



**PARKS AND RECREATION BOARD
MINUTES OF REGULAR MEETING
MAY 14, 2019 6:00 P.M.
MUNICIPAL BUILDING II, CONFERENCE ROOM 100
90 E. CIVIC CENTER DRIVE, GILBERT, ARIZONA 85296**

BOARD MEMBERS PRESENT:

Les Presmyk, Chair
Robert Ferron, Vice Chair
Rebecca Hill
Gilbert Honeycutt
Jennifer Jones (By Phone)
Ben Kalkman
Lindsay Shrewsbury
Stanley Williams

STAFF PRESENT:

Robert Carmona, Parks and Recreation Director
John Kennedy, Parks and Recreation Manager
Rocky Brown, Parks and Recreation Business Manager
Marshall MacFarlane, Parks and Facilities Manager
Denise Merdon, Special Events, Marketing & Sponsorships
Jennika Horta, Management Analyst

COUNCIL LIAISON PRESENT:

Vice Mayor Eddie Cook

BOARD MEMBERS ABSENT:

Mark LaPorte

GUESTS:

Sandra Reynolds, Gilbert Archery
Cecilia Chan, Gilbert Sun News
Sherry Hartman, Citizen

STANDING AGENDA ITEMS

1. **CALL TO ORDER:** Chair Presmyk called the meeting to order at 6:14 P.M.
2. **ROLL CALL:** Denise Merdon called the roll and it was determined that a quorum was present.
3. **PLEDGE OF ALLEGIANCE:** All present recited the Pledge of Allegiance.
4. **OATH OF OFFICE:** Vice Mayor Cook administered the Oath of Office to new Board members Rebecca Hill, Ben Kalkman, Lindsay Shrewsbury, and Stanley (Scott) Williams. The new Board members introduced themselves.

Ben Kalkman has been in Gilbert 18 years and has been running a business here for the last 16 years, Rocket Media. He is dad to eight children with his ninth due very soon. He served on Gilbert Leadership Class 25 and worked with Parks and Recreation and the Foundation through that process. During high school and college, he was the parks and recreation guy for his town in Gardner, Kansas, and has a lot of experience from the very basics to the administrative side of running parks and recreation boards.

Lindsay Shrewsbury is an Operations Director for a real estate investment firm managing the west coast offices. She has twin 7-year-old boys that spend a lot of time in the Gilbert parks. Her first job at age 14 was as summer help with Parks and Recreation mowing lawns and doing other tasks.

Rebecca Hill is the Lifestyle Director in the Power Ranch community, which is considered a mini town with 15,000-20,000 residents. She runs all of the clubs, classes, events, and community partnerships for her community. She loves to serve the community and has been a resident for over six years. Before Power Ranch she served as Lifestyle Director at the Spectrum community.

Scott Williams has been a resident of Gilbert for close to 10 years and was in Mesa the previous 4 years. He has been in Landscape Construction Management for 37 years. All three of his kids had attended Gilbert Public Schools. He has several grandchildren and his family uses many of the park facilities. He cannot say enough good things about the Town's facilities and is interested in helping in the community.

The new members were welcomed to the Board. Chair Presmyk noted that what this Board does affects all the Town residents and is an important part of what makes Gilbert a special place.

- 5. COMMUNICATION FROM CITIZENS PRESENT:** Members of the public may address the Board on any matter not on the agenda but within the purview of the Parks and Recreation Board. The Board's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda. There were no communications from citizens.

PRESENTATIONS

- 6. GILBERT ARCHERY REPORT:** Sandra Reynolds succeeded in bringing an archery range to Gilbert after four years of hard work. Gilbert Archery opened in December 2017 and began offering classes in March, 2018. There were some issues with the class listings in the Parks and Recreation bulletin, which have now been fixed. The Beginner class filled up enough to pay the coach, Sandra. Registration is low for the next session. Through the agreement with the Town, Gilbert Archery provides free Try Archery classes to residents. Those classes used to be offered through the Parks and Recreation Department, although people would sign up and then not show up. There are nine spots available each session and twice it was filled and no one showed up. To remedy that, there is now a charge of \$20 for that class and when people come to the class it is refunded. To offer that refund, the class had to be registered through the Gilbert Archery website instead of through Parks and Recreation. That class was combined with the Beginner class as they both cover the rules and basic form. For the first time, there was a waiting list for the Beginner class and they may need to split those classes or bring in another coach. Some of the other classes were cancelled due to low interest and attendance. The Women's class was combined with the Women's League, although there is still not enough to pay for a coach. They will close the Women's class as of June but will keep in on the website until there is enough interest to open it back up. An Archery Fun class will be offered in the summer.

The only challenge was people jumping the fence while archery is going on. The Boy Scouts were shooting rockets at Freestone Park and some of the boys jumped the fence and ran across the field while people were shooting. They would not stop and the police had to be called. That has been the only safety issue. Once, the firemen had to cut across when their alarm went off, although they did give us warning first.

Other activities include the Be Fierce Mother-Daughter Adventure Group, team building events, birthday parties, and Girl Scout Badge work. There was a school group that came weekly for six months and they hope to start a school league next year. Park University's Athletic Director is interested in starting competitive archery next year.

Gilbert Archery formed a partnership with Sunshine Acres Children's Home in Mesa to go out and teach the kids weekly. Sandra hoped to get those kids into competitive archery. There was a fundraising event for Sunshine Acres in December on the facility's anniversary. There were some expenses for signs and prizes, although there was a profit of \$800 which was enough to pay for a coach for Sunshine Acres for a year. Unfortunately, Sunshine Acres can no longer have archery there. As a group home, it cannot have any weapons, including hair dryers and fingernail clippers. They are working to change that. In the meantime, they may shuttle the kids to the range in Gilbert.

Income for the year was \$8,200 and expenses were \$12,200 for a loss of \$4,000. Hopefully that will change with classes starting to pick up.

BOARD DISCUSSION:

Chair Presmyk asked if there was only the one incident with the Boy Scouts? Sandra stated that was the one and only time there was an issue with the Boy Scouts. If there are further issues with the Scouts, Chair Presmyk asked Sandra to advise the Parks Department and he can make a presentation to the scout troop.

Rebecca Hill asked what standards were in place regarding cost recovery with these types of agreements. Is there a way the Town can help with marketing if a class is struggling?

John Kennedy advised that the agreement with those types of partners is basically that there needs to be a community benefit that outweighs the Town costs. With Gilbert Archery, the fair market value was calculated for the use of the Town land and parking spots, and Gilbert Archery will provide free classes to Town residents in return. In terms of classes offered by independent contractors, there is an agreement in place for a 60-40 revenue share. With thousands of classes, we cannot market just one particular class. If a class is struggling to meet minimums, we try to give an extra push to highlight the class towards the end of the registration period.

Robert Carmona stated there will be future discussions with the Board on building our department marketing plan. We are growing and have new facilities and that plan needs to be updated periodically.

Sandra Reynolds advised that AdWords marketing is available to non-profits for free. She has not been able to figure out how to use it and suggested offering a class or workshop on AdWords to help independent contractors that are non-profits learn how to do their own marketing.

- 7. CITIZEN PICKLEBALL REQUEST:** Jennika Horta, Management Analyst with the Parks and Recreation Department, received a request regarding pickleball at Freestone. Pickleball is a rapidly growing sport in our area, although there are no dedicated pickleball courts in Gilbert. There are courts that are shared with indoor Basketball at the Freestone Recreation Center, although there is a preference for outdoor courts. The request was to add pickleball lines to two of the existing tennis courts at Freestone which would create four pickleball courts. To do so, we would need four semi-permanent nets and striping. The total cost is estimated at \$11,300. There is a quote for the striping at \$3,000 with another \$8,300 for the nets.

Ms. Horta advised that there is currently no budget for this request. There would be a shift in revenue from Freestone admission to reservation of the courts. Pickleball currently shares courts with basketball which would be moved to share with tennis. There will be 16 new pickleball courts at Gilbert Regional Park as well as 6 tennis courts and 2 basketball courts. Having pickleball courts at Freestone would add four courts to the north area. She has heard that pickleball is louder than tennis. The Freestone location would be 300 feet to the nearest homes. Another potential location for pickleball courts was explored at McQueen Park Activity Center. There are two tennis courts which are used heavily depending on the season, although they are not reserved very often.

Ms. Horta is looking for Board feedback on how best to proceed. There is an option for an online survey to notify the tennis court users of the conversion.

Robert Carmona stated the survey would not only reach out to pickleball and tennis players on this request, but also on the new courts coming online as well as to gauge interest in pickleball and tennis leagues and tournaments. That will allow us a broader scope on the conversation within the community regarding the options. With four new Parks Board members, he was not expecting a final decision tonight, but will look to explore the topic over the next few months.

BOARD DISCUSSION:

Rebecca Hill sees requests for pickleball in the Power Ranch community all the time. She noted the issue of noise was not so much in terms of the nearest homes, but with tennis players sharing the courts. Pickleball gets loud with multiple games going on compared to a tennis match and it becomes hard for the tennis players to enjoy their game. Her community decided not to add pickleball courts.

Vice Chair Ferron plays tennis as do his kids. The feedback is that there are not enough tennis courts. He acknowledged that there are not enough pickleball courts as well and it is a growing sport. We are building 16 pickleball courts on the south side of Town at Gilbert Regional Park which will come online in 2020. There are currently 4 tennis courts at Freestone, and the request would take two of those away from the north side for pickleball. Pickleball is loud and those that play tennis will be affected, not just the nearby homes.

Chair Presmyk noted that for 20 years we have heard about the people in the south not having any amenities and that they are all in the north. Now, the amenities are finally coming to the south with the Regional Park. If we are putting 16 pickleball courts at the Regional Park that will not help people that are going to McQueen, Freestone and other parks in the north. He suggested looking at the survey from the standpoint of adding

separate pickleball courts at other facilities where we have available land. It will be a lot more money. The survey could ask about the interest and then we can look at options for separate pickleball courts rather than restriping existing tennis courts and upsetting those players.

Chair Presmyk opened the floor to any citizens who wished to comment on this item.

Sherry Hartman brought this item to the Board with 50 signatures of people who now play at Freestone. There is frequently a long waiting list to play. They share the courts with basketball and frequently have to give up a court. She has played at many places where pickleball and tennis are next to each other and has never heard a complaint about the noise. She could understand how there could be an issue with tennis tournaments, although that is not happening at Freestone. She often sees the tennis courts at Freestone empty. She would love to have new courts built, although this request was made as a stop-gap measure because we need courts now. The pickleball courts are overloaded inside Freestone, and people are going other places like Tempe and Chandler to play, which takes people out of Gilbert. This would be a solution that would give us relief quite easily rather than trying to build new courts which would take more time and money.

Chair Presmyk asked about the use of the tennis courts at Freestone.

Ms. Horta stated in the last month there have only been nine actual reservations, although we currently don't track the daily usage. Reservations are not required to play on those courts. Robert Carmona noted that the seasons will play a factor as well. We can start measuring some of that data, although to be accurate we would need to measure over a few seasons.

Ben Kalkman lives in Val Vista Lakes and serves on their board and has experienced the same issue. They have converted three tennis courts into pickleball courts. His community did a survey and he offered to share that data with Parks and Recreation. He did not believe it was that expensive when they converted the courts. The noise has not been an issue at Val Vista Lakes and there are a lot of tennis matches and lessons.

Chair Presmyk appreciated that suggestion. There is no point in reinventing the wheel and spending months to establish a new survey. He would be willing to take the statistical analysis from Val Vista Lakes as representative of the northern part of the Town. It was noted that the nearest pickleball courts were in Chandler and Mesa.

Vice Chair Ferron noted that some of the HOAs, including Lyon's Gate, have converted their tennis courts to pickleball. He wondered how many HOAs have pickleball facilities.

Robert Carmona stated that can be included as part of the research.

The Board was agreeable to have staff move forward with research and to further analyze data to figure out what the residents want in terms of pickleball. Staff will collect data on usage as well as resident feedback and report back to the Board in a few months.

- 8. TOWN FACILITIES MAINTENANCE:** Robert Carmona noted that facilities maintenance falls under the Parks Department and there are over 1 million square feet of facilities in Gilbert. We are excited to have Marshall MacFarlane on board with his extensive experience in facilities maintenance and long-term asset maintenance. Over the next few months, there will be discussions with this Board on the Long Range Infrastructure Plan. The processes for inventory, work orders, and long-term control are similar for both parks and facility maintenance.

Marshall MacFarlane came to Gilbert after spending 10 years with the University of Arizona at their downtown biomedical campus where he was responsible for facilities management, emergency planning, and security. There has been a global shift from the perception of facilities professionals as glorified janitors or handymen due to the complexity of building systems today with integrated environmental controls, security systems, and smart city features. Facilities groups no matter what industry have direct performance and financial impact on expense control, profitability, productivity, staff welfare, and delivery of products or services.

There are three types of maintenance. Preventative maintenance is predictive routine maintenance to keep equipment up and running and prevents unplanned downtime and unanticipated equipment failure. Corrective maintenance is fixing something when it is broken, usually as an emergency measure. Deferred maintenance refers to system upgrades that are deferred to a future budget cycle or until funding becomes available, and often equipment is in danger of falling into a state of disrepair.

Ideally, an organization should be doing 80% preventive maintenance and 20% corrective or reactive maintenance. The Town of Gilbert's current system is 20% preventive maintenance and 80% corrective maintenance based on the initial data. In some areas we are approaching deferred maintenance conditions and are almost in 100% reactive maintenance mode. This is not a result of the performance of facility staff, but the Town has grown at such a rate that we are unable to keep up with maintenance.

The current status of facilities will be defined through data from computerized maintenance management systems and surveys. Condition assessments will be done and individual items will be scored. Feedback and observation are also important and industry benchmarks will be explored. Once all the data is collected and analyzed, we will gradually shift our priorities towards preventive maintenance, consider alternative service delivery methods, implement industry best practices, and develop appropriate staffing models with the supporting data. The process will be further refined through predictive maintenance programs and analysis, training, quality control, vendor selection, and sourcing strategies. There will be continual evaluation of facilities and the development of a Long Range Infrastructure Plan. During this entire process, patience and support will be appreciated. Wait times and response times may increase temporarily. Work order systems are important for documentation as well as capturing data. Feedback and observations will help to fine tune the processes.

The Town's current facilities include 50 buildings, 16 elevators, 2,500 access badges, 400 badge readers, 440 cameras, 300 AC units, 400,000 light bulbs, 9 chillers, 6 boilers, and 40 generators. The current replacement value of the facilities is around \$186 million. To service all those facilities, the Town has 1 security tech, 1 maintenance superintendent, 8 maintenance techs II and III (HVAC/Electric), and 2 maintenance techs (custodial and general).

Mr. Carmona noted that our buildings are in great shape and we have a lot of newer buildings. The Town Council and management challenged staff to take care of what we have now but to also look at future years. Part of the Long Range Infrastructure Plan (LRIP) is to put those corrective measures in place now in order to plan for the next 5, 10, 20 plus years to make sure our facilities are always top notch. This applies not only to Parks and Recreation facilities, but for Public Works with streets and street lights, and other areas. Our portion will be part of a larger Town-wide LRIP. Every Town asset will have LRIP planning documentation and a condition assessment.

BOARD DISCUSSION:

Vice Chair Ferron advised that he is familiar with a lot of the equipment as he works for Daikin. He offered to provide industry data and acknowledged the need to start now with preventive maintenance. He understood the situation has been very reactive in Gilbert which costs a lot of money and discomfort for people. He is on board with the proposed plan regarding facilities maintenance.

Chair Presmyk has been involved in street maintenance in the past. He also supports the plan moving forward. The LRIP is something we have been dealing with for several years. The transition will take money and people, but it will take data to develop the plan. The Board is in full support of Mr. MacFarlane and his department.

Mr. MacFarlane noted that facilities is made up of three variables: Square footage, the number of personnel, and the level of service.

Vice Chair Ferron asked what percentage of the budget or dollar amount was proposed for facilities?

Vice Mayor Cook did not have figures regarding budget allocations off the top of his head, although much of it is CIP-based. We run a pretty lean team in Gilbert, although the team is running out of runway. That will require funding and additional resources. This community is tight about resources because they claim it will affect the General Fund, and we have some Councilmembers that are against adding more bodies.

Robert Carmona advised that there is a facility maintenance position in the budget for consideration for next year. Vice Mayor Cook stated most of the personnel funding has been focused on Public Safety. There are also personnel needs for the Parks and Recreation team as well as Economic Development.

Vice Chair Ferron asked how many maintenance techs would be required with a million square feet of facilities?

Vice Mayor Cook advised that the Town does contract out for certain work if we don't have the bodies.

Chair Presmyk asked staff to come back at a future meeting with an update on the LRIP as well as the facilities budget, staffing, and contractors.

Ben Kalkman works in the trades industry and noted the shortage of personnel in the trades. He suggested creating an apprentice program.

Mr. MacFarlane is on the Board of the Phoenix Chapter of the International Facilities Management Association (IFMA). The IFMA Foundation has a very strong worldwide workplace initiative to get facilities management professionals into the pipeline through places like EVIT, high schools and colleges. The IFMA Foundation recently asked him to set up a meeting with our Economic Development Director. The wheels are turning.

Robert Carmona stated in recent interviews for a facility maintenance tech, the applications were in the 20s, instead of the normal 50 or more.

Chair Presmyk noted that is an issue with all of the skilled trades. There are not enough people, although there are some very high paying jobs out there.

STANDING AGENDA ITEMS

9. PARK UPDATES: Robert Carmona had no park updates, but advised the new Board members about the committees formed for several upcoming park openings and celebrations scheduled for September and October. Several Board members have already signed up to serve on those committees and the Committee Chairs will be reaching out to those members shortly. These facilities are a large part of Gilbert's history and its future and we like to celebrate in a big way. If any of the new Board members have an interest in serving on one of those committees, they can contact Robert. The upcoming celebrations include:

- Gilbert Regional Park Grand Opening - Target date of September 21
- Desert Sky Park Grand Opening - Week of October 7
- Riparian Preserve and Library 20th Anniversary Celebration - October 5 (changed from October 14 at the County's request)

As the Park projects move forward, we will schedule on-site meetings for the Board. It was noted that Denise Merdon will have a busy month in October with many other events, both through the Town and private promoters. Denise stated with fall break in October it will tie in with the great new parks coming online and the celebrations highlighting the recreational opportunities in Gilbert

AGENDA ITEMS

10. ANNUAL PLANNING MEETING DISCUSSION: The annual planning meetings have usually taken place in June or July, although with several new Board members, Robert Carmona offered to move that meeting to the fall. Chair Presmyk felt that was a good plan and would allow the new members time to settle in.

ADMINISTRATIVE ITEMS

11. MINUTES-Consider Approval of the Minutes of the Regular Meeting of April 9, 2019:

MOTION: Vice Chair Ferron moved to approve the minutes of the regular meeting of April 9, 2019; seconded by Gil Honeycutt. The Motion passed 8-0.

COMMUNICATIONS

12. REPORT FROM CHAIR: Chair Presmyk explained for the benefit of the new members the purpose of the Communications portion of the agenda. Board members can bring up topics or ideas at this point in the meetings, although the Board cannot hold a discussion. Staff can be directed to provide a report or update at a future meeting or a topic can be requested as a future agenda item for Board consideration. For example, last month Vice Chair Ferron as a user of park facilities brought up an issue with the park irrigation and staff was asked to look into the matter. Topics can include events or ideas that would require Town resources, or issues that need analysis, etc.

Ben Kalkman asked if the Board receives much community input? He was advised that once people are aware you are on the Board, you will get feedback. The Board is a representation of those citizens involved in youth sports, Boy Scouts, or other interests.

Chair Presmyk reminded everyone of the Memorial Day holiday coming up and the Town's ceremony at the Gilbert Historical Museum (HD South) on Monday, May 27 at 9 a.m. He encouraged members to attend or at least take time to honor those citizens who have paid the ultimate price to maintain our freedoms. Town events and meetings are listed on the front page of the website with a link to a monthly calendar.

13. REPORT FROM BOARD / FOUNDATION MEMBERS: Vice Chair Ferron has been dealing with the Rangers a lot and they have been fantastic. Thank you and keep up the good work.

Lindsay Shrewsbury felt the indoor soccer offered through Cactus Yards will be huge because there is nowhere else to go except Phoenix or Queen Creek. She asked if there were plans to increase staff to support more throughout the summer. Her family belongs to Arizona Soccer Club and often finds it has filled up on the day of registration. The co-ed for ages 7-8 and 9-10 have wait lists. There is a lot of interest for more availability during the summer. Robert Carmona will have the recreation coordinator at Cactus Yards Look into that.

Mr. Carmona advised the new members about the non-profit Parks and Recreation Foundation. They will be invited to a future Board meeting to provide an update. Chair Presmyk noted that the Foundation has raised a fair amount of money in just a few years.

14. REPORT FROM COUNCIL LIAISON: Vice Mayor Cook invited the Board to the groundbreaking ceremony for the Public Safety Training Facility next Monday, May 20 at 7:30 a.m. just south of Desert Sky Park. Council has approved the spending of bond money that the voters approved last November. That facility should be up and running in 2021. The bond was \$60 million and the sale of property will be added in for the expected project cost of \$80-100 million. The location is the northwest corner of Pecos and Power Roads across from EVIT. Denise Merdon advised if the on-site parking is full, additional parking will be available at the ASU campus across the street.

Council is now in the budget process. At the Council meeting this Thursday, May 16, there will be an announcement for the developer that will purchase the 9-acre property next to Burger King in the downtown. The public parking lot will be closed after the Parade in November. There have been a lot of public meetings as to the types of amenities for that location.

One project that is important to Vice Mayor Cook is traffic management. He has been in Gilbert since 1986, and being in the technology field he has learned that our traffic management system is not as current as it should be. As we talk about being the City of the Future, he will be very much involved in exploring how to improve our traffic management across the Town.

15. REPORT FROM STAFF LIAISONS:

Robert Carmona advised that there was an RFP for tree care and management and we now have a full GIS asset of our entire system of trees with species, type, age, and location. He will share the details in an upcoming Board meeting. The Town currently has close to 8,000 park trees with a couple thousand more on the way in the next few months. Our trees and shade canopies are long-term valuable assets.

John Kennedy advised that the Town's summer programs are filling up at the various facilities. The Town has a partnership with the East Valley Astronomy Club which offers a free program to View the Night Sky at the Riparian Preserve Observatory every Friday and Saturday night from 7-10 p.m., weather permitting.

Rocky Brown reported that the Town is gearing up for pool season which opens May 25. Registration opened for swim lessons a week ago. It is our busiest time of year. One of our main goals is to make sure that kids are safe around water in Gilbert. We received a \$5,000 grant from the Parks and Recreation Foundation through SRP to offer reduced-fee swim lessons for beginners. The Town has 105 Aquatic staff members on board for pool season and there are some great summer jobs for teens.

16. UPCOMING SPECIAL EVENTS AND VOLUNTEER OPPORTUNITIES:

- May 23, 6:30, Concert in the Park, Water Tower Plaza. This will be the last concert of the spring season.
- July 4th Celebration in partnership with Higley Schools, 6 p.m. with fireworks at 8:30 p.m. The shoot site will be the Desert Sky Park area with viewing at the high school. Staff will work with the community on the road closures. Additional parking will be available at ASU. There will be 7 to 8 food trucks. Last year, the event had about 7,000 in attendance on site and in the surrounding neighborhoods.

Vice Mayor Cook noted that two weeks ago Gilbert was named Kindness, USA. He appreciated all of the events planned for that week.

CONCLUSION

17. MOTION TO ADJOURN: Vice Chair Ferron moved to adjourn the meeting; seconded by Gil Honeycutt. Motion passed 8-0. The meeting was adjourned at 7:38 p.m.

ATTEST:

Les Presmyk, Chair

Denise Merdon, Staff Liaison

(TE: 14082507)