



PARKS AND RECREATION COMMISSION

Virtual Meeting

5/17/2021 4:00 PM

Draft Minutes



Members Present

Members

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

Councilmember / Liaison to the City Council

Councilmember Salas

Staff Present

- Lalena Guider - Administrative Specialist
- Amy Hagin - Parks Manager
- Rebecca Sayers – Parks, Recreation and Open Space Director
- Jon Wilson - Recreation Manager

CALL TO ORDER

The meeting was called to order at 4:00 PM by Chair Cox.

1. **ROLL CALL**

Chair Cox, Commissioners Ogden, Kerr, Conway, Martin, and Parsons were present for roll call.

2. **APPROVAL OF THE APRIL 19, 2021 MINUTES**

A motion was made by Commissioner Martin to approve the April 19, 2021 minutes as written. The motion was seconded by Commissioner Conway. Motion passed unanimously with six (6) yea votes.

3. **PUBLIC PARTICIPATION**

Duke MacArthur ~~and Mark~~ Mark Wasserman with Turner Engineering ~~were~~ introduced themselves.

4. **DISCUSSION ITEMS**

A. Recreation cost recovery policy and fee schedule

Parks, Recreation, and Open Space Director Rebecca Sayers reviewed the fee schedule as relating to the policy which was updated in 2014 to include taxes. Sayers reviewed discounts, space availability, ramadas and outdoor service rental fees. A third-party consultant performs a study of fees every ~~3~~ three years to assess costs. An updated fee study of Recreation was completed in 2017 ~~to include taxes~~ and was presented to the City Council. The Aquaplex has a required cost recovery of 68 percent, which accounts for higher reservation fees than other facilities. ~~however discounts are offered to specific businesses and individuals. The Parks department is reviewing a possible maintenance fee for events that could help offset Parks costs.~~

B. Recreation Center reopening plans

Recreation Manager Jon Wilson reviewed the Phase 3 reopening of City facilities which began May 17, 2021. Hal Jenson Recreation Center opened with limited capacity and ~~staff programming, but extended their opening hours to 10:00 a.m. rather than 1:00 p.m. to offer extended hours and programming.~~ Safety practices and mask requirements are in place. Joe C. Montoya Community and Senior Center is open with regular hours and the drive through meal program is continuing for the public. The Aquaplex will open the fitness floor and gymnasium to members on June 1, 2021. ~~The Aquaplex Special events are being permitted currently will be~~ using a capacity calculator to ensure physical distancing. with sit down events at 1 person per 150 sq feet. Moving events will be

~~calculated at 1 person per 113 square feet which has been used by the community market since May 2, 2021. As of Starting July 1, 2021 there will be no restrictions on attendance for groups. The Fourth of July Parade, Hulabaloo, Festival of Science and the Chili Fest will be returning events this year, but event organizers will still need to submit plans to comply with current CDC guidelines. Tinkertopia may be using the Siler Homes Center with a legal use agreement drafted by the cities legal department to offer after school programing for the community.~~

C. McPherson Park disc golf discussion

Parks Manager Amy Hagin presented ~~a proposal that~~ the Flagstaff Disc Golf Association ~~with a proposal~~ has requested staff to review. The proposal is -to expand the McPherson Park 18-hole disc golf course to a ~~22-hole~~22-hole course with upgrades on equipment in order to host larger organizations and events. The ~~association~~Association would work with Parks and ~~provide cover~~ some of the costs. The Commission was generally supportive of the proposal, but voiced concern about the potential cost to the City (including in-kind staff time if that takes staff from other priorities). There was also a request to fully consider tee pads and throwing routes to avoid increasing safety concerns where participants are throwing toward other holes or tee pads on the course. Staff will put together cost estimates for the proposal, including in-kind work that would be potentially by completed by Parks staff for discussion at the June 2021 meeting, and then possibly invite representatives of the Association to present to the Commission in July. ~~A presentation from the Flagstaff Disc Golf Association may be presented to the commission for the July, 2021 meeting and would include costs.~~

D. Trail counter overview and discussion

Hagin presented ~~the new trail counter software and the variety of reporting options available. on the Parks and Open Space partnership and trail counters.~~ Parks has ~~provided~~installed five trail counters and Open Space has four. The system provides many options for data reporting, data for several demographics including daily, weekly, monthly, and yearly totals and average counts. ~~and can produce reports and data for the council to assess costs.~~ The Commission would like to see daily average and monthly reports in the future, as well as year to date comparisons of the five Parks locations.

5. COUNCIL LIAISON REPORTS, CITY COUNCILMEMBER REGINA SALAS

~~NA~~Councilmember Salas was not able to attend the meeting.

6. REPORTS - Monthly highlights of Parks, Recreation and Open Space

The commission reviewed the reports with no questions.

7. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF

Hagin reported that Parks, Recreation, Open Space and Martin Ince are applying for a Land Water Conservation grant for the Buffalo Park Loop.

A Commissioner reported that Forest Highlands (a private, gated community south of Flagstaff) is constructing nine ~~Nine~~-new pickleball courts and six to eight new tennis courts are being constructed in the Forest Highland region within the year, with the hope to host tournaments in the future.

8. AGENDA ITEMS FOR THE JUNE 21, 2021 COMMISSION MEETING

• Amelia Blair – Student presentation on Inclusivity of Thorpe Park

- Parks Greenhouse Project – Shawn Mullaney and Emry Pensinger

- Buffalo Park Accessible Trail project – Amy Hagin and Martin Ince

- Recreation ~~Cost~~cost recovery policy and fee schedule – review 2017 user fee study information and presentation to City Council

• Amelia Blair – Student presentation for Thorpe Park

- McPherson Disc Golf course improvement cost estimates updates

- Master Plan updates policies and action strategies and accomplishments

8. ADJOURNMENT The meeting ~~was~~ adjourned at 6:00 PM