioneer Park Improvements-** Tim Legler reported that the sewer line has been installed and the turf grew back in nicely. The City is waiting for APS to pull power for the lift station. Once this is done, the use of the park will be inconvenienced, but should only take a weekend to complete.

Yavapai County is currently working on the parking lots at the sand volleyball courts, Kuebler field, and around the trails. They are also leveling ground for a new County facility.

**6. Park Restrooms – Damages & Consequences-** Tim Legler reported that vandalism to the Park restrooms has significantly increased in the last three months. The restroom at Ken Lindley Park/ Skate Park was hit two weeks ago at a cost of \$2,000 - \$3,000 worth of damage. The Department has chosen not to unlock that restroom during the day and only open it when there is events going on at the park or when the north side of the ballfield is being used by Little League. Tim also reported that Granite Creek Park and Vista Park restrooms have also been hit by vandalism. Granite Creek Park has been hit the hardest and was closed all winter.

The Department is looking into possible alternative structure material that can withstand some of the damage that is currently being done. Rowle Simmons made a suggestion of having the Silent Witness program do a partnership with the City to help bring the violators to justice. Rowle also stated that The Alarm Connection would be willing to pay for some advertising on CableOne. Tim

reported that Prescott police has stepped up their patrols, but the vandalism is happening when there is no one around.

## **7. Concessionaire Updates**

- a. **Lakes** – Eric Smith explained Prescott Outdoor has signed a contract for all three lakes. The contract will call for boat/kayak rentals at Watson, Willow and Goldwater Lakes, as well as bike rentals at Willow and Watson Lakes. Prescott Outdoor will also be able to sell product such as sunscreen, t-shirts, water and snacks. Eric stated that advertisement was going out on the City of Prescott utility statements. Debbie asked that camping information be added to the utility statements.
- b. **Sports** – Eric informed the Board that as of the last meeting the contract for ballfield concessions had gone out, with no bid proposals coming in. He stated that there were 12 with interest but found it was too much to commit to. Another bid proposal was sent out breaking up the concession stands. Eric informed the Board that Heritage park will be run by Wild West Concessions, the Prescott VFW will run the stands at Ken Lindley Field and then will assume responsibility for Roughrider field after Little League and Yavapai College Softball are done. Babe Ruth Concessions will continue to run the stand at Pioneer Park. Prescott Rebels will run the stand at Kuebler Field.

- 8. Bid for NJCAA in 2012-** Debbie Horton reported that Rick Hormann and Bob Bockrath made a trip out to Tampa, FL to present the City of Prescott's bid to host the 2012 NJCAA World Series. The City made a fantastic presentation but ultimately the bid went to St. George, UT. Bob Bockrath made a request to the selection committee to see a copy of the winning bid but was denied. He has since made several other requests to see a copy of the winning bid, in the hopes that it will help the City to make a competitive bid in the future, but his requests have been denied. Bob stated that he should have an answer by April 26<sup>th</sup> and hopes to have an answer by the next meeting in July.

## **9. Advertising in COP Utility Bills- Camping Season Open & Mountain Bikes added to rental options**

This item was previously covered under the concessionaire update

## **10. Trails Update –**

- a. **Donation-** Department received a donation from the Over-the-Hill Gang that went to the Constellation Trail. The trail goes for 3 miles and the trailhead is across from the Phippen Museum.
- b. **Improvements-** The Discovery Bridge will be undergoing improvements and repairs. The bridge was built about 6 years ago as a Boy Scout project but was not built to standard. The department received an anonymous donation of \$12,000 to fix the bridge. Department staff met with Michael Byrd of Prescott Creeks as they use the bridge to access the Watson Woods Riparian Preserve and are looking into a partnership to

acquire concrete. Big repairs will be made in the fall when usage and foot traffic slow down.

**11. Automated Payment Kiosks at Lakes**

Automated kiosks went live in October at all 4 locations (Watson, Willow, Goldwater and Peavine). The cost of the machines was \$75,000 and the cost of supplies was \$15,000. As of 4/20/11 total revenue generated is approximately \$95,000. Parking pass sales have increased tremendously. Usage at the Peavine has increased as well, with funding going back to it. AS of the meeting the kiosks have had 30,000 paid visits, using cash or credit card.

**Lakes Parking Payment History**

LOCATION	FY07	FY08	FY09	FY10	Jan. FY11	April
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 / \$66,749	
ANNUAL PASS	\$ 3,380	\$4,696	\$4,734	\$8,615	\$10,193 / \$16,848	
PEAVINE					\$ 4,408 / \$7,600	
<b>TOTAL PARKING REVENUE TO DATE FY11</b>					<b>\$68,230 / \$91,197</b>	

**12. Division Reports**

**Park Rangers-** Tim Legler reported that in the 1<sup>st</sup> quarter of 2011 Park Rangers covered 81 out of 90 days, logging in more the 776 hours. Rangers reported 107 maintenance issues, 16 reports of vandalism, 9 issues reported to Prescott Police, issued 91 citations and 89 warnings for parking and collected close to 100 bags of trash from the lakes and parks.

**Sports-** Sports Division is wrapping up its spring volleyball season and reported that usage of the Grace Sparkes Memorial Activity Center is picking up with dance groups. The summer softball season will be starting in May with 149 teams playing Monday thru Friday at all field locations. Don Fishel reported the tournament season would be in full swing starting Memorial Day weekend.

Rick Hormann reported that the SNAP program has been generating a lot of revenue due in part to their dances, craft night and bingo nights.

**Grants-** Eric Smith reported the Community Garden project would be going to Council next week.

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

**13. Next Meeting – July 13, 2011**



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**Bob Bockrath, Chairman**



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**Michelle Stacy**

