

6. **SPLASH PAD UPDATE**

Update on Venture Club Project

7. **TENNIS CLUB**

Presentation from the Kingman Tennis Club.

8. **REPORT ON THE MERGING OF PARKS & RECREATION ADVISORY COMMISSION WITH GOLF COURSE ADVISORY COMMISSION**

Discussion regarding combining the commissions.

9. **DIRECTORS REPORT**

Report pertaining to Parks & Recreation Business

Next Meeting – February 15, 2017 at 5:30pm
Parks, Aquatic, Recreation and Golf Advisory Commission

10. **ANNOUNCEMENTS BY COMMISSION MEMBERS**

Limited to announcements, availability/attendance, requests for agenda items for future meetings.

11. **ADJOURNMENT**

Posted November 8, 2016 by Jennifer Wheeler

**CITY OF KINGMAN
REGULAR MEETING OF PARKS & RECREATION**

**Council Chambers
310 N. 4th Street
CityofKingman.gov**

6:00 P.M.

Minutes

Wednesday, August 17, 2016

Members:	Officers:	Visitors Signing In:
D. West, Chairperson	M. Meersman, Parks and Recreation Director	See attached list
D. Brown	L. Carver, Council Liaison	
B. Dehaan	Y. Cossio, Recreation Superintendent	
C. Dunshie	G. Reynolds, Parks Superintendent	
J. Gillenwater	J. Wheeler, Recording Secretary	
E. Pyzynski		
D. Wayt		

REGULAR MEETING

CALL TO ORDER & ROLL CALL

Vice Chairperson called the meeting to order at 6:01 p.m. and roll call was taken.

Commission Members Present: Brown, Gillenwater, Pyzynski, Wayt

Commission Members Excused Absent: West, Dehaan

Staff: Yocum, Meersman, Cossio, Reynolds, Wheeler

Absent: Dunshie

1. APPROVAL OF MINUTES

The Special Called Meeting minutes from April 20, 2016.

Commission Member Pyzynski made a MOTION to APPROVE the Special Called Meeting Minutes of April 20, 2016. Commission Member Brown SECONDED the Motion and it was APPROVED by a vote of 4-0.

2. CALL TO THE PUBLIC – COMMENTS FROM THE PUBLIC

Those wishing to address the Commission should fill out request forms in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time pursuant to A.R.S. 38-431 et al. Comments from the Public will be restricted to items not on the agenda. There will be no comments allowed that advertise for a particular person or group. Comments should be limited to no longer than 2 minutes.

Joe Longoria - Mohave County Fair, asking for volunteers for manning the booth.

3. ELECTION OF OFFICER

Chairman David West has resigned his position on the Parks and Recreation Commission; he was the Chairman of this commission. His work has required him to move out of Kingman. He will be missed.

MOTION to Elect MEMBER Gillenwater as the commission CHAIR was passed by a roll call vote of 4-0.

MOTION to ELECT MEMBER Pyzynski as the commission VICE CHAIR was passed by a roll call vote of 4-0.

4. PARKS SUPERINTENDENT REPORT

Report pertaining to Parks Department.

Written Report reviewed by Superintendent Guy Reynolds.

Superintendent Reynolds added to the report that we experienced 2 vandalism events.

Comment by Member Pyzynski on the tournament and outstanding job.

Comment by Director Meersman concerning the excellent job by the Park crew. We scored a 98.5% for the softball tournament. It is important to have a good score for future tournaments.

5. RECREATION SUPERINDENTENT REPORT

Report pertaining to Recreation Department.

Superintendent Yvonne Cossio reviewed the written report.

Comments by Director Meersman included more appreciation on the ASA tournament help.

6. CITY POOL UTILIZATION

Discussion and Possible Action Regarding the Utilization of City Pools

Director Meersman will be closed this coming Friday. Upcoming events include a kids triathlon on August 20th. A short course swim meet coming to Centennial. We are down to one lifeguard due to the 90 day limitation.

Our lifeguards went to Bullhead to complete in the lifeguard drills and won the event.

Chairman Gillenwater expressed his gratefulness for the efforts. He was a judge for the Andy Devine Parade last year and saw firsthand how everything was put together and the efforts of the participants. It was a fun experience.

7. SPLASH PAD UPDATE

Update on Venture Club Project

Superintendent Reynolds reviewed the written report.

Member Brown inquired on the date of opening.

Superintendent Reynolds stated it is difficult to say due to timing of the volunteers. Hopefully, by Labor Day weekend.

Member Brown asked how long will it stay open?

Superintendent Reynolds responded it was still under discussion.

Member Brown asked how we would discourage vandalism.

Superintendent Reynolds reviewed the procedure for removing features and covering the holes.

Member Brown wanted to know about the club using the extra money for shades.

Superintendent Reynolds spoke about the shades and benches that are going to be installed.

Director Meersman reiterated that all of the setbacks were from the in kind donations scheduling time to do their part.

8. TENNIS CLUB

Presentation from the Kingman Tennis Club.

Brook Fix, President of the Kingman Tennis Club made a presentation.

Questions Mr. Fix asked for follow up:

1. What are the costs of having and maintaining the tennis courts?
2. What is the process for determining how much to charge for the use of the Centennial Park tennis courts?
3. Why are charges higher after 5:00 pm?
4. Who makes these decisions?
5. How much money is recaptured through court fees?

Chairman Gillenwater requested clarification for question concerning the rates.

Did you want to add the question "why do we pay at all?"

Mr. Fix stated he only wanted to add that question after the cost analysis is presented as we don't see what the courts cost to operate.

Chairman Gillenwater asked to set this item on agenda for next meeting.

Member Wayt asked about the process of renting the courts.
Mr. Fix stated that if we wish to reserve the courts, we pay in advance.
Chairman Gillenwater asked for clarification on the court payment and reservations. This is a separate request to post pay for courts.
Mr. Fix stated that it is walk-in tennis so we have no idea how many to reserve.
Chairman Gillenwater wanted to know about Saturday, are you having trouble getting a 3rd court?
Mr. Fix reviewed the scenario and said we don't want to pay for 3 courts if aren't going to use it. We charge only \$2 per person and we won't make any money if we pay for courts that are not being used.
Member Pyzynski asked for clarification.
Chairman Gillenwater asked to have the extra questions added to the next agenda including the "why pay" and "post pay."

9. REPORT ON THE MERGING OF PARKS & RECREATION ADVISORY COMMISSION WITH GOLF COURSE ADVISORY COMMISSION

Discussion regarding combining the commissions.

Director Meersman spoke to the merge on the two commissions. Anyone may apply to be on the new commission. Council will be picking the members for combined commission. The new ordinance is in the packet for you to review.

10. DIRECTORS REPORT

Report pertaining to Parks & Recreation Business

Director Meersman stated he had nothing to add to his written report.

Next Meeting – November 16, 2016

11. ANNOUNCEMENTS BY COMMISSION MEMBERS

Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.

Commission Member Brown made a MOTION to ADJOURN. Commission Member Pyzynski SECONDED and it was UNANIMOUSLY APPROVED by 4 - 0 VOTE.

ADJOURNMENT: 7:05 p.m.

APPROVED:

JON GILLENWATER, CHAIRMAN

STATE OF ARIZONA)
COUNTY OF MOHAVE)ss:
CITY OF KINGMAN)

CERTIFICATE OF COMMISSION MINUTES

I, Jennifer Wheeler, Parks & Recreation Administrative Assistant and Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Parks and Recreation Commission of the City of Kingman held on August 17, 2016.

Dated this 16th day of November, 2016

Jennifer Wheeler, Administrative Assistant and Recording Secretary

DRAFT

City of Kingman Parks Commission

PARKS MAKE LIFE BETTER

Parks Superintendents Report

Park maintenance:

The Parks Equipment Mechanics have completed 48 maintenance repair orders in the shop. Parks operations have completed 67 MRO in the parks system and 31 in pools and recreation. We have used 1244 hours of inmate labor in the past three months.

With the cooler temperatures we have cut back on the irrigation run times, one program @ 50% 3- days a week on all of the Parks systems.

Centennial Park:

We have been busy with the athletic fields prepping 3-fields for KSA regular scheduled games. The soccer association is utilizing the two soccer fields and fields 4-5-6&7 for the junior teams. This much traffic proves to be challenging at times, however we have made some adjustments to accommodate the games and practices.

We continue to improve the irrigation; we have replaced broken valves and added new control wire that the gophers have damaged.

Locomotive Park:

With the addition of the new cross walk from the power house to Locomotive Park we have added a new concrete sidewalk through the grass to the locomotive. The turf is back in automatic run and is on a slow recovery with the cooler temperatures.

Hubs Park:

We have replaced and upgraded some of the paly ground equipment that was not in compliance with the current safety standards. We have also added two new park benches and concrete sidewalks and a new picnic table. We have added two new box trees as well, and have

started the preparations for a new complete new irrigation system. This is one of the older parks in the system and the irrigation is out dated and in disrepair.

Roadside Landscaping:

We have completed the road side trimming and clean up from the Power House to public works. We have started the return run from Castle Rock back to Air Way. We will move on to HWY-93 next and then on to the Mohave wash. The air Way under pass is complete as well and we continue to apply herbicide behind the crews.

South Side sports complex:

With the regular ball season at its end we have some minor practice games to prep for. The football field is used for some Kingman Academy games. We have started to perform a trimming of the outer trees and de weeding outside the fence lines.

Centennial and Grand View pools:

Both pools are shut down for the winter, we will only run the pumps/filters one day a week to keep the water chemistry balanced.

Splash Pad:

The splash pad opened on September 3rd and ran normal daily operations 7- days a week until October 3rd. We had somewhat of a learning curve in regards to the required maintenance for the water chemistry and equipment.

We found the secondary filters need cleaning every day before we could would start normal operations, and the main sand filters were backwashed 3- days a week as well. The amount of chlorine used to balance the water chemistry exceeded our expatiations two fold. The splash pad weekend use was the heaviest, and the demands on the equipment and chemistry required us to perform a middle of the day back wash and filter cleaning on two separate occasions.

The Pool Technicians worked seven days a week to keep the required maintenance need for the chemicals and equipment. The required amount of time for the daily maintenance is two hours, this includes the removal cleaning and replacement of the six secondary cartridge filters, backwashing the two main sand filters and refilling chemical tanks. One additional hour of maintenance is performed by the Operations Rover with the cleaning of the splash pad concrete surface and sidewalks.

We will start the Christmas Decorations two weeks before Thanksgiving and have the train complex and tree ready for the season.

Parks & Recreation Commission Report – RECREATION

Wednesday, November 16, 2016

Self-Supporting Programs: Our Fall Brochure was released in the Kingman Daily Miner on Sunday, September 4th and we have now been underway with all of our Fall Programs, events, and activities until this December. We have started working on our Winter and Spring line up of programs that will begin in January.

Fitness & Dance: Our dance classes will be sending a group of girls to Disneyland on December 11 to participate in the Disney Dance the Magic Parade. We continue to offer 10 different classes and several are full. Our current Fitness classes have picked up and we are looking to bring back the Aerobics class twice a week beginning in January.

Child Supervision: Our afterschool program has been struggling this school year. We have been able to work with KUSD and they allowed us to use their “one call” system to help promote the program. We took 4 new registrations the Monday after the call was placed. The Friday one-day camps seem to have fallen below minimum and we are hoping to have them increase this month. We’ve spoke to several parents who claimed that the increase in school hours has allowed them to send their children home and do not have a need for our program.

Youth & Adult Sports: Youth and Adult Volleyball had a great season. Youth Volleyball had a total of 55 registrations which was slightly higher than the last two years. We had to postpone the season by a couple of weeks to get the numbers needed to operate the program. Adult Volleyball had 18 teams and 161 players in the three division league. Tournament play begins November 8th and will conclude November 17th. Adult Kickball had 12 teams and 179 players in the two division league. We are proud to say that our department had a team and won the lower league end of the season tournament after fighting their way out of the losers’ brackets. Both Adult and Youth Basketball registrations are currently taking place and the adult season is set to begin November 28 and the youth will begin in January after winter break. Our department is also set to host a Kids Toy Drive Tournament in December with the help of the Marine Corp League. All toys will stay in Kingman.

Trips & Excursions: The Mob Museum & El Dorado Canyon Mine Tour on September 17th was enjoyed by everyone in attendance. The mine is located in Nelson NV and used in films, photo shoots, and more. Our trip to see Steel Magnolia’s the Broadway Musical and the Neon Museum is set to go to Las Vegas on November 19th. A few spots still remain and we are pushing for the final sale on remaining seats. The Zoo Lights and Botanical Garden overnight trip on January 7th & 8th is sold out with a waitlist. We will be announcing our remaining 2017 trips in the January brochure.

Special Events: The 46th Annual Andy Devine Days Parade was held on September 24th and we had 90 entries submitted which are well over 3000 participants. We also worked on the Best of the West Festival over the Andy Devine Days Weekend. The Annual Fall Festival took place on October 29th and was another huge success. The event brought in \$6380 in revenue which included sponsorship and wristband sales. We had numerous sponsors that help support the annual event. There were approximately 2500 in attendance throughout the day event. Next month we’ll bring the North Pole to Kingman as volunteers place calls to youth whom complete a Santa’s Calling form. Letters will be mailed out to any individual who sends a letter to the North Pole in c/o Parks & Recreation to our office and includes a self-addressed envelope. Anyone interested in volunteering to place calls should contact Yvonne at 692-3111.

Aquatics: The pools are currently closed for the season and plans are being made to open over Memorial Day Weekend 2017. General maintenance will continue and we will host the Annual Polar Dip on New Year's Day at Noon at Centennial Pool.

Miscellaneous: Department staff will be reviewing applications to fill vacant positions Recreation Instructors. If you know of anyone with a special talent that they would like to share, please encourage them to apply. Interviews will be set this month with hopes to have positions beginning in January. The Winter Dance Recital will take place at Lee Williams High School on Tuesday, December 6 at 6:00 p.m. and the department Dance Program will be in the Disneyland Parade on Sunday, December 11th.

Yvonne Cossio
Recreation Superintendent
Phone 928-692-3111
ycossio@cityofkingman.gov

Things to look forward to:

- Nov. 19: Steel Magnolias & Neon Museum trip
- Nov. 1-Dec. 2: Letters to Santa
- Nov. 28-Dec. 22: Santa's Calling
- Dec. 6: Dance Recital
- Jan. 8: Winter/Spring Brochure release date (tentative)

Solar Ramada

UniSource would like to make a donation to the City of Kingman Park and Recreation Department.

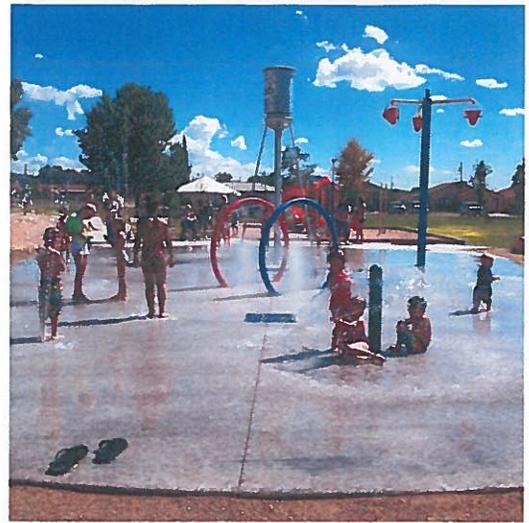
The donation would be the installation of a Ramada with Solar Panels on top of the roof. This Ramada would be located at Cecil Davis Park between the new Splash Pad that was donated by the Venture Club of Kingman and the Soccer field.

This would provide another great shaded picnic area for families watching the children playing at the Splash Pad as well as on the Soccer field. The Solar panels would produce enough energy over the year to run the Splash Pad for the season.

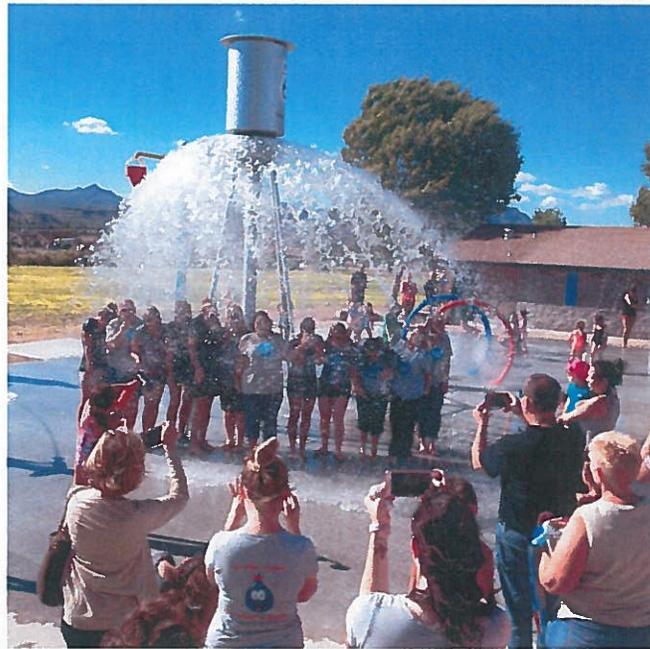
At the November 16 meeting of the Park and Recreation Commission Nikole White the Program Manager UES Renewable & Demand Side Resources of Unisource will be giving a presentation. Along with Nikole will be Anthony Lombardi the Renewable Energy Technical Specialist for UniSource Energy Service. Thank you.



Splash Pad Grand Opening September 2, 2016



Children playing on the 1st day



Venture Club First Soaking



Parks Crew added 900 sq. ft. of
concrete surface around the Splash
Pad
November 3rd



Tennis Issues

1. Our tennis courts are very nice and well taken care of; our rates are extremely affordable.
2. The Kingman Tennis Club helps clean courts once a month and pays for upgraded tennis nets. We appreciate that.
3. General public may reserve courts for 1.5 hours for the designated adult fee of \$3 for any time at 5:00 p.m. or prior and \$5 for any time after 5:00 p.m.
4. Reservations made at 5:00 p.m. by the Tennis Club are to end at 6:30 p.m. for \$3 per court fee; group has always stayed beyond 6:30 p.m. to allow for time to finish match. Staff has been accommodating to allow matches to finish as long as it is within reasonable amount of time (within the next half hour) and only if it does not conflict with a following reservation.
5. On occasions the Tennis club would ask for lights at dark (sometimes 8:00 p.m.) for a 5:00 p.m. reservation that was due to conclude at 6:30 p.m.
6. A Statement was made by a KTC participant stating "we have gotten away with it for so long and she knew we were only allowed 1.5 hours".
7. Years ago, all reservations used to be able to be book without payment. In approximately 2011, it was decided to make all customers pay at the time of reservations for all Ball Fields, Tournaments, Ramada's, and Court Rentals.
8. The tennis club had continued to make reservations without payment. In January 2016 our department started inputting all facility reservations into our online computer registrations system. The tennis club was informed that they would have to pay for reservations they wanted to have on the calendar. They said they could not pay for that much in advance and wanted to continue to keep it the way it was but with our system, that was not feasible. They were occupying space that we could not sell to the general public and at times they would not end up using. We worked it out that they only reserve 2 courts and place them on the calendar until the end of the year and pay for their reservations a minimum of one week in advance. If any additional courts are needed on the day of their arrival, they can book them that day based on availability and pay for the court in use.
9. With the computer registration system because some participants can't count on their partners to be able to make their scheduled courts times and would lose their payments made; they show up when they can and hope a court available. This has worked for the most part now that the tennis club is only reserving 2 courts in advance instead of 4.
10. All other groups (KSA, JO Softball, KLL, KYSL, Special Olympics, Pop Warner, Ramada Rentals, Softball Tournaments, etc.) are all required to pay for their reservations prior to the start of their season for any facility accommodations they are requesting. Tennis is currently the only group paying on a week to week basis and has a reservation on our calendar.

Brook Fix of the Kingman Tennis Club Questions, our Answers (in Blue) & Issues

- 1. What are the costs of having and maintaining the courts?**
 - a. Park Ranges \$36,000; If Tennis courts are not controlled they would be used for hockey, soccer & skate parks.
 - b. Light bulbs, control circuits and outlets. \$1500- per year.
 - c. Resurfacing \$14,000 for total resurface.
 - d. Cleaning \$4320.00 a-year
 - e. Responding to tennis customers concerns\$ 200.00
 - f. Clean up of vandalism, fence, gates, locks, Green Screen and graffiti. \$2,000.00 per year

- 2. What is the process for determining how much to charge for the use of the Centennial Park tennis courts?**
 - a. Review the cost of constructing a facility comparable to ours; consider the cost of management, maintenance, upkeep, utilities, etc.
 - b. Compare to other Municipalities with tennis facilities comparable to ours and what they do.
 - c. Staffing cost
 - d. Staff makes Recommendation
 - e. Approved by Council

- 3. Why are charges higher after 5:00 PM?**
 - a. Park Rangers have to control sales and gates (Office staff gone).
 - b. Lighting cost

- 4. Who makes these decisions?**
 - a. Park Staff
 - b. Council Approval

- 5. How much money is recaptured through court fees?**
 - a. \$1500 since Rec 1 began being used. Approximately \$3,000 per year.
 - b. With Rec 1 software we will have much more accurate information going forward.

- 6. Why do we pay at all?**
 - a. Recuperate some of the cost of the facility.
 - b. Staffing; Park Ranges; if we didn't control the traffic on the courts they would become skate parks, roller hockey & soccer fields. Vandalism & graffiti would be rampant.
 - c. Lights, resurfacing, cleaning, repair & replacement the Green Screen.

- 7. Why can't we play after we play, as we don't know what we need?**
 - a. Reservations are not taken until they are paid for. To reserve the prime times without paying for them is not fair to other customers who might want to play at that time and are willing to pay for it.
 - b. All other groups (KSA, JO Softball, KLL, KYSL, Special Olympics, Pop Warner, Ramada Rentals, etc.) are all required to pay for their reservations prior to the start of their season for any facility accommodations they are requesting.

- 8. What are the costs that generate the need to charge for the courts?**
 - a. Park Ranges, if we didn't control the traffic the courts would be a mess.
 - b. At the May 9th common council budget work session, Council gave direction that that we look to increase all rates to try to get all of our facilities to be more self-supporting.
 - c. Cleaning, resurfacing, lighting repairs, green screen.
 - d. The cost of Building a facility comparable to this is \$300,000-if you had the land.

Mr. Brook Fix REQUESTS

The 1.5 hour time block for renting courts is a little short of sufficient for the average tennis match. Since the effective charge rate is \$2.00 per hour, we want to request changing the time block to two hours while using the same \$2.00 per hour rate. In other words, change the time block to two hours and charge \$4.00.

Answer: Since most Tennis matches take more then 1 ½ hours according to Mr. Fix of the Kingman Tennis Club; we are considering changing the Tennis Time block from 1.5 hours to a 2 hour block. It would be \$4.00 for 2 hours rate before 5:00 and \$6.00 for 2 hours after 5:00. We are reviewing this when we reviewing all of our rates to be approved by Council.



City of Kingman

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www.cityofkingman.gov

11/16/16

Dear Commission Members,

The **Parks and Recreation Advisory Commission** is merging with the **Golf Course Advisory Commission**. They will be replaced by the **Park, Aquatic, Recreation and Golf Advisory Commission**.

- This is the Last meeting of this commission.
- Everyone interested in being considered for this new combined Commission will be required to fill out a new Boards and Commission Application (attached). You can fill it out and bring it to the meeting.
- In January the Council will pick from the list of candidates; 4 from the Park and Recreation Commission and 3 from the Golf Course Advisory Commission. They will consider any additional candidates at that time as well.
- We will contact you in advance to let you know the date this will be on the Council Agenda. You can come and tell the Council why you are the best candidate for this commission.

Thank you for your years of service on this Commission and for your support of our Department. Please join us on the new Commission. If you have any questions feel free to call me at any time.

Sincerely,

Mike Meersman

Mike Meersman

Director of Parks & Recreation Department

Phone (928) 692-3105

Email: mmeersman@cityofkingman.gov



**CITY OF KINGMAN
BOARDS AND COMMISSIONS APPLICATION**

FOR MEMBERSHIP ON THE Park, Aquatic, Recreation and Golf Advisory Commission.
Estimated hours per month you can devote to this group: _____

Name _____ Home Phone # _____

Address _____ Alternative Phone # _____

Zip Code _____

Email _____ Resident Located in -

Kingman City Limits

Mohave County

Length of Residency _____ Are you a registered voter? Yes _____ No _____

If asked, I would be willing to serve on another board or Commission. Yes _____ No _____

List other boards or commissions interested in:

1. List your educational background. _____

2. Please state your occupational background as it relates to the board or commission you are applying for beginning with your current occupation and employer.

3. Describe your involvement in the Kingman community. _____

4. Describe your leadership roles and/or any special expertise you have which would be applicable to the position for which you are applying.

5. Describe why you are interested in serving in this position. _____

6. If you are appointed to any of the boards or commissions you have listed interest in, please list potential conflicts of interest. Explain: _____

Appointment to this board, commission or advisory committee will require your consistent attendance at regularly scheduled meetings. Please note the times below for each Board or Commission. All meetings are held at the Council Chambers, 310 N. 4th Street, Kingman.

Board of Adjustment	As Needed
Building Board of Appeals	As Needed
Business License Review Board	As Needed
Clean City Commission	3rd Thursday/Monthly @ 5:00PM
Economic Development Marketing Commission	2 nd Wednesday/Monthly @ 7:30 AM
Golf Course Advisory Committee	3rd Wednesday/odd months @ 4:30PM
Historical Preservation Commission	4 th Tuesday/odd months @ 5:30PM
Industrial Development Board	As Needed
Local Public Safety Personnel Retirement Board	As Needed
Municipal Property Corporation	As Needed
Municipal Utilities Commission	4th Thursday/Monthly @ 5:30 PM
Parks & Recreation Commission	3rd Wednesday/odd months @ 6:00PM
Personnel Board	As Needed
Planning & Zoning Commission	2nd Tuesday/Monthly @ 6:00PM
Tourism Development Commission	1st Thursday/Monthly @ 7:30AM
Transit Advisory Commission	2 nd Tuesday/1 st month of Quarter @10:00

This application is subject to the Arizona Open Records law and should not be considered confidential.

Signature of Applicant _____ Date _____

Please return this application to:

City of Kingman
City Clerk's Office
310 North Fourth Street
Kingman, AZ 86401

Fax (928) 753-6867

For further information, please call: City Clerk's office at (928) 753-5561.

Thank you for taking the time to fill out this application. Volunteers play a vital role in the City of Kingman government. We appreciate your interest.

Park, Aquatics, Recreation and Golf Commission

Sec. 2-158.40 Establishment of the Park, Aquatics, Recreation and Golf Commission.

This advisory commission is hereby created for the purpose of assisting the Mayor and Common council in establishing and maintaining a policy for the use of the various City parks, aquatic facilities, recreation programs and the municipal golf course.

Sec. 2-158.41 Membership.

The commission shall be comprised of seven (7) members of the public. Commission members should be appointed that have an interest in the commission and its responsibilities. No sector of interest should dominate the commission during the appointment process.

Sec. 2-158.42 Function.

The commission shall advise and recommend to the Mayor and Common Council policy with respect to the current use and future needs of the City's recreational facilities and programs, such as:

- (a) New park, recreation, aquatics, and golf improvements or facilities.
- (B) The promotion of recreation programs and activities.
- (C) The fee structure.
- (D) Other areas as directed by the Mayor and Common Council.



City of Kingman

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August 17, 2016

Dear City of Kingman Park and Recreation Commission Members,

At the May 9th common council budget work session, Mayor Anderson recommended merging the Parks and Recreation Advisory Commission with the Golf Course Advisory Commission. At the August 2, 2016 Meeting of the Council voted and approved 7 in favor and 0 opposed of Ordinance 1817; Creating a new Parks, Recreation, Aquatics and Golf Course Advisory Commission.

The Park and Recreation Commission will stay the way it is until January 1, 2017. At that time the Council will pick from the list of candidates; four from the Park and Recreation Commission and three from the Golf Course Advisory Commission. Any one interested in being considered for this new combined Commission will be required to fill out a new Boards and Commission Application. We will contact you in advance to let you know the date that this will be on the Council Agenda.

Thank you for your years of service on the City of Kingman Park and Recreation Commission and for your support of our department. If you have any questions please feel free to call me.

Sincerely,

Mike Meersman

Director of Parks & Recreation Department

Phone (928) 692-3105

Cell (928) 303-6087

Email: mmeersman@cityofkingman.gov