

**City of Glendale
Parks and Recreation Advisory Commission Retreat
Camelback Ranch - Glendale
10710 West Camelback Road**

**Saturday, August 17, 2013
8:00 am-11:00 am**

RETREAT AGENDA

I. Call to Order

II. Roll Call

III. Breakfast / Tour – 8:00 am

Summary: Camelback Ranch - Glendale staff will conduct an on-site facility tour.

Recommendation: For information.

IV. Role and Mission of the Commission– 8:30 am

Summary: Staff will provide an overview of the mission, scope and function of the Parks and Recreation Advisory Commission.

Recommendation: For information and discussion.

V. Review of Department Revenue and Fee Philosophy – 8:45 am

Summary: At the May 21, 2013 City Council Workshop, staff was directed to research and prepare information related to the impact of FY 2012/13 user fee increases for various department programs and services. As a result, the Commission will receive a staff presentation on all registration activity and revenue in FY 12/13 as compared to the preceding year; the division's current fee philosophy; and discuss possible recommendations to amend elements of the current fee structure so as to ensure the department market penetration is maximized.

Recommendation: For information and discussion.

VI. FY 13 Year in Review – 9:30 am

Summary: Staff will highlight major accomplishments of the Department.

Recommendation: For informational purposes.

VII. Break – 9:40 am

VIII. Parks Amenity Naming and Recognition Plaques – 9:50 am

Summary: Earlier this year, the Parks and Recreation Division received a two separate requests to have installed in its parks, special plaques of recognition for two different initiatives. Apart from the current parks naming policy, the “Partner N’ Parks” recognition signage, and the Dedicate a Tree Program, there is no formal process for such requests. Staff will review all existing park and facility naming programs with the Commission and then entertain whether portions of a facility may have another name than that of the entire facility or features may be dedicated to or in honor of a person. For example, “Frank Kush Field” at Sun Devil Stadium; “Tillman Plaza” at the University of Phoenix Stadium. Staff will also share proposed criteria by which such a process could be established.

Recommendation: For information and discussion.

IX. Discussion and Creation of FY2013-14 Commission Work Plan – 10:20 am

Summary: Staff will facilitate a discussion with the commission about its direction, goals and role in working within the parks and recreation system for the upcoming fiscal year. A portion of this discussion will also profile specific department projects that will be implemented in FY 2014. The creation of this work plan will also include the establishment of regular commission meeting times and locations.

Recommendation: For information and discussion.

X. Commission Comments & Suggestions – 10:50 am

Summary: This is an opportunity for the Commission to share any observations or comments it may have. Staff will follow-up as appropriate.

Recommendation: For discussion.

XI. Adjournment – 11:00 am

The next regular meeting will be Monday, **September 9, 2013 at 6:00pm at the City Hall Municipal Complex, room B3.**



Special Accommodations: For special accommodations, please contact Gwen Benoit at 930-2691 (voice), or 931-5434 (TDD), at least three working days prior to the meeting for special accommodations or if you cannot attend the meeting.