

**Parks and Recreation Board  
General Meeting  
January 17, 2013  
PRESCOTT, ARIZONA**

MINUTES OF THE **General Meeting OF THE Parks and Recreation Board** held on **January 17, 2013** in the **Grace Sparkes Memorial Activity Center, Flagstone Room** located at **824 E. Gurley St.**, Prescott, Arizona.

**1. Roll Call & Approval of Minutes from August 30, 2012**

**Members Present:** Wayne Howell, Janelle Riedl, Mike King

**Members not Present:** Ted Blake

**Others Present:** Joe Baynes, Eric Smith, Michelle Stacy-Schroeder, Steve Mancha, Rick Hormann, and Kelly Tolbert

Motion made by Mike King to accept the minutes from August 30, 2012 as written. Motion was seconded by Wayne Howell. Motion passed unanimously- all approved.

Joe informed the Board that Rowle Simmons has resigned from the Board upon his election to the Yavapai County Board of Supervisors. He also stated that the City is actively seeking a replacement for the open position and are accepting applications through February. Joe stated that he hopes to have a new member on the Board by March.

- 2. Newsletter** – Joe explained that Nancy Nesbit, a volunteer Park Ranger, with the help of all Department Staff, has created a Parks and Recreation Newsletter. The newsletter highlights different aspects of Parks and Recreation, from facility rentals and special events to the amenities of each park and information on trails. Joe stated that the newsletter has been well received by the public and is available online. He stated that Nancy is already starting on the next edition. The newsletter will be done quarterly.

**3. Project updates**

- a. Goldwater Lake-** Joe Baynes explained that City Council has approved \$350,000 to move forward on the Goldwater Lake expansion project. This includes construction and design. The project will consist of two phases, with phase 1 starting in May or June of 2013. Currently the Department has proposals from five local engineering firms, which through a selection process will interview three next week and then move forward to seek approval from Council.
- b. Disc Golf-** Joe stated that the disc golf course at Watson Lake is complete and ready for the opening day on January 19, 2013. The disc golf volunteers, in coordination with staff and Community Service workers completed the course in one day. The funds for the project were taken out of the partnering fund. Joe stated that course is highly visible, will increase

visitation to the Lake and possible increase parking pass revenue. The Daily Courier will be running a story on the course in Friday's paper. The course will have a sign in box to help get a count of how many people utilize the course and the Lake concessionaire will have discs for rent in the summer months.

- c. **Circle Trail-** Eric Smith explained that the Department is working on a 6.6 mile gap that will complete the 50 Mile Circle Trail. The 6.6 miles is currently Arizona State Trust Land and the Department is working through the complex process of identifying natural plants (species and quantities), and identifying archeological sites in the area, so as not to disturb any sites. Eric explained that monies will be due to the Arizona State Land Department to purchase the land and those funds will come from the 1% Open Space fund.

Eric Smith explained that the Department is in mitigation with the owners of Storm Ranch for a grazing lease. Construction on a new trail will start in the summer, with the help of International Mountain Bike Association (IMBA), who received a \$99,000 grant that will be used on the construction. The trail will go through the Ranch to the Peavine Trail, connect to Prescott Lakes Parkway, across towards the County Juvenile Detention Center, over the hill to Hwy 69 and up to P- Mountain. The Department will be in talks with the County regarding easements for the next few months

- d. **West Granite Creek Park-** Joe Baynes explained the West Granite Creek Park has received a mini make-over. Trees and bushes have been trimmed and cut back to make visibility from Montezuma St. and Sheldon St easier. Joe says that it looks more like a park now. The clean-up was a joint effort of Department staff, community service workers, Prescott Police Department and APS.
4. **FY 14 Budget-** Joe Baynes shared a seven year budget review with the Board. Joe identified that from FY 08 to FY 12, the Department budget has decreased significantly. He also noted that there is an increase of about \$500,000 from FY 12 to FY 13. This increase is due to the consumption of the community restitution program from Prescott Police Department, an increase in seasonal labor for the increased events calendar and the movement of tournament support to the general fund from the transient occupancy tax
5. **Impact Fees-** Eric Smith discussed the new laws in effect in regards to impact fees and how they are collected and spent. Eric stated that in the past, for every new construction permit that was filed, the Department received \$715.00. Those fees are used to fund projects for new growth (ie. new parks) and will expire in 2014, with the Goldwater expansion utilizing some of those fees. Eric stated that he was asked to submit a 10 year capital improvement project list based on a 1.7% increase in growth. The study was broken down into new areas and needs and then existing areas. Eric noted that he used the 2007 Master Plan as a

guide but stated that the items on the list could possibly come to fruition, but would most likely need to get citizen approval, but currently it is not set to go to Council as it is just a proposal.

6. **Board Tour-** Joe would like to schedule a Board tour to view trails and facilities. He feels it will benefit current and future Board members. He is looking at date in the summer.

## 7. Division Reports

- a. **Sports & Recreation** – Joe explained that Don Fishel retired at the end of December. In an effort to save money, instead of rehiring his position, the Department has gone through a re-organization. Don's responsibilities have been divided amongst Rick Hormann, Michelle Stacy-Schroeder and Kelly Tolbert

Rick Hormann reported that City league basketball numbers are up from 33 teams to 43 for the winter season. The next league on tap is volleyball.

Rick reported that the Grace Sparkes Memorial Activity center is gearing up for a busy season. Currently the YMCA youth basketball league uses the gym Monday through Friday for practices and on Saturdays for games. The Special Needs Activity Program (S.N.A.P.) will continue to have their monthly dances, the first of which is Saturday, January 19. Rick stated that S.N.A.P. also uses the gym for the Special Olympics basketball practices. The Kiwanis Auction will kick off use of the Teen Zone room to store auction items in March and then conclude with their annual auction.

Rick is working with Kelly Tolbert to advertise for new contracted instructor classes. Currently the only contract instructed class is youth tennis. Rick is also working on the 2012 economic impact report as well as conducting monthly Prescott Athletic Board meetings with the youth field user groups.

- b. **Tournaments and Special Events-** Michelle Stacy-Schroeder reported that the 2013 Calendar of sporting events is filling in to be a busy season. Currently there are 19 weekends reserved for baseball, softball, youth hockey, soccer or volleyball tournaments as well as 4 weekends for off-road bike racing and the 2013 Senior Games.

Michelle is currently working with Becky Karcie, City of Prescott Special Events Manager, to coordinate a collective calendar of City, private, and Courthouse special events.

Michelle reported that fields are starting to get busy as well. Currently three soccer groups to include AYSO, and Yavapai College softball are using fields. Michelle noted that starting in February, additional use will be

from Prescott Little league, Prescott Rebels baseball, PGSA softball, Prescott Youth Football and possibly Prescott High School.

- c. **Parks Maintenance-** Rudy Litka reported that Parks Maintenance is gearing up for a busy fall season with youth football, youth soccer and Yavapai College Soccer. Rudy indicated that the turf is in its best condition in years due to rain and a new irrigation coordinator. Rudy explained that other than field use preparations, the Division is still busy with maintenance projects, but explained that all projects are under budget as they are all being done in house.

- d. **Lakes** – Steve Mancha reported that the Lakes Division has been busy with the disc golf course. He stated that they Lakes staff is also working on better access to the lake at Watson, to include a better fishing access. The Over-the-Hill Gang is working with staff on that access.

Steve also reported that staff is preparing Goldwater for the expansion project by burning slash piles. This is also happening at Willow Lake, to include driftwood that was collected and a clean-up of the archeological site. The volunteer rangers have been assisting staff.

Steve reported that staff has been going through the process of getting licensed and certified for pesticides and playgrounds. Lakes and Parks staff have been working to clean-up the maintenance shop and ready for spring and additional staff..

- e. **Community Restitution and Park Rangers-** Kelly Tolbert reported that the community restitution program has saved the City \$71,000 in work that the program workers perform. The program has two crew leaders that work Monday through Saturday. They have collected and dumped \$10,000 in trash and weeds.

The volunteer Park Rangers have assisted the Lakes staff in closing the three lakes and currently looking for other areas to help staff. The program currently has 18 active Rangers with a wait list of 26.

- f. **Trails-** Joe Baynes reported that both Lake loops have been completed. The llop at Watson is 4.7 miles long and the loop at Willow is 5.7 miles. This has been a work in progress for 4 years.

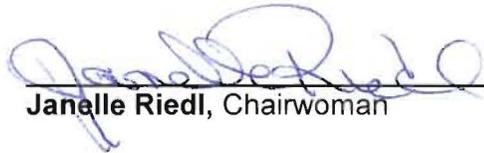
Trails staff is currently working on the Nature Center, adding new trails and repairing old ones. Staff is also working to develop a self-guided trail that highlights historical pieces as well, to include a working pitcher pump. The Department is hoping for a grand re-opening in February

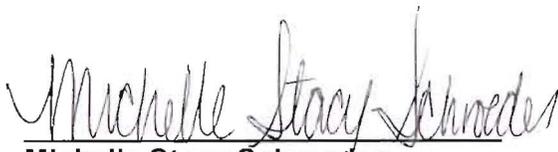
Joe also reported that Chris Hosking will be working on trails through the Granite Dells area and the Hazelwood open space property. He is hoping for a grand opening of the 2 mile trail in February or March.

**8. Next Meeting** – The next meeting is scheduled for March 21, 2013 at 4:00pm in the Flagstone Room of the Grace Sparkes Memorial Activity Center.

**9. Adjournment**

Motion made by Janelle Riedl to adjourn the meeting at 5:06pm. Motion was seconded by Wayne Howell. All in favor- Motion passed unanimously in favor.

  
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Janelle Riedl, Chairwoman

  
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Michelle Stacy-Schroeder