Minutes of the Parks, Recreation, Golf and Double Butte Cemetery Advisory Board meeting held on October 16, 2019, 6:00 p.m., Tempe Public Library, 2nd Floor Board Room, 3500 South Rural Road, Tempe, AZ.

**Members Present:**
- Maureen DeCindis – Vice-Chair
- Judy Aldrich
- Sharon Doyle
- Christina Hudson
- Chris Kamper
- John Vack
- Fred Wood

**Members Absent:**
- Mary Larsen – Chair
- Shereen Lerner
- Dayna McGrady
- Duane Washkowiak

**City Staff Present:**
- Craig Hayton, Staff Liaison- Deputy Community Services Director- Parks and Recreation
- Linda Cano, Community Services Manager
- Julie Hietter, Community Services Administration Manager
- Bobbi Lloyd, Management Assistant II
- Shawn Wagner, Deputy Community Services Director- Parks and Recreation

Upon the establishment of a quorum, meeting was called to order at 6:02 p.m. by Maureen DeCindis.

**Agenda Item 1 – Public Appearances**
None

**Agenda Item 2 – Approval of Meeting Minutes September 18, 2019**
Motion by Board member Judy Aldrich to approve the meeting minutes of September 18, 2019 as submitted; second by Board member Chris Kamper. Motion passed on an 7-0 vote.
Ayes: Vice-Chair Maureen DeCindis, and Board members, Judy Aldrich, Sharon Doyle, Christine Hudson, Chris Kemper, John Vack and Fred Wood.
Nays: None
Absent: Chair Mary Larsen and Board members Shereen Lerner, Dayna McGrady and Duane Washkowiak
Agenda Item 3 – Board and Commission Annual Report
Craig Hayton reviewed the draft board and commission annual report. Changes were noted to add Urban Forest Master Plan, Integrated Pest Management, Board member names for Parks and Recreation Master Plan and Golf Management RFQ. Question regarding how high-density housing receives Park updates with no water bill. Also question regarding past make up of Development Review Commission, did a seat on that commission use to come from this board. Staff to follow up and let board know. Draft will be updated with additional items and sent out to the board before next meeting to receive further input. Item will be listed for Action at the November meeting seeking approval to move forward final document.

Agenda Item 4 – Special Event Fee Update
Shawn Wagner and Linda Cano provided an update to the board on the status of the Special Event Fee changes. The current special event rental and administrative fees were established in September 2009. During the last ten years special events have evolved and grown. This includes the activation of new event location requests. Staff recognized the need to update these fees to reflect current and anticipate future location requests. A tiered model methodology was created based on criteria using industry best practices, comparable cities and recommendations of City Special Events staff. A list of the signature city events was provided to the board. Staff will come back to the board with updates as this moves through the process. Board requested to provide the past and proposed fee amounts when brought back.

Agenda Item 5 – Quarterly Golf Update
Craig Hayton and Julie Hietter presented to the board a PowerPoint presentation on the Quarterly Golf Update. Presentation included the following:
- Financial update
- Course updates
- Other
  - Events
  - RH oversee seed projects
  - Ken McDonald clubhouse
  - Info boards

The Request for Information (RFI) on the Ken McDonald clubhouse was released on Monday and will be out for 60 days. The purpose of this is to look for interest from the private sector to see what kind of ideas and structure someone might be willing to do. Once this process is completed the next step would be a Request for Proposal (RFP) which is the formal process. Fred Wood offered to sit on the review committee.

Agenda Item 6 – Integrated Pest Management Update
Craig Hayton presented to the board a PowerPoint presentation on the Integrated Pest Management Update. Presentation included the following:
- Integrated Pest Management (IPM) overview
- IPM updates since 2016
- Formalized IPM program
- Organic uses: performance measure 4.12
- Local and national research
- Next steps
IPM approach requires diligence and a focus on continuous improvement. Therefore, several next steps have been identified, in order to continue to move our organization along the pathway to a reduced-risk/green organics program. One of the next steps is to provide follow-up with Council requested information relating to Glyphosate use in the City. Staff will come back to the board with an update. Question from the Board regarding using chemicals like vinegar. Staff to provide follow up at future meeting.

**Agenda Item 7 – Upcoming Park Public Meeting Notices & Announcements**
- Tempe Town Lake Turns 20 Birthday Party on November 9, 2019 from 11 a.m. – 4 p.m.
- On November 16, 2019 four Park Improvement Meetings for Dwight, Meyer, Mitchell and Redden Parks
- Also, on November 16, 2019 two Re-Opening Celebrations at Daumler and Ehrhardt Parks
- Kiwanis Tennis Center received the Outstanding Facility Award from USTA

**Agenda Item 8 – Current Events/Board Announcements/Future Agenda Items**
- Fred Wood commented on how remarkable the amount of park space there is based on population and what a strong part of Tempe that is and something to be very proud of as a board
- El Paso Path update tentative for November meeting
- Desert Conservation Commission update tentative for November meeting

**Meeting adjourned at 7:15 p.m.**
Prepared by: Bobbi Lloyd, Management Assistant II
Reviewed by: Craig Hayton, Deputy Community Services Director- Parks and Recreation
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