



MINUTES OF THE CITY OF PRESCOTT PARKS AND RECREATION BOARD

City of Prescott Parks & Rec Board
General Meeting
Thursday, June 18, 2020
3:00 p.m.

Grace Sparkes Memorial Activity Center
Flagstone Room
824 E. Gurley St
PRESCOTT, ARIZONA
(928) 777-1122

Minutes of the Recreation Services Board Meeting held on Thursday, June 18, 2020 in the Flagstone Room, located at 824 E. Gurley Street, Prescott, Arizona.

1. Call to Order

Chairperson Travers called the meeting to order at 3:06 p.m.

2. Swearing in new member – Deborrah Miller

3. Roll Call

Parks and Recreation Board Members and Liaisons

Present

Excused/Absent

Peg Travers
Chris Welborn
Linda Nichols
Sherri Hanna
Deborrah Miller

Council Liaison
Councilwoman Alexa Scholl

Staff Present
Staff Liaison, Samara Rice
Recreation Services Director, Joe Baynes

4. Approval of February 20, 2020 Meeting Minutes

Chris Welborn made the **MOTION** to approve the minutes of **February 20, 2020**. Linda Nichols seconded, Motion passed unanimously.

5. Board Member Updates

Deborrah Miller gave a brief update on some ADOT projects as it relates to trails.

Linda Nichols: Gave a brief update on the Dog Park. She is still anticipating more brick sales. Needing to be sure there are plenty of flyers at the dog park to advertise. Bricks can be purchased online through the City website.

Chris Welborn – since the February 20th meeting he’s done a great deal of hiking and continues to admire the wonderful trails in our area.. He feels the crews are doing a great job.

Sherri – Nothing new to report but asked about an update on the Lower Goldwater progress.

Council Woman School: City Council has been “in-person meetings” throughout the shut-down. Last weekend in May audience members were allowed and there was quite a turnout for the first June meeting when council approved the letter of intent for the Arizona Eco Development. Moving forward with annexation process. Once approved it will largely impact the Recreation Services

Peg Travers suggested a field trip and Joe Baynes stated he would like the next meeting to be at a site location, “boots on the ground” meeting. Peg also gave a Pickleball update stating there had recently been an event where 16 youth showed. Peg is motivated to get more youth out there on the courts. She feels there have been larger numbers on the newly lighted courts. She would like to get schools involved and populate more youth based events.

6. FY21 Budget- Joe Baynes

Began working on budgets in February, COVID hit and there have been set-backs. We were told to make our budget equal to last year or less and we were able to cut by \$2,000. Council asked that we look at it every two months. Merritt increases were also frozen for all city employees. Capital projects on hold, other than Splash Pad by Hilton Garden which was approved last FY. City is saving money on the project by doing the earthwork ourselves. Opening will coincide with the Hilton Garden Inn in October. Peg Travers asked if the Pickleball Courts resurfacing would be frozen. Joe clarified that this was already in the budget and not considered a capital project. Councilwoman Scholl stated that every department has contingencies built in. Tax information from the state are usually about a month behind and April looked better than thought to be. Joe stated we received over 5 million in Cares ACT funds that will mainly go to Police and fire to offset overtime and things related to COVID, but it does free up some money in the General Fund that can be used for other things like the Granite Creek/Greenways Corridor. Our last meeting the Greenways Corridor was discussed and we are looking at applying for Land and Water Conservation grant money to match city money. Total project is 1.8 million dollars. Decisions need to be made regarding breaking it into phases if funds are not available. Chris asked if the grant had time limitations and Joe clarified that there was a two-year timeframe for it to be utilized.

7. Boat rental concession

The boat rental concessions are at Watson, Goldwater and have the ability to use Willow but not much has been done there. We put it out to bid and MoFun, the existing vendor, and Back Country submitted bids. Pricing was discussed and for all intensive purposes they track the same. Much discussion regarding the revenue the City receives from the vendor currently and in the past. It was discussed that MoFun has infrastructure in place – Con-Ex Boxes on site for storage of rental equipment, and a 12 year history.

Motion: The City of Prescott Parks and Recreation Board will go along with the recommendation by the Recreation Services Department to award the contract to MoFun. Motion introduced by Linda Nichols, second by Sherri Hanna, unanimously approved.

8. Wellness Committee event collaboration

The Mayors Commission on Well-being committee has met since January and has a website ready to launch in the next two weeks and continue to gather information to take a pulse on what is going on in the city. The intent is to be visible and collaborate with entities as they are having

events. They are hoping to have an event of their own in late August. So much is related to Parks and Recreation. Peg asks that they be permitted to “piggy back” on some events through Parks and Recreation. Joe suggested possibly the 4th of July, but Peg felt that might be too soon. The Movie nights at Ken Lindley field might be an option. Joe brought up “Hopfest” as a suggestion as well. Councilwoman Scholl addressed the ECHO committee’s intent to re-launch the Prescott Great outdoor event and the potential of the Well-Being committee assisting in that. Alexa also addressed the City of Prescott Employee picnic as a great venue to make a presence.

Peg mentioned that a survey will be going out to potentially over 5000 people to find out more about the needs of the public regarding wellness.

Division Reports – Given by Joe Baynes -

a. Sports programming updates – submitted by Rick Hormann

- A lot of tournaments have been canceled. Starting to pick back up with 42 teams in the Beat the Heat Tournament. Yavapai College is doing Live streaming of higher caliber teams at Bill Vallely fields where coaches can come and recruit. Adult softball leagues are going, 94 teams, typically over a 130. Had to cancel Summer Basketball program due to the COVID. Did repaint the gym, re-doing floor end of the month. The SNAP program had to postpone indoor events but they team created a drive-thru for participants to come and receive activity bags filled with goodies. Joe said it was a wonderful event and “it will warm your heart.”

b. Golf course updates – Joe Baynes

- Father and Son event two weeks ago. 500 golfers signed up from all over the state. Been going for over 55 years.
- 500 rounds in one day the week before the Father and son event. 400 rounds is considered extremely good. Over 224 acres to social distance. We are way above in rounds. 2014 56,000 rounds. 2019 78,000 rounds and this year we are easily going to do 80,000 rounds. Social distancing is fairly easy to do while golfing. There were many social distancing factors put in to place to make it safe.
- **Submitted by Albert Mendibles:**
There have been many challenges at Antelope Hills in the previous several months. Circumstances that we have not encountered in the 20 plus years I have been employed here. Our staff has done an outstanding job throughout the challenges and adversities that we have faced. Steve and I cannot say enough about what our employees do in order to maintain the facilities to the standards we have set. To hear golfers and homeowners view what we do as "mowing grass" have no idea what we have struggled with this spring. These are just a few items.
- Prior to aerifying the North greens (which are clay based as opposed to USGA sand based), we sustained a great deal of rain. Literally one day before aerating, we received close to 3 inches of rain in the previous 3 days. We were having an aeration company come in and deep drill the greens. It was one of the worst aerations we have had. The moisture made the cleanup almost impossible. The top dressing was also at a 100% saturation level. We did what we could, but was obviously not happy with the end result. At times one has to realize that we are in a weather controlled situation, and there was nothing else that could have been done. We did some different mechanical things to smooth and clean up the greens in the following weeks. The greens have bounced back nicely, but it definitely took some time to recover from having to aerify with saturated greens.
- Several situations have come up in regards to our water supply for the courses. The treatment-plants, both had major shut downs as the weather warmed up. There was a valve malfunction at Sundog and a meter breakage at the airport plant. Combined for these 2 incidents we barely received enough water to irrigate the courses. Each incident limited our water intake for approximately a combined

7 weeks from April thru May. Our irrigator has done an outstanding job in getting what water there was on the courses. Unfortunately the lake levels were low throughout this time frame due to the lack of water availability.

- For some reason (COVID?) the courses have been extremely busy this spring. In the time frame from late April thru early June the amounts of rounds of golf were enormous. Through this time the tee sheets were literally full from 6:30 am thru 4:00 in the afternoon-on both golf courses. This is great for revenues, but had some challenges for the courses. Obviously the courses were constantly full with the compaction and play of all the golfers, but the staff had to get creative in dealing with issues of stress areas, line breaks, mowing, etc. People don't realize how hard it is to address these issues among hundreds of golfers, but our staff has still been able to do a great job in these situations.
- We recently hosted our Father/Son event, which we were not sure if it would take place amid the COVID restrictions. Our staff put in many hours leading up to the event, and the courses were in very good shape. This was reflective of the low scores that were produced. Plus, the people that participated- of whom I respect with their golf knowledge/ experience, were very complimentary in the conditions and playability of both courses.
- In going forward we hope to get a little relief with some monsoon activity and continue providing a good product for our citizens, and visitors to the Prescott area.

c. Trails and natural parklands updates – Joe Baynes:

d. Recreation supervisor updates submitted by Larry Stephens:

- Watson Lake – replaced a lot of round rail fencing with large boulders to help with maintenance time and costs.
- Lake attendance during COVID-19 “Stay at Home” order was way above our normal operating day.
- Watson Lake – Replaced the worn shingles with metal roofing on the Upper and Lower Ramada’s.
- Upgraded the Kiosks with 4G modems that will provide better communication and service.
- Stage II fire restrictions started on June 3rd; BBQ grills and fire pits covered.
- Camping opened up on June 4th and has been steadily busy.
- Watson Lake – installed a water line to the Kayak Vendor (Prescott Outdoors) area to help them with cleaning their equipment.
- We assembled a barge, with mainly spare parts, to use for the launching of fireworks from the lake for the Fourth of July Celebration.
- Lake levels – Watson -2.1 feet, Willow -5.7 feet, Goldwater -.5 feet.
- Joe discussed the upcoming 4th of July event that would take place at Watson Lake. Fireworks will be displayed, attendance would be limited to “drive-in” style and it would be made as safe as possible. There would be hand washing stations and only allow 5,000 people instead of the potential capacity of over 20,000. Shuttles will run and masks will be made mandatory.

e. Landscape update submitted by Josh Olson

- The Miller Valley landscape project has been completed. Grass was removed and desert-scape installed. With 2 Ponderosa Pine trees, 1 Spruce tree, 2 Butterfly bush, 3 Manzanita bushes were installed, and some round rail fencing along with boulders and granite to finish it off. With this change we went from roughly 50,000 gallons of water to 2700 gallons of water with a saving of 47,300 gallons

of water a month by not having grass and just a few plants. Which I am sure is a tremendous cost savings. Joe Baynes said this is a saving of about \$5,000 a year.

- We also took the cactus out of the island across the street between Iron Springs Rd. and Willow Creek Rd. and added two trees 1 Ponderosa Pine, and 1 Pinion Pine and left the agave plants which bloomed again this year.
- Removing plants in areas that are overgrown such as in front of armory, and by the V A cemetery.
- Looking at tree trimming in all of our areas.
- My team and I plan to keep making Prescott look great and look forward to a great 2020.

f. Maintenance coordinator updates – submitted by Adam Camacho –

- Granite Creek Story Walk - half mile track that goes around Granite Creek park with parts of the story at each of the 26 stations around the park. The Library was instrumental in getting the grant. The story should change about every three months.
- Pickleball court lights (Completed)
- Kaylas Playground: Resurfacing coat, landscaping, and shade structure. Peg Travers inquired about where the umbrellas are that were there and if they may be available for other areas if they are no longer going to be used at Kayla's Hands.
- Ballfield Maintenance: mowing, dethatching, field grading, edging, weed abatement.
- Irrigation Maintenance: Numerous water line repairs, backflow repairs, seeding, fertilizing, insecticide application.
- New fencing for ball field backstops @ Pioneer, Bill Vallely, and Willow Creek. (Completed)
- Replenished Playground Woodchips at Ken Lindley, and Granite Creek Park. (Completed)
- Built 4th of July Fireworks Barge. (Completed)
- Dugout shade covers at Willow Creek ballfield. (Completed)

g. Special events updates – submitted by Michelle Stacy-Schroeder:

- Due to COVID-19, most events in April, May and June were cancelled. Some were rescheduled for later in the fall. 20 events out of 22 were cancelled for 2020 with 2 (Whiskey Basin Trail Run and Dancing for the Stars) rescheduled for the fall. In addition to special events, 9 tournaments were cancelled.
- The City is working with event promoters, and Yavapai County Health Department to educate the public on personal spacing and social distancing measures as well as increasing hand washing stations or sanitizing protocols at upcoming events.
- Field, Camping and Ramada Rentals
- City closed down Ramada and field rentals beginning March 17, Ramada's reopened May 22, field reservations reopened May 25 and camping reservations reopened June 4
- The question came up regarding the parade – how will people be sectioned off to social distance. Joe stated that they are reducing the number of entrants from 164 to 109 and altering the parade route. Staging will have hand sanitizers. There will be people walking with the entrants and it's recommended that people not comfortable should consider keeping a distance.

h. Fleet and facilities updates -- submitted by Justin Hill- Fleet updates

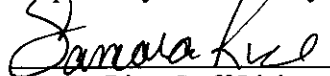
- Fleet has completed the inventory and reorganizing of the parts room. This has been a big undertaking over the last year and we are excited about it being completed.
- Fleet is working on closing the end of the year out.
- Working with Harris Auction on a date for the upcoming the auction.
- Working with Risk on getting all the vehicle damage repaired.
- Our contract specialist is reviewing all the contracts at Fleet and Facilities.
- Working on finishing up the FY20 vehicles. Vehicles that we are still waiting on.
- Two police BWW motorcycles. Expected to receive in July.
- Front-loader refuge truck. Expected to receive in July.
- Three Tahoe's are expected at the end of June.
- The four police F150. Have not received a date on when they will be produced. Expected late summer/fall.
- Two police explorers. Have not received dated on when they will be produced. Expected late summer/fall
- Working on quotes for the upcoming FY21 vehicle list.
- Working on finalizing the dump truck quote with the Street Department. Working on getting it on the July 28th Council agenda.
- Have a pre-build meeting with AEP (Arizona Emergency Products) on Friday to go over the two Tahoe builds.
- Solid Waste will decide on what two refuge side load trucks they want for FY 21 budget year.
- Last week Fleet received the two new side loader refuge trucks. Fleet has already competed for the title work, PDI completed and radios will be done this week. Stickers should be complete by auto trim this week. The driver will start their training on the trucks Wednesday the 24th
- Joe Baynes gave a Facilities update-- Flood in the basement at City Hall -- Facilities worked on it for a couple of months, inserting sump-pumps, re-did the concrete floor. Typically the volume is 80 to 100 work-orders a week on average in over 325,000 square feet of buildings to maintain. Building a new hall in City Hall.

9. Next Meeting -- TBD

10. Adjournment

There being no further business to discuss, Deborah Miller made motion to adjourn, Linda Nichols second, Chairman Travers adjourned the meeting at 4:24p.m.

Respectfully Submitted by:


Samara Rice, Staff Liaison


Peg Travers, Chairman

Date: 11/19/20