

PARKS AND RECREATION COMMISSION  
WEDNESDAY, JULY 17, 2019

**SUMMARIZED MINUTES**

**Members Present**

Brian Bloom  
Bert Crockett  
Stephen Flanagan  
Jennifer Grogan  
Aurelia Yazzie

**Staff Present**

Amy Hagin  
Rebecca Sayers  
Lalena Guider

**Others Present**

1. CALL TO ORDER

Chair Bloom called the meeting of July 17, 2019, to order at 4:00 p.m.

2. ROLL CALL

Chair Bloom and Commissioners Crockett, Flanagan, Grogan, and Yazzie were present for roll call.

3. APPROVAL OF THE JUNE 19, 2019 MINUTES

Motion made by Commissioner Grogan to approve the June 19, 2019 minutes as written. Motion seconded by Commissioner Crockett. Motion passed unanimously with five (5) yeas.

4. PUBLIC PARTICIPATION

None

5. DISCUSSION ITEMS

A. WEST SIDE PARK UPDATE

Amy Hagin, Parks Manager, reported that the staff is waiting on a proposal from a landscape architect firm for the proposed amount for construction drawings and public/neighborhood outreach. Hagin recommended that the commissioners take part and be active in the community outreach. The ideal time for outreach would be late August to mid-September. Hagin stated that potential locations for public meetings could be nearby schools or the local fire station. Staff plans to provide childcare and snacks.

B. STRATEGIC PLAN REVIEW AND UPDATE

Rebecca Sayers, Parks and Recreation Director, sent the commission the strategic plan that was developed last July. In summary, the plan reviewed the commission's authority and works with an impact/resources matrix that was completed after planning took place. Included in the strategic plan was a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis. The focus was placed on establishing goals over the next year for success.

- Communication Plan – Repairing relationships, and communication with the council. (The City clerk's office still working on the communicating plan)
- Able to get priorities in front of council regarding the budget process
- Westside Park talking points including data and stories, noting that there have been no parks since 2004
- Completing the impact/resource matrix
- Measurable success toward capital improvement
- Adding new commission members to replace those that have resigned

Repairing relationships with the city council has been largely achieved. The chair emailed the council to introduce themselves and new commissioners were appointed by Council in a timely manner.

An objective with the communication plan was getting the west side park a priority in front of the City Council through the Parks and Recreation Budget process. Hagin and Sayers used these talking points from the plan and as a result the park development was funded for fiscal year 2020.

Another objective was to complete the impact/resource matrix and set measurable goals toward capital improvement.

An area of concern was with the Authority: The authority of the current commission may not align with current activities of the commission, specifically in relation to capital expenses and how the Bed, Board, and Beverage Tax should be used to fund capital projects. Sayers recommends that the commission revisit that authority after the communication plan is completed by the city clerk.

The impact/resources matrix is a guiding document for future goal setting. Sayers summarized the Parks and Recreation matrix to see if the committee would want to make any updates or revisions. The matrix provides a visual ranking and comparison of projects based on high to low impact versus resources it will take to accomplish the project such as funding and land acquisition. The matrix identifies projects from high to low impact and high to low resources and can be used as a tool to evaluate priorities. The west side park project falls into a win-win category providing high impact with lower resources required and can be counted as a "quick win." Sayers reviewed the projects from last year's matrix so that all Commissioners are familiar with the projects for discussion. The projects include:

- Lake Mary Regional Park would be located near the airport. High impact. High resources needed. FAA approval will be needed, airport support, and property purchased. The park would need a regional plan amendment or a business park master plan since the area is identified in the Regional Plan as business park. The Lake Mary project would make use of close to 300 acres with a mix of natural space and active recreation that would solve a lot of the community needs. There is current funding availability of \$2.8 million for the purchase of the land.
- Clay Basin would be next with high Impact, high resources. Located off West Route 66 near the new public works yard. Its primary purpose is its use as a detention basin, but multi-use fields may be a possibility there.
- Thorpe Park Annex / the old public works facility on Mogollon. Lower impact. High resources need. It provides a community benefit but may meet the needs of a smaller population depending on how it is developed.
- Continental Park expansion. Lower Resource, Medium Impact. Specific user groups. Includes a total of 106 acres with 15 acres already developed including 5 ballfields and parking. The north section has a preserved access easement to allow a north entrance. The concept plan could include Ramadas, Restroom facilities and concession stands on the western corridor and a possible amphitheater/event space

with water and electricity. There is some flood plain on the east side so development in that location could include multi-use fields, including softball.

- Christensen – Located off Cummings Street, near Summit High School (formerly known as Christensen School). Parks and Recreation currently own 10 acres of property at this location. Access is a challenge. The \$2.8 million ballot measure could be used to acquire additional land from the Forest Service to expand the area including access. Hagin discussed a concern about the possible need for a cultural resource study on the 10-acre parcel as a possible future agenda item. The Committee suggested waiting to look at priorities first.
- Cheshire Park – 8 acres, adjacent to the existing Cheshire Park near the Museum of Northern Arizona. Low resource, medium impact as it would provide multi-use fields and has a popular section of the FUTS trail nearby.

Some Commissioners expressed concerns about development costs for new parks. There was discussion about the ability to re-designate the \$2.8 million for land acquisition toward park development. Staff can investigate this possibility, but it would likely require at a minimum Council action and possibly a ballot question to see if the voters would approve the new designation. Sayers noted that the current 5-year budget plan estimates \$500,000 a year available above operational expenses. This could provide yearly funding toward a 10-year capital plan and possibly park development. It was decided that land acquisition and priorities would be the focus of the next Commission meeting.

6. REPORTS

- A. Monthly Highlights of Parks- No questions or discussion
- B. Monthly Highlights of Recreation – No questions or discussion
- C. Monthly Highlights of Open Space – No questions or discussion

7. INFORMATION ITEMS TO AND FROM COMMISSIONERS AND STAFF

July is Park and Recreation Month. Please check out our calendar online for fun activities for the whole family. In August, staff will host the Children’s Music and Art Festival.

8. AGENDA ITEMS FOR AUGUST 19, 2019 MEETING

- Next Commission Meeting: Monday, August 19, 2019 at 4 p.m., at Flagstaff City Hall Council Chambers. Commission member parking is in the City Council/Commission parking spaces in the Wheeler Park parking lot.
- Continue with the Strategic Plan

9. ADJOURNMENT

The meeting adjourned at 5:43 p.m.