

PARKS AND RECREATION COMMISSION  
WEDNESDAY, OCTOBER 19, 2016

**SUMMARIZED MINUTES**

MEMBERS PRESENT

Brian Bloom  
Jennifer Grogan  
Charles Hammersley  
Adam Kaupisch  
Jim Stratton

STAFF PRESENT

Andy Bertelsen  
Jessica Cortez  
Kathy Drummond  
Rebecca Sayers  
Steve Zimmerman

OTHERS PRESENT

Rhonda Cashman  
Danee Garone  
Erika Meza  
Jordan Santoro

MEMBERS ABSENT

Michael Troche  
Thomas Ziegler

1. CALL TO ORDER

The meeting was called to order by Chair Kaupisch at 4:02 p.m.

2. ROLL CALL

Commissioners Bloom, Grogan, Hammersley, Chair Kaupisch, and Vice Chair Stratton were present for roll call. Commissioner's Troche and Ziegler were absent.

3. APPROVAL OF SEPTEMBER 21, 2016 MINUTES

Motion made by Commissioner Grogan to approve the September 21, 2016 minutes as written. Motion seconded by Vice-Chair Stratton. Motion passed with 5 yea votes.

4. PUBLIC PARTICIPATION - None

5. PRESENTATIONS

- A. State Ombudsman: Open Meeting Law Training. Danee Garone, Assistant Ombudsman for the State of Arizona, gave a PowerPoint presentation regarding open meeting laws. The role of the State Ombudsman is to investigate complaints relating to the public access law and train public officials and educate the public on the rights of the public under the public access laws. A copy of the presentation is on file.
- B. Proposition 411: Continuation of Mountain Line Sales Tax. On November 8, Flagstaff voters will decide if the Mountain Line sales tax should be continued for another 10 years. The Flagstaff transit sales tax was originally approved by voters in 2000. It was continued and increased in 2008 and is scheduled to end in 2020, unless City voters approve a continuation through 2030.
- C. Proposition 412: Municipal Court Bond Issue. On November 8, Flagstaff voters will decide if the City of Flagstaff can sell and issue general obligation bonds up to \$12 million to construct a new courthouse and parking garage. The project consists of the design and construction of a courthouse and parking garage with a minimum of 200 parking spaces. Coconino County will provide funding for the inclusion of the Flagstaff Justice Court. The current plan is to create this joint facility on the site of the old jail in downtown Flagstaff. The proposed bonds are to be paid by an extension of the secondary property tax rate, without a tax increase to residents.

## 6. DISCUSSION/STANDING ITEMS

- A. Tennis Court Update. Staff didn't have anything new to report as they are hoping to present the project to the budget team over the next few months.
- B. Snow Play Update. The Coconino County Board of Supervisors approved an agreement with Flagstaff Snow Park LLC to operate snow play activities west of the campground at Ft. Tuthill. Plans include sledding hills, a community snow play area, a kiddie area, a variety of food trucks, and a fire pit in the 15-acre area. The pricing structure puts day rates at \$8 for children ages 3 to 17, \$10 for adults, and a family rate of \$32 for two adults and up to five children. Tube rentals would be included in the entrance price. The community area would be free, but other activities would cost additional fees. They are also looking at offering a season pass and promotional rates for off-peak days and hours for local residents.

A percentage of the County's revenues will be put into a fund dedicated to future repairs and capital improvements on the site. The task force has focused this year on revamping the snow play map published by the Convention and Visitor's Bureau (CVB). The new map won't be specifically focused on highway 180 and some of the City's parks will be highlighted for passive play as well. A draft of the new map will be ready to be presented during the November meeting. CVB and the Sustainability Program will be using the Albert mascot to educate the public about respecting the environment and local littering laws

The task force is also looking at other potential sites in a regional approach to include Williams and Happy Jack. The Ft. Tuthill location is not going to solve all the issues of traffic congestion and winter recreation opportunities for those out of town visitors. Although it depends on the snowfall, the area will open sometime this winter

- C. Downtown Parking Meters. A Parking Management Plan was adopted by City Council in January 2016. Staff recently took an Implementation Plan to City Council and they are interested in moving forward once the fee schedule is finalized, which could take several months to complete. A hooding fee was recommended for special events at \$1.00 per parking spot, per one-half day rental. Commissioners expressed concern that special event producers currently pay for the use of the parking lot at Wheeler Park and if parking meter fees were added on top that it could impact future events.

The long range goal of the plan is to generate enough revenue to create a parking structure, to which those fees would go towards and the parking lot fees currently being assessed to special event producers are retained in Recreation revenues. Further discussion will occur at next month's meeting as Commissioners feel that it is their role to make a recommendation to City Council regarding this item as it involves municipal parking lots attached to a park. Council is planning to review the ordinance on November 15 without the fee structure. As this plan moves forward, Commissioners will be notified of future Council meetings when this item will be discussed. Further information regarding the Comprehensive Parking Management Plan can be found at [facebook.com\parkflag](https://www.facebook.com/parkflag).

- D. Soliere Project Update. The plan that was previously presented to the Parks and Recreation Commission hasn't changed. The project consists of realigning Soliere and adding new sidewalks, curbs, and gutters and fixing drainage issues in that area. There aren't any open spaces or trails planned for that area at this time, but social trails will continue in the area. The project was approved and has been under construction for quite a while.

## 7. REPORTS

- A. Monthly Highlights of Parks. A monthly report was included in the agenda packet and stands as presented. A Parks staff member was recently recognized for a delicate situation he handled regarding a child who had asked a citizen for help. Not knowing what to do, she contacted Parks and the employee went above and beyond to go out and stay with the child and listen to him, while reassuring him that everything would be okay. He stayed with the child until the Police Department was able to respond.
- B. Monthly Highlights of Recreation. A monthly report was included in the agenda packet and stands as presented. Staff is finalizing planning for the Halloween event that will happen on October 31 from 4:00-7:00 p.m. at Heritage Square.
- C. Open Spaces Commission. A monthly report was included in the agenda packet and stands as presented. Sustainability will be hosting a series of tours to Picture Canyon on November 5 from 9:00 a.m. to 12:00 p.m. and November 7 from 2:00 to 5:00 p.m. Commissioners were sent notice and invited to attend. An official notice has been posted informing the public that there may be a possible quorum present during these times.

## 8. INFORMATION ITEMS TO AND FROM COMMISSIONERS AND STAFF.

Coconino County was successful in recently purchasing 223 acres to add to Fort Tuthill park. The Arizona Parks and Recreation Association (APRA) held a regional meeting in Flagstaff on October 18 and they have expressed an interest in conducting trainings and meeting here in the Northern Region.

## 9. AGENDA ITEMS FOR THE NOVEMBER 16, 2016 MEETING.

- Parking Management Plan and Meter Fees for Special Events
- Recreation user fees
- Snow play

## 10. ADJOURNMENT

The meeting adjourned at 5:41 p.m.