

CITY OF GLENDALE
PARKS AND RECREATION ADVISORY COMMISSION MEETING
GALLERY GLENDALE - WESTGATE
MARCH 10, 2014
6:00 P.M.

MEMBERS PRESENT: Robert Portillo, Chair
John Krystek, Vice Chair
David Moreno
Samantha Johnson
Robert Irons
Barbara R. Cole
Yesenia Rascon
James Baribault

MEMBERS ABSENT: None

OTHERS PRESENT: Mike Gregory, Parks and Recreation Manager
Chris Gallagher, Recreation Manager
Lori Bye, Recreation Manager
Eugene Kraus, Parks Manager
Gwen Benoit, Senior Secretary
Kyle White, Aquatics Specialist
Erik Strunk, Executive Director
Terri Canada, Budget Administrator

I. CALL TO ORDER

Chair Portillo called the meeting to order at 6:02 p.m.

II. ROLL CALL

Chair Portillo took roll.

III. APPROVAL OF MINUTES

Commissioner Baribault motioned, seconded by Commissioner Cole, to approve the February 10, 2014 meeting minutes as written. Motion carried 6 – 0. [Vice Chair Krystek and Commissioner Rascon were not yet present.]

IV. BUSINESS FROM THE FLOOR

None.

V. CITY OF GLENDALE 5-YEAR FINANCIAL PLAN

Ms. Canada gave a presentation on a broad overview of the current budget, forecast methodology and steps that will be taken to examine revenues and expenditures. The presentation included the following information:

- Overall
 - A Five-Year Forecast is prepared for all major operating funds.
 - General Fund is facing a \$30 million structural deficit.
 - All other funds appear to be financially stable.
- Purpose of Five-Year Forecasts
 - Precursor to the budget process.
 - Provides long-term impacts of current year budget decisions.
 - Details the identified structural deficit.
 - Because of the structural deficit, the General Fund is the focus.
- Forecast Methodology – Overall
 - Revenues: moderate growth and temporary sales tax expiration
 - Expenditures: continuation of current services, contractual obligations, personnel cost increases, cost of business increases, debt service
 - Contingency: 5% of total revenue
- Forecast Methodology – Expenditures
 - Debt service support
 - Arena and Camelback Ranch operating and capital costs

[Vice Chair Krystek entered the meeting.]

- Lease payments and inter-fund loan repayments
- Super Bowl support of approximately \$1.7 million
- Salary Adjustments: Anticipated Memorandum of Understanding (MOU) costs and 2.5%/year for non-represented employees
- Health insurance increases
- Compression of non-represented pay ranges (60% to 40%)
- Arizona State Retirement System and Public Safety Personnel Retirement System increases
- Stabilization of Risk & Workers' Compensation funds
- 5% contingency funding
- General Fund Structural Deficit
 - Approximately \$14 million annually in FY14-15 – FY16-17
 - Grows to approximately \$30 million annually in FY17-18 and beyond
 - At June 30, 2015, the ending fund balance is a deficit \$0.2 million
 - Can the fund balance carry the structural deficit? No.
- Addressing the Structural Deficit
 - Three Options
 - Increase revenue
 - Decrease expenditures, or
 - A combination of the two
- Next Steps
 - Examine all revenue enhancement and expenditure reduction opportunities; a few have been presented
 - Develop a list of prioritized services totaling \$30 million
 - Next Budget Workshop is March 18, 2014

[Mr. Strunk entered the meeting.]

Ms. Canada stated that there will be some budget cuts needed and some of the proposed cuts will be made to salaries.

Ms. Canada opened the floor to questions.

Commissioner Moreno asked if the City has considered selling property, consolidating departments and/or consolidating buildings. Ms. Canada replied in the positive. Ms. Canada stated that the City just conducted another reorganization of departments and has gone from sixteen departments down to ten in order to share costs and reduce expenses.

[Commissioner Rascon entered the meeting.]

Commissioner Moreno asked if consolidation would make an impact. Ms. Canada replied in the positive.

Commissioner Moreno asked if the City was considering contracting out more services in order to save on expenses such as paid benefits. Ms. Canada replied in the positive and explained that the City Manager is looking at proposals from the various departments for alternative service delivery.

Chair Portillo wondered if revenues and expenses from the Super Bowl are included in the budget figures. Mr. Strunk stated that there are no Super Bowl events besides the game being hosted in the City this year. Mr. Strunk explained that additional Super Bowl events are controlled by the NFL and the Super Bowl Host Committee. Mr. Strunk noted that City Staff has reached out to these agencies regarding extra events but has not received much response.

Commissioner Irons inquired as to the role of the Commission in the budget process. Ms. Canada explained that the Commissioners should stay informed of the budget details and participate in the public meeting process as they are this evening.

Commissioner Irons stated that near Glendale Heroes Regional Park, there was to be a canal pathway under Highway 101 and wondered when this would be completed. Ms. Canada stated that this issue would be part of the Capital Improvement Plan. Chair Portillo suggested that projects in the Capital Improvement Plan (CIP) could be discussed as a future agenda item.

Ms. Canada encouraged all Commissioners to remain informed of the City's budget process. Ms. Canada announced that the next Council Budget Workshop will be held on March 18th and specific City departments will present budget information to the Council in April.

Chair Portillo thanked Ms. Canada for her presentation.

VI. FY15 DEPARTMENT BUDGET PRESENTATION

Mr. Strunk gave the Commission a presentation on the department's budget for FY14-15 and its potential impact. The presentation included the following information:

FY14-15 Budget Presentation

- As of July 1, 2014, the Parks, Recreation and Library Services Department will be merged with the Neighborhood and Human Services Department.
- The new initiative will be called "Community Services Group" department and will consist of the following divisions:

- Parks and Recreation
- Library & Arts
- Community Revitalization (CDBG)
- Community Housing (Housing Assistance Program and Public Housing)
- Civic Center
- Neighborhood Services
- The Rights-of-Way Division will be repositioned to the Public Works Department.
- The newly proposed City of Glendale Organization Chart was presented.
- The General Fund portion of the new department is tentatively set at \$12.7 million.
 - Parks and Recreation = \$7.1 million
 - Foothills Recreation and Aquatics Center = \$1.1 million
 - Community Revitalization = \$255,000
 - Library Services = \$4.2 million
 - Neighborhood Partnership = \$101,677
 - An increase of 5.2% = \$919,000 in supplemental requests. If this is taken out, it would be 2.2% less than the previous fiscal year. This includes additional water expense for parks, supplies, new picnic tables, sprinkler heads, park benches and such.
- Four General Fund Supported Funds
 - Glendale Youth Sports Complex = \$233,000 (\$266,000 last year)
 - Civic Center = \$593,336
 - Community Action Program = \$58,000 (leverages \$1.2 million)
 - Community Housing = \$274,269 (leverages \$15.8 million)
- There are ten “sub-funds” in the new Department – Arts Maintenance, Library Book Fund, HOME Program, NSP, NSPIII, CDBG, Emergency Solutions Grants, Grants Fund Appropriations, Parks & Recreation Self-Sustaining Funds, and Sinking Maintenance Funds.
- FY14-15 Parks and Recreation Division Budget
 - Aquatics \$ 351,275
 - Parks Maintenance \$5,380,224
 - Audio/Visual \$ 96,921
 - P&R Administration \$ 728,135
 - Recreation Services \$ 272,889
 - Park Rangers \$ 257,940
 - Miscellaneous
 - Park Irrigation \$ 7,374
 - CIP & Planning \$ 5,594
 - GCC \$ 32
 - Support Services \$ 36,648
 - Youth & Teen \$ 24,347
 - Special Events \$ 106
 - Sports & Health \$ 590
 - Aquatics \$ 6,025
 - HSR \$ 452
 - Total \$7,168,552
- A chart on Projected FY14-15 Parks, Recreation and Library Services Revenue from facilities and fields was presented. The grand totals presented are as follows:
 - Final Revenue FY13 \$1,420,122
 - Projected FY14 \$1,537,132
 - Revised Projected FY14 \$1,401,380

- Projected FY15 \$1,490,944
- A chart on Projected FY14-15 Parks, Recreation and Library Services Self-Sustaining Programs Revenue was presented. The grand totals presented are as follows:
 - Final Revenue FY13 \$1,082,475
 - Projected FY14 \$1,204,246
 - Revised Projected FY14 \$1,085,796
 - Projected FY15 \$1,146,100

Mr. Strunk opened the floor to questions.

Chair Portillo asked if the Glendale Community Center was self-sustaining. Mr. Strunk stated that revenue from the facility primarily comes from rentals; however, this will eventually be phased out. Mr. Strunk explained that a non-profit is now running the center and this will also occur at the O'Neil and Rose Lane Community Centers as well.

Chair Portillo inquired about the status of the Gallery Glendale. Mr. Strunk stated that the City is renewing the contract for another year. Westgate and the City have been very pleased with the partnership.

Chair Portillo inquired about revenue streams from the Glendale Civic Center. Mr. Strunk noted that it is the goal of the City for the Center to become self-sustaining and eventually become profitable. Mr. Strunk explained that the Center currently generates 70-77% of its total costs.

Chair Portillo thanked Mr. Strunk for his presentation.

VII. REQUEST TO REVIEW MEMORIAL PLAQUE INSTALLATION

Mr. Gregory presented information on the proposed Memorial Plaque in memory of Mr. Marty Robbins. Mr. Gregory stated that the Commission must review the recently submitted plaque recognition request and verbiage to ensure that it meets the criteria outlined in the recently adopted memorial policy. Mr. Gregory reviewed the guidelines and criteria in the policy with the Commissioners in detail. The detailed wording was given to the Commissioners prior to the meeting for review.

Commissioner Cole asked for clarification of the memorial location. Mr. Gregory noted that there is an initial location and a backup location. The proposed location is in Murphy Park at the backside of the amphitheater; however, there could be a conflict with utilities. The backup location is in Murphy Park on top of decomposed granite near the decorative water feature. Mr. Gregory noted that staff and the applicant group have reviewed both locations.

Mr. Gregory stated that staff has reviewed the plaque for factual accuracy and is still in the process of confirming the facts regarding NASCAR.

Mr. Gregory commented that the plaque and materials are consistent with the other three memorial plaques in Murphy Park.

Mr. Ron Short, President of the Glendale Arizona Historical Society, addressed the Commission and stated that Mr. Robbins was born in Glendale and is perhaps its most famous local resident. Mr. Short announced that \$3,677 will be donated by Bill and Gertie Hickman for the plaque and Raymond Brooks Construction will install the plaque.

Chair Portillo suggested more consolidation of the wording on the plaque. Chair Portillo was not sure if the information regarding Mr. Robbins heart surgery was necessary for the plaque. Mr. Short explained that Mr. Robbins was one of the first patients to undergo heart surgery.

Commissioner Moreno liked the wording on the plaque. Commissioner Moreno thought it might encourage people to do more research on Mr. Robbins.

Mr. Gregory stressed that staff will confirm the factual data on the plaque prior to installation.

Chair Portillo suggested that the family of Mr. Robbins be contacted in order to be informed of the plaque installation and to review the factual information on the plaque. Mr. Short noted that they had not been contacted yet, but were to be invited to the dedication ceremony.

The Commissioners agreed by consensus to recommend the installation of a memorial plaque in Murphy Park in honor of Marty Robbins, with corrective edits to be done and the Robbins family contacted regarding review of the plaque.

VIII. GLENDALE AQUATICS CENTERS UPDATE

Mr. Gallagher and Mr. White gave a preview of the 2014 aquatic season.

Mr. Gallagher announced that in summer 2013, at Foothills Recreation and Aquatics Center (FRAC) and Rose Lane Aquatics Center combined, there were 1,800 swim lessons and over 54,000 participants.

Mr. White provided the following facts regarding summer 2014:

- The summer swim program is from May 31st to August 2nd.
- Swim lessons begin on June 4th.
- FRAC lessons are Monday through Thursday for half hour lessons.
- Rose Lane lessons are Tuesday through Friday for half hour lessons.
- The City of Phoenix pools are closed on Fridays.
- Weekend hours will be expanded this year in order to accommodate the increased need.
- At Rose Lane, a new offering will be Happy Hour from 3:30 to 5:00 p.m. whereby the entrance cost will be decreased by \$1.00.

Commissioner Cole stated that she visited Rose Lane Aquatics Center and noted that the parking lot is very crowded. Mr. White agreed, but noted that at this time, there are no plans for expansion.

Mr. White announced that on June 28th at FRAC from 5:30 to 7:00 p.m., there will be a Family Swim Night at a cost of \$4.00 for residents and \$6.00 for non-residents. This will include entrance fee, a hot dog and a drink.

Mr. White stated that at FRAC, water aerobics is going well and the program is growing. Mr. White added that the synchronized swimming program may be expanded soon as well due to demand.

Chair Portillo asked if staff has considered a fee for the Splash Pad. Mr. Gallagher replied in the positive but noted that a fee leads to other issues such as hiring a cash handler and the requirement for providing life guards. Mr. Gallagher stated that a new splash pad in Peoria at 83rd and Olive Avenues will be

opening which may take some of the burden off of the Splash Pad at Glendale Heroes Regional Park. Chair Portillo noted that most of the crowding at the Splash Pad is due to the number of family members watching the kids, not necessarily the amount of kids in the water. Mr. Gallagher commented that all of the grass in the splash pad area has been removed and shade structures and benches have been installed in the splash pad area. Mr. Gallagher noted that the Splash Pad is open from 10:00 a.m. to 7:00 p.m., Memorial Day to Labor Day.

Mr. White announced that on July 12th at Rose Lane Aquatics Center, a Summer Safety Program will be held from 3:00 to 5:00 p.m. with free entrance to the pool and various information provided by safety groups.

Mr. Gallagher commented that lifeguard training classes for the two aquatics centers will begin next week. Mr. Gallagher stated that a well-trained staff is crucial for a successful aquatics season.

Commissioner Cole stated that she works at Glendale High School and many of the students do not have access to a computer. Commissioner Cole wondered how staff could contact these students regarding lifeguard opportunities. Mr. Gallagher stated that staff disseminates information to school advisors and the Department also offers scholarship opportunities for swim lessons. Commissioner Cole suggested that staff visit the school to give a presentation on opportunities. Mr. Gallagher noted that staff has contacted the school in the past but the school has not responded. Commissioner Cole will provide the school staff will Parks and Recreation contact information.

Mr. Gallagher praised Mr. White for his experience with the Glendale Gaucho Swim Team, whereby Mr. White has been a coach for eight years. Mr. White noted that the Glendale Gaucho Swim Team has been in existence for 42 years and has competed all over the nation.

IX. STAFF UPDATE

Mr. Gallagher announced the following:

- March 26th: Pickleball Event at FRAC
- April 1st: Summer 360 Registration at FRAC
- April 19th: Skunk Creek Clean-up
- May 12th: Swim Lesson registration begins

Ms. Bye reported the following on the Glendale Adult Center:

- The Valentine's event was well attended.
- Elvis was in the building for the February Afternoon Delight.
- On March 17th, a St. Patrick's Day Luncheon will be held from 10:30 a.m. to 12:30 p.m.

Commissioner Cole inquired about the status of the archery range at Glendale Heroes Regional Park. Mr. Gallagher stated that findings will be presented to City Council by Mr. Gallaher and Mr. Strunk on March 18th and an update will be given to the Commission at the April meeting.

Ms. Bye announced that she will be moving over to the budget and finance area of the Parks, Recreation and Library Services Department and was looking forward to her new responsibilities.

Mr. Gregory commented on the Family Fishing Fun event that was held on March 8th at Bonsall Park. Mr. Gregory was pleased with the turnout of approximately 175 people at the fishing event which was in partnership with Arizona Game and Fish.

Mr. Gregory announced the following:

- Improvements have begun at Pinnacle Peak Road near Thunderbird Conservation Park which will affect the ingress and egress to the park.
- Staff is gearing up for the new mowing season in the parks.
- Last week, there was an Eagle Scout project in Sahuaro Ranch Park Historic Area whereby the irrigation channels were re-established. Today, Commissioner Irons took a tour with Crew Leader, Bryan Wagner.
- On March 28th, the annual Arbor Day event will be held at Desert Mirage Park at 8:30 a.m.
- Staff has found a creative way to save money on the purchase of WD-40 for use on equipment. It was determined that cooking oil spray works just as well at a lower cost.
- On April 5th, a Partners 'N Parks project is scheduled for a clean-up of Glendale Heroes Regional Park. On the same day, participant surveys will be conducted at Foothills and Sahuaro Ranch Park dog parks. Parks and Recreation Advisory Commission volunteers are needed for both projects.

X. COMMISSION COMMENTS

Chair Portillo welcomed Commissioner Rascon. Commissioner Rascon gave a brief background of herself.

Commissioner Moreno asked if the Commissioners could get a tour of the F35's on the Friday of the Luke Air Force Base Air Show. Mr. Strunk will follow-up on this request.

Commissioner Cole stated that she and Commissioner Johnson attended the recent Arts Commission meeting and plan on attending the next Library Commission meeting as well as the Folk and Heritage Festival.

Chair Portillo stated that the meeting was very informative.

XI. ADJOURNMENT

The meeting was adjourned at 7:41p.m. by consensus.

The next regular meeting will be held on Monday, April 14, 2014 at 6:00 p.m. at Glendale Youth Sports Complex, 6044 N. 91st Avenue.

Respectfully submitted,

Denise Kazmierczak