

**Monday, October 28, 2019 at 6:00 p.m.**

## **MEETING MINUTES**

Lake Havasu Police Facility Meeting Room  
2360 McCulloch Blvd., Lake Havasu City, AZ 86403  
[www.lhcaz.gov](http://www.lhcaz.gov)

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### **1. CALL TO ORDER**

A quorum being present, Chairperson Keough called the Parks and Recreation Advisory Board meeting to order at 6:00 p.m.

### **2. PLEDGE OF ALLEGIANCE**

Chairperson Keough led the Board in the Pledge of Allegiance.

### **3. ROLL CALL**

Cheri Kowalski conducted a Roll Call of the Board members:

Regular Board Members Present: Ed Heil, Jason Keough, Rick Knotts, Robert Smith, Lauren Vedder, Scott Welte and Mark Zieff

Excused: Ashley Pascual, Chuck Vaughn

Present: Council Member: Michele Lin

Parks & Recreation Staff Present: Mike Keane, Cheri Kowalski

### **4. CALL TO PUBLIC**

- None

### **5. MINUTES**

#### **5.1 Approval of August 26, 2019 Meeting Minutes**

- Member Welte made a motion to approve the meeting minutes of August 26, 2019 as written, seconded by member Knotts and carried by the following vote:  
**AYE: 7 – Heil, Keough, Knotts, Smith, Welte, Vedder and Zieff**

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### 6. COMMUNICATIONS, ANNOUNCEMENTS, PARKS & RECREATION MANAGER REPORT

#### 6.1 Parks and Recreation Managers Report

Mike Keane provided updates to various items:

- *We have made it through another very successful October full of events. Keane thanked staff for their hard work that they put in the month of October to make all of the events a success.*
- *Starline After School Program will present the performance "Rainbow Fish" on November 8.*
- *Youth Flag Football and Jr. Cheerleading will host the final game on November 9.*
- *Boy Scouts will be using the pool on November 3 to earn merit badges for Lifesaving, Swimming and Mile Swim.*
- *Pool will be closed on November 11 in observation of Veteran's Day, and on November 28 & 29 for Thanksgiving.*
- *Dog Swim (Pooch party in the pool) will be held on Sunday, December 1, from 10am – Noon.*
- *Pool will be closed for annual maintenance from December 1 through December 14 and will re-open Monday, December 16.*
- *Havasu Stitchers Quilt Show, November 1 & 2.*
- *Educational Tour Group Expo, November 6.*
- *Gem & Mineral Show, November 9 & 10.*
- *Project Presley, Elvis Tribute Band, November 14.*
- *Western Welcome Boutique, November 23 & 24.*
- *Art Guild Holiday Shoppe November 30 & December 1.*
- *First Friday, November 1 on McCulloch.*
- *Chillin N Swillin, November 2 at London Bridge Beach.*
- *Movin for Memory Walk, November 2 at Rotary Park.*
- *Desert Warrior Event, November 9 at SARA Park Rodeo Grounds.*
- *Lake Havasu Grand Prix, November 16 & 17 Worcs Track on Island.*
- *Rock 4 Rescues, November 23 at London Bridge Beach.*
- *Turkey Trot, November 23 on the Island Trail.*
- *Christmas Country Craft and Gift show, November 23 & 24 at the parcel on McCulloch.*
- *Coffee with the Mayor and City Manager will be Friday, November 1 at 8:30a.m.; there is a change in venue to the Public Works Facility at 900 London Bridge Road.*

### 7. PUBLIC HEARINGS

#### 7.1 Discussion: SARA Park Update – Jess Knudson, City Manager

Jess Knudson, City Manager updated the Board on the SARA Park Master Plan. He gave information on the background process as well as the budget. SARA Park Master Plan was construction of some fields at SARA Park. The design was commissioned by the City. A budget was identified and some of the cost for that project did greatly increase; at the end we identified a total cost of that project would be approximately \$22M. That was a very expensive project for the City to undertake. That project was never funded or identified in the budget process, and never identified in our capital improvement plan. The CIP is a budget that we have as the City where we have one-time expenses as part of that process. This year in the CIP as it relates to this Board and recreation activities we have a project of Pickleball Courts at Dick Samp Park. There is an expense to construct it in the CIP and then we have to identify a budget in the operating or general fund budget for ongoing maintenance; mow the lawn, water the fields and all the other things that go along with that. This is a project that was discussed extensively throughout the community, but it was not a project that was identified in the budget. He believes a

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large part was because of the high cost of the project. Approximately \$6M in grading cost alone to make that area flat enough before you could even think about constructing anything at that site. Knudson discussed how the CIP process works. It is a five year CIP plan and they try to program what projects will be. They identify a budget over the course of five years and try to squeeze in projects with available resources that we have as a City. With the direction of Council we have to piece that puzzle together. We have work sessions in the spring; have conversations with the public, conversations with the various Boards, and then we bring those projects to the Council for approval. In the two years he has been here with Council direction they have identified a fully funded CIP. They have moved away from a list of projects that they would like to see someday, into a plan that is fully funded that we can assure our residents and others that are interested that these are the projects that will be done according to the plan. Every year we do go back and update that five-year. Sometimes you are going to see that puzzle unfold a little bit and get pieced back together. You may see a project that is identified in year three or four moved around as priorities do come up. As the City Manager it is his responsibility to take a proposed budget with all the hard work and effort of the department heads; based on conversations they have had with the public and what the residents are telling them are the needs in the community. As part of that process this year he asked department heads to give him a list of items in the budget, we don't have resources to fund all of these things but he does have to understand as a whole and Council needs to understand what are the needs of the City moving forward. Our belts are very tight at the City we do quite a bit with limited resources that we do have. His direction to the department heads was to give him a list of needs, not wants, but needs to provide services to the greatest degree to our residents. Staff came back with \$17M worth of needs. We were able to address a fraction; a little over a \$1M based on things we had in there. That gives you an idea of the number of requests and things our community wants to see, but we also have parameters we have to live within and that is the resources our tax payers and our residents afford the City. We identified police cars for the first time in three years, we are purchasing hose for our fire department for the first time in three to four years. We have a lot of needs across the board. He is not trying to minimize the needs here in Parks and Recreation and what we want to see as far as the community and ballfields and increase services with parks. The City has a lot of needs and we have parameters in terms of the resources and the funds that we have to accomplish these things. It is not a small task, we spend many months at the staff level trying to identify and piece together this budget. We will be starting the budget process soon for the following year. This is an overview of the budget, it is important context to have in relation to big projects that were once discussed but aren't budgeted for in the City's plans right now. Knudson touched on some ideas of what we need to do to fill that gap for our children and the community. Staff has had some conversations with the School District and maybe there is a partnership there that would benefit the school, the City and in the end the residents and children.

- *Chairman Keough thanked Knudson for walking them through the process. On behalf of the Board he loves to learn how the City operates and what leads us to making the decisions. There has been some frustration and confusing within the last nine months to a year. The Board was hearing a lot about what was going to happen at SARA Park and then it turned into maybe not right away, and then vanished. We have heard from some of the user groups and talked about what is a more realistic approach to make sure the infrastructure needed for our local sports group is available. Maybe abandoning of the SARA Park project for now isn't as big of deal as we thought it would be.*
- *Board member Zieff asked if we look into getting grants.*
- *City Manager Knudson responded we are always in constant search of grants, weather it is for parks or for other departments. Mike has identified a grant he is going to use for lighting over at Cypress Park. Grants are available, you have to seek them out and you have to match them up with what your needs are. The more grants we bring in means the less the City taxpayers and City resources we have to utilize.*

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- Board member Heil asked if it is fair to assume that SARA Park the way we know it today is how it is going to be for the foreseeable future.
- Knudson responded right now with any construction with any ballfields or anything similar to what we have discussed with the SARA Park master plan is not budgeted by the City and the City has no plans to construct or develop that at this time.
- Board member Knotts asked if the City has a dedicated grant writer on staff.
- Knudson replied yes, we have a grant writer, administrator that works in our administrative services department and she does a wonderful job seeking grants for us and we also rely on each of the departments to work with her or independently of it.
- Board member Zieff stated there is a pretty healthy budget for parks so we shouldn't be concerned as far as mowers and equipment and things like that. Seems like they are always in beautiful shape.
- Knudson responded that is one of the strategies that they identified through this last budget process. Council directed staff to look at our existing resources to make sure we are taking care of what we currently have. In terms of equipment or adding amenities to our current parks, that is a top priority.

### 7.2 Discussion: Updates

#### a. Island Ballfield

Parks and Recreation Director, Mike Keane stated this follows the discussion regarding SARA Park. Last year at the retreat with City Council and staff the concept of throwing a certain amount of money at that field and converting it into a much bigger facility for baseball might be an opportunity or time to do that. In looking at that and what some of the proposal was making almost a minor league field and that would take away the football field completely. In further discussions that item fell off the list as well because it didn't make sense while we are building a great grandiose field we are going to lose another field in that process. Those priorities change and that was a discussion that happened during the retreat and things that we looked into. We do have some improvements planned for those fields. There has been some request made by the users of those fields. Condition of the baseball field was discussed and how dense that red material is the ball bounces off of it very hard. We will be spending some resources out there to update and upkeep the facilities we currently have.

- Chairman Keough asked while we are not going for the minor league that would wipe out the football field that there are some updates that will occur. Will that happen under your maintenance and operations budget? Is that something we will have to wait and budget in future years?
- Keane responded they will take place in our maintenance and operation budget. We will not have to wait for a CIP project to do that.
- Board member Zieff stated a while back you were talking about improvements to the HVAC system at the Aquatic Center, did anything get pushed to help you with that.
- Keane responded yes it is currently in our CIP plan.

#### b. Field Users Group Meeting

Parks and Recreation Director, Mike Keane stated he had a meeting with all of the field users on October 1. Soccer groups, Little League, Adult Softball, Coed Softball, and Senior Softball were all in attendance. Chairperson Keough was also in attendance. Keane stated the City has done some restructuring with our Parks and Recreation program and the Parks Division has been transferred over and we are one department again. Parks Division resided in Public Works previously. Now as a Parks and Recreation Department we can focus on priorities that we have in the parks. We wanted to reach out to those user groups and discuss what their feedback and desires are. Staff wanted to know what their immediate needs and short-term needs were. During the discussion some of the needs were really minor and it is things we can address and address quickly. Rebuilding pitching mounds

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was one of the items, bullpens on the sides of the baseball fields at SARA and Dick Samp Park. Incorporate a t-ball field at Rotary Park which would simply just be mowing the grass down lower. That allows them to practice all at one time instead of taking up a big field of softball they can practice on this other field. The island ballfield the hard pack is a concern, as well as possibility of over seeding out at SARA Park. A discussion of lights came up not only at Cypress but also at the upper fields so the little t-ball fields at SARA Park can be utilized after dark. Practices are limited during winter with it getting dark so early so this would help. There was some discussion regarding additional field space. Additional field discussion came up; Oro Grande School field came up as one of the fields that might be able to be repaired fairly easily, and rapidly. Starline field was also brought up. We did have a meeting last week with the school district that was planned beforehand. We wanted to know if the school district would be open to a conversation of what that look would like to partner with them. In all reality if would be saving the taxpayers a lot of money because we are sharing resources. They were interested in entertaining the conversation, he looks forward to in the next couple of months being able to grab some momentum and further those conversations and see what they can come up with, what type of plan might be available. Keane believes that would satisfy a lot of the immediate need and the short term need therefore our field users as well as being able to rotate some of the fields. Some of the fields need rest and time for us to do some maintenance on them would definitely help. Keane felt the meeting was well attending and it is something he would like to continue; hopefully every 6 months or annually. They are the ones out there using the fields, it's really them letting us know what is needed. It was great to see the groups talking with one another.

- *Chairperson Keough stated he hopes this will open the conversation to the opportunities they are trying to address. He was grateful to be a part of the meeting. He expected some contention; he was thinking these user groups would have a laundry list of things that they needed done right away. It was quite the contrary. It was a group of realistic people understanding that resources are restricted and all shared. It was refreshing to hear that some of the complaints they had were safety and valid concerns that can be easily addressed. He was pleased to also learn that the soccer tournament coming up is already planning on using some of the school fields. He is looking forward to hearing more about the City and their collaboration with the School District. He hopes the user group meetings continue and hopefully with the School District as well.*
- *Board member Zieff just wanted to say thank you for getting all of that done and thank you for talking to everybody. It makes him feel happy to live in this town to know that everyone really works together for a greater purpose. It is really awesome to see you making progress with that.*

### 7 FUTURE DISCUSSION ITEMS

- Pickleball Court Update
- Teen Break Plans

### 8 FUTURE MEETINGS (fourth Monday of each month)

- November 25, 2019
- December 23, 2019

### 9 ADJOURN

Member Knotts made a motion to adjourn at 6:35p.m., seconded by member Heil and carried by the following vote:

**AYE: 7 – Heil, Keough, Knotts, Smith, Welte, Vedder and Zieff**