

PARKS AND RECREATION COMMISSION  
WEDNESDAY, JULY 17, 2014

**SUMMARIZED MINUTES**

**MEMBERS PRESENT**

Jessica Fitchett  
Adam Kaupisch  
Gregory Kleiner  
Thomas Ziegler

**STAFF PRESENT**

Mike Abeyta  
Kathy Drummond  
Mike O'Connor  
Steve Zimmerman

**OTHERS PRESENT**

21 members of the  
community supporting  
the JLB Project  
(see file for names and  
addresses)

**MEMBERS ABSENT**

James Baker  
Denise Burley  
Charles Hammersley

1. **CALL TO ORDER**

The meeting was called to order by Commissioner Kleiner at 4:01 p.m.

2. **ROLL CALL**

Commissioners Fitchett, Kaupisch, Kleiner, and Ziegler were present for roll call. Commissioners Baker, Burley, and Hammersley were absent.

3. **APPROVAL OF JUNE 18, 2014 MINUTES**

Motion made by Commissioner Ziegler to approve the June 18, 2014 minutes as written. The motion was seconded by Commissioner Fitchett. Motion passed with unanimous approval (4 yeas votes).

4. **PUBLIC PARTICIPATION** - None

5. **ACTION ITEMS**

- A. **JLB CHILDREN'S GARDEN.** Resolution No. 2014-18, establishing a donation and memorial program for the City's parks, was approved by the City Council in June. The JLB Project, a non-profit organization, is looking to establish a children's garden in Foxglenn Park to provide a public space for the community to reflect on the lives of the youngest members of the community who have passed away. Through the non-profit organization founded by Anna and Mike LaBenz, JLB Project, would assume all administrative and financial responsibility for design, construction, and maintenance of the children's garden.

Staff recently met with the LaBenz's and the scope of the project is on the knoll between the skate park and the playground by the restrooms. JLB Project would assume all financial responsibility for the development, construction, infrastructure, care, and maintenance of that area of the park.

ACTION ITEMS (Cont'd.)

The City of Flagstaff would maintain ownership of the property. The project would consist of native plants and landscaping so it would fit into the space already there. Funding of the project would be through community grants and public and private donations. Ongoing maintenance would be the responsibility of the JLB Project and a joint trust fund account with the City would be established to help maintain the garden, and if JLB would cease to exist, the City would take over all maintenance costs. Fundraising events have already been held and funds have been deposited into an account. The cost of the project is approximately \$200,000, any they currently have about \$10,000 available and have applied for \$2,500 in grants. Once the land is secured and a contract signed they will be able to look for further donation opportunities.

Other locations have been considered, including other parks and both private and public lands, but have been rejected as not being appropriate. Mrs. LaBenz has personal ties to Foxglenn Park and feels that a memorial garden would bring more people to the park. Motion made by Commissioner Ziegler to accept the endorsement of the JLB Children's Garden in Foxglenn Park. The motion was seconded by Commissioner Kaupisch. Motion passed with unanimous approval (4 yea votes).

6. DISCUSSION/STANDING ITEMS

- A. CHRISTENSEN PARK BOND FUNDS UPDATE. The City's Finance Director has confirmed that the City has the bonding capacity available, but suggested staff use caution because of the need for a west side park and future bonding capacities. The amount available for the purchase of the Christensen site is \$2.8 million for 17 acres of land. Staff will provide more information at next month's meeting.
- B. SOLIERE PARK PROPOSAL UPDATE. It was reported that City staff recently approached Continental Country Club and inquired if they were interested in partnering with the City for a snow play area. Public Works staff was not aware of that offer and will initiate discussions with the appropriate department involved.
- C. BUSHMASTER PARK UPDATE. Topographical surveying and geo technical work has been initiated, which consists of boring and soil sampling. There will be some savings with internal staff doing some of the work. Staff is hoping to have the bid out in January 2015, with an anticipated start date of April 1, 2015. The project will last 150 to 160 days and it isn't anticipated that the park will be closed during construction. Some incidental work, like utilities being relocated, may occur next fall. Both phases of the project have been approved, phase 1 with bond funds and phase 2 with BBB funds.

DISCUSSION/STANDING ITEMS (Cont'd.)

- D. PUBLIC WORKS CORE SERVICES YARD UPDATE. Council has decided that the McAllister Ranch property will be the location for the yard. The current yard will be sold and rezoned for future development, and Parks staff is exploring options for satellite sites.

7. REPORTS

- A. OPEN SPACES COMMISSION UPDATE. Commissioner Burley was absent so nothing new was reported.
- B. MONTHLY HIGHLIGHTS OF PARKS AND RECREATION. The Touch a Truck event was held July 12 with 700 participants, the snow plow simulator was a very successful part of the event. Concerts in the Park last week hosted about 120 participants, which was co-hosted with Hermosa Vida. Tonight's concert will be co-hosted by the Northern Arizona Celtic Society. Other recreation opportunities are Thursday night hoops at the Aquaplex, and an ice cream social Jay Lively. A scope of work for air quality issues, circulation and humidity is being completed for Jay Lively Activity Center.

On July 7 staff broke ground at Wheeler Park to redo the sod and fix the drainage issues. The rains have only put them one day behind schedule. Staff is working diligently to save the trees by pouring concrete around them to protect them. It has taken a lot of long hours for staff to get this project turned around so quickly in order to reopen for Labor Day. The event that was moved to Thorpe Park baseball fields was successful, and there wasn't any damage done to the grass. Staff will continue to monitor these events and if damages occur, the event producers will be charged accordingly. It seems that the bounce houses cause the most damage to the grassy areas.

8. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF. Staff is moving forward with the planning of the Dew Downtown event. The request for street closures will probably go to Council in late August.

9. AGENDA ITEMS FOR THE JULY 16, 2014 MEETING

- Christensen Bond Funds Update
- Soliere Park Proposal Update
- Bushmaster Park Update
- Public Works Core Services Yard Update
- Streets Closure Criteria
- Heritage Square Management Plan

10. ADJOURNMENT

The meeting adjourned at 4:55 p.m.

*These minutes are a draft and haven't been approved by the Parks and Recreation Commission. Their next meeting is scheduled for August 20, 2014 where they will be on the agenda for approval.*