



# Minutes

## Parks, Recreation, Golf and Double Butte Cemetery Advisory Board

### January 17, 2024

Minutes of the Parks, Recreation, Golf and Double Butte Cemetery Advisory Board meeting held on January 17, 2024, 6:00 p.m., Hybrid Meeting- Tempe Public Library, 2<sup>nd</sup> Floor Board Room, 3500 South Rural Road, Tempe, AZ, and virtual through Microsoft Teams.

**Members Present:**

Susan Carlson – Chair  
Elizabeth Hatch – Vice Chair  
Mary Farmer  
Thomas Klabunde  
Shereen Lerner  
Gerardo Lopez  
Lane Waddell  
Lisa Zyriek

**Members Absent:**

Sharon Doyle  
Dillon Moore  
Dawn Parker

**City Staff Present:**

Alex Jovanovic, Deputy Community Services Director – Parks (Staff Liaison)  
Joshua Bell, Management Assistant II  
Craig Hayton, Community Services Director  
Julie Hietter, Community Services Administration Manager  
Shawn Wagner, Deputy Community Services Director – Recreation

**Guests Present:**

Roseline Cristanelli, Tempe Cares  
Maria Brandenburg, Tempe Cares

Upon the establishment of a quorum, meeting was called to order at 6:00 p.m. by Susan Carlson. Susan Carlson welcomed new board members Mary Farmer and Lane Waddell.

**Agenda Item 1 – Public Appearances**

None

**Agenda Item 2 – Approval of Meeting Minutes**

**December 13, 2023**

Motion by Shereen Lerner to approve the meeting minutes of December 13, 2023, seconded by Elizabeth Hatch. Motion passed on a 8-0 vote.

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Ayes: Chair Susan Carlson and Vice Chair Elizabeth Hatch, board members Mary Farmer, Thomas Klabunde, Shereen Lerner, Gerardo Lopez, Lane Waddell, and Lisa Zyriek.  
Absent: Sharon Doyle, Dillon Moore, and Dawn Parker.

### **Agenda Item 3 – Cemetery Update**

Lisa Zyriek provided a historical background of Double Butte Cemetery, Joshua Bell provided updates on the sales of spaces in the cemetery, remaining spaces available. Alex Jovanovic provided information related to the Logan Simpson report and additional cemetery information.

- 2008-2022 averaged sales of about 9 spaces per year, 2023 increased to 32
- Historic Preservation Foundation suggested edits or requested additional information from Logan Simpson before final report; report focused a lot on historical elements and Pioneer Section, estimated costs of proposals close to \$1 million
- Some historical elements identified may not be addressed by City's capital program; e.g. cracked headstone may be identified as historical but was privately installed
- Cemetery previously was enterprise fund, now general fund; additional funds not allocated
- Maintenance assigned to Diablo Stadium team, one staff person assigned to cemetery
- Next budget cycle money allocated for capital improvements, including City's study
- Adult diversion services previously used but interest on their end dropped off
- Board members asked questions and made comments about:
  - When will final report from Logan Simpson be received?
  - Can you describe the sales and fees in more detail?
  - What does it cost to run the cemetery?
  - Prison labor previously used for projects and went away; can that be utilized now?
  - What is meant by infrastructure?
  - What is timing of City's study?

### **Agenda Item 4 – Tempe Cares**

Roseline Cristanelli and Maria Brandenburg provided information about Tempe Cares and the projects they oversee.

- One community beautification project each year, recruit 250-300 volunteers
- Double Butte Cemetery for 2024 project; will work with Alex to identify work
- Board members asked questions and made comments about:
  - Projects are welcoming to variety of people, ages and abilities
  - People can go to event project and attend for as long as they are comfortable

Alex Jovanovic provided information about the Double Butte Cemetery project that is scheduled for March; types of work being considered includes removing new growth on trees, removing weeds, spreading rock, clearing out ditches, possibly planting shrubs, and removing volunteer trees

### **Agenda Item 5 – Golf Subcommittee**

Craig Hayton provided information to the board about the possibility of creating a golf subcommittee, the requirements needing to be met, and the reason and purpose for doing so.

- Next year seen as critical for a lot of decisions, including design of Ken McDonald clubhouse
- Proposed 4:30-5:30 PM meetings same day as PRGDBC Advisory Board meetings

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- Board members asked questions and made comments about:
    - Could subcommittee be re-formed after its one-year sunset?
    - A lot of time in previous meetings has been spent on golf and this would be beneficial
    - Limitation of one year is a good thing
    - Rolling Hills is going through a lot of changes

Motion by Elizabeth Hatch to approve the creation of a golf subcommittee, seconded by Lane Waddell. Motion passed on a 8-0 vote.

Ayes: Chair Susan Carlson and Vice Chair Elizabeth Hatch, board members Mary Farmer, Thomas Klabunde, Shereen Lerner, Gerardo Lopez, Lane Waddell, and Lisa Zyriek.

Absent: Sharon Doyle, Dillon Moore, and Dawn Parker.

Susan Carlson, Mary Farmer, Lane Waddell, Shereen Lerner, and Thomas Klabunde volunteered to serve on the golf subcommittee and agreed to meet from 4:30-5:30 PM on days of PRGDBC Advisory Board meetings. Board members not present will be followed up with to determine interest.

#### **Agenda Item 6 – Golf Update**

Craig Hayton provided an update on Ken McDonald Clubhouse.

- Identified need to update the clubhouse; 50 years old this year. CourseCo is providing 50% of funding for clubhouse renovation, any funds over \$8 million CourseCo will be responsible for.
- Currently reviewing proposal for conceptual design, tentative public outreach in late February
- Looking to build a new clubhouse
- Board members asked questions and made comments about:
  - Is it going to be a renovation of the existing clubhouse?

Alex Jovanovic provided an update on Grass Clippings and tour that recently occurred at Rolling Hills.

- Proposals for driving range: tracer technology, covered hitting bays, other improvements
- Hole 1 par 4 during day, par 3 option at night; Hole 9 par 3, intend to build tee box for par 4
- Planned changes to range, hole 2, and hole 3, close proximity to each other; extend range to 300 yards, alleviate issue with zoo, safer for hole 2; shorten hole 2, remain par 3; hole 3 from par 4 to par 3, reduce yardage, and change course from 62 to 61 par; G.C. made change to Hole 3 to reduce issues with zoo and reduce liability risk
- Posting of resident rates has been addressed, long term name change remains item to be addressed, updated banner and wording “Grass Clippings Rolling Hills” reintroduced
- Board members asked questions and made comments about:
  - Have not heard any information about how they are marketing beyond digital and to older golfers; water bill had been previously mentioned as a possibility
  - Would like to submit list of items of concern to subcommittee for discussion
  - Does Grass Clippings manage any other courses?
  - How will name change be ultimately determined?
  - How will proposed changes to address zoo issue be reviewed and approved?
  - Original proposal that was rejected was to change course to par 3
  - Send any recommendation discussion topics for subcommittee to Alex

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### **Agenda Item 7 – Board Operational Updates**

Susan Carlson and Alex Jovanovic discussed with the board goals to keep, modify, or create.

- **Goals**
- **Next Steps**
- **Opportunities**
- Alex can create list of stand-by/parking lot goals for board to review at next meeting
- Board members asked questions and made comments about:
  - It seems like a lot of goals remain in play as needing to be addressed
  - Make stronger connections with other boards and commissions
  - Take a look at and address stand-by priorities
  - Have not talked a lot about Parks and Recreation outside of golf
  - Would like updates on topics not addressed in a while, including tennis

### **Agenda Item 8 – Future Agenda Items**

Alex noted tennis and equity study as future agenda items.

- Board members asked questions and made comments about:
  - Would like to talk more about Recreation, get general report
  - Circle back to items that had been discussed before, including monument signs

### **Agenda Item 9 – Public Meeting Attendance, Notices & Announcements**

Shawn Wagner and Alex Jovanovic discussed recent and upcoming events and other community opportunities.

- Arizona Rock N Roll Marathon, Arts in the Parks, Unity Walk, volunteer opportunities
- Upcoming public outreach for Preserve Management Plan, Waggoner Park, and Daley Park

### **Meeting adjourned at 7:29 p.m.**

Prepared by: Joshua Bell, Management Assistant II, (480) 350-8676

Reviewed by: Alex Jovanovic, Deputy Community Services Director- Parks, (480) 350-5811