



PARKS AND RECREATION COMMISSION
Virtual Meeting – **Join Teams Meeting**
10/19/2020 4:00 p.m.



Minutes

Members Present

- | | |
|--|--|
| <input checked="" type="checkbox"/> Commissioner Brian Bloom (Chair) | <input checked="" type="checkbox"/> Commissioner Richard Conway |
| <input checked="" type="checkbox"/> Commissioner Mark Cox | <input checked="" type="checkbox"/> Commissioner Austin Kerr |
| <input type="checkbox"/> Commissioner Ryan Martin | <input checked="" type="checkbox"/> Commissioner Stephen Parsons |
| <input checked="" type="checkbox"/> Commissioner Aurelia Yazzie | |

Councilmember / Liaison to the City Council

- Councilmember Regina Salas

Staff Present

- Andy Bertelsen – Public Works Director
 Lalena Guider - Admin Specialist
 Amy Hagin - Parks Manager
 Rebecca Sayers - Parks and Recreation Director
 Jon Wilson - Recreation Manager

CALL TO ORDER

The meeting was called to order at 4:00 PM by Chairperson Bloom.

1. **ROLL CALL**

Chairperson Bloom, Commissioners Conway, Cox, Kerr, Parsons and Yazzie were present for roll call.

2. **INTRODUCTIONS**

Parks and Recreation Commission members, staff, and others present introduced themselves and talked about their interest and role in the Commission.

3. **APPROVAL OF THE AUGUST 17, 2020 MINUTES**

A motion was made by Commissioner Cox to approve the August 17, 2020 minutes as written. The motion was seconded by Commissioner Bloom. Motion passed unanimously with six (6) yea votes.

4. **PUBLIC PARTICIPATION**

Public Comment: No public comments.

5. **DISCUSSION ITEMS**

A. Current and future work program for the Parks and Recreation Commission.

The Commission discussed ideas for projects they would like to work on over the next year to two years. Several ideas were generated, including:

- Review the previous and develop a new strategic plan
- Review the current Parks and Recreation Master Plan
- Review and possibly work to update city codes as related to Park Rules, Cemetery, and alcohol in parks

- Park assessments and quality checks
- Land acquisition as related to the \$2.8 million available for Lake Mary and Christensen parcels
- Review Parks and Recreation needs, from capital to programming
- Volunteer opportunities
- Cost recovery policy and funding opportunities including grants
- Employee retention, recognition, and advancement

The Commission agreed to review this list at the next meeting and start working to prioritize projects.

B. City updates

The City of Flagstaff [Re-entry Plan](#) for COVID-19 has been in Phase Three since September 21, 2020. All City Parks and amenities are currently open with safety recommendations for the public in place. The Jay Lively Activity Center opened with limited hours and capacity on October 12, 2020, Other requirements are in effect including distancing, face coverings, and symptom screening. Details can be found in the Tiered Site-Specific plans within the City's re-entry plan.

C. City budget/[City of Flagstaff Recession Plan](#)

Parks and Recreation receives funds from the general fund and the Bed, Board, and Beverage (BBB) tax. BBB revenues are down due to the Covid-19 pandemic, but other revenues from building permits and construction are up. The council voted in May to move into the significant stage of the Recession Plan. As a result, reductions were made to parks and recreation capital projects including the purchase of new vehicles for Parks, and the resurfacing of the Thorpe park parking lot. Recreation reduced purchases of fitness equipment, security cameras, and other operating equipment. There are four (4) full time vacancies in Recreation that will remain unfilled as required by the recession plan. There is one full time vacancy in Parks, and one employee on a leave of absence. Parks also did not hire as many seasonal/contracted employees as usual for the summer season to reduce costs. Due to the closure of recreation facilities, the city has seen some cost savings related to temporary staffing and operational savings.

D. Joel Montalvo Park – potential change in building purpose

The old firehouse building in Sunnyside located at Joel Montalvo Park is now unused. The Council is interested in the building's potential use as a Community Center. Parks and Recreation is currently working with Procurement to evaluate a request for proposals response to create an educational community center. The building will need renovation and no funding has been set aside for improvements.

E. Thorpe Park Annex public participation planning update

The Thorpe Park Annex is located at the prior public works yard, which is part of Thorpe Park. Public Works staff have begun some of the clean up on the site including removing some of the older buildings, and a portion of fencing on the south side of the property will be removed over the winter. Community outreach will be conducted to determine public interest in the future of the park property. A team of staff members from several departments is working on the project and hope to be able to provide a timeline for public outreach in the coming months.

F. December meeting date

A combined meeting for November and December will be held on Monday, December 7, 2020 at 4:00 PM. Meetings will return to once a month beginning January 2021.

6. COUNCIL LIASON REPORT

City Councilmember Regina Salas encouraged input for the [Priority Based Budgeting Survey](#) and also informed the Commission that the priorities discussed for the ballot measures are still a possibility for elections in 2022.

7. REPORTS

Monthly highlights of Parks, Recreation and Open Space were reviewed and briefly discussed. A question arose about staff training, which is being done mostly virtually for Recreation, and they are sharing the knowledge gained with the rest of the team. A question also arose about the reference in the reports to a Halloween Drive-through event. Recreation staff are working to plan a safe alternative to traditional trick-or-treating and will be discussing the plan with City Council at their meeting on October 20, 2020.

8. INFORMATION ITEMS TO AND FROM COMMISSIONERS AND STAFF

None.

9. AGENDA ITEMS FOR December 7, 2020 MEETING

- A. City Updates as needed
- B. Continued discussion of the Commission's current and future work program

10. ADJOURNMENT

Meeting was adjourned at 6:00 PM.