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**Minutes**  
**Parks, Recreation, Golf and Double Butte Cemetery**  
**Advisory Board**  
**January 18, 2017**

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**Minutes of the Parks, Recreation, Golf and Double Butte Cemetery Advisory Board meeting held on January 18, 2017, 6:00 p.m., Tempe Public Library – 2<sup>nd</sup> Floor Board Room, 3500 S. Rural Road, Tempe, AZ.**

**Members Present:**

Fred Wood – Chair  
Suzanne Durkin-Bighorn – Vice Chair  
Judy Aldrich  
Chris Kamper  
Mary Larsen  
John Vack  
Duane Washkowiak  
Breanna Wells

**Members Absent:**

Maureen DeCindis  
Christina Hudson

**City Staff Present:**

Craig Hayton, Parks Manager  
Bobbi Lloyd, Management Assistant II  
Kelly Rafferty, Deputy Community Services Director- Recreation  
Bonnie Richardson, Principal Planner  
Steve White, Public Works Planning & Research Analyst

Upon the establishment of a quorum, meeting was called to order at 6:00 p.m. by Fred Wood.

**Agenda Item 1 – Public Appearances**

None

**Agenda Item 2 – Approval of Meeting Minutes**

**December 21, 2016**

Motion made by Judy Aldrich to approve meeting minutes of December 21, 2016 as submitted.

Seconded: Mary Larsen  
Motion: Approved unanimously

### **Agenda Item 3 – Introduce New Board Members**

- Chris Kamper
- Breanna Wells

Chris Kamper and Breanna Wells are the newly appointed board members and provided introductions to the existing board.

### **Agenda Item 4 – Hayden Butte Preserve Management Plan Update**

Bonnie Richardson presented to the board a PowerPoint presentation on Hayden Butte Preserve Management Plan. Presentation included the following:

- Preserve
- Management
- Native American Community
- Historical development
- Challenges
- Improvements
- Community outreach
- Strategies
- Timeline

Currently there is no budget to implement the plan but an action plan will be set up to ask for funds in out years. At that time would want to hire a consultant for cost estimates and what to move forward.

### **Agenda Item 5 – Rio Salado Park Master Plan**

Bonnie Richardson explained to the board that the start of the master plan process for Rio Salado has begun. The plan will include the arts, beach park and marina areas around the park. This item will be brought back to the board when more details are available.

### **Agenda Item 6 – Capital Improvements Program- Recreational Value**

Craig Hayton presented to the board a PowerPoint presentation on Recreational Value Update. Presentation included the following:

- Asset management approach
- Prioritization methodology
- Base amenities
- Enhanced amenities
- Process

The plan is to take care of base amenities first before adding enhanced amenities. An inventory will be conducted which will then be ranked and prioritized. This process will take approximately six months and once completed will be brought back to the board.

### **Agenda Item 7 – Quarterly Cemetery Update**

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Sales sheet reflecting new burial and peripheral sales was provided to members in the packet.

**Agenda Item 8 – Quarterly Golf Update**

Steve White provided the quarterly update which was included in the packet materials. The golf revenue is below second quarter estimates and was reviewed to identify root causes for the revenue decreases. Steve will be coming back to the board to look at rate structures for consideration for July 2017.

Craig Hayton stated that a Request for Proposal is going out seeking new golf management at the courses and will go into effect on July 1, 2017. Also, some challenges regarding course condition at Ken McDonald including prior years staffing level reductions, below average overseeding due to high temperatures, rapid blight turf disease and frost. To help correct spot reseeding was done to greens and tees along with bi-monthly and now monthly fertilizing.

Some board members expressed concern over course conditions. Staff will add a component for course conditions in addition to the financials as part of the quarterly golf update.

**Agenda Item 9 – Current Events/Board Announcements/Future Agenda Items**

- Judy Aldrich attended Harelson Park public meeting regarding renovation, including new lighting and court replacement. The city is exploring adding additional striped lines to one or both of the courts to allow pickleball to be played in addition to tennis. The majority present was in support but Judy is concerned it will be too noisy.
- Mary Larsen welcomed the new board members.

**Meeting adjourned at 7:17 p.m.**

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

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