Parks and Recreation Board
General Meeting
May 9, 2013
PRESCOTT, ARIZONA

MINUTES OF THE **General Meeting** OF THE **Parks and Recreation Board** held on **May 9, 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 January 17, 2013**
   Members Present: Wayne Howell, Janelle Riedl, Mike King, Ted Blake
   Members not Present: Tom Dwyer
   Others Present: Joe Baynes, Eric Smith, Michelle Stacy-Schroeder, Steve Mancha, Rick Hormann, Tim Legler, Chris Hosking, Kelly Tolbert and Councilman Chris Kuknyo

   Motion made by Mike King to accept the minutes from January 17, 2013 as written. Motion was seconded by Wayne Howell. Motion passed unanimously- all approved.

2. **Kiwanis Donation** – Joe explained the Prescott Kiwanis Club graciously made a donation of $8,452.49 for the purchase of new playground equipment at Goldwater Lake. Initially, the department solicited for funding of one-half of the total cost to go with the partnering matching fund. The equipment will be added to existing playground equipment, enhancing the overall play area.

3. **Budget Process-** Joe explained that the budget process for fiscal year 2014 is underway. The City Manager had a meeting with Department heads on April 28 to review the FY13 budget. Joe expressed that the department budget has been increased for FY14 by 0.3%. Capital requests are repaving the parking lot at Bill Vallely/Roughrider Field at a cost of approximately $80,000 and a phase approach to improve and bring up to code all city park play areas at an overall cost of approximately $100,000. These plus carry over projects will be discussed. Joe stated that there would be a budget workshop meeting on May 23 that would be open to the public. On June 6 expenditures will be adopted followed by full budget adoption on June 25.

4. **Project updates**

   a. **Goldwater Lake**- Eric Smith informed the Board that the project is close to being put out to bid. The project is 90% designed by Kelly-Wise Engineering. The design includes a new pavilion, restroom, additional parking, additional picnic areas and an event ceremony pad with a view of the lake. A water well is being added that will serve both the existing area and new areas of the park. Eric explained that Dakota Logging would be cutting and removing trees, clearing brush and slash piles the week of May 13. The project will be advertised in phases, as some work can be

done in-house. A question was posed regarding the emergency access road, but Eric informed the Board that because of a lengthy process, the Prescott national Forest would not be able to consider it until October 1.

b. **Greenways Trail System**- Eric informed the Board that the City is approaching private property owners along the creek corridors in the down town section of trail to go over Phase I and Phase II of the project. Once those phases are complete, Phase III will connect from the Greenways to the Rodeo Grounds and then to the Centennial Trail. Phase IV will connect it to the Yavapai College trail system and the VA trail system. This is all in an effort to inform residents, secure right-of-ways and complete the in-town section of the Circle trail.

c. **Grants**- Eric Smith explained that he has been working on a grant for Phase III of the Greenways Trail that would be for $10,000 from the Bikes Belong Foundation. Eric stated that it still needs to go to Council for approval. If approved, the monies will be used for building retaining walls and keeping the corridors maintained.

   Eric Smith explained that he has been working on plans for the construction of a new trail, 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. Arizona State Land Department will have to grant right of entry and will bill the City accordingly, depending on cultural resource identification. The money, if granted will come in after July 1 and will need to be used within 18 months.

   Eric smith updated the Board that the City acquired right-of-way on Arizona State Land for the Circle Trail around Hwy 89 and Williamson Valley Rd. The cost of $120,000 can be in ten or fifty year easements.

d. **Disc Golf Tournament**- Joe Baynes explained that Manzanita Outdoor will host the first disc golf tournament on May 18. The entry fee will be $15. Joe reported that since the completion of the course revenue at Watson Lake is up about $2,000 from this time last year

5. **Upcoming Council Items**- Joe Baynes explained that he would be approaching Council on the following items:
   i. The Bikes Belong Foundation Grant- for Greenways
   ii. A parking agreement with Burro Creek, LLC for the Gail Gardner/ Westridge street trailhead parking for the Centennial Trail
   iii. Request for monies to purchase weather stations- will help in determining water savings

6. **Division Reports**

a. **Sports & Recreation** – Rick reported that the summer season is going to be busy with city-league softball and tournaments. He also reported that there will be 146 teams participating in the league this season, up from 138 in 2012. There are currently 31 tournaments scheduled on the fields May through September.

   Rick also reported that the Special Needs Activity Program (SNAP) is busy with monthly dances, bingo, swimming and is gearing up for their May Prom.

   Activity Center activities are increasing. The PAL Boxing has scheduled a boxing tournament for May and the Smoki Museum will be holding their Indian Arts Festival here in June.

   The Department has a new Secretary. Amanda Davis will now be the front office contact.

b. **Tournaments and Special Events-** Michelle Stacy-Schroeder reported planning for the 2013 Senior Games is underway. This year Pickleball will be added to the list of events thanks to a partnership with the Prescott Lakes Country Club.

c. **Parks Maintenance-** Rudy Litka reported that Parks Maintenance is gearing up for a busy tournament season. Seasonal staff will be coming onboard next week. Rudy also reported great communication with the user groups and staff, considering that the majority of fields are being used daily. The turf is looking great.

   Tim Legler reported that AYSO Soccer has partnered with the City to install new faucets at Pioneer Park that will help in monitoring water usage.

d. **Lakes** – Steve Mancha reported that the Lakes Division has been busy gearing up for the increase use of the lakes during the summer months. May 11 will bring the Highland Games to Watson. With the addition of the disc golf course park visitation has increased and the Park Rangers have been great in offering to help staff the kiosk on weekends. Steve explained that a group from the VA will be coming in to volunteer time to do some upgrades and clean-up around the park. This year was the first year we offered reservations for camping and it has increased revenue.

e. **Community Restitution and Park Rangers-** Kelly Tolbert reported that the community restitution program has saved the City $4500 in work for the month of April.

The volunteer Park Rangers are now able to write citations. Kelly explained that the Rangers are gearing up for the busy season at the parks and lakes, but will not be recruiting for additional rangers. We currently have 19 trained Rangers and 13 on a wait list.

f. **Trails-** The Over-the-Hill Gang is working on completing the new fishing trail at Watson Lake, as well as a 1.5 mile stretch of the Granite Gardens trail. That project includes new steps and other features. The Greenways Trail is undergoing brush clearing with the help of the Community Restitution Program.

Additional volunteers are working on the trails system throughout the Nature Center, to include 1.5 miles of trail, a pond, and repairs and improvements on the tee-pee and cabin. Trail counters have shown increase visitation on the trails- Peavine (52,000), Constellation (32,000) and Flume (16,000) this year. The department hopes to add more counters to the Centennial, Greenways and Willow Lake Trails this year.

On May 6 a public meeting was held for the Prescott Trail Planning to discuss the 20-50 year plan and what people are looking for in a trail system. Approximately 140 people were in attendance to include representatives from the Forest, Prescott Valley and Yavapai County. The next meeting is scheduled for June 17.

7. **Next Meeting** – TBD

8. **Adjournment**

Motion made by Mike King to adjourn the meeting at 5:00 pm. Motion was seconded by Wayne Howell. All in favor- Motion passed unanimously in favor.

Janelle Riedl, Chairwoman

Michelle Stacy-Schroeder