

---

**Minutes**  
**Parks, Recreation, Golf and Double Butte Cemetery**  
**Advisory Board**  
**December 21, 2016**

---

**Minutes of the Parks, Recreation, Golf and Double Butte Cemetery Advisory Board meeting held on December 21, 2016, 6:00 p.m., Tempe Public Library – 2<sup>nd</sup> Floor Board Room, 3500 S. Rural Road, Tempe, AZ.**

**Members Present:**

Fred Wood – Vice Chair  
Judy Aldrich  
Maureen DeCindis  
Mary Ann Dillon  
Suzanne Durkin-Bighorn  
Christina Hudson  
Mary Larsen  
Duane Washkowiak

**Members Absent:**

Sharon Doyle – Chair  
Tiffany Beyer  
John Vack

**City Staff Present:**

Craig Hayton, Parks Manager  
Bobbi Lloyd, Management Assistant II  
Melissa Quillard, Public Works Supervisor- Administration  
Kelly Rafferty, Deputy Community Services Director- Recreation

Upon the establishment of a quorum, meeting was called to order at 6:05 p.m. by Fred Wood.

**Agenda Item 1 – Public Appearances**

Darlene Justus spoke in support of Papago Park Preserve and charter amendment as long as the master plan is followed. Concern expressed if all preserves were put together since uses are different at each one.

Dave Scheatzle spoke regarding the facility naming request of the James Elmore Bridge. Background information was provided and supporters present introduced.

---

**Agenda Item 2 – Approval of Meeting Minutes****November 16, 2016**

Motion made by Judy Aldrich to approve meeting minutes of November 16, 2016 as submitted.

Seconded: Mary Ann Dillon

Motion: Approved unanimously

**Agenda Item 3 – Facility Naming Request – Pedestrian Bridge Follow-up**

Craig Hayton along with John Kane from Architekton presented to the board draft renderings of the naming request for the James Elmore Bridge. The board supported the naming request back at the September meeting and being brought back for feedback on the following design elements:

- Plaque- James Elmore Bridge plaque and location
- Interpretive element- Additional plaques interpreting the four eras' of the Rio Salado Town Lake
- Landscape concept

Feedback from the board included the following:

- Possibly adding verbiage onto naming plaque what year idea was brought to civic leaders.
- Consider doing some type of donation bricks on the proposed enhance existing concrete paving section.
- Use drought tolerant and low water use trees and ground cover on proposed landscape concept piece.
- Overall received by the board as a great project with a good plan.

**Agenda Item 4 – Election of Chair and Vice Chair for January 2017**

Self-nominations were taken by the board to fill the Chair and Vice Chair positions for 2017. Fred Wood volunteered to be the Chair and Suzanne Durkin-Bighorn volunteered to be the Vice Chair.

Nominations: Approved unanimously

**Agenda Item 5 – Papago Park Preserve – Feedback from Board per Council's Request (follow up from October meeting)**

Craig Hayton recommended to the board to have staff draft the Papago Park Preserve use guidelines using Sections 23-110 and 23-111 from the Hayden Butte Preserve as the foundation, along with adding in elements missing from the Hayden Butte Preserve document that are in the McDowell Sonoran Preserve Section 21-12 as well as any previous recommendations for additions from the Board members. Once compiled, the document will be sent to board for review in January and possible recommendation at the February meeting.

**Agenda Item 6 – Misc. Donated Items in Parks – Direction from Board (follow up from October meeting)**

Craig Hayton presented to the board a PowerPoint presentation on Misc. Donated Items in Parks. Presentation included the following:

- Overview

- 
- Rights and input
  - Exceed useful life
  - Change in footprint
  - Change in use

Board provided the following direction:

- What should be the donor's on-going rights and input? No rights or expectation for providing input.
- What should happen when items exceed their useful life? The City is free to make the decision.
- What should happen when items are impacted by a change in park footprint? Relocate the item if possible, appropriate and financially feasible.
- What should happen when items are impacted by a change in park use? Relocate the item if possible, appropriate and financially feasible.

#### **Agenda Item 7 – 2017/18 Capital Improvement Plan Process**

Craig Hayton presented to the board a PowerPoint presentation on the CIP Adoption Process. Presentation included the following:

- Budget adoption planning
- Department staff roles
- Budget staff roles
- City Council roles
- Public meeting dates

Craig also provided a copy of the Parks Plan flyer which shows what projects are planned at each park from FY2016-17 through FY2020-21. Suggestion was made to see if a park map could be added to the flyer as well. This document is updated on line quarterly.

#### **Agenda Item 8 – Current Events/Board Announcements/Future Agenda Items**

- Mary Ann Dillion said her farewells to the board, she has completed her term.

**Meeting adjourned at 6:54 p.m.**

Prepared by: Bobbi Lloyd, Management Assistant II, (480) 350-8352

Reviewed by: Craig Hayton, Parks Manager (480) 350-8234