

DRAFT



**PARKS AND RECREATION ADVISORY COMMISSION
GLENDALE CIVIC CENTER
5750 W. GLENN DR.
GLENDALE, ARIZONA 85301**

**APRIL 8, 2024
5:30P.M.**

Parks and Recreation Mission Statement

A partnership of employees and community working together to create a better quality of life for Glendale through the provision of excellent parks, recreational programming, special events, tourism, and neighborhood and community facilities.

1. CALL TO ORDER

Vice Chair Johnson – Bodine called the meeting to order at 5:31 p.m.

2. ROLL CALL

Vice Chair Johnson – Bodine conducted roll call.

Present: Helena Johnson Bodine, Vice Chair
Dianna Guzman, Commissioner
Marie Nesfield, Member
Bud Zomok, Commissioner
Lauren Snair, Teen Commissioner

Absent: Reginald Martinez, Chair
Kathryn Mawby, Commissioner
Tom Traw, Commissioner

Also Present: John Kennedy, Director
Heidi Barriga, Deputy Director
Diane Williams, Program Manager
Manuel Padia, Recreation Administrator
Jeneea Jervay-Bush, Recreation Supervisor
Dean Kinnoin, Recreation Supervisor

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

Parks and Recreation Advisory Commission Minutes of March 11, 2024.

Motioned by Commissioner Dianna Guzman, seconded by Member Marie Nesfield to approve the Parks and Recreation Advisory Commission Meeting Minutes of March 11, 2024.

AYE: Vice Chair Helena Johnson Bodine
Commissioner Dianna Guzman
Member Marie Nesfield
Commissioner Bud Zomok
Teen Commissioner Lauren Snair

Other: Chair Reginald Martinez (ABSENT)
Commissioner Kathryn Mawby (ABSENT)
Commissioner Tom Traw (ABSENT)

Passed

5. NEW BUSINESS

a. INFORMATION: COMMISSION REPORTS

Commissioner Zomok reported 13 homeless tents along the southwest back part of Northern Horizon Dog Park. He also relayed that because there is no lighting around Murphy Park, merchant owners are concerned for their safety due to fall hazards and the homeless.

Mr. Kennedy acknowledged the challenges at Northern Horizon Dog Park and will make staff aware of the issue. He assured the Commissioner that inquiries have been made regarding Murphy Park, and staff will try to get back to the commission with an email this week.

Commissioner Snair commented on the Arbor Day ceremony and thinks that it's a great opportunity.

Mr. Kennedy appreciated comments, and will pass along the Commissioner's compliment to the Library staff.

Commissioner Guzman visited Discovery Park and inquired as to why the park is fenced in.

Mr. Kennedy explained there is an irrigation replacement project going on to replace the irrigation to all the turf areas within the park.

Commissioner Guzman reported graffiti at Heroes Regional Park under the bridge and inquired about the grates that have been kicked out.

Mr. Kennedy commented that area is managed by the Stormwater division within the Water Services Department. He relayed a work order was submitted, and he will follow up.

Commissioner Guzman also visited Sunset Ridge Park, the retention basin on Krall, and Pasadena Park, and remarked they were in excellent condition.

Mr. Kennedy thanked the Commissioner for the good words.

Commissioner Nesfield reported on the Paseo Neighborhood Park and noted the hedges could use trimming, dry spots in the grass, and graffiti on the benches in the ramada area.

Mr. Kennedy made note.

Vice Chair Johnson – Bodine thanked Mr. Kennedy for having the light put back on at Utopia Park.

b. INFORMATION: STAFF RECOGNITION

Mr. Kennedy explained the City's annual Success Factors Excellence Awards program, and each category: Commitment to Service Excellence, Innovation, Leadership, Team Building and Collaborative Relationships, and Continuous Learning and Development.

- Citywide, 271 nominations for the year 2023.
- 36 winners and 35 runners-up. The top 3% of the employees in the city were honored at those levels.
- Parks and Recreation represents 6% of all the departments and had 23 nominations.
- Parks and Recreation had 6 winners and 2 runners-up, 8.5% of all nominations, and 11% of the winners and runners-up.

Mr. Kennedy intimated his pride in the department staff and wanted to recognize them at this meeting. Mr. Kennedy introduced the nominees and winners, explained the projects each of the winners won their awards for, and thanked them for their efforts.

Mr. Kennedy explained Lean Six Sigma, a nationally recognized methodology to improve processes, reduce waste, and enhance efficiency and quality in organizations. He recognized Parks and Recreation staff that have taken the Yellow Belt and Green Belt training and explained the hope is to take some processes through this lean processing to develop some efficiencies, and make improvements.

Commissioner Zomok relayed that he has passed the Green Belt training and can appreciate how much work it is.

c. ACTION: EL BARRIO PARK RENAMING

Mr. Kennedy reminded the Commission that this was briefly shared at the last meeting, and he gave a short background.

Mr. Kennedy explained that this request was brought to a City Council workshop, and City Council agreed to move forward with the normal naming policy, which includes public outreach; gathering information, and bringing it to the Commission for a recommendation.

A screenshot was shared of the postcard that was mailed out to 1,764 homes around a three-quarter mile radius around the park, each with a QR code to an online survey. Staff received 19 surveys that were completed; 13 to keep the name El Barrio Park, and two that voted to change the name to Veterano's Park.

Mr. Kennedy explained that the organization that made this request communicated that they were collecting signatures on a petition. Mr. Kennedy relayed that anything they can provide

that would show support to this Commission to help you make a decision and eventually to the City Council, they could do. They submitted 123 signatures that support renaming El Barrio Park to Veterano's Park in tribute to our veteran's past, present, and future.

Commissioner Guzman asked if City Council had considered petitions in the past.

Mr. Kennedy replied this has not been common in the recent past to rename or name things.

Commissioner Guzman commented on the number of survey responses received compared to how many were sent out.

Mr. Kennedy replied that the addresses were accurate and received from the Development Services Department.

Commissioner Guzman asked how long the survey was open.

Mr. Kennedy replied March 20th – April 5th.

Commissioner Snair asked if staff knew why it is called El Barrio Park.

Mr. Kennedy explained that staff research did not find any reason why it was named that at the time.

Commissioner Zomok stated he spoke with a person petitioning in the area who commented the small response was because residents in the area don't use technology and either didn't know about the survey or trust the technology. He calculated that 13 people out of 19 people didn't respond to the survey, and ignoring that would upset folks that we didn't listen to.

Commissioner Zomok asked if the survey was done in Spanish.

Mr. Kennedy replied it was done in both English and Spanish.

Commissioner Zomok remarked that 19 people out of 1,700 isn't a valid response rate and asked about going out and approaching the people in the area to get a better response.

Mr. Kennedy replied that was the reason for allowing the postcard to be dropped off [at the community center]. They could have filled it out like a paper survey and dropped it off or mail it back in. He commented that staff recognized technology could be a challenge for some.

Commissioner Nesfield asked if there was a cost associated with changing the name of the park.

Mr. Kennedy answered that replacing signage would be a negligible expense.

Vice Chair Johnson – Bodine thought it was interesting that 123 people would sign this petition, but not take the survey. She remarked staff may want to go back and see what happened and make a connection.

Commissioner Guzman asked if the organization that put in the request to change the name, are they the ones that, that took the petition around?

Mr. Kennedy replied in the positive.

Commissioner Nesfield asked if the organization went to the park and asked people at the park, or if they went to the neighborhood around the park and ask them what they thought?

Mr. Kennedy relayed he didn't know what methods they used and interpreted that they went door to door.

Commissioner Guzman shared a concern of not knowing the addresses of the 123 signatures on the petition, and why the people didn't respond in the survey instead of signing a petition.

Commissioner Zomok remarked that anybody could have scanned that QR code not just in Glendale and that people weren't required to be in the [Ocotillo] district to scan the survey barcode and vote.

Commissioner Nesfield noted the survey was sent to people in the area.

Commissioner Zomok expressed a need to find a different option to get a better response rate unless Parks and Recreation or the City Council considers 19 responses a valid number.

Mr. Kennedy commented the naming policy doesn't require an exact method that has to be used. He stated that based on the criteria of the 123 signatures presented, the Commission could make a recommendation based on that, or the survey data, or make a recommendation to go back and do it a different way. Mr. Kennedy relayed the Commission has the authority to make a recommendation based on the available information or send it back.

Vice Chair Johnson–Bodine asked if the policy requires the survey to be open for a certain time frame.

Mr. Kennedy answered that people tend to forget if the survey is open too long and setting a deadline helps spur action. He did agree that getting 19 responses out of over 1,700 postcard mailers is quite low.

Commissioner Guzman inquired about creating a QR code that has certain boundaries around the park and when people responded, they put in their address to allow them to vote.

Mr. Kennedy responded that could be looked into. However, to access the survey barcode, people would have had to be on that mailing list, or somebody would have had to share it with them. He stated only residents within that three-quarter mile radius of the park received the barcode. He stated the barcode was not on the Parks and Recreation website for general use, and that it was strictly included on this postcard.

Commissioner Guzman asked if volunteers could go door to door.

Mr. Kennedy replied that Parks and Recreation does not have a large supply of volunteers that are used regularly, making that difficult.

Commissioner Zomok acknowledged the probable validity of the signatures gathered and recommended moving on with the name change.

Motioned by Commissioner Bud Zomok, seconded by Commissioner Dianna Guzman to recommend changing the name to Veterano's Park.

AYE: Vice Chair Helena Johnson Bodine
Commissioner Dianna Guzman
Member Marie Nesfield
Commissioner Bud Zomok
Teen Commissioner Lauren Snair

Other: Chair Reginald Martinez (ABSENT)
Commissioner Kathryn Mawby (ABSENT)
Commissioner Tom Traw (ABSENT)

Passed

d. ACTION: SPLASH PAD HOURS OF OPERATION

Deputy Director Barriga explained the steps by staff to gather data from the community regarding the splash pad's hours of operation.

- Online survey sent to 23,597 email addresses of participants in Glendale parks and recreation facilities and subscribed to Glendale@Play magazine.
- Survey open March 25-April 4
- 175 submissions received

Ms. Barriga shared the results of the submissions received.

- 70 Submissions to have the operating hours from Noon – 7 p.m.
- 52 Submissions to have the operating hours from 1 – 8 p.m.
- 19 Submissions to have the operating hours start at 10 a.m.
- Varied submissions opening at 7 a.m., 8 a.m., and 11 a.m., not the majority

Mr. Barriga commented that the aquatics technicians and maintenance team were part of the survey, and their recommendation is to go with the noon to 7 p.m. Recreation Administrator Padia shared what was discussed with aquatics maintenance staff and what operations are the best for them, with the idea of having a consistent schedule.

- Aquatic Maintenance Staff = 3 FTE
- 7 days a week operation
- 2 maintenance staff on duty each day = 2 aquatic centers

Mr. Padia noted there are two aquatic facilities that need to be open regularly. Aquatics maintenance staff duties are weighed heavily on the aquatic centers:

- Responsible for cleaning and spraying decks of main pools, clearing debris, and vacuuming.
- Backwashing pools based on weather conditions and need.
- Chemical maintenance and regulation daily.
- Safety checks of pool deck components.

Mr. Padia shared that Aquatics maintenance staff concerns included having enough scheduled time to get to each of those facilities, as well as making chemical deliveries more challenging. The discussion led to preferring consistent hours across the board.

Mr. Padia commented that consistent hours offer support when there are call-outs or sick staff. Backup staff would know that every splash pad opened at a certain time and closed at a certain time, eliminating the need to provide schedules or find staff for different schedules.

Commissioner Guzman commented at Heroes Regional Park, families use that splash pad in the summer and that it's still light outside and hot at 7 o'clock.

Motioned by Commissioner Dianna Guzman, seconded by Teen Commissioner Lauren Snair to recommend the time change for the splash pads from noon to 7:00 p.m.

AYE: Vice Chair Helena Johnson Bodine
Commissioner Dianna Guzman
Member Marie Nesfield
Commissioner Bud Zomok

Teen Commissioner Lauren Snair
Other: Chair Reginald Martinez (ABSENT)
Commissioner Kathryn Mawby (ABSENT)
Commissioner Tom Traw (ABSENT)

Passed

e. INFORMATION: PARK LIGHTING UPDATE

Ms. Barriga gave an update on a phased project converting to all-LED lighting at Sahuaro Ranch Park. She stated that Phase 1 has started and includes holes being dug, removal of lights from the parking lots, and the walkway surrounding the ball fields; Phase 2 starts in two weeks.

Ms. Barriga shared the lighting project at Rose Lane Park, which includes not only the inside of the fence at the Rose Lane Aquatic Center but also the parking lot at the park and the ball field. She noted the Aquatic Center has been completed, the parking lot is currently being worked on, and then the contractor will move on to the park.

Mr. Kennedy communicated that staff worked with the Glendale Field Operations Department and the Facilities team to create a new standard design allowing future replacements to occur on a much quicker basis than what occurred previously at Utopia Park, which took several months to rectify. He explained the new standard design includes a two-foot concrete aggregate base where irrigation will hit and not on the pole, creating a much longer-lasting pole.

f. INFORMATION: FY 25 BUDGET UPDATE

Mr. Kennedy gave an update on the budget process for Fiscal Year 2025, presented the Budget schedule, and information on the Parks and Recreation presentation on April 2nd where staff discussed supplemental Budget requests with City Council. He explained that supplemental requests are for any budget items that are above and beyond what's in our normal baseline operating budget that we utilize yearly.

Parks and Recreation FY25 Supplemental Requests include:

- ARPA First 6 Months – Grant funds sunsetting the end of 2024 which must be committed by the end of this year and has to be spent by the end of the calendar year 2026. These operating funds will run out at the end of 2024.
 - New FTE – (6) Recreation Programmer \$2
 - New FTE – (2) Recreation Coordinator \$104k
 - New FTE – Management Assistant \$ 42k
 - Temp Pay for Community Centers \$127k
 - Sports and Health Programs – ARPA \$246k
- General Fund Second 6 Months - to pick up those expenses for the next, for the second six months of FY25 and then moving forward to continue to keep the community centers open.
 - New FTE – (6) Recreation Programmer \$250k
 - New FTE – (2) Recreation Coordinator \$110k
 - New FTE – Management Assistant – Recreation \$ 45k
 - Temp Pay for Community Centers – \$127k
 - Sports and Health Programs – ARPA \$ 52k
- General Fund – Heroes Regional Park build-out operations and maintenance expenses, landscape maintenance contracts increases, parks maintenance supplies and services, and marketing and promotions increases for Glendale@Play magazine printing and

mailing costs.

- New FTE – (2) Service Worker - Parks \$ 78k
- Heroes Park Operating and Maintenance \$132k
- Contract Increases – Landscape Maintenance \$279k
- Parks Maintenance Services and Supplies \$ 52k
- Marketing & Promotions \$ 29k
- General Fund – addresses staffing development and retention, Civic Center exterior and Adult Center building improvements, replace old, outdated fitness equipment, aquatics supplies and chemical increases, cover water rate increase of 4.3%, contracted tree services increase, and trail maintenance match with grant funding.
 - Professional Development and Hiring Costs \$ 17k
 - Entrance/Courtyard Safety Enhancement \$ 60k
 - Recreation Equipment and Supplies \$120k
 - Aquatics Programs, Supplies, and Services \$ 26k
 - New Window Treatments for Adult Center \$ 30k
 - Water Utilities Cost Increase \$150k
 - Tree Trimming, Pruning, and Removal Services \$ 50k
 - Trail Maintenance at TCP \$ 50k

Commissioner Zomok asked what the total amount Parks and Recreation requested.

Mr. Kennedy replied \$1.7 million in addition to the ARPA funding that will need to be covered, totaling \$2.5 million.

Commissioner Guzman asked if the two employees were going to be working just at Heroes Park.

Mr. Kennedy replied in the positive.

6. STAFF UPDATES

Mr. Kennedy relayed that former council member, Jamie Aldama, brought forth a Council Item of Special Interest to rename the Glendale Community Center after former council member Norma S. Alvarez, and to dedicate the building to three prior council members in Manny Martinez, Tranquilina Garcia, and Joe Silva. He stated that staff presented the item at City Council workshop and was given direction to move forward. Staff is preparing the public outreach and once completed, staff will bring it to the Commission for recommendation.

Ms. Barriga gave an update on the Heroes Regional Park ball field build-out. She stated that a construction trailer has gone up on site, the first kickoff meeting with the on-site superintendent was held Friday, April 5th; this is going to be a phased project, meaning they're not going to fence off the entire construction site at one time.

- First phase – the northern part of the park.
- Second phase – the dog park area
- Third phase – the connection to the library

Ms. Barriga shared once the fence goes up, signage will be put up on that fence, with possibly a rendering of the project, with a QR code that links to a Heroes Regional Park build-out page on the web that will have information on what's happening, estimated open date, to keep the public informed. Ms. Barriga relayed that the park master plans presented at a previous meeting will be sent to the Commissioners.

Ms. Barriga gave a project update:

- Bonsall North Master Plan – J2 is working on construction documents and estimate to be at 60% by July 2024.
- Sahuaro Ranch Park Master Plan, on hold until the 2025 bond election. City Council approved the proposed concept including a lily pond and 59th Avenue enhancements.
- Thunderbird Conservation Park improvements, 3 trail heads, City Council approved the Concept.
 - Three-phase project.
 - \$11.5 million funding available
 - Meeting with the Engineering Department to discuss moving forward and rolling out the phases.
- Irrigation and Lighting Projects
 - Desert Mirage irrigation project currently going on right now.
 - Sunset Palms hydro-seeding project begins tomorrow

Ms. Barriga also shared that ground-breaking for the Heroes Regional Park build-out is scheduled for May 17th and the Commission would be invited.

Mr. Padia shared volunteer opportunities with the Commission:

- April 16 - Crafty Kids Earth Day – Foothills Recreation and Aquatics Center
- April 26 - Arbor Day Event – Sunset Ridge Park at 85th Avenue and Missouri
- April 27 - Retro Rumble E-Sports Tournament – O’Neil Recreation Center
- May 4 - Star Wars Day – O’Neil Recreation Center

Mr. Kennedy gave an update on moving the Commission meetings to different locations. He stated that technology challenges meeting the recording requirements and in the short term the meetings will stay at the Civic Center.

7. COMMISSION COMMENTS AND SUGGESTIONS

Commissioner Guzman commented she is impressed with the landscaping at Heroes Regional Park and how everything's being kept up, and she is disappointed with graffiti issues.

Commissioner Zomok inquired about tightening up the park renaming policy criteria, as well as commenting on the response rates of surveys received of seven-tenths of a percent of response rate for the water park and a one percent response rate on the naming of the park. He asked if that's acceptable as a normal response or if something needs to be done to improve the rates.

Commissioner Zomok mentioned the recent Employee Engagement Survey results, two areas stood out under the engagement section. Sixty percent of employees felt their opinions mattered, as well as the low score for employees that feel valued by their senior leaders. He inquired as to the results specific to Parks and Recreation.

Mr. Kennedy stated that staff is working very actively on this with holding internal focus group meetings last year and developing a plan that has been implemented. He also relayed an outside facilitator did additional focus groups this year, the leadership team expect those results later this week. Department leadership will develop an action plan to address those as well.

Commissioner Guzman asked if the Parks and Recreation does anything to celebrate Cinco de Mayo.

Mr. Padia replied that programs are held within each of the recreation facilities.

8. NEXT MEETING

The next regular meeting of the Parks and Recreation Advisory Commission will be held on May 13, 2024, at 5:30 p.m., at the Glendale Civic Center, located at 5750 W. Glenn Dr., Glendale, Arizona, 85301.

9. ADJOURNMENT

Motioned by Commissioner Dianna Guzman, seconded by Member Marie Nesfield to adjourn the meeting.

AYE: Vice Chair Helena Johnson Bodine

Commissioner Dianna Guzman

Member Marie Nesfield

Commissioner Bud Zomok

Teen Commissioner Lauren Snair

Other: Chair Reginald Martinez (ABSENT)

Commissioner Kathryn Mawby (ABSENT)

Commissioner Tom Traw (ABSENT)

Passed

The meeting was adjourned at 6:42 p.m.

The Parks and Recreation Advisory Commission meeting minutes of April 8, 2024, were submitted and approved on the 13th day of May 2024.

Gwen Benoit, Management Assistant
Recording Secretary