

NOTICE AND AGENDA

PARKS AND RECREATION COMMISSION
MONDAY
OCTOBER 21, 2024

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

1. **Call to Order**
2. **Roll Call**

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

STEPHEN PARSONS - CHAIR RYAN MARTIN
AUSTIN KERR - VICE CHAIR JOSH STACKHOUSE
JILL CHRISTENSEN
NEIL FRAZIER
AUTUMN LAYDEN COUNCILMEMBER DEBORAH HARRIS - COUNCIL LIAISON

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 the September 16, 2024 Minutes**

5. **Public Comment**

This portion of the meeting is for items that are NOT on the agenda. The Commission cannot act on items presented during the public participation of the agenda. The Commission is prohibited by the open meeting law from discussing or considering the item until the item is officially placed on an agenda. Please limit comments to five minutes.

6. **Discussion Items**

- A. **New Commissioner Introduction**

Introduce and discussion on two new Commissioners

- B. **Flagstaff Regional Land Use Plan 2045 60-Day Public Review**

Informational only

- C. **BIA Grant Application - Jason Saboury**

Informational from Mr. Saboury and discussion

- D. **Ponderosa Trails New Playground and Others**

Informational only

- E. **Recreation Survey Results**

Informational only

- F. **West Side Park Update and Upcoming Events**

Informational and discussion

7. City Council Liaison Report - Councilmember Deborah Harris
8. Reports -- Monthly Highlights of Parks and Recreation, Open Space, and Events
 - A. PROSE Newsletter for September 2024
9. Informational Items to and from Commissioners and Staff
10. Agenda Items for the Next Meeting
11. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on October 17, 2024, at 10:00 a.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 17th day of October, 2024.

Cathy Guetschow

Cathy Guetschow, Administrative Specialist

ADDITIONAL INFORMATION: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Cathy Guetschow (cguetschow@flagstaffaz.gov) at least two business days prior to the scheduled meeting time to enable the City to make reasonable arrangements.



Parks & Recreation

4.

From: Cathy Guetschow, Administrative Specialist

DATE: 10/21/2024

SUBJECT: Approval of the September 16, 2024 Minutes

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

September 16, 2024 Minutes

DRAFT

PARKS AND RECREATION COMMISSION MEETING MINUTES

**PARKS AND RECREATION COMMISSION
MONDAY
SEPTEMBER 16, 2024**

**HYBRID MEETING
FLAGSTAFF AQUAPLEX
AND MICROSOFT TEAMS
1702 N. FOURTH STREET
4:00 P.M.**

1. CALL TO ORDER

The meeting began at 4:00 p.m.

2. ROLL CALL

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

Stephen Parsons (Chair) -- Present
Austin Kerr (Vice Chair) -- Absent
Sandy Heath -- Present
Autumn Layden/McLeod -- Present
Ryan Martin -- Absent
Josh Stackhouse -- Present

Councilmember Deborah Harris -- Present

STAFF AND OTHERS PRESENT

Rebecca Sayers, Parks, Recreation, Open Space and Events Division Director
Amy Hagin, Assistant Parks, Recreation, Open Space and Events Director
Haley Reynolds, Events and Marketing Manager
Gino Leoni, Parks Manager
Tyrone Johnson, Recreation Manager
Robert Wallace, Open Space Supervisor

3. Land Acknowledgement

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4. Approval of August 19, 2024 Minutes

Commissioner Heath motioned to approve the August 19, 2024 minutes as written. Commissioner Layden seconded. The vote was unanimous in favor of approval.

5. Public Comment

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There was no public comment.

6. Observatory Mesa Trail Plan

- Robert Wallace, Open Space Supervisor for the City of Flagstaff, gave the Commission a presentation about the origin and the latest draft of the Observatory Mesa Trail Plan. This is the third and potentially final public comment review period for the Plan. A public meeting will be held at the downtown public library on Thursday, September 19, from 5:00pm to 7:00pm. A survey is available for public comments and can be found on the City's website: <https://www.flagstaff.az.gov/4870/Greater-Observatory-Mesa-Trail-Plan>
- The final plan includes:
 - Three phased approach to implementation.
 - Higher density of trail loops near access points and longer loops for more remote experiences.
 - Areas without trails to protect natural areas and wildlife.
 - Trails are proposed to be multiuse and bi-directional.
 - Adaptive mountain biking trails.
 - Two trails are included as bike optimized (5.25 and 5.26).
 - Signage and education zones are also included, as well as additional parking.
- Commissioners had questions about how decisions were made on which trails/roads to abandon and what restoration looks like. Robert stated we are working with trail experts including a consultant with Southwest Decision Resources. Robert also explained the restoration process including removing top surface materials, blocking the trail, and reseeding the trail. There was also a question about the separate but related item of access to private properties through Observatory Mesa, which will go before City Council on September 17, 2024. Robert also explained the three implementation phases and priorities within each phase. There were also questions about the intent for new signage, mentioning Sedona signage as an example. Robert answered that most signage would be focused on providing maps at certain locations, likely not as robust initially as the example provided.
- There was a specific question about e-bikes and whether they are allowed or not. Robert clarified that Class 1 and 2 e-bikes would be allowed on FUTS and roads only, not on single-track trails.
- Commissioner Heath provided information on accessible kiosks and rating systems for trails <https://www.disabledhikers.com/trail-rating-system>
- The presentation is attached to the original agenda item.

7. Jay Lively Activity Center Maintenance Closure and Future Projects

- Tyrone Johnson, Recreation Manager, gave an update on the projects that were completed during the summer maintenance closure of the ice rink. All ice was removed, and new paint and logos were applied during the new ice installation process. Minor cracks and issues were exposed with the concrete floor and were repaired. While the ice was removed, the chillers were taken offline, which led to the discovery of frozen chiller lines and heaving of substrate including concrete around the exterior of the rink. The lines were excavated and thawed as much as they could be before being placed back into online status to rebuild the ice indoors. It will be a larger project in the future to excavate and relocate the chiller lines so it does not continue to be a problem. Other completed projects during the closure included deep cleaning, new flooring in high-use areas, and professional painting of the ice surface with lines and logos.
- There were questions about the larger replacement items such as chillers and when they will be needed, and about the overall life of the facility in general. There was a question about whether we had an outside consultant come in to review the facility. Amy Hagin answered that external consultants have reviewed the outside of the facility as well as the Facility Condition Assessments that were recently contracted by the Facility Maintenance team, yet to be reviewed and worked into the planning and budgeting process.
- The presentation is attached to the original agenda item.

8. Update on Westside Park

- Amy Hagin, Assistant Parks and Recreation Director updated the Commission on the planning process for the new west side park. Postcards have been mailed out to the neighborhood residents (Boulder Pointe and Woodlands residential owner association) to notify them that the public park planning process has commenced, starting with a survey to gain an understanding of how residents use this area, what they enjoy about the area, and what they believe is missing in the area. Responses are coming in, and next steps will include onsite planning meetings and developing a design that reflects residents' feedback.

9. Arizona Parks and Recreation Conference

- Seven staff members from across the Division attended this year's conference in August in Tucson to network with other parks and recreation colleagues, attend educational sessions, and meet directly with vendors on city needs and upcoming projects. Rebecca Sayers, PROSE Director, shared a video of highlights from one of the drone shows provided at the conference.

10. City Council Liaison Report - Councilmember Deborah Harris

Councilmember Deborah Harris reported that the Council is glad to be back after their summer break. Nothing new to report, but supports the idea of a drone show instead of fireworks for future City events.

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

a. PROSE Monthly Newsletter - August 2024

- Amy walked the Commission through the monthly report. There was discussion about the new sod at Thorpe multipurpose field and the new playground at Ponderosa Trails Park (which is a huge hit).

12. Informational items to and from Commissioners and Staff

- Rebecca Sayers noted that PROSE staff are participating in the Fort Tuthill Master Plan process in support of our partners at Coconino County Parks and Recreation. There is a public meeting on Saturday, September 28, at 1:00pm at Fort Tuthill in the Home Economics building. Commissioners are encouraged to attend and participate.
- We appreciate Commissioner Heath's participation today for her last meeting. Three appointments will be made by the Council at their meeting on September 17, 2024.

13. Agenda Items for next meeting

- New commissioner introduction.
- Ponderosa Trails playground completion and other new playgrounds.
- Recap of summer events.
- Westside park update if there is one -- survey results.
- Recreation survey results.

14. **Adjournment**

Chair Parsons adjourned the meeting at 5:30pm.



Parks & Recreation

6. A.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 10/21/2024

SUBJECT: New Commissioner Introduction

STAFF RECOMMENDED ACTION:

Introduce and discussion on two new Commissioners

Executive Summary:

Informational only



Parks & Recreation

6. B.

Co-Submitter: Sara Dechter, AICP, Comprehensive Planning Manager

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 10/21/2024

SUBJECT: Flagstaff Regional Land Use Plan 2045 60-Day Public Review

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

6. C.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 10/21/2024

SUBJECT: BIA Grant Application - Jason Saboury

STAFF RECOMMENDED ACTION:

Informational from Mr. Saboury and discussion

Executive Summary:

Informational and discussion



Parks & Recreation

6. D.

Co-Submitter: Gino Leoni, Parks Manager
From: Amy Hagin, Assistant Parks and Recreation Director
DATE: 10/21/2024
SUBJECT: Ponderosa Trails New Playground and Others

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

New playground and upcoming new playgrounds



Parks & Recreation

6. E.

Co-Submitter: Tyrone Johnson, Recreation Supervisor
From: Amy Hagin, Assistant Parks and Recreation Director
DATE: 10/21/2024
SUBJECT: Recreation Survey Results

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

6. F.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 10/21/2024

SUBJECT: West Side Park Update and Upcoming Events

STAFF RECOMMENDED ACTION:

Informational and discussion

Executive Summary:

Upcoming events October 21st and October 26th

Attachments

Events

NEIGHBORHOOD PARK PLANNING



Upcoming Events

The City of Flagstaff Parks, Recreation Open Space and Events invites the community to engage in the design of a new neighborhood park.

Two upcoming opportunities:



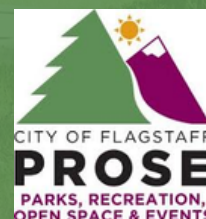
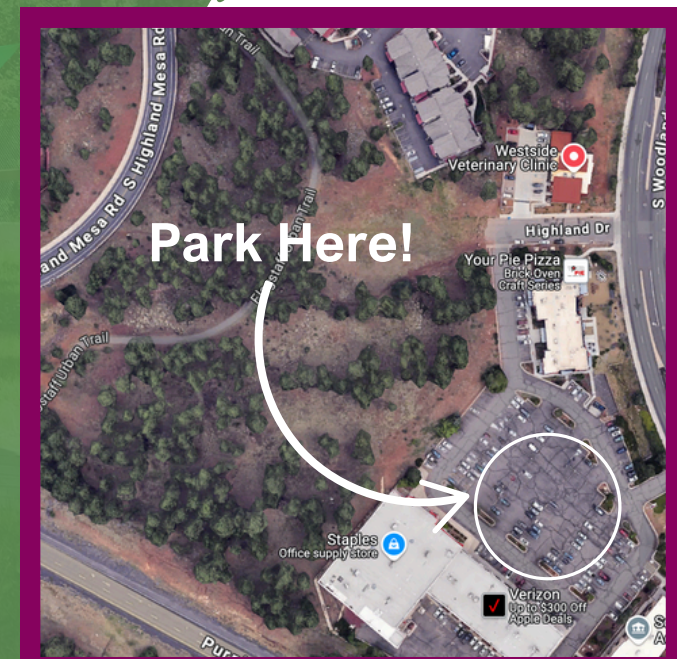
October 21st 6:30-7:30 pm

- Virtual Information Session
- Zoom Link [HERE](#)



October 26th 1:00-3:00pm

- Community gathering on site
 - Meet in the parking lot of Staples [HERE](#) and we will walk to the site
- More information to come on agenda and activities





Parks & Recreation

8. A.

From: Cathy Guetschow, Administrative Specialist

DATE: 10/21/2024

SUBJECT: PROSE Newsletter for September 2024

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

PROSE Newsletter - September 2024



PARKS, RECREATION, OPEN SPACE, AND EVENTS

SEPTEMBER 2024 NEWSLETTER

Connecting our community through people, parks, natural areas, and programs.

The Observatory Mesa Trail Plan Public Meeting



One of the stations at the Public Meeting

Observatory Mesa Trail Plan Public Meeting

The Observatory Mesa Trail Plan Public meeting was successful with 120 members of the public in attendance. Feedback on the Trail Plan was documented through interactive stations that also provided information about various topics within the Plan. Special thanks go out to Southwest Decision Resources, volunteers, and of course the public's participation that made this meeting possible.

An [online survey](#) to collect more public input will remain open until October 18th.

Open Space Completes Invasive Weed Pull Events for the Season

Open Space hosted over twenty-five weed pull events throughout the summer in which volunteers worked to remove invasive plants from Open Space and other City properties. These events not only work to improve ecosystem health by removing invasive weeds so native plants can thrive but also offer a way for people to connect. The people that volunteer their time to pull weeds in public spaces are full of passion for the natural world or maybe just bored... either way, these events are a great way to spend time outdoors, partake in interesting conversation and complete some satisfying work. Keep an eye out for next season's events and join this community of weed warriors!



Bagging weeds at golden hour



PARKS



Ethan Cazarez

Welcome Ethan Cazarez and Devin Todd!

The Parks section is excited to welcome two new Parks Maintenance Workers to the team, Ethan Cazarez and Devin Todd.



Devin Todd

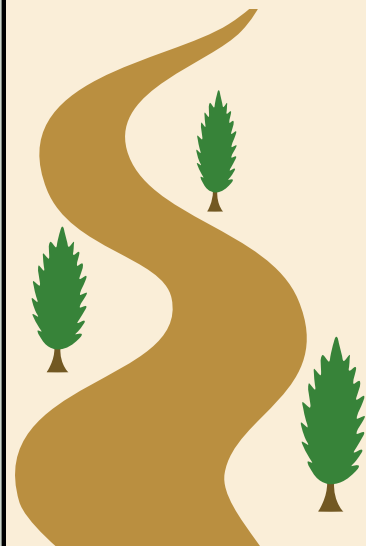
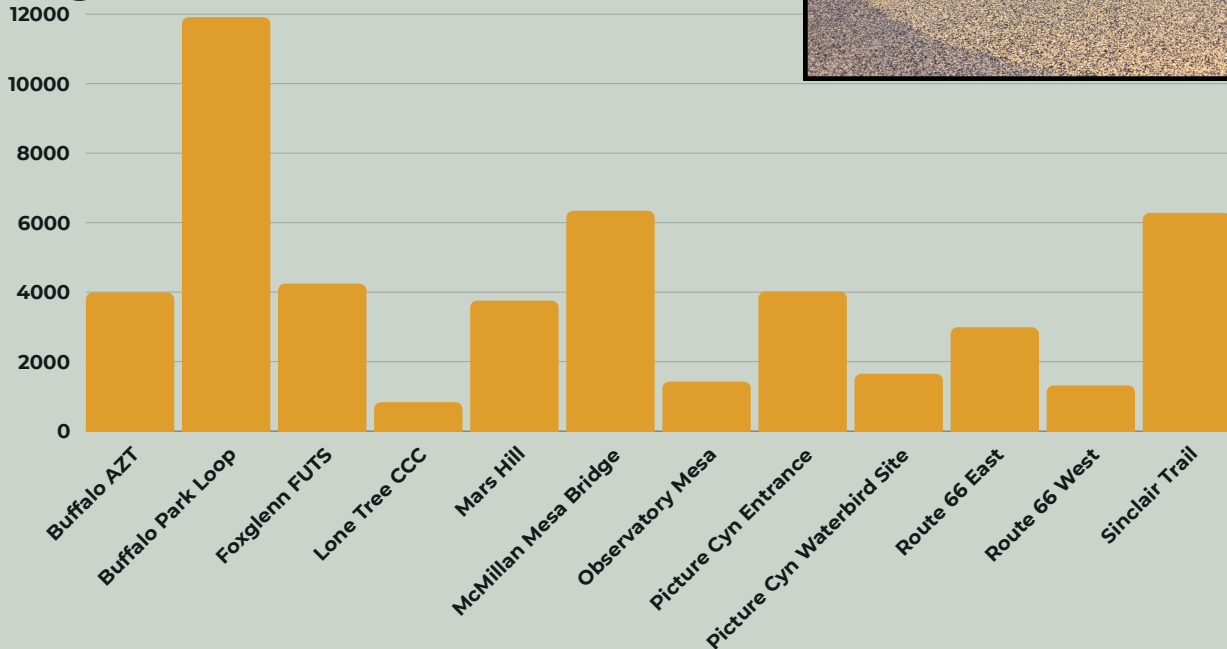
Playground Rubberized Surfacing Repairs

Bushmaster, Guadalupe and Thorpe Park were temporarily closed for maintenance and repairs. Parks repaired the pour-in-place rubberized playground surfacing and applied a preventative maintenance flex-coat that will protect against weathering. The playgrounds are open again and fully functioning.



New rubberized surface at Thorpe Park

August 2024 Trail Counts





Mah Jongg in action at Joe C. Montoya Community and Senior Center

RECREATION



NAU Dental Screening

Joe C. Montoya Community & Senior Center Partnered Events and Programs

Joe C. Montoya Center has been active with a variety of partnered events and ongoing programs. This month, some of these partnered events included:

- AZ Liver Health group presentation
- Pinnacle Prevention community food discussion
- NAU School of Dentistry dental screening clinic
- Music Therapy for Memory Loss for those with Dementia and Alzheimer's

Regular Programs Running Strong

The regularly scheduled programs at Joe C. Montoya have been running strong with consistent retention and growth. Some of these programs include Mah Jongg, Chair Yoga, Bridge, Tai Chi, and Senior Stretch & Mobility.

New Rubberized Weights

Joe C. Montoya received new weights for the workout room. The new weights have better grip on the handle and are rubberized so they are quieter when they hit the ground.



Shiny new weights



Setting up to play Mah Jongg



Chair Yoga practice



After-school regulars at Hal Jensen

RECREATION

Jay Lively Activity Center Fully Activated

Jay Lively Activity Center has been busy hosting groups and organizations for games, practices, and competitions. Some of the organization that used the facility this month include:

- Flagstaff Youth Hockey Association regular practice
- Avalanche High School Hockey games
- Ice in the Pines Figure Skating competition
- Northern Arizona University D3 regular practice and games

With the hockey season beginning and Adult Winter Hockey League almost upon us, the facility is open from 5:00AM to midnight on most days.



Ice Jacks hockey player
Photo courtesy of NAU Ice Jacks

Hal Jensen Recreation Center Youth Basketball Season Approaching

Planning and preparation for the Youth Basketball season is underway at Hal Jensen.

Registration for Youth Jr. Suns Basketball will open October 1st and dates for Skills and Drills / Draft will be posted soon. In the meantime, a Jr. Suns Youth Basketball Clinic has been scheduled and is open for registration. This clinic is free but limited to fifty participants, so sign up soon!

Click on the graphics to learn more and sign up.

Jay Lively Activity Center
SPOOKY SKATE

Come in costume and skate for free!
Skate rentals \$4.00 | All ages welcome!

Wednesday, October 30th
5:30pm - 7:00pm
Jay Lively Activity Center

Spooky Skate Event

Jay Lively Activity Center is hosting their annual Spooky Skate event on October 30th. Come in a costume and skate for free! This is a great opportunity to get your costume ready for Halloween. All ages are welcome!

JR. SUNS YOUTH BASKETBALL CLINIC

Take your basketball skills to the next level.

Sunday, October 20th
12:00pm - 2:00pm
Hal Jensen Recreation Center
(2403 N Izabel St)

Registration is FREE
Space is limited to 50 participants
Sign up online through Webtrac

PROSE For more information visit our website or call: 928-213-2762

Hal Jensen Recreation Center YOUTH JR SUNS BASKETBALL

Registration Opens October 1st

Jr. SUNS Skills / Drills & Draft TBD

Registration Cost **\$45**

PROSE

An evening Wednesday
Weed Pull at Picture Canyon



Volunteers spreading native grass & flower seed

OPEN SPACE

9/11 Service Event for City and NAU AmeriCorps Volunteers

Open Space partnered with Sustainability to host a 9/11 service event for NAU/AmeriCorps volunteers

and City of Flagstaff employees. Volunteers worked to cut flowers off invasive Bull Thistle to prevent regeneration, spread piles of mulch over old forest thinning projects to re-naturalize the area and sowed native grass and flower seed over areas where invasive weeds were pulled.

Unique and Enriching Field Trips

Open Space staff led a field trip at Picture Canyon for Summit High School students that focused on edible and useful plants. Students hiked while learning about native plants and their historic uses whether that be for eating or making things such as baskets, tools, and dye. Some of these plants included Yucca, Wax Currant, Canyon Grapes, and Elderberry.



Canyon Grapes



Yucca in bloom

City of Flagstaff Open Space Presents

CRYPTID QUEST

FLAGSTAFF FESTIVAL OF SCIENCE

A Bigfoot Geocache Puzzle Adventure

SEPTEMBER 19th-29th

Follow GPS coordinates and clues to find 10 words in local Open Space areas. Unscramble the words and take a hint from Bigfoot!

CITY OF FLAGSTAFF PROSE PARKS, RECREATION, OPEN SPACE & EVENTS

Flagstaff Festival of Science Event: A Cryptid Quest

As part of the Flagstaff Festival of Science, Open Space created a geocaching adventure that can be done at an individual pace. Participants used GPS coordinates and clues provided on a worksheet to visit different Open Space locations and collect words to reveal a message from Bigfoot!

EVENTS, MARKETING & ATHLETICS



Branded Basketball Backboards!

The Marketing team and Parks have been working together to find ways to incorporate the PROSE logo and brand colors into our parks. Recently, new basketball backboards were custom ordered with the PROSE logo and installed at the Foxglenn Park basketball courts. We are happy with how they turned out and excited to see what is next.



Welcome Jackson Hodsden Athletics

Coordinator

Jackson Hodsden has transitioned to his new position as Athletics Coordinator. With some experience working as a temporary staff at the Aquaplex and assisting with field maintenance, Jackson has hit the ground running and is now umpiring softball and grass volleyball games, prepping the fields, scheduling staff and working to keep the athletics programs running strong.

Aquaplex Fall Break Kids Day Camp

The Aquaplex is offering a Kids Day Camp over Fall Break. There will be swimming, rock climbing, arts and crafts, and games surrounding the week's theme: Journey to the Center of the Earth. **Click the graphic to learn more and sing up!**

Flagstaff Aquaplex

FALL BREAK

KIDS DAY CAMP

OCTOBER 7 - 11
7:30am - 6:00pm

Ages 5 - 11 year old

Member Price:
\$25/ day
\$125/ week

Non-Member Price:
\$35/ day
\$175/ week

For more information about this one-week camp, call:
928-213-2300

Click here to register on Webtrac

Flagstaff Aquaplex
CITY OF FLAGSTAFF PROSE



Join Open Space for October's

FULL MOON HIKE

TARANTULA TREK

Open Space:

McMillan Mesa

to hike the McMillan Mesa Loop
(meet at Buffalo Park)

Thursday, October 17th
5:30 - 7:30pm



Hal Jensen Recreation Center Halloween Carnival

Come by the Hal Jensen Recreation Center on Friday, October 25th for carnival themed games, Halloween arts and crafts, and best of all... the cake walk! Join the fun in costume or come as you are, either way, all are welcome!

Click the graphic to learn more.

Open Sace Full Moon Hike Special Edition: Tarantula Trek

Join Open Space for this special edition Full Moon Hike... the Tarantula Trek! Hike the McMillan Mesa Loop (2-miles) and watch the Hunter's Moon rise.

During this hike, we will keep an eye out for tarantulas that come out this time of year and learn some interesting facts about them from a local entomologist. Please wear hiking shoes, dress for the weather, and bring water, a flashlight or headlamp, and hiking poles if needed (extra gear provided). Costumes are encouraged!

Click the graphic to learn more.

Hal Jensen Recreation Center
HALLOWEEN CARNIVAL
Games | Crafts | Cake Walk

FREE!

Friday, October 25th
5PM - 7PM

Costumes Encouraged

928-213-2763

Flagstaff Aquaplex

PUMPKIN PLUNGE

October 26th
Pumpkin Plunge
3:00 - 5:00pm



Pumpkins are limited to the first 150 participants



Halloween Pool Party
6:00 - 7:00pm
\$5.00 Entry
FREE with a costume!

928-213-2300

Flagstaff Aquaplex Pumpkin Plunge!

Imagine you are at the pumpkin patch, searching for the perfect Halloween pumpkin, except all the pumpkins are floating... in the pool! That's right, plunge for your pumpkin at the Flagstaff Aquaplex from 3:00-5:00pm (while supplies last). Just \$5.00 to join the fun (free with a costume!). Pumpkins are limited to the first 150 participants. Following the Pumpkin Plunge, stay for a Halloween themed pool party from 6:00-7:00pm.

Click the graphic to learn more.