

# Parks and Recreation Commission Meeting Minutes – June 17, 2024

## 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.*

Stephen Parsons (Chair) – Present

Austin Kerr (Vice Chair) – Present

Sandy Heath – Absent

Autumn Layden – Present

Ryan Martin – Absent

Micah Smith - Absent

Josh Stackhouse – Present

Councilmember Deborah Harris – Absent

### 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 Manager)

Gino Leoni (Parks Manager)

Tyrone Johnson (Recreation Manager)

Cynthia Burmeister (Administrative Specialist)

Keith Chamberlain (Resident)

## 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.

## 4. Approval of Minutes

The approval of the April 15, 2024, minutes were approved by a motion from Commissioner Stackhouse made the motion to approve the minutes from the April 15, 2024, meeting. Commissioner Kerr seconded the motion. All were in favor.

## 5. Public Comment

Keith Chamberlain addressed the board regarding improvement and repair requests for the basketball courts at Foxglenn Park.

## 6. Events and Marketing Updates

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Events and Marketing Manager Haley Reynolds presented an update on the online application and permitting process for city events. There are 1500 events annually and the online application process allows for quicker response time and better communication. Haley discussed the three levels/types of events. Swim lesson registration is now open, and the summer day camp registration is open with the ability to register one week at a time. Personal training is also offered at the Aquaplex. Haley discussed permitting for protests and that we do not advertise any protests.

### **7. Update of Sportscourts at Bushmaster Park Design and Construction**

Amy Hagin (Assistant Parks and Recreation Director) gave an update on Sportscourts at Bushmaster Park. The design drawings are now complete. Submitting for construction permits is the next step in the process. There have been changes to the pricing for this project with the current contractor. PROSE has decided to pause this project and go out for bids to be fiscally responsible. Amy said that the invitation to bid might happen this November/ December and hopefully be presented to Council around February of 2025 with a project start date of possibly April of 2025. Amy discussed the pickleball courts being advertised and set to open. Amy stated that the Sportscourts would be designed in a terrace fashion as an alternate to the current design as is a value engineering opportunity.

### **8. West Side Park Update**

Amy Hagin stated that the design consultant and community outreach consultant are onboard. The first item to accomplish would be to gain an easement access to the park itself. The HOA approved the ability for the city to receive an access easement in late May, so now the consultants are working on creating that access easement as part of a recent Pre-Application Meeting with Community Development. The next step will also be the community outreach performed by the consultant.

### **9. City Council Liaison Report**

Councilmember Deborah Harris was absent for this meeting.

### **10. Reports – Monthly highlights of Parks and Recreation, Open Space, and events.**

#### **a. PROSE Monthly Report – May 2024**

There were no comments from the board.

### **11. Informational Items to and from Commissioners and Staff**

Commissioner Parsons addressed the attendance requirements for the Board and asked that all Commissioners refer to the Commissioners handbook regarding regular attendance. Commissioner Parsons asked that commissioners let the Parks and Recreation staff know as soon as possible if they will not be able to attend a meeting and to also consider their position on the board if commission meeting attendance is an issue.

Rebecca Sayers (Parks, Recreation, Open Space and Events Division Director) introduced the new PROSE administrative specialist, Cynthia Burmeister.

### **12. Agenda Items for next meeting**

Regional Plan updates

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Westside Park Timeline

July is Parks and Recreation Month

Cheshire Park Expansion

Upcoming calendar of events

June 25, 2024, PROSE Proclamation

Jay Lively ice removal/annual maintenance

Fox Glenn basketball courts

Status on the Indigenous Community Center

Commissioner Parsons adjourned the meeting at 4:55 pm.