

MINUTES

CITY OF GLENDALE  
PARKS AND RECREATION ADVISORY COMMISSION MEETING  
GLENDALE MUNICIPAL OFFICE COMPLEX  
5850 W. GLENDALE AVENUE – B3  
March 14, 2016  
6:00 P.M.

MEMBERS PRESENT: Barbara R. Cole, Chair  
Manuel Padia, Vice Chair  
Kerry Dewberry  
Lorrie Moreno  
John Faris

MEMBERS ABSENT: Jeri Ann Soper

OTHERS PRESENT: Erik Strunk, Community Services Director  
Tim Barnard, Community Services Assistant Director  
Mike Gregory, Parks, Recreation & Neighborhood Services Administrator  
Fred Abraham, Parks Manager  
Eugene Kraus, Parks Manager  
Stephanie Miller, Senior Management Assistant

I. CALL TO ORDER

Chair Cole called the meeting to order at 6:05 p.m.

II. ROLL CALL

Chair Cole took roll call and noted that Commissioner Soper was not present.

III. APPROVAL OF MINUTES

**Commissioner Dewberry motioned, second by Commissioner Padia, to approve the February 8, 2016 meeting minutes as written. Motion carried 5 – 0.**

IV. BUSINESS FROM THE FLOOR

None.

V. FY16-17 DRAFT DEPARTMENT BUDGET

Mr. Strunk announced that the City is currently in the process of reviewing and preparing its FY16-17 operating and capital budgets. Tomorrow, the Community Services Department will present its Capital Improvement Plan requests to City Council and will present its operating budget to Council in April. The Council budget presentations will be televised.

Mr. Strunk displayed the organizational chart for the Community Services Department, noting that there are over 100 employees along with many volunteers.

Mr. Strunk presented information on the Draft FY16-17 Department Operating Budget:

- Total Division: \$39,295,523
- Human Services: \$23,646,891 – 60% of total
- Parks & Recreation: \$10,083,748 – 26% of total
- Library & Arts: \$ 4,902,380 – 12% of total
- Department Admin: \$ 662,504 – 2% of total

The detailed Division budget by account was provided to the Commission. Mr. Strunk announced that more detailed account information can be found on the City of Glendale website.

Mr. Strunk provided the 5-Year Capital Improvement Project Plan for the Community Services Department and highlighted projects for FY16-17.

Chair Cole thanked Mr. Strunk for the information.

## VI. WESTERN AREA BRANCH LIBRARY UPDATE

Mr. Barnard stated that a presentation was made at the January Commission meeting on the proposed Western Area Branch Library as part of the Heroes Park update. During that presentation, two sites for the proposed Western Area Branch Library were announced: the Glendale Media Center and Heroes Regional Park. Mr. Barnard stated that two of the proposed public input meetings have been held and a new web page was created to track the feedback.

Mr. Barnard provided an update on the proposed library:

- Glendale 11 Media Center Concept
  - Aerial and Front Elevation pictures displayed
  - Third Floor Interior Conceptual Design Drawings with Floor Plan displayed
  - Total square feet estimated at 7,500
  - Pros
    - Leverages existing city-owned facility
    - Offers covered roof exterior area
    - Lower initial cost than Heroes Regional Park site
    - Potential use of existing “green screen” area by library patrons
    - Existing office space for library staff
    - Centrally located in western service area
  - Cons
    - Forced closure during major Westgate events (+/- 70 days/year)
    - Insufficient parking spaces immediately adjacent to facility
    - Less than optimal access between library and parking garage (distance of 800 feet)
    - Potential staff inefficiency associated with split floor layout of staff offices and public area
    - Primarily non-residential area/locale
    - Future expansion not possible/inhibited
    - Smaller useable patron area due to split multi-floor operation
    - Lack of bicycle/pedestrian accessibility
    - No viable locations for drive-up book return
    - Requires costly and temporarily disruptive structural changes to accommodate bookshelf areas

- Heroes Regional Park Concept
  - Conceptual drawings of the Exterior View, Modular and Pre-Fabricated Building Examples, and Aerial View displayed
  - Third Floor Interior Conceptual Design Drawings with Floor Plan displayed
  - Total square feet estimated at 7,500
  - Pros
    - Leverages existing city-owned land
    - Adjacent to existing public park amenities
    - Located in the center of a large residential area
    - Easy, year-round accessibility
    - More useable library space associated with single story facility
    - Larger usable patron area than Glendale Media Center
    - Improved functional and operational efficiency associated with single-level design
    - Provides ample onsite parking
    - Easily accommodates future expansion
    - Easily accessible by bicycles and pedestrians
  - Cons
    - Higher initial cost
    - Requires new construction in undeveloped park area
    - Requires construction of new parking area
    - Not as centrally located geographically in western service area as Glendale Media Center
- Citizen Outreach and Feedback
  - Citizen Input Phase: February 1 – March 26
  - DFDG developed conceptual designs for public viewing
  - Conduct a public outreach campaign
    - LAB hosted two “open house” public meetings in Yucca District at Desert Mirage Elementary School on February 24<sup>th</sup> and 27<sup>th</sup>
    - Developed special website and created telephone hotline
    - Surveyed patrons for expected services and programs
    - Promoted via press-release, website, and social media outlets
    - Placed advertisements in Glendale Star and Arizona Republic
  - Collected 117 surveys as of 3/8/16
    - 22 Website
    - 17 Open House
    - 38 VTL
    - 39 Main
    - 1 Hotline
  - Citizen Preferences
    - 67 Heroes Regional Park
    - 8 Media Center
    - 32 undecided
- Next Steps
  - Continue gathering and compiling citizen input until March 26<sup>th</sup>
  - Present findings, updated layouts and floor plans during joint Special Meeting of the Library Advisory Board and the Parks and Recreation Commission on Saturday, March 26<sup>th</sup> at 10:00 a.m. Staff will seek concept recommendation and formal vote prior to Council workshop.
  - Return to Council on April 5, 2016, to share information, recommendation and seek further direction.

Mr. Barnard announced that the next public meeting is a joint meeting of the Library Advisory Board and the Parks and Recreation Commission on March 26, 2016, in B-3 at Glendale City Hall.

Commissioner Dewberry asked if the 7,500 square feet would eventually need to be expanded. Mr. Barnard stated that this would be determined by future need.

Chair Cole inquired as to when the library would be constructed. Mr. Barnard replied that this would be determined by Council direction. Mr. Barnard explained that Council needs to make a decision to move forward with either decision and, if so, there would need to be approximately 8 to 9 months for the design phase. Mr. Barnard added that although the construction funds are available in the budget, Council needs to approve a \$600,000 annual impact to the operating budget.

Chair Cole inquired if the Commissioners needed to be present at the March 26<sup>th</sup> meeting in order to vote on the recommendation. Mr. Strunk replied in the positive.

Commissioner Dewberry inquired as to the cost for construction. Mr. Barnard estimated the new construction cost at Heroes Park would be \$2.2 million with existing funds. Mr. Barnard noted that the funds available are dictating the design of the library.

Commissioner Padia asked for a comparison to proposed library versus the Velma Teague library. Mr. Barnard stated that the new library would be about half the size of Velma Teague.

Commissioner Padia suggested outreach to Maricopa County and other partners for financial or in kind support of the library. Mr. Barnard agreed and noted that staff is always pursuing grants and partnerships.

Chair Cole thanked Mr. Barnard for the information.

## VII. LANDSCAPE MAINTENANCE CONTRACT

Mr. Gregory and Mr. Abraham provided information on the recent RFP for the parks, recreation and municipal facilities landscape maintenance contract and staff recommendation. Highlights include the following:

- The current landscape maintenance contract with Mariposa expires in April 2016.
- The contract covers 120 different city-wide parks, recreation, and municipal facilities. Services include landscape maintenance and litter control of libraries, public safety facilities, fire stations, City Hall, downtown trash receptacles, and various parks and recreation facilities.
- There is over 1,000 acres of park lands with 600 acres of turf to be mowed every 7 to 10 days annually.
- The contract will include also weed abatement and chemicals, turf aeration, turf fertilization and occasional pruning of trees and shrubs.
- An RFP was issued for the contract, which would be a six-year contract: one year with a five-year renewal.
- Six companies responded to the request and The Groundskeeper was chosen due to exceptional credentials.
- The contract is for \$636,000 annually.

Commissioner Padia inquired if the City could opt out of the contract for non-performance or poor performance. Mr. Abraham replied in the positive and added that staff will conduct random inspections to ensure proper service.

Chair Cole inquired if landscaping services have always been outsourced. Mr. Gregory explained that the City has been outsourcing various services for quite some time as there are some services that can be provided by the

private sector at a lower cost. Mr. Gregory assured Chair Cole that staff will still perform regular park maintenance.

Commissioner Dewberry inquired about any additional services available in the contract. Mr. Abraham stated that other services can be chosen as needed as there is a breadth of scope to the contract. Mr. Gregory added that The Groundskeeper has provided a price list for extra services.

**Commissioner Dewberry motioned, second by Commissioner Moreno, to recommend Council approval of The Groundskeeper for the parks, recreation and municipal facilities landscape maintenance contract for one year, with a five-year renewal. Motion carried 5 – 0.**

### VIII. SPRINKLER IRRIGATION AND TURF MANAGEMENT

Mr. Kraus updated the Commission on the comprehensive annual irrigation and turf assessment. The presentation included the following information:

- 2015/2016 Turf Audit
  - Purpose: Complete an assessment of current turf conditions. Schedule a plan to renovate turf and develop an implementation plan.
  - When: Late summer/early fall – September 2015
  - This will be the third audit performed
  - Evaluation of all parks, sports fields, and facilities
  - Areas of stress, thin thatch, or non-existence of turf
  - Reason for stressed areas: Open space, open to the public, and heavy traffic and use
  - Once root zone is compromised, turf viability is lost.
- Soil Conditions
  - Soil profile – diagram displayed
  - Identify compactions and high calcium
  - Lack of watering over long periods of time and inadequate watering: calcium moves to the top of the soil profile. Gypsum application can break the bond of calcium to the clay ground.
  - Create an ideal condition for roots: deeper roots create a healthier plant
- Aeration
  - Opens the soil profile, exchange gasses, and increases water filtration which reduces the compaction and increases growing media
- Application of Seed and Fertilizer
  - Temperatures: Bermuda is active when ground is at 65 degrees
  - Must wait until after the false warming period: when the air is warm but the ground is still cold
  - Some seed and fertilizer will fall into the voids created by aeration
  - Drag and top dress to fill the voids and protect seeds from birds and wind
  - Add organic matter
- Results of FY14/15 Turf Audit
  - Open profile of stressed areas
  - Added Blackjack Bermuda seed
    - Early spring/April/May
  - Additional water
- Irrigation
  - Application of sufficient water to support seeds – 7 to 14 day germination
  - Start irrigation in early March because ground temperature is above 65 degrees
  - Watering now is only to maintain the irrigation infrastructure (valves and rotors)
- Pilot Program/Web-Based Irrigation Controllers
  - Most current and web-based technology – Smart system

- Five City locations are being considered: youth sports fields, Paseo Park, Foothills, Oasis, and possibly Memmingen
- Will save time, water and expense
- Create water efficiencies
- Soil moisture - Evapotranspiration rate (ET)
  - Automatically measures what is needed by the plant
  - Considers wind, humidity, ET rate
- Problem resolutions
  - Main line break
  - Stuck valves – excessive water
  - Bad solenoids – no water

Mr. Kraus distributed the City of Glendale Landscape Management Irrigation Plan. The Plan covers the irrigation system assets owned by the City and recommends improvements in the design and operation of the irrigation systems that will lead to more uniform standards of open space vegetation and a reduction in the consumption of water.

Commissioner Padia inquired about the cost for the web-based irrigation pilot program. Mr. Kraus explained that there is no upfront cost to the City. There will be a shared cost savings split between the contractor and the City.

Commission Dewberry asked if the pilot program would be run over a twelve month period to capture all weather conditions. Mr. Gregory replied in the positive noting that all details are spelled out in the RFP. Mr. Gregory also provided the following information regarding the pilot program:

- The program will be a two-year pilot program.
- Language for the contract is still being drafted.
- There will be no upfront cost to the City and the shared cost savings split is 80/20.
- Staff hopes the program is successful.
- The Smart system will recognize anomalies in the watering program and will adjust automatically and/or send message to staff as appropriate.

Commissioner Padia wondered about the cost of new sprinkler heads and valves for the Smart system and the life expectancy. Mr. Gregory explained that the current heads and valves can be adapted to the Smart station and moisture sensors.

## IX. STAFF UPDATES

Mr. Gregory provided an update, which included the following:

- The downtown film series will begin on March 25<sup>th</sup> in the Amphitheater. The goal is to bring more visibility to the downtown area and to connect community. The first movie to be shown is “Minions”.
- An event was held at the Heroes Park Archery Range. Salt River Rock donated approximately 400 tons of rock for the range surface. Heritage Trucking donated transportation of the 29 truckloads of rock. Kudos to the Mayor for developing the partnerships. A private contractor is donating landscaping rock at a value of approximately \$5,000. All donations are very much appreciated.

Mr. Abraham provided an update, which included the following:

- The Sahuaro Ranch Park Folk and Heritage Festival will be held this weekend.
- Ms. Miller is working with the Community and Recreation Centers to compile a wish list of items to be placed on the City website.

## X. COMMISSION COMMENTS

Commissioner Faris commented that the City's Amphitheater was built for the Summer Band and this year is the 50<sup>th</sup> year of Summer Band. A request will be brought to the Commission to name the Amphitheater the "Lowell Rogers Amphitheater", in honor of his founding the Summer Band. Mr. Gregory added that Mr. Rogers son is completing the application which will be on the April 2016 Commission agenda.

Commissioner Dewberry thanked staff for a thorough and informative presentation at the meeting.

Commissioner Moreno inquired about the existence of a policy regarding renaming a City facility. Mr. Gregory stated that the policy and procedure will be sent to the Commissioners prior to the April meeting.

Commissioner Padia was excited about the downtown film series. Commissioner Padia stated that he took his son to a Martin Art Center class, however, the facility was closed and there was no signage. Mr. Gregory will follow up on the comment. Commissioner Padia's son is taking a computer code class at the library which he is really enjoying.

Chair Cole announced that this is her last meeting and she has really enjoyed serving on the Commission for the past three years. Chair Cole stated that she has learned a great deal and appreciates the support from staff and other Commissioners over the past years.

Mr. Gregory announced that Commissioner Padia will be the new Chair of the Commission beginning at the April meeting. Mr. Gregory presented Commissioner Padia with a Certificate of Recognition for his current term of Vice Chair.

Mr. Gregory presented Chair Cole with a Certificate of Recognition for her role as Chair and a plaque and pin for her service on the Commission. Mr. Gregory asked Chair Cole how she came to participate on the Parks and Recreation Advisory Commission. Chair Cole explained that she served on the Neighborhood Services Commission for four years and enjoyed it. Chair Cole commented that she wanted to be a Parks and Recreation Commissioner because it is a very busy Commission.

## XI. ADJOURNMENT

**The meeting was adjourned at 8:00 p.m. by consensus.**

The next regular meeting will be held on April 11, 2016, at 6:00 p.m. at the Glendale Municipal Office Complex, 5850 W. Glendale Avenue, B-3.

Respectfully submitted,

Denise Kazmierczak