Parks and Recreation Agenda

Mojave Conference Room **11465 West Civic Center Drive** **Avondale, AZ 85323**

Summary of Parks and Recreation Department Actions

Parks and Recreation Monthly Advisory Board Meeting will be held beginning at 6:30 PM in the Mojave Conference Room. Election of 2019 Officers and Department Goals and Objectives will be discussed.

REGULAR MEETING
January 9, 2019
6:30 PM

1. **ROLL CALL BY ASSISTANT DIRECTOR, CHRISTINA UNDERHILL**
2. **MATTERS OF DISCUSSION**
    a. **APPROVAL OF NOVEMBER MINUTES**
    Board Member, Dan Rauscher motioned and Board Member, Katherine Hall second. Advisory Board Approved the November 13, 2018 minutes.
    b. **ELECTION OF OFFICERS**
    Katherine Hall was nominated and accepted the position of Vice Chair. Glen Hein volunteered to become Chair of the Board. Board approved this action.
    c. **RENEWAL OF ARIZONA PARKS AND RECREATION ASSOCIATION (APRA) MEMBERSHIP**
    APRA membership renewals are due January 31st, 2019. Membership will be renewed, and new board members will be added accordingly. All in agreeance of renewing membership. Department renewed membership for bundle package.
    d. **GOAL SETTING OBJECTIVES**
    Expectations of the Board and their involvement was expressed. Objectives voiced and recorded for future agenda items.
    e. **MEMBERS NEEDED FOR CAPITAL IMPROVEMENT COMMITTEE**
    Advisory board approved the member recommendations for the committee. Board member, Oscar DeAlba and Glen Hein will join.
    f. **LIBRARY FINES AND FEES (LIBRARY MANAGER PRESENTATION)**
    Board discussed, and suggestions were provided.
3. **REPORTS FROM STAFF**
    a. **Recreation**
    Reports were shared regarding sports and leisure classes, future projects of the parks, and special events coming up. No action required.
    b. **Library**
    Reports were shared for the month. No action required.
4. **FUTURE AGENDA ITEMS**
    a. **Board members provided recommendations for future agenda items.**
5. **ADJOURNMENT**

Avondale
Aspiring. Achieving. Accelerating.

Date: January 9, 2019

To: City of Avondale Parks and Recreation Advisory Board

From: Kirk Haines, Director, Parks, Recreation and Libraries

Subject: Meeting Notes—Parks and Recreation Board Meeting

The Avondale Parks and Recreation Advisory Board meeting was held on January 9th at 6:30pm.

Roll Call:

The following Board Members were in attendance: Vice Chair Glen Hein, Katherine Hall, Dan Rauscher, and Oscar DeAlba.

The following Board Members were absent: Chair Lynn Cheatham and Glenn Coleman

Matters of Discussion/Recommendation Action:

The meeting was called to order at 6:30pm.

- Approval of Minutes: Vice Chair, Glen Hein motioned to approve November minutes and Katherine Hall second.
- Election of Officers: Katherine Hall was nominated as Vice Chair of the Board and accepted. Glen Hein graciously volunteered to be Chair of the Board.

Kirk Haines explained the time commitment of the two officers and their involvement and actions expected from the Board involving but not limited to:

- Goals established within the board to help generate specific items for the monthly agenda
- Assistance with feedback on different things from a staff perspective; such as, Capital Improvement Projects budgeting, Park Designs, and rules and regulations regarding appeals that require board review
- Goals and objectives on how advancement can occur with Board being more involved.
- Fundraising for the Board: more involvement with the Friends group
- Speaking on behalf of the department at various events
- Participation in events throughout the year (volunteering, etc.)

All in favor of renewing the annual Arizona Parks and Recreation Association membership. Renewals are due January 31st and will be paid by the department.

- Goal Setting Objectives: Chair, Glen Hein, expressed that seeing Festival Fields through to its completion is a big goal for the department this year. The growth of the smaller neighborhood parks is also a goal and looking forward to seeing more upgrades throughout.

Ground Breaking Ceremony took place today (January 9, 2019) at noon and was welcomed by the community.

Kirk Haines mentioned that soon the department would like to conduct one of the board meetings at the site, so the board can see the progress at various stages of the project.

Anticipated completion of the project is in December.

Christina Underhill recapped that J2 Engineering designed the project and Haydon Contracting will be doing the Construction.

Vice Chair, Katherine Hall, added to the Boards Goals and Objectives of the year by asking what is it that council look forward to seeing done by the board/ community.

Kirk followed by expressing Council's needs and goals to be added:

- making sure the department updates the Master Plan on the information of the goals
- keeping the board aware on the status of Capital Improvement Program requests.
    - Board should be aware on how the CIP aligns with department goals

Future Agenda Item: Luis Falcon will talk about parks in general- value and importance. He is on the Natural Resources Committee of Congress and have experience in: park lands and federal lands. Good opportunity to see where local parks interface with federal parks. Contact was shared by Chair, Glen Hein

Federal Grants: previously applied to private and state, federal grants. Wanting to establish a partnership that will be willing to assist in capital funding.

There is a possibility that Council will be moving forward with an initiative to increase sales tax for the quality of life for improvements. There is no true funding set aside for trails or to have an aquatic center, etc. If there are strong enough support, then there is a possibility it will be on the ballot. Hopefully there will be a committee that will get behind this decision. Kirk Haines, shared and encouraged the board to add this as a goal for the board in sharing information to the community and being advocates for the Department.

Question Asked: What will be the process in getting things started with delivering information. What direction should the board take at this moment?

Events will be a great avenue to get the word out and began forming committees based on the individuals who are interested. Late summer early Fall will be a good time to start.

Question Asked: How long does it take to get enough information to have something like this on the ballot.

About a year. There are guidelines that must be made by state law. Research, community input and marketing all take place as well.

Future Agenda Items: Sales Tax Initiative support/ Funding Support

- Capital Improvement Committee: Kirk briefly spoke about the committee needing two members from the board involved. Council is looking for representatives from the various boards who have a strong interest. There will be one or two lengthy meetings. Only two members are needed: Oscar DeAlba and Glen Hein volunteered to participate. Katherine Hall will be a backup.
- Library Fines and Fees: Presentation by Library Director, Ava Gutwein, on getting rid of Library fines.
    - Overdue Fines: Current Library Policy and Practice
        - Books, magazines, CDs- $ .20/day (up to a maximum of $8.00 per item)
        - DVDs- $1.00/day (up to a maximum of $12.00 per item)
        - Interlibrary loans- $2.00/day (up to a maximum of $40.00 per item)

Patrons with materials out are sent an email reminder, 2 days before the due date, 10 days after the due date, 21 days after the due date, a bill at 50 days overdue with notice that account will be sent to collections at 61 days overdue. Patrons with fines of $10.00 or over are blocked. Fines are waived in special circumstances.

Question Asked: Will there be some sort of tracking of patrons with outstanding items.

Lost item or damaged will be charged

Question Asked: Is there any way to do a pre-checkout to prevent conflict of patrons checking their account and realizing early that there is an overdue fine?

There are self-check-out stations in the library

Question Asked: What is the downside? Any data release on other libraries doing away from fines?

Average lost is $46,000 of materials that do not come back.

Majority of the Board is interested in instituting as a pilot program to see how things turn out.

Reports from Staff:

Recreation:

- Reclassification of Angelo and Stacy position from Recreation Programmers to Recreation Coordinators. A Recreation Manager will be hired in the near future to oversee those positions.
- Busy start of a lot of new programming with leisure classes and sport tournaments/ leagues.
- Ground breaking Ceremony for Festival Fields took place at noon, January 9th.
- New renovated restroom at Friendship and field lights on 9 and 10 will be installed in the near future.
- Decent turnout for New Year's Eve event. Close to 500 people in attendance.
- This coming Saturday (January 12th) is dodgeball for the teens. Recreation Coordinator, Angelo, will be hosting it at the American Sports Center from 7:00 pm to 9:00 pm
- February 9th is the next huge event called Culture Pop. Event is from 6:00 pm to 10:00 pm on Thomas Road.
    - Aqua Fria HS is putting on a fundraiser before the event. It'll be a color run.
    - Estrella Community College is also celebrating Black History Month
    - Naturalization Ceremony will also be taken place on the same day.

Library:

- Circulation is doing well.
- A lot of student cards are being made.
- More involvement with Kids at Hope and integrating that with the library cards.

Future Agenda Items:

- Representative Luis Falcon will speak about local parks (tentative meeting for February 2019 meeting)
- Board member involvement (fundraising)
- Library User Privacy (Stephanie Van Atta, Library Technician, to provide data at upcoming meeting)

Adjournment:

Meeting was adjourned at 8:30pm. Vice Chair, Glen Hein motioned, and Board members present second, simultaneously.

2/13/2019

Parks, Recreation, and Library Board Chair or Designated Representative — Date