Parks and Recreation Board
General Meeting
January 9, 2014
PRESCOTT, ARIZONA

MINUTES OF THE **General Meeting** OF THE **Parks and Recreation Board** held on **January 9, 2014, 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 September 19, 2013**
   Members Present: Wayne Howell, Janelle Riedl, Mike King, Ted Blake and Tom Dwyer
   Others Present: Joe Baynes, Eric Smith, Michelle Stacy-Schroeder, Steve Mancha, Tim Legler, Chris Hosking, Kelly Tolbert, Kaleigha Ross and Councilman Chris Kuknyo

   Motion made by Mike King to accept the minutes from September 19, 2013 as written. Motion was seconded by Wayne Howell. Motion passed unanimously- all approved.

2. **Field Use Fees** – Joe Baynes explained that the Department is looking to increase filed usage fees. He stated that the last time the fees were increased was in 2009, but stated that at that time the fees were adjusted on a sliding scale for co-sponsored secondary season users. At the September meeting a scale from across the state was handed out and Joe explained that the City sat in the lower scale. The recommendation is as follows:

   Residents/ Tournament Directors- $40 for every four hours; $20 per hour for lights
   Non-Sponsored Club/ Non-Residents- $75 for every four hours; $24 per hour for lights
   City Sponsored Secondary Users- $30 for every four hours; $15 per hour for lights

   Joe stated that Tournament Directors were incorporated with the resident rate so as not to deter them from bringing tournaments to Prescott. Joe also explained that some of the tournaments are subsidized through the bed tax revenue account but stressed that the majority of these tournaments bring economic revenue to the City. Joe stated that it also helps his request for additional funding for staff when he can show the amount of revenue he brings to the general fund.

   Joe asked for Board members to express concerns but stated that he would base a decision that would be in the best interest of the Department.

3. **Friendly Pines Lease-** Joe explained that the City is in the process of renewing the lease it has with Friendly Pines Camp. The Camp sits on 93 acres and has been in effect since 1955. The existing lease ended on December 3. Joe stated

that the Camp pays rent annually and it increases every year. Last year they paid $16,267.00. It is located south of Goldwater Lake and 3 acres of the Camp run adjacent to the dam along Groom Creek. In examining the lease, verbiage will be added for the frequent inspection and removal of sedimentation around the dam. If it creates a problem, the dam can be removed, at the cost of the Camp. Joe did state however, the Camp owners take very good care of the property and the City has the ability to use the facilities for 12 days per year.

4. **Dog Park-** Joe Baynes informed the Board that a Prescott resident by the name of Linda Nichols, applied for and won a $500,000 grant from Beneful, the dog food company. The Department is waiting for contact from Beneful to move forward.

5. **Project updates**

   a. **Goldwater Lake**- Eric Smith informed the Board that the project is coming along very well. Restrooms, wells and electrical are being completed. Eric stated that the first well that was dug to 300ft was not deep enough, so another well was dug to 310ft and is working great. That should be done with in the end of the week. Painting will be done this week, with a final walk through next week.

      In-house projects include a ceremony pad, picnic tables, and barbecue grills. Ribbon cutting is scheduled for early March.

   b. **Greenways Phase III**- Eric Smith and Chris Hosking explained that work has begun. Phase III will connect the creeks to downtown parks, schools and businesses. The City has received 8 land easements, 2-3 revocable licenses and 1 land donation. The City will pay for appraisals, survey work and contract and has proposed a budget of $25,000. That proposed budget will go to Council in March. Eric also added that the Yavapai Trails Association is applying for a $5,000 grant to help build a retaining wall and other materials for the trail.

   c. **Circle Trail-** Eric Smith informed that the Department is looking to lease 6.6 miles of right-of-way for the Circle Trail from the State Land Department. There will be 10 and 50 year leases on the land and will require plant surveys and appraisals. The Land Department will review the contracts.

6. **Division Reports**

   a. **Golf Course-** Joe reported that eight firms sent in proposals for the golf course. Joe said that all proposals were solid and that the proposals were being reviewed by and ADHOC committee. Currently, two firms, OB Sports and Billy Casper Golf will be contacted for a second interview. Joe stated that both firms would like to hire, retain and retrain the current staff. Each firm will need to provide a 30/60/90 day transition plan, budget and organizational chart. Joe stated that the contact will go to Council in early

February, with operations staring in March. Joe did say however that Council will retain control of greens fee and will ask for a proposal of fees.

b. **Grants and Special Projects-** Eric Smith introduced Kaleigha Ross, an intern form NAU is doing her internship with the Department. She will be heavily involved with all departments, helping out wherever she can. Eric also spoke on the progress he has made in planning the 2014 Prescott Great Outdoors event. This event will take place in October and Eric hopes to have a better layout than in 2013 and more involved participation from Arizona Game and Fish.

c. **Sports & Recreation** – Michelle reported that City-league basketball had 43 teams playing for the winter season, the most since 2008. Spring volleyball is currently taking registrations and there was a 90% recovery in sports leagues for 2013.

   Michelle stated that her and Rick are working on establishing field usage fees and the 2014 sporting events calendar. They are also working with Yavapai College and the Town of Prescott Valley to plan the 2014 NJCAA Soccer National in November.

   Rick also reported that the Special Needs Activity Program (SNAP) is going well. The program is building up their donation account so that they can offer more outings to participants.

   Activity Center activities are increasing. The spring will bring Body Walk, Kiwanis Auction and the Teen Maze. The City is also gearing up for the partnership with the YMCA for their youth basketball program. The Recreation staff is also working on special events to offer the public in the summer, like Tiny Tot Olympics, a Cornhole tournament and Community Campout.

b. **Parks Maintenance-** Tim Legler reported that a new irrigation control system is in place. The program is available online so that the department has a better handle on usage.

   The Pioneer Park Concessions stand is going through a remodel. It has been six years. Updates include new flooring, shelving and windows. In addition to the concessions stand, Pioneer Park is also getting a new flow meter and vault. This will allow for automatic turn off if there is a problem. It will also send an alarm.

c. **Lakes** – Steve Mancha reported that the Lakes staff has been helping out at the Golf Course. They have been working on landscape issues and building a retaining wall.

The remodeled playground at Watson has been completed. There were several donations from Lowe's, American Fence and B & W Fire Security Systems. The playground has been dedicated in memory of the Granite Mountain Hotshots. Water diversion clean-up has also begun at Watson Lake. The Community Restitution program is helping to clean up the channel. The clean-up includes looking for and replacing broken pipes. Lake staff has been performing crack sealing at the lakes.

d. **Trails-** Chris Hosking reported that the Circle Trail is 80% complete. He is currently working on brushing off of Sundog Ranch Road. He is also working on 5.7 miles of government trail that will connect "P" mountain over to Lowe's and then connect at the Yavapai County Juvenile Detention Center. He also announced that the Circle trial has a new logo.

   Chris spoke about the trail counters in place at various trails. There are currently 7 counters: 3 have been in place at Flume, Constellation and the Peavine and 4 others float around. These counters help track the visitors to the trails. The average trail receives 1,000 visitors per day. This information will be tallied annually. Work continues on the Greenway trails, connecting people with the downtown area.

e. **Community Restitution and Park Rangers-** Kelly Tolbert reported that the Rangers have been helping man the kiosks at the Lakes during the busy summer weekends as well as watering new turf areas in the Goldwater expansion area.

   Kelly reported that the Community Restitution program ended the year with 11,972 hours of work, which resulted in $94,600 in savings to the City.

   Kelly explained that contract instructed classes are building up. Currently the ladies boot camp has gone from one class to three. She has added a women's running club and is working with a person who teaches Fung Shui.

7. **Next Meeting** – TBD

8. **Adjournment**

Motion made by Mike King to adjourn the meeting at 4:51pm. Motion was seconded by Wayne Howell. All in favor- Motion passed unanimously in favor.

Janelle Riedl, Chairwoman

Michelle Stacy-Schroeder

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