

PARKS AND RECREATION COMMISSION
WEDNESDAY, JULY 15, 2015

SUMMARIZED MINUTES

MEMBERS PRESENT

Ardis Easton
Jessica Fitchett
Adam Kaupisch
Jim Stratton

STAFF PRESENT

Kathy Drummond
Brian Grube
Michael O'Connor
Glorice Pavey
Steve Zimmerman

OTHERS PRESENT

Armando Bernascani
Debbi Grogan
Jennifer Grogan
Rose Houk
Charlie Silver

MEMBERS ABSENT

Charles Hammersley
Gregory Kleiner
Thomas Ziegler

1. **CALL TO ORDER**

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

2. **ROLL CALL**

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

3. **APPROVAL JUNE 17, 2015 MINUTES**

Motion made by Commissioner Stratton to approve the June 17, 2015 minutes as written. The motion was seconded by Commissioner Kaupisch. Motion passed with unanimous approval (4 yeas votes).

4. **PUBLIC PARTICIPATION**

Rose Houk, a representative from Friends of Flagstaff's Future, asked how a Commission's recommendations are communicated to City Council. Recommendations from Commissions are sent to the City Manager's Office via the staff liaison and then they decide when to pass that information on to City Council.

5. **DISCUSSION/STANDING ITEMS**

A. **WHEELER PARK UPDATE.** Debbi Grogan, Event Producer, asked whether Flagstaff Oktoberfest would be able to use all of Wheeler Park this year for their event. She expressed her frustration with staff not being able to give her an answer as well as them not being able to offer an alternative location for her event if Wheeler Park isn't available for use. Jennifer Grogan, Event Producer, asked staff to consider hiring an outside consultant to look at the drainage issues in Wheeler Park.

DISCUSSION/STANDING ITEMS (Cont'd.)

Staff will be meeting next week to formulate a plan for Wheeler Park for the remainder of the year. They have reached out to the next three event producers to make accommodations to make sure the grass can be rehabbed as much as possible in between events. The water is staying on the surface and dry underneath as the sandy, silty material isn't allowing the water to go through, therefore allowing too much water to sit on top of the surface. Advice given to staff through professionals would be to aerate the park on a weekly basis and apply a product to help the water leach through. They have plans to aerate again and are waiting for the materials to come in. This option would give space to the grass so it can get more air and improving drainage. Continued use of the park over the years has compacted the soil and the top layer is causing the problem. It takes several years to get to the point where the materials loosen up in order for it to drain properly.

Glorice Pavey, Community and Special Events Supervisor, reported that over 250 permits are processed through her office each year. She is responsible for gathering the paperwork, sending it out to the different departments to review, and making sure the conditions are met. Staff goes over the conditions with each event producer, but a formal inspection during the event is not completed. This item will be discussed further at the August meeting.

- B. PARKS AND RECREATION PRIORITIES. At the March meeting a recommendation from the Parks and Recreation Commission was made to preserve the Thorpe Park property, also known as the Old Public Works Yard. The City's Legal Department is currently reviewing the paperwork and language in the Bond to decide what the City can do with the property. It was the Parks and Recreation Commission's recommendation to preserve it as a park. A letter will be prepared from the Parks and Recreation Commission to the City Council supporting their motion to keep the property within the park land inventory. Future public input meetings will be held for the community to offer their input. There currently isn't any bond money or bonding capacity available for the City to go out to bond. When funding capacity becomes available, a Citizen's Task Force will be formed to identify needs and projects and specific costs will be based on design and concept plans.

After further review of the June 17, 2015 priorities, clarification on specific wording was made and amended as follows (in no specific order):

- Westside Neighborhood Parkland Acquisition and Development
- Competitive Lap Pool
- Enclosed Tennis Facility (Bubble) – Phase I
- Enclosed Tennis Facility (8 tennis courts in 1 location, enclosed 3 or 4 courts) – Phase 2
- Continental Regional Park Improvements – Phase 1
- Clay Basin Community Park
- Thorpe Park (Duck Pond) Event Venue

- C. PARKS AND RECREATION UNFUNDED CAPITAL IMPROVEMENTS. Further discussion of this item will occur during the August meeting.
- D. SNOW PLAY UPDATE. There wasn't anything new to report.

DISCUSSION/STANDING ITEMS (Cont'd.)

- E. BUSHMASTER PARK UPDATE. The contractor has completed the sub grade work and testing for the east parking lot and fitness pad. All retention areas on the east side have been completed and the contractor is now preparing the sub grade for the playground, roller rink, and the large group ramada.
- F. DISCUSSION REGARDING CHANGING THE MEETING DAY AND LOCATION OF PARKS AND RECREATION COMMISSION MEETINGS. In an effort for the City to stream or video capture the Parks and Recreation Commission meetings, the City Clerk's office has asked that the meetings be moved to the third Monday of the month at 4:00 p.m. at City Hall in the Council Chambers. The first Monday meeting will be held on September 21.

6. REPORTS

- A. MONTHLY HIGHLIGHTS OF PARKS AND RECREATION. A discrepancy was noted in last month's Recreation report in the numbers reported at the Aquaplex. The reason for this was because staff didn't capture the whole month, as their reports are turned in 2 weeks before the packet is mailed. In the future there will be a one month delay in order for staff to capture everything. Commissioners requested that Recreation's report include trends by month, as they want to measure how active centers are from month to month and year to year. It was even suggested that an annual report would be helpful.

7. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF

The Slide the City event was held last weekend and the event was very well run and there weren't any issues with the Police Department. Only 10,000 gallons of water was used for the whole event.

8. AGENDA ITEMS FOR AUGUST 19, 2015 MEETING

- Wheeler Park update
- Parks and Recreation Priorities
- Snow play update
- Bushmaster update

9. ADJOURNMENT

The meeting adjourned at 5:24 p.m.