PARKS AND RECREATION
ADVISORY BOARD MEETING
November 12, 2008

CALL TO ORDER: Vice Chair, Mel Sorensen called the meeting to order at 5:15 P.M.

ROLL CALL: Mel Sorensen, Vice Chair and Members: Gerri Levine, Rory Huff and David Rutter was present. Chair, Bruce Wilson and Members, Rob Ingram and Carrie Dick was absent.

Others Present: Rick Manchester, Parks & Recreation Director, Mary Ann Wolf, Administrative Assistant Parks & Recreation.

AGENDA ITEMS

1. **Approve October Minutes** — **Motion** was made by Rory Huff, **seconded** by Gerri Levine **to approve the October 29th Parks & Recreation Board minutes.** The motion carried; 4-0.

2. **Public Input—Comments concerning items not on the agenda.**

3. **Correspondence (Discussion Only, No action allowed)**
   a. Customer Comment Form-Cigarette Butts
   b. Customer Comment Form-McKain
   c. Customer Comment Form-Mills
   d. Customer Comment Form-Coar
   e. Be Outdoor Arizona Flyer
   f. Habitat for Humanity Half Marathon
   g. October Aquatics report update
   h. Fall 2008 Activities Guide

4. **Park Development Fund, Department Master Plan-Impact Fees (Discussion and Possible Action)**
   a. Continue working on Master Plan in-house as there are no funds for outsourcing. No action taken.

   b. As of today funding is $71,000 against $95,000 in expenses plus PATS Heritage Fund Grant. Those monies can only be used for park construction and park planning.

   c. Town Council approved Advisory Board recommendations for Gila Community College and Goat Camp Heritage Fund Grant with no monies being spent for 2 years.

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5. **Director's Report (Discussion and Possible Action)**
   a. Department Budget status
      1. Budget Planning is normally in March/April/May.
      2. Mel Sorensen would like to see that process moved up to January/February. No Action Taken.
      3. Review of adopted 2008/09 P & R Budget information. Overall department summary by category.
      4. Adopted budget with the YTD balances and expenses from the finance department report.
      5. Division budget planning documents outlining how P & R dollars are used to provide public services.
      6. Cost Analysis Worksheet-department planning tool that we are now using to determine the cost recovery goals for specific programs. Outdoor Recreation Programs and Athletics.
      7. Mel Sorensen requested this go back on the December agenda for further discussion and review.

   b. YMCA update
      1. Rory Huff advised that the YMCA will not continue to pursue the Payson market. They are now working with Wickenburg to secure a facility in that community.

   c. Update on Parks & Recreation Board Vacancies and applications.
      1. Will Dunman, Principal at Payson Elementary has picked up an application but has not turned it in.
      2. James Grady has turned in an application.
      3. Rory Huff and David Rutter have requested re-appointment.

   d. Town Resident Survey
      1. Mel Sorensen would like to know which department has called for this survey and is disappointed that Parks and Recreation Advisory Board had no input in the survey.
      2. Why are they doing this? What are they using it for? How much is it costing? Can our board use it for our own needs assessments?
      3. Requested that this item go on the December agenda for further discussion and review.

6. **Future Items** – National Forest Service has asked for the Town to give their recommendations on motorized or non-motorized vehicles on PATS trails and routes. The PATS Volunteer Group also has recommendations. Stewart Pocket feasibility Study. Master Plan and Budgeting for 2009-2010. Town Resident Survey. Parks Board vacancies and Chair-elect position.

7. **Next Meeting** – Wednesday, December 17, 2008.

8. **Adjourn:** The meeting of the Parks & Recreation Advisory Committee adjourned at 6:50 P.M. **Motion** was made by Dave Rutter, **seconded** by **Rory** Huff; Favor 4-0.

Approved

Date: 12-17-2008

~~Bruce Wilson, Chair~~
Mel Swanson, Vice Chair

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Parks and Recreation Committee of the Town of Payson held on the 12th day of November 2008. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 17 day of Dec, 2008

Mary Ann Wolf

Respectfully submitted: Mary Ann Wolf, Administrative Assistant