

PARKS AND RECREATION COMMISSION  
WEDNESDAY, FEBRUARY 21, 2018  
**SUMMARIZED MINUTES**

**MEMBERS PRESENT**

Brian Bloom  
Jennifer Grogan  
Adam Kaupisch  
Thomas Ziegler

**STAFF PRESENT**

Kathy Drummond  
Betsy Emery  
Gino Leoni  
Rebecca Sayers

**OTHERS PRESENT**

Erin O'Keefe  
Mackenzie Gaddis  
Lauren Grayson

**MEMBERS ABSENT**

Tim Behrens  
Jim Stratton

1. **CALL TO ORDER**

Chair Ziegler called the meeting of February 21, 2018 to order at 4:02 p.m.

2. **ROLL CALL**

Chair Ziegler, Co-Chair Bloom, Commissioners Grogan and Kaupisch were present for roll call. Commissioners Behrens and Stratton were absent.

3. **APPROVAL OF THE NOVEMBER 15, 2017 MINUTES**

Motion made by Commissioner Kaupisch to approve the January 17, 2018 minutes as written. Motion seconded by Commissioner Grogan. Motion passed unanimously with four (4) yeas votes.

4. **PUBLIC PARTICIPATION** - None

5. **DISCUSSION ITEMS**

A. **Access Analysis for Passive Parks and Open Space.** Open Space staff has been working with the City's GIS department to analyze access to open space in the community. The process and preliminary results of the analysis were shared with the Commission in a PowerPoint presentation. The three primary goals of the analysis included:

- 1) Determining what areas of the community have access to legally-designated open space
- 2) Determining what types of access to legally-designated open space exists
- 3) Determining if access is equitable across the community and if not, are there ways to increase accessibility through infrastructure

The analysis was conducted at three levels:

- **Legally-Designed Open Space (LDOS)** - Picture Canyon, Observatory Mesa, Schultz Creek Trailhead, McMillan Mesa
- **LDOS + Passive Parks + Passive City-owned Parcels** - Buffalo Park, N. San Francisco Parcel, Thorpe Park Disc Golf Course, Frances Short Pond
- **LDOS + Passive Parks + Passive City-owned Parcels + National Forests and National Parks** - Coconino National Forest, Kaibab National Forest, Walnut Canyon National Monument, Sunset Crater National Monument

## DISCUSSION ITEMS (Cont'd.)

The analysis was run in two scenarios:

- 1) How transportation and access currently exist given the status of LDOS.
- 2) How access might change with the buildout of the transportation infrastructure and community development.

Commissioners were asked to provide their feedback by e-mail and to include other ideas they may have concerning the analysis. Staff reported the analysis data will be shared with Mayor Evans next week and the Open Spaces Commission at their March 1 meeting.

- B. Flagstaff Regional Trails update. Open Space staff has been working with a core group of stakeholders on a collaborative, multi-jurisdictional recreational trail planning initiative to engage trail managers, users, community groups and the public in a planning process. The group is looking to manage 350 miles of recreational trail systems within Flagstaff and to help plan for infrastructure within the trails system. The National Park Service's Rivers, Trails and Conservation Assistance Program is providing the funding of the program.
- C. Security cameras in parks. Parks with restrooms and skate tracks are more prone to vandalism (Foxglenn Park, Bushmaster Park, and BMX) with graffiti in the skate bowls, on playground equipment and other park amenities, restroom buildings (both interior and exterior), and along the streetscapes and FUTS trails and tunnels. Some of the most expensive incidents are the result of vehicle accidents along City streetscapes (damaged trees, fencing and railings). Costs to repair are employee labor, equipment and vehicle expenses, and supplies (graffiti remover, pressure washer, paint, etc.).

Cost estimates for security cameras at a large park like Bushmaster Park range from \$30,000 to \$50,000. The higher priced system would be hardwired, site controlled, and need access to electricity and WIFI. The lower price system would include self-contained cameras which would record to a memory card, operate on solar power, be vandal resistant, and have a blackout image capture of up to 250 feet. There would be additional administrative costs for staff to monitor either system.

Parks staff was asked to provide a historical report of how much has been spent on an annual basis for vandalism in the last 3-5 years in a specific location such as Bushmaster Park. Staff has discussed the possibility of purchasing one or two self-contained cameras to use when there is a pattern of incidents in a park in addition to simulated cameras. The idea is that a perceived threat of being on camera could potentially stop individuals from committing an illegal act. The use of signs was brought up and staff feels that it is a discussion they need to have internally and with the Legal Department.

- D. FY19 budget update. Parks and Recreation receive funds from the General Fund and Bed, Board, and Beverage (BBB) fund for operations, maintenance, and capital. Recreation receives \$55,000 and Parks receives \$130,000 each year for operating capital. Staff is also able to ask for either one-time or ongoing revised service levels from the general fund. Revised service levels are for facility improvements, increases in electricity, additional temporary hours, supplies, and for services like janitorial increases, portable restroom rentals, and trash and recycling.

Funds are also allocated from the Bed, Board, and Beverage (BBB) fund for FUTS maintenance, beautification, streetscape projects and recreation programming. One-time BBB capital funds received each year vary according to revenue estimates and spending projections. Staff can carry forward their BBB allocations each year if projects aren't completed by the end of the fiscal year. The Aquaplex cabana remodel is an example of a carryforward with BBB funds.

## DISCUSSION ITEMS (Cont'd.)

Staff described the projects to be funded with operating capital in fiscal year 2019 and gave an update on the one-time funded BBB capital projects.

- E. Flagstaff Open Space, Parks, and Recreation (FOSPR) update. At the February 20 Council meeting, the City Manager's office was directed to put the FOSPR item on a future agenda for discussion. The FOSPR group has finalized a list of 13 projects but haven't identified ongoing operations and maintenance costs. The City Manager will place the item on an upcoming agenda as scheduled through the Working Calendar which is available on the City's website.

## REPORTS

- A. Monthly highlights of Parks. A monthly report was included in the agenda packet and stands as presented. No questions were asked.
- B. Monthly highlights of Recreation. A monthly report was included in the agenda packet and stands as presented. No questions were asked.
- C. Monthly highlights of Open Space. A monthly report was included in the agenda packet and stands as presented. Erin O'Keefe, an AmeriCorps Aide with the Open Spaces program, introduced herself. She is serving as an Outreach Coordinator in working with volunteers and events, public schools, and social media, and her service will be completed in November 2018. Commissioners were invited to the McMillan Mesa Community Celebration on May 20 which will include service projects like litter abatement and removing invasive weeds.

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

Commissioner Hammersley resigned from the Parks and Recreation Commission on February 21. It was reported that the locker rooms at Jay Lively are not being maintained and kept clean routinely. Commissioners were reminded that they could contact The Parks and Recreation Director directly at any time regarding any concerns they have regarding facilities and parks so the issues can be addressed immediately.

## 7. AGENDA ITEMS FOR THE MARCH 21, 2018 MEETING

- Security cameras in parks – update on historical numbers
- Thorpe Park Annex update (if available)
- Clay Basin / Westside park updates (if available)

## 8. ADJOURNMENT

Chair Ziegler adjourned the meeting at 5:41 p.m.