

PARKS AND RECREATION COMMISSION  
WEDNESDAY, MAY 18, 2016

**SUMMARIZED MINUTES**

MEMBERS PRESENT

Jessica Fitchett  
Jennifer Grogan  
Charles Hammersley  
Jim Stratton  
Thomas Ziegler

STAFF PRESENT

Kathy Drummond  
Mike O'Connor  
Rebecca Sayers  
Steve Zimmerman

MEMBERS ABSENT

Adam Kaupisch

1. CALL TO ORDER

The meeting was called to order by Vice-Chair Stratton at 4:00 p.m.

2. ROLL CALL

Commissioners Fitchett, Grogan, Hammersley, Ziegler, and Vice-Chair Stratton were present for roll call. Chair Kaupisch was absent.

3. APPROVAL OF APRIL 20, 2016 MINUTES

Motion made by Commissioner Fitchett to approve the April 20, 2016 minutes as written. The motion was seconded by Commissioner Ziegler. Motion passed with 5 yeas votes.

4. PUBLIC PARTICIPATION - None

5. DISCUSSION/STANDING ITEMS

- A. Unfunded Capital List and Priorities Discussion. This item was tabled until the June 2016 meeting.
- B. Hal Jensen Tennis Court Update. The plans for the tennis courts at Hal Jensen Recreation Center have come back from the engineering design firm. The next step is to prepare contracts and specifications for solicitation of proposals. A start date hasn't been established yet, but it is anticipated that the project will take 60 to 90 days to complete, as the concrete needs a minimum 28 day cure time before the surfacing can be applied.
- C. Wheeler Park Update. City staff have been working with the event producers to change the layout of their events by using more of the outlying areas of the park, in hopes of circumventing over use this summer. The first event of the summer is the Dixie Green Arts and Crafts Festival, and they have agreed to use an L shaped layout for their event. Last year the Hullabaloo event experienced damages to the park due to a major rain storm in June and they paid damages in

DISCUSSION/STANDING ITEMS

the amount of \$500 to the City for repairs. Art in the Park was assessed an additional \$800 for damages the park sustained in July and an additional \$1,000 for damages sustained in September. Both Event Producers tried to avoid the damages to the park, but Flagstaff received several rain storms during their events. A few changes have been made on the western side of the parking lot which will help to use the area better.

The Community Development Department has contacted Public Works regarding moving a power line underground in the alleyway for the widening of Humphreys Ave. and building of the Marriott Hotel. They proposed that a huge transfer box be installed, but staff let them know that wouldn't work. Parks staff is working with them to minimize disruptions to the events scheduled in Wheeler Park this summer. They will be disturbing the area with the hills and removing them when installing underground conduits. Staff is working with the Fire Department to establish capacities at Wheeler Park as some of the larger events have outgrown the park.

6. REPORTS

- A. Monthly Highlights of Parks. A monthly report was included in the agenda packet and stands as presented. During the removal of the existing materials on the McPherson tennis courts it was discovered that the subsurface had more damage than expected. This will require additional repairs and funding, but the project should still be completed on time and on budget. The contractor has run into delays with rain and weather, so they are behind schedule at this time, but completion is expected to occur early next week.
- B. Monthly Highlights of Recreation. A monthly report was included in the agenda packet and stands as presented. Commissioner Stratton met with staff last month to explore opportunities for improvements to the monthly reports and staff is looking at reporting options within the software system. He feels that additional information and data, including demographic information could help prioritize projects when funds become available. Program Supervisors will be attending the monthly meetings on a rotating basis to answer specific questions regarding facility and programming. Council didn't allocate revenue or expenses for the Dew Downtown event in the FY17 budget. City Council recently approved a Community Development Block Grant application for Hal Jensen Recreation Center. Items to be addressed are safety related projects which includes a turf area behind the center, moving the playground equipment away from the street.
- C. Open Spaces Commission. A monthly report was included in the agenda packet and stands as presented.

7. INFORMATION ITEMS TO AND FROM COMMISSIONERS AND STAFF. Commissioner Ziegler volunteered to speak on behalf of the Parks and Recreation Commission at the public meeting on the disposition of the current public works yard on Mogollon. He was Chair of the Parks and Recreation Commission last year when a letter of support to retain the property as park land and part of Thorpe Park was sent to City Council. National Public Works Appreciation Week is May 15-21, an employee event will be held at Bushmaster Park in early June. An all employee picnic will also be held at Bushmaster Park at the last Concert in the Park on July 27.

The Soar into Spring event will be held on Saturday, May 21 from 11:00 a.m. to 3:00 p.m. at Foxglenn Park. High winds are forecast for that day, so staff is making last minute changes to the set-up and activities. Concerts in the Park will be at Jim Cullen Park every Wednesday in June and at Bushmaster Park in July. The funds for the art sculpture in Thorpe Park have been reallocated to the JLB Garden project in Foxglenn Park. JLB is hoping to break ground sometime in August after the summer break.

8. AGENDA ITEMS FOR THE JUNE 15, 2016 MEETING.

- Unfunded capital list and priorities discussion
- Snow play update
- Joel Montalvo park improvements

9. ADJOURNMENT

The meeting adjourned at 4:37 p.m.