

PARKS AND RECREATION COMMISSION  
WEDNESDAY, NOVEMBER 19, 2014

**SUMMARIZED MINUTES**

**MEMBERS PRESENT**

Jessica Fitchett  
Charles Hammersley  
Adam Kaupisch  
Gregory Kleiner  
Thomas Ziegler

**STAFF PRESENT**

Jim Davis  
Kathy Drummond  
Brian Grube  
Trevor Henry  
David McIntire  
Steve Zimmerman

**OTHERS PRESENT**

Mike Farley  
Rick Schuller  
Megan Stephens  
Tim Sullivan  
Molly Wilmer

1. **CALL TO ORDER**

The meeting was called to order by Commissioner Kleiner at 4:00 p.m.

2. **ROLL CALL**

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

3. **APPROVAL OF AUGUST 20, 2014 MINUTES**

Motion made by Commissioner Hammersley to approve the August 20, 2014 minutes as written. The motion was seconded by Commissioner Kaupisch. Motion passed with unanimous approval (5 yeas votes).

4. **PUBLIC PARTICIPATION** - None

5. **ACTION ITEM**

- A. **PROPOSED RECLAIMED WATER BOOSTER STATION AT BUSHMASTER PARK.** The proposed booster pump station for reclaimed water would be housed in Bushmaster Park. The station would boost pressure in the system to efficiently deliver reclaimed water to the Buffalo Park tank. This is an important component of system upgrades which works with the Wildcat Hills reclaimed pump station. The project includes building a new building to house the pumps which will run mainly in the evening time and the location of the building is important as elevation is a key consideration in this project. The pumps operate at about 85 decibels, which are similar to a blow dryer and most often they will be working at night time, for about 6 to 8 hours. Construction is to occur in May 2015 with a 60 day construction period.

Commissioner's expressed concern regarding noise disturbing the two houses north of the proposed project. Notification of neighbors, venting of the building as well as some kind of sound barrier was discussed. It was stated that the Utilities Department has assured parks staff that if noise is an issue they would be willing to put up a sound barrier wall and/or insulation in the building to help mitigate noise for those two residents. Motion made by Commissioner Kaupisch to table this item until more information is provided by staff regarding neighbor notification, noise reduction, and possible relocation of the building on the identified site. Motion seconded by Commissioner Fitchett. Motion passed with three yeas votes, one nay vote, and one abstention.

6. DISCUSSION/STANDING ITEMS

- A. WATERLINE AND POTENTIAL IMPACT TO MCPHERSON PARK (SWITZER CANYON). In an effort to improve the water system, a project called the Switzer Canyon Transmission Main Phase 3 will be replacing a significantly outdated water line and improving redundancy and circulation in the area north of Forest Avenue and Turquoise Drive. It is anticipated that routing the line along the eastern side of Turquoise Drive and the north side of Fir Avenue, but outside of the existing right of way, will save the City hundreds of thousands of dollars by avoiding the already existing utilities and mitigate the risk of large water leaks occurring during construction. It is also believed that there are additional benefits that could be realized by the project in this location such as addressing existing drainage issues. The line will require a potential twenty foot easement. It was the unanimous consensus of the Parks and Recreation Commission to support the project.
- B. WHEELER PARK SHORT TERM AND LONG TERM SOLUTIONS FOR REGROWTH OF GRASS IN 2015. In 2014 the park was reseeded and drainage issues were addressed. After replacing the sod last summer an event occurred on Labor Day weekend and there was substantial damage to the turf area. City staff is trying to come up with a solution to curtail use of that area to give the sod a chance to grow. Ideally, one year is the recommended time frame for sod to grow. Staff's recommendations for every event to be held in Wheeler Park in 2015 were included in the packet. Staff will meet with the event producers to explain their concerns and options for summer 2015. Bounce houses will be prohibited because they cause a lot of damage to the grass and liability issues with producers not supervising the activity. Staff is trying to encourage events to use the hardscape surfaces first for their booths and heavy traffic patterns, as well as revisiting how special events occur in the parks to help mitigate some of the problems. It may be that events are reduced to one or two day events only, including setting up and tearing down. Plans are underway to reach out to the event producers to let them know what both the short term and long term goals are for Wheeler Park.
- C. BUSHMASTER PARK UPDATE. A final design is almost completed for the skate surface, which may include ice in the winter months. The plan sets are expected to be completed in early January. Compared to the concept plan, the east parking lot has to be moved 10 feet to the west along with the sidewalk to create a buffer for houses on the east side. Staff is currently completing the permit applications for the three small ramadas, which are 30' x 24' structures. Staff has been meeting with the Purchasing Department trying to decide how to bid out the project. There are a couple of components of the project that require a general contractor's license but not the complete project. It is hoped that those that don't need the general contractor's license would be bid out separately; otherwise the project would go over budget using a general contractor for the whole project.
- D. PUBLIC WORKS CORE SERVICES YARD UPDATE. There wasn't anything new to report.
- E. CAPITAL PROJECTS UPDATE. At the Aquaplex, the rock removal and retiling along with the hex deck being repainted has been completed, and the security cameras are installed.

7. REPORTS

- A. OPEN SPACES COMMISSION UPDATE. Due to Commissioner Burley's resignation a new Commissioner needs to be appointed to the Open Spaces Commission. This item will be put on the next month's agenda as an action item.
- B. MONTHLY HIGHLIGHTS OF PARKS AND RECREATION. Both Parks and Recreation reports were included in the Commission packets. It is a challenge to meet the 60% revenue cost recovery at the Aquaplex, but staff is presenting new ideas to try to accomplish that goal.

8. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF.

The City is considering hiring a landscape designer to design the older part of Thorpe Park. They are hoping to upgrade the looks of the park and enhance the entrance and upgrade the parking lot to the Joe C. Montoya Community and Senior Center.

9. AGENDA ITEMS FOR THE DECEMBER 21, 2014 MEETING

- Appoint Parks and Recreation Commissioner to serve on the Open Spaces Commission.
- Bushmaster Park Update
- Capital Projects Update
- Proposed Reclaimed Water Booster Station at Bushmaster Park.
- Partnerships for the City of Flagstaff

10. ADJOURNMENT

The meeting adjourned at 5:33 p.m.

These minutes haven't been approved by the Parks and Recreation Commission. Their next meeting is scheduled for December 21, 2014 where they will be placed on the agenda for their approval.