

Town of Payson
Parks & Recreation Commission Advisory Board
ACTION MINUTES FOR THE PUBLIC MEETING

November 2, 2022

Call to Order: Commission Chair BJ Bollier called the meeting to order at approximately 5:33p.m. at the Town of Payson Town Council Chambers.

Present: Vice-Chair Ben McDowell, Commission Member Lori Thompson, Commission Member Nancy Gartner, Commission Member Deborah Jones, Commission Member Anna Van Zile, Commission Member Stacey Foote-Blaine.

Staff Present: Christine Smith – Parks Director, Scott VanOmmeran – Parks Supervisor, Lisa Lipinski –Recreation Manager, Phoenix Youngcourt – Senior Admin. Specialist, Justin Hewitt – Youth and Adult Sports Coordinator, Kaprice Bachtell – Special Events Coordinator, Kayla Percell – Marketing Coordinator, Kevin McCully – Fire Department.

Others Present: Andi Rogers – Southwest Decision Recourses, Mark Loeth – Southwest Decision Recourses, Matthew Paciorek - United State Forest Service.

A. Purpose of meeting

1. Approval of Minutes

Motion: to approve minutes from August 3, 2022, meeting.

Moved by Member Van Zile, seconded by Vice Chair McDowell. Motion passed by group consensus.

2. Call for Public or Board Comments

Dave Golembewski stated that Parks and Recreation has been doing a good job with their recent events and asked if the Town could consider refunding a portion of the payment for the Save The Vote Event that Douglas Laird was to host but had cancelled the event due to being unable to comply with the guidelines Parks and Recreation set forth.

Jeff Robbins stated he is an active trail user, and he believes that the Gila County trail is currently in disrepair. Robbins explained that the trail attaches to the Peach Orchard trail and feels that area being developed would help the town with an additional evacuation route and would attract larger events.

Member Jones stated she has been speaking with Garret Goldman from Green Valley Water and he would not be opposed to putting up a hiking etiquette sign, as long as the verbiage was approved by him.

3. Department Updates

The Arizona Open Meeting Law specified that these items may not be discussed or have action taken on any matter mentioned during this presentation or on the attached materials unless the specific matter is properly noticed for legal action.

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a. Department Updates – Round Table/T.O.P

Recreation Manager, Lisa Lipinski, shared that Turkey Trot and Eclectic Light Parade are upcoming events. Special Event Coordinator, Kaprice Bachtell, added on that there is also a Veteran's Day event and Wreaths Across American coming up and encouraged commission members to come out.

Bachtell also shared that Arizona Off Road Productions, which is a UTV Event, would be utilizing the Event Center, and that will be the final event at that facility for this year.

Bachtell finished up her updates and informed the commission about Swiss Village Light Parade, which happens annually the Friday after Thanksgiving.

Lipinski introduced the new Marketing Coordinator and Graphic Designer, Kayla Percell, and informed the commission she has been producing all of the current marketing fliers and new designs.

Operations Manager, Scott VanOmmeran, stated they currently have a backlog of maintenance items they are working on and trying to keep up with high demands.

Lipinski asked for feedback on a \$2.00 registration for increase, which would bring the now \$35.00 registration per child, to \$37.00. Lipinski explained this is to help offset the rising costs of program supplies, noting that they have not boosted fees in quite some time.

Director Smith noted that Friends of Parks and Recreation is a resource for families in need and there is an application they can fill out at the Parks and Recreation office. Chair Bollier suggested that program could be advertised better and noted that the Methodist Church also helps by providing cleats for soccer to families who are in need of them.

Justin Hewitt, Recreation Coordinator, also discussed the possibility of limiting youth soccer to just one season, rather than two (one in the spring and fall), to give other programs the ability to grow.

4. Unfinished

All items listed for Discussion/Possible Action

- a) N/A

5. New Business

All items listed for Discussion/Possible Action

- a) Parks Maintenance Staffing
 - a. Requested by Chair Bollier

Chair Bollier recommended hiring two more full time maintenance workers to help keep up with the increased use of the parks. He went on to state that the current staff is unable to keep up with demands and used the example of the recently installed artificial turf and how the warranty says it needs to be brushed after a certain number of hours of use.

Parks Operations Manager, Scott VanOmmeran, agreed that the parks have been showing increased use and they need more staff across the board.

Director Smith stated the council has been supportive, but they are lacking the tools they need, such as a work order system to help with automation. Smith stated there is a light at the end of the tunnel and asked for patience as they continue to get to that point.

No actions were taken.

- b) Discuss and potentially appoint a Commission Representative to be a part of the PATS (Payson Area Trail System) Citizen's Working Group

Motion: To elect Commission Member Deborah Jones as a representative of the Commission to be a part of the PATS (Payson Area Trail System) Citizen's Working Group.

Motion made by Vice-Chair McDowell, seconded by Member Thompson. Motion passed 7-0.

- c) Set a Special Commission meeting date regarding Athletic Fields Project

The Commission decided, by group census, to meet December 12th @ 5:30p.m.

- d) Rumsey Park Fire Mitigation
 - a. Presenter: Kevin McCully from Payson Fire Department

Kevin McCully from the Payson Fire Department shared a presentation explaining the fire department's plan to thin an area at Rumsey Park. The grant comes from the Department of Forestry, which requires a 30% match from the town.

McCully explained they plan to inform the neighborhood residents of how it may potentially impact them.

Member Thompson commended Kevin and the Fire Departments plan for notifying and informing the residents ahead of time and taking into consideration that area shields a lot of surrounding houses from the ball field

lights.

McCully stated this project will help mitigate any risks in the park there to the best of their ability and make people safer.

No actions were taken.

- e) PATS “Payson Area Trail System”
 - a. Presenters: Representative from Southwest Decision Resources; Matthew Paciorek from United State Forest Service

Matthew Paciorek from United State Forest Service informed the commission that they have revived their efforts to create a master plan to improve and extend the trails that connect to the PATS (Payson area trail system). Paciorek would like to use the public input they’ve already received and turn it into something tangible.

Andi Rogers, with Southwest Decision Resources, said they are really excited to return to planning a Payson-centered trails system. Rogers hopes to revive the working group and overhaul a master plan by January.

Paciorek stated the forest service has money for this project, but they are looking to match that to make it grow they would like to partner with the Town of Payson to be a part of that.

No actions were taken.

- f) Budget and Fee Structure Planning Fiscal Year 23/24

Director Smith stated they have ramped up the annual budget process. She stated if there are certain items/needs the commission is aware of, she would like to hear about them. Smith stated commission members could follow up with her after the meeting or via e-mail with ideas.

Smith explained they are considering packaging fees for the event center, currently it is peace meal. She stated it could be broken down by gold, premium or value series, similar to wedding venues. She doesn’t know if that type of approach will work, but it is something they will be looking into that.

No actions were taken.

- g) 2023 Event and Sport Program Planning and Budget Discussion
 - a. Presenter: Lisa Lipinski from Payson, Parks, Recreation and Tourism Department

This topic was covered during department updates. No actions were taken.

B. Adjournment

Chair Bollier adjourned at approximately 7:42p.m.

Approved

BJ Bollier, Chair

Date

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Parks and Recreation Commission of the Town of Payson held on the 3rd day of August, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this ____ day of _____, 2022.

Phoenix Youngcourt, Senior Admin. Support Specialist