

**CITY OF PEORIA, ARIZONA
PARKS & RECREATION BOARD
Point of View Conference Room
September 4, 2008**

A **Special Meeting** of the Parks and Recreation Board of the City of Peoria, Arizona was convened at 9875 N. 85th Ave in open and public session in the Development and Community Services Building at 7:00 p.m.

Members Present: Gregory Jones, Chuck Fitzgerald, Jon Sears, Diana Bedient, Carol Ulshoeffter and Bill Collett.

Members Absent: None

Municipal Officials Present: J.P. de la Montaigne, Community Services Director; Brenda Rehnke, Recreation Manager; Kirk Haines, Parks Manager; Maria Traci, Management Analyst and Heather Cammarata, Executive Assistant

Audience: 0

CONSENT AGENDA: Carol Ulshoeffter made a motion to approve the consent agenda item including the minutes of the May 8, 2008 meeting. Diana Bedient seconded the motion, and, upon vote, the motion carried unanimously.

REGULAR AGENDA

NEW BUSINESS:

COMMUNITY CENTER MASTER PLAN

Brenda Rehnke, Recreation Manager, gave a presentation to the Board discussing the Community Center Master Plan. The purpose of the Master Plan was to assess the feasibility to combine both buildings together, modernize and update the facility, and expand operations and current programming.

Chuck Fitzgerald questioned whether the relocation of the Women's Club adjacent to the Community Center has made an impact on the Community Center's operations. Brenda Rehnke answered that the construction activity has not negatively impacted the Community Center. J.P. de la Montaigne, Community Services Director, added that the Women's Club is scheduled to open on September 26.

Chuck Fitzgerald questioned whether an increase of activity has been noticed in the CAP (Community Action Program) office. Brenda Rehnke answered that the staff has not reported any increase in activity. The CAP office generally tends to be busy no matter what time of year.

Gregory Jones questioned the old floor plan had a playground area for Head Start and will

this be replaced. Brenda Rehnke answered that this will be replaced and will likely be placed on the North side of the building in an open courtyard. The new location will still be fenced but will be left open at night for others to use. Its current location does not permit this type of accessibility.

Diana Bedient questioned what the targeted start date is for this process. Brenda Rehnke answered that the bond must be passed first. O&M (Operations and Maintenance) costs must then be approved. It also depends on the CIP (Capital Improvement Program) schedule. Diane Bedient questioned if there is a timeline on construction. Brenda Rehnke answered that this will depend on the design phase. It is estimated that construction will not begin for at least another two and a half years.

Gregory Jones questioned the additions funded by CDBG (Community Development Block Grant) and whether additional funds can be requested. Brenda Rehnke answered that we may be able to request additional funds at some point. J.P. de la Montaigne clarified that \$5.2 million of the bond authority has been approved for Community Center. \$1 million of that was added at the end to upgrade the existing facility. With the CIP, capacity may not be available for this money in 2010 which may be pushed back to another year.

Bill Collett questioned whether there is any requirement that the playground facility be next to the Head Start program. Brenda Rehnke indicated that as long as it is available and fenced, it does not have to be directly next to the Head Start area.

Gregory Jones questioned if there is a potential to flip the Head Start area with another location in the building to put it closer to the playground. Brenda Rehnke answered that this is something that was looked at. Head Start requested to stay in the current area because there is a private restroom. The location is also convenient for parents to pick up their children.

J.P. de la Montaigne explained that the changes to the layout were made both to benefit users and staff. Staff and user feedback was gathered and incorporated into this plan. The proposal will be presented to the public in meetings on 9/8 and 9/9. These comments will be taken into account and a presentation will be given to Council on 9/16.

Bill Collett questioned whether a lot of storage area would be lost when the modular building is torn down. Brenda Rehnke answered that storage has been built into each area and there will be more storage overall. Currently, the City is only using a small corner of the modular building.

Gregory Jones questioned what would happen if the public's comments were negative and the Board had already approved the item. J.P. de la Montaigne responded that information is being gathered at this point from both the Board and the citizens. When the item is brought before Council on 9/16 it will be in a study session format and Council will

not be voting on the item.

Carol Ulshoeffter questioned whether the modular building is a temporary or permanent building structure (i.e. made of brick). Brenda Rehnke answered that the modular building is a thirty year old temporary structure that should have been torn down.

Chuck Fitzgerald made a motion to recommend the Community Center Master Plan to the City Council. Diana Bedient seconded the motion and, upon vote, the motion carried unanimously.

TREE CITY USA

In order to qualify for Tree City USA, the City needs to meet certain requirements which are currently in progress. A draft ordinance has been prepared. It provides for management of public trees and public rights of way. Erik Wilson is the person on staff who is a Certified Arborist. He would manage and oversee this program.

Chuck Fitzgerald questioned why the City would like to pursue this designation. Kirk Haines answered that Tree City USA is nationally recognized. The City is also focusing on environmental issues.

Bill Collett questioned if the proposed ordinance is how the City is currently handling trees. Kirk Haines responded that for the most part the City is currently handling trees in this manner. Some recent pruning done by utility companies did not take this into account. Bill Collett questioned whether the utility companies would have to come to the City's Arborist under this ordinance before pruning. Kirk Haines indicated that this is the concept.

Bill Collett questioned whether the City can control a tree on private property. Kirk Haines responded that trees on private property or maintained by an HOA cannot be controlled by the City.

Gregory Jones questioned whether all new projects would have to install larger trees, the size trees mentioned in the ordinance. Kirk Haines answered no, only trees of this size will have to be cared for according to these guidelines. Trees below the specified size will be allowed to grow to the appropriate size before being managed.

Gregory Jones questioned whether there was anything to be added to control standards for younger growing trees that may be at risk. Kirk Haines answered that the City tried to look at the size of trees based on standards throughout the valley. When the trees are smaller, they are left alone as much as possible. The only time a smaller tree may be pruned is if there is a visibility issue.

Gregory Jones asked if the City has any additional guidelines in place to prevent smaller trees from being improperly handled. Kirk Haines responded that there is nothing currently

in place.

Gregory Jones questioned the species of trees and if they are consistent with Community Development guidelines of what should be placed in the right of way. Kirk Haines responded that there is a little bit of variability in the species. This will be evaluated internally. The City focuses on low water use desert landscaping.

Carol Ulshoeffter questioned that many of the trees on the list drop pods and create a large mess. Kirk Haines indicated that pods are common amongst desert plants. Landscapers are in place to clean this up.

Chuck Fitzgerald questioned whether Economic Development can use this to promote the City of Peoria. Kirk Haines indicated that this designation can be used to promote the City as well rounded and committed to the environment.

Carol Ulshoeffter questioned how we determine the Arbor Day celebration location and who is involved. Kirk Haines indicated that staff will provide educational sessions discussing how to water, install, and maintain trees. Further details will be worked out closer to the date.

Jon Sears questioned who controls revisions of the ordinance. Kirk Haines indicated that standard revisions would not come to the board.

Jon Sears questioned if we would continue to use our contract maintenance groups to help maintain these standards. Kirk Haines answered yes, the contractor would continue to help maintain these standards.

Bill Collett questioned whether the Certified Arborist is a City employee. Kirk Haines indicated that Erik Wilson is a current City employee and would be the person managing this project. Bill Collett confirmed because there is no mention of additional compensation. Kirk Haines confirmed that this is correct.

Jon Sears questioned what the dollar amount of the fine is and who sets it. Kirk Haines answered that this is a standard fee per incident which is already established in the Parks and Recreation rules.

Gregory Jones questioned why sections twelve and thirteen were struck out. Kirk Haines answered that this section was removed at the request of the attorney.

Jon Sears questioned that section 12 deals with important issues such as covering signs. Kirk Haines responded that this was removed because it is already being addressed under code enforcement.

Gregory Jones questioned that section 12 states the City has the right to remove a tree that is not being taken care of properly. Kirk Haines indicated that this policy already exists and there was not a reason to duplicate.

Jon Sears made a motion to recommend the proposed application for Tree City USA and development of a tree ordinance. Diana Bedient seconded the motion and, upon vote, the motion carried unanimously.

CALL TO THE PUBLIC: (NON-AGENDA ITEMS): None

REPORT FROM STAFF:

RECREATION SCHOLARSHIP PROGRAM

Brenda Rehnke gave a presentation to the Board detailing what youth scholarships and assistance is being provided to citizens from the City of Peoria and outside funding sources.

Chuck Fitzgerald commented that this is a great opportunity. Jon Sears questioned where the money given from the City comes from. Brenda Rehnke answered that participants have the option to donate money each time they register.

ARIZONA STATE PARKS HERITAGE GRANT REQUESTS

Kirk Haines informed the Board that grant requests have been submitted for Community Park #2 and the trail project at the New River underpass and Grand Avenue.

Jon Sears questioned the location of Community Park #2. Kirk Haines answered that the park will be located at 83rd Avenue and Olive Avenue.

Bill Collett questioned how long it will take to build the underpass after the design is completed. Kirk Haines indicated that the process is being managed by the City which should hopefully expedite the process. Permits still have to be obtained from the Maricopa Flood Control District, an easement from the railroad and a 404 permit from the Army Corps of Engineers. These are currently underway.

J.P. de la Montaigne reminded the Board that the Bond issue will be on the upcoming ballot. Public town meetings will be held to discuss with residents. If approved, \$370 million will be for the City, with \$50 million of projects set aside for the Community Services Department.

REPORT FROM BOARD MEMBERS:

Chuck Fitzgerald attended the annual APRA conference (Arizona Parks and Recreation Association) last week. He was impressed that Peoria is very highly regarded in the valley

as a leader in Parks and Recreation. One item discussed at the conference should be looked at here. Parks and Recreation Board members in other cities have gone to different facilities to meet staff. Staff responded that this is always an option for any member of the Board who wishes to do so.

Diana Bedient reminded the Board about the upcoming Chamber of Commerce luncheons taking place in September and October.

ADJOURNMENT

There being no further business to come before the Board, Chuck Fitzgerald made a motion to adjourn. Jon Sears seconded the motion and the meeting was adjourned at 8:20 p.m.

Gregory Jones, Chairperson

Heather Cammarata, Secretary