

## Meeting Minutes

**CITY OF GLENDALE  
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS  
Glendale City Hall  
5850 W. Glendale Avenue – B-3  
Wednesday, February 5, 2014  
6:00 p.m.**

MEMBERS PRESENT: John Geurs, Chair - Ocotillo District  
Davita Solter, Vice Chair – Sahuaro District  
Ken Wixon - Cactus District  
Josh Marshall - Cactus District  
Melissa Neighbors – Cholla District  
Rebecca Ontiveros – Ocotillo District

MEMBERS ABSENT: Cathy Corella – Barrel District  
Leslie Sheeler– Ocotillo District  
Scott Richmond – Yucca District

STAFF PRESENT: Sam McAllen, Executive Director  
Angie Wilkie, Neighborhood Services Coordinator  
Lori Bye, Recreation Manager  
Chris Gallagher, Recreation Manager  
Michelle Yates, Recreation Coordinator

### **I. Call to Order**

Chair Geurs called the meeting to order at 6:00 p.m.

### **II. Roll Call**

Chair Geurs conducted roll call. Chair Geurs noted that Commissioners Corella, Richmond and Sheeler are excused.

### **III. Approval of Minutes – January 8, 2013 Meeting**

Chair Geurs commented that the January minutes should include: more information on the presentation provided by Mr. McAllen, a note that Mr. McAllen had to leave the meeting, as well as the minute-taker, and a note that Ms. Wilkie provided the Staff report.

**Vice Chair Solter motioned to table the approval of the January 8, 2014 meeting minutes pending revision. Commissioner Marshall made the second.**

### **IV. Presentation: Recreation Programs Available in Neighborhoods/Youth Programs**

Mr. McAllen noted that the theme of this month's meeting as previously chosen by the Commission is Recreation Programs in Neighborhoods/Youth Programs.

Ms. Bye thanked the Commission for the opportunity to present information on Parks and Recreation Programs. Ms. Bye stated that she is responsible for recreation services administration, including the programs and services, recreation centers, aquatics, partnerships and department-wide customer service. Ms. Bye introduced Mr. Gallagher, who is responsible for the Foothills Recreation and Aquatics Center, Rose Lane Aquatic

Center and city-wide special interest classes. Ms. Bye also introduced Ms. Yates, who is responsible for the Youth and Teen services, special events, Sahuaro Ranch Historical Park historical area programming and operations and special projects.

Mr. Gallagher discussed the following Programming:

- Foothills Recreation & Aquatics Center
  - Located at 57<sup>th</sup> Avenue and Union Hills
  - 69,000 square foot indoor facility with a 37,000 square foot outdoor aquatic facility
  - The fitness center is primarily for adults, but there is some youth programming, such as a rock wall, recreation swimming, activity room, open gym, 360 summer camp, Trick-or-Treat Off the Street program, Santa's Workshop, cooking classes, and the Turtle Club which is a drop-in childcare program.
- Aquatics
  - Foothills Recreation and Aquatics Center
  - Rose Lane Aquatics Center – 51<sup>st</sup> Avenue and Marlette
  - These centers have pools, slides and lazy rivers.
  - Swim lessons, private swim, dive teams, junior lifeguard, lifeguard training and family nights are offered.
  - Water safety days are offered as the ABC's of Water Safety in partnership with the Fire Department
  - The city also has a few splash pads. One is at Glendale Heroes Regional Park which is very well used. It was designed for about 50 attendees, but there are usually 200 attendees per day. Recently, a splash pad was opened nearby in Peoria which might take some of the burden off of the one at Glendale Heroes Regional Park.
  - Teaching kids to swim is one of the most important parts of the aquatics program. Classes for toddlers as young as six months old are offered.
- Special Interest Classes
  - Over 200 youth special interest classes are offered, which include basket ball, tennis, judo, golf, ice skating, karate, tumbling, ballet, tap, arts and crafts, music, pottery and more.
  - Over 1,700 youth participated in special interest classes. These classes generated approximately \$90,000 in revenue.
  - Many of these classes take place at the Foothills Recreation and Aquatics Center as well as Community Center North, at 59<sup>th</sup> Avenue and Thunderbird, and also in the southern part of Glendale.

Ms. Yates discussed the following Programming:

- Adaptive Recreation
  - Adaptive Recreation is for individuals with disabilities.
  - Offerings include bowling, swimming, field trips, organized dances and more.
  - These classes are for participants aged eight years and older.
  - The department also supports Special Olympic Softball and Challenger Little League in partnership with the City of Peoria.
- Community Special Events
  - Annually, the department organizes approximately one dozen Community Special Events, which includes Touch A Truck, Folk & Heritage Festival and

- the Annual Arbor Day Celebration. Coming up in March will be the first Family Fishing Clinic.
- Special Events are funded via sponsorships, partnerships, donations and vendor fees. Special Events are no longer supported by the General Fund.
- Sahuaro Ranch Park Historic Area
  - Sahuaro Ranch Park Historic Area is a 17-acre historic ranch located at 59<sup>th</sup> Avenue and Mountain View.
  - There are 13 historic structures and it is listed on the National Register of Historic Places.
  - Programs for students include educational tours and a field trip program. On average, tours are given to approximately 450 students annually. Information on this program was distributed to the Commissioners.
- Youth & Teen
  - The Youth & Teen program includes five after school and before school programs. In the Pendergast School District, Desert Mirage is a participating school. In the Peoria School District, the participating schools are Sahuaro Ranch, Pioneer, Kachina and Canyon. These licensed programs are in compliance with the Arizona Department of Health Services and DES qualified families are accepted. Offerings include arts and crafts, guest speakers, field trips and more. Summer programs are also offered. This summer, three programs will be offered at the following schools: Desert Mirage, Marshal Ranch and Sahuaro Ranch. Two programs will be offered at these community centers: Rose Lane and O'Neil. Summer program offerings include a field trip package, which is a set of five field trips.

Mr. Gallagher discussed the following Services:

- Youth Sports Field Allocations
  - A few years back, the City was renowned for its Youths Sports Programs. However, youth sports have changed over the years. For example, years ago, there were two youth football programs, and now there are approximately eleven football programs. Therefore, the city no longer offers youth football due to the private offerings. This includes other youth sports as well. However, the city has the land that is needed for these private sports programs. Therefore, the city has leaned more toward the field allocation business, which is revenue generating for the city.
  - The city has 26 lighted playing fields and there are 14 youth organizations that are being allocated those facilities. These groups include soccer, baseball, softball, football, lacrosse, and inline hockey. There is an inline hockey rink at Bonsall Park at 59<sup>th</sup> Avenue and Bethany Home Road, whereby the city is partnering with the Desert Youth Hockey Development Program.
  - The city is still involved in the Punt, Pass and Kick Program, which is an NFL youth program. The department is involved in the Pitch, Hit and Run major league baseball program as well as the Hershey Track and Field Event.

Ms. Bye discussed the following Services:

- Youth Scholarship Program

- The department maintains a scholarship program for youth 17 years and younger who do not have the financial means to participate in some of the recreation programs.
- The scholarships are made possible by business and private donations.
- The scholarships are limited to \$70.00 per year per youth. A payment of \$5.00 by the youth per registered class is required.
- For many years, Southwest Ambulance has given the department \$5,000.00 per year for youth swim lessons.

Ms. Yates discussed the following Services:

- Sk8 Court and X-Court
  - The Sk8Court is located on Union Hills and 57<sup>th</sup> Avenue. Only skateboards are allowed and Cowtown is the contractor on site to offer lessons and other programs.
  - The X-Court is located at 83<sup>rd</sup> Avenue and Bethany Home Road. Bike, roller skates, scooters and skateboards are allowed.

Ms. Bye stated that Library Services are part of the department; however, it would be best if this were discussed in another meeting due to the extensive services provided.

Ms. Yates discussed the following Outreach:

- Outreach has included Councilmember neighborhood or district events, GAIN events, health fairs, and Glendale City-wide Events such as Chocolate Affair and Glendale Glitters.
- Educational tools are offered such as water safety programs, child safety and outdoors programs.

Ms. Bye stated that the department works with the following Commissioners: The Parks and Recreation Advisory Commission, the Commission on Persons with Disabilities, the Library Board and the Arts Commission.

Ms. Yates discussed Gifting for Glendale:

- This is a new non-profit, 501c3, which was recently established.
- The mission is as follows: The Gifting for Glendale Corporation seeks to provide community services, programs and activities to the citizens of Glendale which are not currently funded through the city's general fund with monies generated through fundraising, donations and gifts.
- This reason for this non-profit was to allow the department to receive donations.
- Last week, the determination letter was received and so the non-profit can officially move forward.
- A marketing plan will be developed and Board members will be recruited soon.

Ms. Bye discussed Partners N Parks, which was designed to protect parks and open space through ongoing volunteer program, in kind contributions, corporate sponsorships and private donations. The primary purpose is to educate the residents about the benefits of parks and open space via collaborative efforts to enhance park appearances, reduce crime, and vandalism to park equipment. This program empowers residents to develop a sense of ownership. An example is the Desert Hockey Development group at Bonsall park, which takes care of the rink at the park.

Ms. Yates discussed the Glendale Community Center. The department is working with Glendale Youth Project who is partnering to provide a free youth and teen program at the site Monday through Friday from 4:00 p.m. to 8:00 p.m. Ms. Yates stated that a similar program with another partner is underway at the O'Neil Recreation Center.

Ms. Yates commented that Gallery Glendale at Westgate is a 3,000 square foot building which the city has a free one-year lease. In exchange, the department must program activities at the site on Friday and Saturdays from 6:00 to 9:00 p.m. The department has hosted various art shows from the venue. Over seven months so far, approximately 12,000 people have attended the venue.

Mr. Gallagher discussed the pending Archery Program. Mr. Gallagher stated that based on direction from City Council, the department was tasked with researching the possibility of an archer range at Glendale Heroes Regional Park. Upon detailed research, Mr. Gallagher discovered that archery is a very safe sport. A neighborhood meeting was held on January 22, 2014 at which approximately 30 people were in attendance and no one expressed opposition. On Saturday, January 25<sup>th</sup>, an exhibition was held with members from USA Arizona Archery, Arizona Game and Fish and Ms. Crabtree, owner of a local archery shop. The exhibition was very successful. The response to the potential range is very supportive. Mr. Gallagher stated that questions arose regarding the cost to the city and how the range would be managed. Mr. Gallagher stated that Cabella's may be interested in being a partner on the range as well.

Ms. Bye displayed the following additional collaborations:

- Glendale School Districts
- Glendale Fire Department
- Peoria Community Services
- Kids Café
- Camelback Ranch
- Other City Departments
- Gila River Indian Community
- Midwestern University
- Civic Pride
- American Red Cross

Ms. Yates commented on the information pamphlets distributed to the Commissioners, including the Parks and Recreation programs and services packet.

Vice Chair Solter inquired about the marketing for the Family Fund Night fundraiser flyer at Great Skate benefiting the Youth and Teen Division. Ms. Yates replied that the information was posted on the city website, attached to the city Facebook account, email blasted to those registered for the youth and teen programs as well as at the library. Vice Chair Solter works in the Glendale Elementary School District and commented that this flyer should have gone out to all of the students. Ms. Bye stated that this would be a great idea and commented that there are some restrictions on distributing flyers in the schools. Vice Chair Solter stated that she is a Wellness Program Specialist in the district and she can get these flyers out to the kids. Mr. Gallagher stated that he would like to forward the Splash Book to Vice Chair Solter in order to get the information out to the students as well. Vice Chair Solter stated that she is also a Family Services Advocate at Melvine Sine and she does the parenting classes. Vice Chair Solter offered to be a connection in that capacity

as well. Vice Chair Solter inquired as to who to contact regarding youth cooking classes. Mr. Gallagher stated that she can contact him directly. Vice Chair Solter inquired if there was an area on the parks registration forms whereby a request for a donation for the youth programs is included. Mr. Gallagher stated that it used to be on the registration forms and if it is not on there, it can be put back on. Vice Chair Solter likes the idea of the inline hockey partnership. Mr. Gallagher asked if any forms from the department had to be bi-lingual. Vice Chair Solter did not think that a bi-lingual form was required. Ms. Bye stated that in the past, this was a requirement with the district.

Vice Chair Solter inquired if staff contacted the Boys Scouts regarding the archery program. Mr. Gallagher replied in the negative and explained that at this time of research, only archery experts were included. Mr. Gallagher stated that the department is really looking for an archery club to run the range.

Chair Geurs inquired about programs for the disabled and wondered if they were year-round. Ms. Byes stated that they are usually in eight or six week sections, but on a year-round basis.

Chair Geurs inquired about the Ocotillo Community Center. Ms. Bye replied that the department used to offer programs from that center; however, there was a short period of time when it was closed. Ms. Bye stated that at this time, the Glendale Youth Project is continuing services at that center.

Commissioner Ontiveros inquired why there was no funding for O'Neil Park and Rose Lane Park Community Centers. Mr. McAllen stated that this was a decision by Council based on attendance and budget constraints. Ms. Bye noted that the department was asked to come up with creative ways to keep the centers afloat and therefore a seasonal supply fee at the centers was offered. After that, attendance dropped and Council decided to close the centers. Ms. Bye stressed that the fee was minimal. Commissioner Ontiveros inquired about the \$90,000 in revenue the department generated. Mr. Gallagher stated that the funds go into the self-sustaining account. Mr. Gallagher commented that a salary of one-staff member is paid via the self-sustaining account, which allowed the member to remain on staff. Mr. Gallagher also explained that the self-sustaining fund also supports some equipment replacement at the Foothills Recreation and Aquatics Center, which is nearly eight years old.

Commissioner Ontiveros asked who would be monitoring the use of funds in the new 501c3 for the parks department. Ms. Yates stated that the Board would monitor the use of the funds. Ms. Yates stated that funds could come from federal or state grants or donations. Commissioner Ontiveros inquired about an audit of these funds. Ms. Yates stated that the 501c3 must comply with audit requirements. Ms. Yates explained that the 501c3 would provide donors with the opportunity for a tax deductible donation.

Commissioner Neighbors inquired about the status of Board member recruitment for the new 501c3. Ms. Yates will be meeting with the Acting City Manager on the status of the Board and the organization. Ms. Yates stated that any Commissioners interested in being considered for a Board position should send her an email.

Commissioner Neighbors asked if volunteers were utilized for the parks department events or special activities. Ms. Yates replied in the positive. Ms. Yates will send the Commissioners information regarding volunteering at the upcoming Fishing Clinic and Folk

and Heritage Festival. Commissioner Neighbors inquired if there was a process, such as a background check, in order to volunteer with the city. Ms. Yates stated that the only time a fingerprint clearance card is necessary is when volunteering at a licensed childcare site. Ms. Yates stated that for most events, a volunteer application would be required. Ms. Bye agreed. Mr. Gallagher stated that all staff have fingerprint clearance cards.

Chair Geurs is having a neighborhood meeting next Thursday and Ms. Yates offered to get pamphlets and information on parks offerings to Chair Geurs for distribution at the neighborhood meeting.

Ms. Bye offered to send the Commissioners detailed budget information upon request.

Chair Geurs thanked the presenters for their information.

## **V. Commission Update**

Mr. McAllen stated that after the last meeting, he received a question as to what the term "at large" means. Mr. McAllen replied that there are a total of eleven members appointed by City Council, which are six appointed by council district, four at large appointment and one mayor at large appointment, each for two year terms. So, there are actually five at large Commissioners, and this means that the Commissioner at large does not have to live in a specific district. The Commissioner must be a resident of the City of Glendale.

Mr. McAllen also addressed a concern about current recruitment. The Commission has up to eleven members and there are currently nine on the Commission. Mr. McAllen noted that six Commissioners are required for a quorum. After the Commission retreat, Mr. McAllen spoke with the Government Services Committee to let them know about the concerns brought up regarding the Commission ordinance and the roles and responsibilities of the Commission. At this time, the Government Services Committee is not recruiting for the other two open positions until the concerns regarding the ordinance and the roles and responsibilities of the Commission have been addressed. Vice Chair Solter stated that she made the inquiry regarding current recruitment because she has a friend who was applying for a Commission position. Vice Chair Solter noticed that on the City website, it does not show this Commission as having a vacancy, although it does have two open positions. Vice Chair Solter asked again for clarification. Mr. McAllen clarified that the Commissioners gave him direction at the retreat to address the fact that the Commission ordinance states that the Commission is to support the Neighborhood Partnership Office and the grants and funds from the Neighborhood Partnership Office. It was noted at the retreat that there are no longer grant funds. The Commission directed Mr. McAllen to consider revision of the ordinance and Mr. McAllen contacted the Government Services Committee regarding the issue. Mr. McAllen commented that the Committee is not recruiting at this time while the ordinance is being reviewed. Chair Geurs asked if recruitment was on hold for all Commissions. Mr. McAllen had only inquired about this particular Commission. Vice Chair Solter expressed concern that when staff is being reduced, volunteers should continue to be recruited. Vice Chair Solter stated that she is the only representative in the Sahuaro neighborhood at this time and more Commissioners would be better able to get information out to the residents and volunteer at events. Vice Chair Solter stated that Councilmember Martinez is very vocal about volunteerism and participation on Commissions. Vice Chair Solter expressed concern that the issue was brought up in August and it is February and still not resolved.

Commissioner Neighbors stated that it appears that there is question as to the purpose of the Commission. Commissioner Neighbors felt that it might be beneficial for the Commission to draft its purpose. Commissioner Neighbors stated that if a school is closing, there is no need to hire more staff. Commissioner Neighbors stressed that the Commission itself should propose a revision to the ordinance, including how the Commission can best help Ms. Wilkie and the neighborhoods.

**VI. Discussion: Committee Meeting Theme for June**

Mr. McAllen distributed the monthly theme plan for the Commission.

Mr. McAllen commented that a June theme had not yet been scheduled. Chair Geurs suggested the Library Department and/or the Fire Department. It was agreed that Mr. McAllen will contact the Library department for a presentation in June.

**VII. Call to the Public**

Chair Geurs made a call to the public.

No public comments were made.

**VIII. Staff Report on Recent and or Upcoming Activities**

Ms. Wilkie provided a staff update, which included the following:

- Pictures from the Martin Luther King Day Project on January 18<sup>th</sup> were displayed. Over 225 volunteers participated, including the Boys Scouts and a group from Vanguard. Vice Chair Solter brought approximately 40 volunteers from the Glendale Elementary School district. The event was a fruit gleaning project held at Sahuaro Ranch Park. Twenty tons of grapefruit in less than three hours were gleaned which were donated to St. Mary's Food Bank.
- Glendale University 101 Program: Begins in March. Registration ends on February 28<sup>th</sup>. Commissioner Richmond has registered.
- Friday, February 7: Northwest Christian School students and teachers will glean citrus at Sahuaro Ranch Park.
- Saturday, February 15: Palm Valley Church Youth Group is volunteering for a community outreach event. The group will glean fruit at one home and will perform front and back yard clean up at two homes.
- Saturday, February 22: Faith Bible Church will provide 100 volunteers for a beautification project in Granada Estates. Also, 100 volunteers from various volunteer groups will glean fruit at Sahuaro Ranch Park which will be donated to St. Mary's Food Bank.
- Saturday, March 1: More than 200 volunteers from Community Church of Joy will participate in a neighborhood beautification project in the Heart of Glendale. Projects include house painting, yard clean-up and painting of house numbers on curbs. A large party/BBQ will be held afterward at Landmark Elementary. Information will be distributed in regards to the lightrail.
- Saturday, March 15: More than 100 volunteers from Vineyard Church will paint four to five homes in the Glendale Cascade Mobile home park. The Church will also host a BBQ lunch.

- Saturday, March 29: More than 600 volunteers from Pure Heart Church will participate in their Pure Heart Outreach Event. Volunteers will complete neighborhood beautification projects and a BBQ lunch will be hosted at the Church.
- Friday, April 4: A Northwest Christian School quarterly volunteer project will be held.
- Saturday, April 19: Party for the Planet Earth Day/Global Youth Service Day consists of volunteers who will help clean up local parks and trails in Glendale.
- Saturday, April 16: The 21<sup>st</sup> Annual Hands on Greater Phoenix Serve-A-Thon will bring together 1,500 corporate, civic and individual volunteers in a day of hands-on community services all across the valley.

Commissioner Ontiveros inquired about the lightrail information to be distributed. Ms. Wilkie explained that on March 1<sup>st</sup> at the BBQ at Landmark Elementary, various community groups will be present to hand out information. Ms. Wilkie has invited Valley Metro to the event to distribute information regarding lightrail, which is possibly coming through certain Glendale neighborhoods. Commissioner Ontiveros inquired about the neighborhoods affected. Ms. Wilkie will send detailed information to Commission Ontiveros. Chair Geurs stated that the lightrail was proposed either just one block north or south of Glendale Avenue, but not on Glendale Avenue directly. Ms. Wilkie stated that there was also a presentation made to the Commission a few months ago. Mr. Marshall noted that there is detailed information on the Valley Metro website.

#### **IX. Commission Member Reports and Comments**

Chair Geurs noted that it was brought to his attention that an official vote was not taken on the motion regarding the minutes. Chair Geurs called for the vote. **The motion carried 6 – 0.**

Vice Chair Solter stated that there are a few people who would be beneficial to invite to the Landmark March 1s event would be Ms. Opal Evans or Ms. Regina Heard and also Ms. Judy Demass from VITA. Vice Chair Solter stated that the VITA group has started at the Glendale Elementary School District on 4:00 p.m. to 7:00 p.m. on Wednesdays. Vice Chair Solter stated that Project Vitamin C has begun and it is always great to see children get involved and encourage their parents as well.

Commissioner Marshall reminded all present about the Chocolate Affair to be held this weekend in Glendale. Commissioner Marshall will be working a booth with the Glendale Civic Pride Ambassadors serving refreshments.

Commission Ontiveros thanked Ms. Wilkie for her hard work and having her services in the City is really saving the City. Commission Ontiveros stated that all of the services teach children to give, share and not be selfish. Commissioner Neighbors agreed.

Chair Geurs stated that a Habit for Humanity house that was begun in October has been completed and it will be occupied in a week or so at 6629 N. 61<sup>st</sup> Drive. Chair Geurs thanked all for attending the meeting.

**Commissioner Ontiveros motioned to excuse Commissioners Corella, Richmond and Sheeler from the meeting. Commissioner Wixon made the second. The motion carried 6 – 0.**

X. **Adjourn**

**The meeting was adjourned by consensus at 7:31 p.m.**

Respectfully Submitted,

Denise Kazmierczak