

DRAFT

DRAFT MINUTES

PARKS AND RECREATION COMMISSION
MONDAY
April 15, 2024

HYBRID MEETING
FLAGSTAFF AQUAPLEX
AND [MICROSOFT TEAMS](#)
1702 N. FOURTH STREET
4:00 P.M.

1. CALL TO ORDER

The meeting began at 4:00pm.

2. ROLL CALL

NOTE: One or more Commissioners may be in attendance through other technological means.

PRESENT

Stephen Parsons (Chairperson)
Austin Kerr (Vice Chairperson)
Sandy Heath
Autumn Layden
Ryan Martin
Josh Stackhouse
Councilmember Deborah Harris -
Council Liaison

NOT PRESENT

Micah Smith

STAFF AND OTHERS

Rebecca Sayers (Parks, Recreation,
Open Space and Events Division
Director)
Amy Hagin (Assistant Parks and
Recreation Director)
Haley Reynolds (Events and Marketing
Supervisor)
Gino Leoni (Parks Manager)
Tyrone Johnson (Recreation Manager)
Sarah Holditch (Events and Marketing
Coordinator)
Shannon Anderson (Senior Deputy City
Manager)

3. Land Acknowledgement

The Flagstaff Parks and Recreation Commission humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

Commissioner Parsons read the land acknowledgment statement.

4. Approval of Minutes

Commissioner Martin motioned to approve the minutes from January 29, February 26, and March 18. Commissioner Stackhouse seconded. The minutes were approved unanimously.

5. Public Comment

No public comment.

6. Park Ranger Introduction - Matt Bowen

Parks, Recreation, Open Space and Events Park Ranger Matt Bowen introduced himself to the commission, described his day-to-day operations. He explained that he prioritizes the busiest parks to educate the public on rules and proper park etiquette. Some of the most common issues include dogs on fields, intoxicated people, and camping. Mr. Bowen explained that his job is to oversee all PROSE property, including Open Space and Flagstaff Urban Trails. His typical schedule is Friday through Tuesday during the summer and Monday through Friday in the winter. Mr. Bowen added that he will be working with the police department more in the future.

7. Recommended code changes to incorporate open spaces into the BBB Recreation tax allocation

Parks, Recreation, Open Space and Events Director Rebecca Sayers gave a presentation on the Bed Board and Booze Code change recommendations. Ms. Sayers noted that she will be giving this presentation at the next Open Space Commission meeting, make any edits based on feedback, and then it will go to City Council for discussion. She explained the history surrounding the proposed code change and emphasized the need to make these changes in order to provide the Open Space Section with a larger budget to support their work. Now that Open Space is within the PROSE division, it makes sense for it to be included in the "parks and recreation" definition for use of BBB-Recreation funds. Some of the proposed code changes included clerical changes to terminology, removing outdated plans, and adding language to incorporate Open Space and the Open Spaces Commission.

8. Bushmaster Park Sport Court Update

Assistant Parks and Recreation Director Amy Hagin give an update on the Bushmaster Park sport court project. Ms. Hagin reported that the construction drawings are about 95% complete. They will be submitting those plans for demolition and construction, obtaining the final costs from the contractor, and are hopeful to begin demolition and construction by mid-May. Hagin explained some subtle changes to the landscaping, courts, details about the lighting fixtures, and demolition logistics. Hagin explained that the basketball courts will be closer to the ramada with dual striping and that if users want to play pickleball on them, they will need to apply for a permit.

9. Thorpe Park and Future Indigenous Community Cultural Center (ICCC)

Ms. Hagin reported that PROSE has \$100,000 for remediation and mitigation on site. Recently, the perimeter fence was removed. Currently, checks are being conducted to the plumbing and a facility assessment will be done to the building on site. This is estimated to cost \$10,000. Will need to relocate the IT infrastructure which is estimated at \$15,000 to \$60,000. Staff are working with Procurement on a Request for Proposal (RFP) for interested organizations. Next fiscal year PROSE will have \$200,000 will go to more mitigation efforts or seed efforts. They will need to have the results of the RFP and identified invested partner. PROSE has five million dollars in the ten year BBB-Rec funds that start to accumulate in FY31 to work on the development of this project. There was some discussion on the procurement and the requested proposal process for the ICCC.

10. City Council Liaison Report - Councilmember Deborah Harris

Councilmember Deborah Harris reported some information about current Water Rate Study and the importance of learning more about this issue.

11. Reports -- Monthly highlights of Parks and Recreation, Open Space, and Events

The monthly report contained information about recent recreation programs, trail count data, and upcoming events.

12. Informational items to and from Commissioners and Staff

There was discussion among the commissioners about therapeutic recreation programs for rehabilitation. Chair Parsons recently attended a focus group of commissioners from the Commission on Adaptive and Inclusive Living, the Commission on Diversity Awareness, and Parks and Recreation Commission to explore opportunities for Flagstaff. Commissioner Heath, who has work experience in this area, elaborated about therapeutic recreation and access to programming.

13. Agenda Items for next meeting

- Westside Park Update
- How to request a permit.
- Events and Marketing Updates.
- Any updates regarding the draft BBB code changes.
- Playground Updates (June or July)

14. Adjournment

5:45pm Adjournment