

NOTICE AND AGENDA

PARKS AND RECREATION COMMISSION
MONDAY
NOVEMBER 18, 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	AUTUMN LAYDEN
AUSTIN KERR - VICE CHAIR	RYAN MARTIN
JILL CHRISTENSEN	JOSH STACKHOUSE
NEIL FRAZIER	COUNCILMEMBER DEBORAH HARRIS - COUNCIL LIAISON

3. Land Acknowledgment

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

Approve the minutes of the October 21, 2024 meeting.

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. West side park updates on the future neighborhood parks
Informational only
- B. Discussion on winter months Commission dates
Discussion
- C. Sport courts at Bushmaster Park updates
Informational only
- D. Snow operation and courtesy berm relocation program information
Informational only

7. City Council Liaison Report - Councilmember Deborah Harris

8. **Reports - Monthly highlights of Parks and Recreation, Open Space, and Events**
 - A. PROSE Monthly Newsletter
9. **Informational items to and from Commissioners and Staff**
10. **Agenda Items for 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 November 14, 2024, at 1:00 p.m. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this 14th day of November, 2024.

Annie Ridgell

Annie Ridgell, Administrative Specialist

ADDITIONAL INFORMATION: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Annie Ridgell (annie.ridgell@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: Stacy Saltzburg, City Clerk

DATE: 11/18/2024

SUBJECT: Approval of Minutes

Approve the minutes of the October 21, 2024 meeting.

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

October 21, 2024 Draft Minutes

DRAFT

PARKS AND RECREATION COMMISSION MEETING MINUTES

**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

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 Ryan Martin - absent
Austin Kerr - Vice Chair - present Josh Stackhouse - present
Jill Christensen - present
Neil Frazier - present
Autumn Layden - present Council Member Deborah Harris - Council Liason - present

STAFF AND OTHERS PRESENT

Sara Dechter, Comprehensive and Neighborhood Planning Manager
Amy Hagin, Assistant Parks and Recreation Director
Tyrone Johnson, Recreation Manager
Gino Leoni, Parks Manager
Haley Reynolds, Events and Marketing Manager
Rebecca Sayers, Parks, Recreation, Open Space and Events Division Director
Jason Saboury
Soleil Travis
Diane Bellock

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

Commissioner Stackhouse motioned to approve the September 16, 2024 minutes as written. Commissioner Kerr seconded. The vote was unanimous in favor of approval.

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.

There was no public comment.

6. Discussion Items

A. **New Commissioner Introduction**

Commissioners Christensen and Frazier introduced themselves to the rest of the commission, and vice versa.

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

Sara Dechter, Comprehensive and Neighborhood Planning Manager, updated the Commission on the status and timeline of the Regional Land Use Plan 2045, which will enter into a 60-day public review period on October 20, 2024. The draft plan will be available for review from the website, www.flagstaff.az.gov/regionalplan2045. There will be a community meeting focused on Parks, Recreation, and Open Space, on November 14 at 5:30pm at the Aquaplex.

Sara reviewed what is in the draft plan that relates to parks and recreation, including information in the Parks, Recreation, and Open Space Chapter with one goal and six policies, which are included in the memo and presentation attached to this agenda item that is posted online.

Sara encouraged commissioners to review the draft plan during the 60-day public review and help spread the word on this important opportunity for feedback. Comments are due by December 19, 2024.

The Commission may elect to establish a subcommittee to review and provide comments as a Commission, or Commissioners can do so individually.

There was discussion about how the Regional Plan Committee is dealing with the two potentially conflicting priorities of housing and a need for open space, as well as how the plan manages growth and housing density. Sara explained how the Plan has been developed over the last two years, including Scenario planning that demonstrated if we add density in our already developed areas, we will be able to preserve sensitive and culturally significant areas.

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

Mr. Saboury has applied for a Beautification in Action grant through the Beautification and Public Arts Commission. His idea is to create a Public Art Wall (PAW) in a park that he would manage and maintain.

Jason gave an example of Santee Public Gallery that he has been involved in and supported in another community. His proposal is for Thorpe Park handball courts, which are not used frequently used for handball, though both activities can exist together. Jason provided a visual mock-up of what the space could look like, creating a space for art education for all ages, public art, and will inspire a new community to form around the space.

Commissioners asked if there have been problems in these other locations with inappropriate paintings. Jason answered that these spaces are important enough and rare enough to the artistic community that it becomes self-regulating. Artists also understand there is turnover of the art, constantly being painted over and over. Artists are happy to have a place to practice.

Questions about the location, including if other more accessible locations were considered, were discussed, and the importance is having a public art space even available that is legal and protected by the city. Using existing infrastructure instead of building new saves grant funds for managing the space and activates an underutilized space.

This type of project just needs support as an announcement online from the city and protection, and in writing support from the state -- he would like to create a public art land conservation area.

Commissioners were generally in support of the project and concept and supported having staff write a letter of support for the grant application. There was discussion about different locations that are more affected by graffiti and concerns that the location may give the wrong impression, the tall walls may encourage ladders and other unsafe acts. Various tunnels in town were discussed as options, though enclosed spaces are more difficult to manage and not all artists can contribute.

D. Ponderosa Trails New Playground and Others

Gino Leoni, Parks Manager, showed pictures and a video of the recent installation of the new play structure and swings at Ponderosa Trails Park, which were installed after public outreach to the neighborhood. The installed play structure was the one the neighborhood selected and added swings as requested. Gino also reviewed plans for an upcoming play structure installation at Continental Park, and replacement of the 2-5 year old playgrounds at both Mobile Haven and Smokerise Parks. Next fiscal year, the priority will be McMillan Mesa Park, and then get into larger replacements like Bushmaster Park (west side) and Foxglenn.

E. Recreation Survey Results

Tyrone Johnson, Recreation Manager, reviewed results from the recent Recreation Facility Survey that ended in September.

Key information that staff will continue to review and discuss include comments on facility programming, hours of operation, and amenities for the public.

F. West Side Park Update and Upcoming Events

Amy Hagin, Assistant Parks and Recreation Director, updated the Commission on the status of the community outreach with the Boulder Point, University Heights, and Woodlands neighborhoods and associations. There will be a virtual public meeting this evening at 6:30pm, and an on-site event on Saturday, October 26, 2024, at 1:00pm to review survey results with the neighborhoods and receive feedback on what they would like to see in the neighborhood park.

The commission would like to see the survey results at the next meeting, specifically including comments from nearby businesses in the Staples/Your Pie area, and how a newly developed park might affect the commercial district. This area is not intended to be a formal access to the park.

Diane was in attendance (HOA Board president) and noted that neighbors are anxious to hear about what is being proposed. The Board is inclined to provide the access needed for the park, but expects to review with their board including legal descriptions and costs which will be paid by the City.

7. City Council Liaison Report - Councilmember Deborah Harris

Councilmember Deborah Harris did not have anything to report.

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

- a. Appreciation for the new dead lift pad at the Aquaplex.
- b. Note the date of the next meeting.

10. **Agenda Items for the Next Meeting**

- West side park update
- Jan/Feb meeting dates

11. **Adjournment**

Chair Parsons adjourned the meeting at 6:10pm.



Parks & Recreation

6. A.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 11/18/2024

SUBJECT: West side park updates on the future neighborhood parks

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

6. B.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 11/18/2024

SUBJECT: Discussion on winter months Commission dates

STAFF RECOMMENDED ACTION:

Discussion

Executive Summary:

Discussion and date selection



Parks & Recreation

6. C.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 11/18/2024

SUBJECT: Sport courts at Bushmaster Park updates

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

6. D.

From: Amy Hagin, Assistant Parks and Recreation Director

DATE: 11/18/2024

SUBJECT: Snow operation and courtesy berm relocation program information

STAFF RECOMMENDED ACTION:

Informational only

Executive Summary:

Informational only



Parks & Recreation

8. A.

From: Cathy Guetschow, Administrative Specialist

DATE: 11/18/2024

SUBJECT: PROSE Monthly Newsletter

STAFF RECOMMENDED ACTION:

Executive Summary:

Attachments

PROSE October Newsletter



PARKS, RECREATION, OPEN SPACE, AND EVENTS

OCTOBER 2024 NEWSLETTER

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



Community members tour the future park site

Neighborhood Park Public Meeting

A new neighborhood park is on the horizon! With help from Southwest Decision Resources and The WLB Group, we have been gathering input from the surrounding neighborhoods to help design the layout and suggest amenities that fit best in this park.

Public input has been gathered from the immediate neighborhoods through an online survey, virtual information session and this community meeting at the site. During this event, members of the public were invited to tour the site, learn about possibilities and limitations, and provide their ideas through interactive stations.



Father and son work on drawing their preferred park layout



The maple trees at Foxglenn Park

PARKS

Welcome New Park Ranger, Thomas McKenna

Parks is excited to welcome Thomas McKenna to the Park Ranger position. Thomas brings a wealth of knowledge and experience to the team.

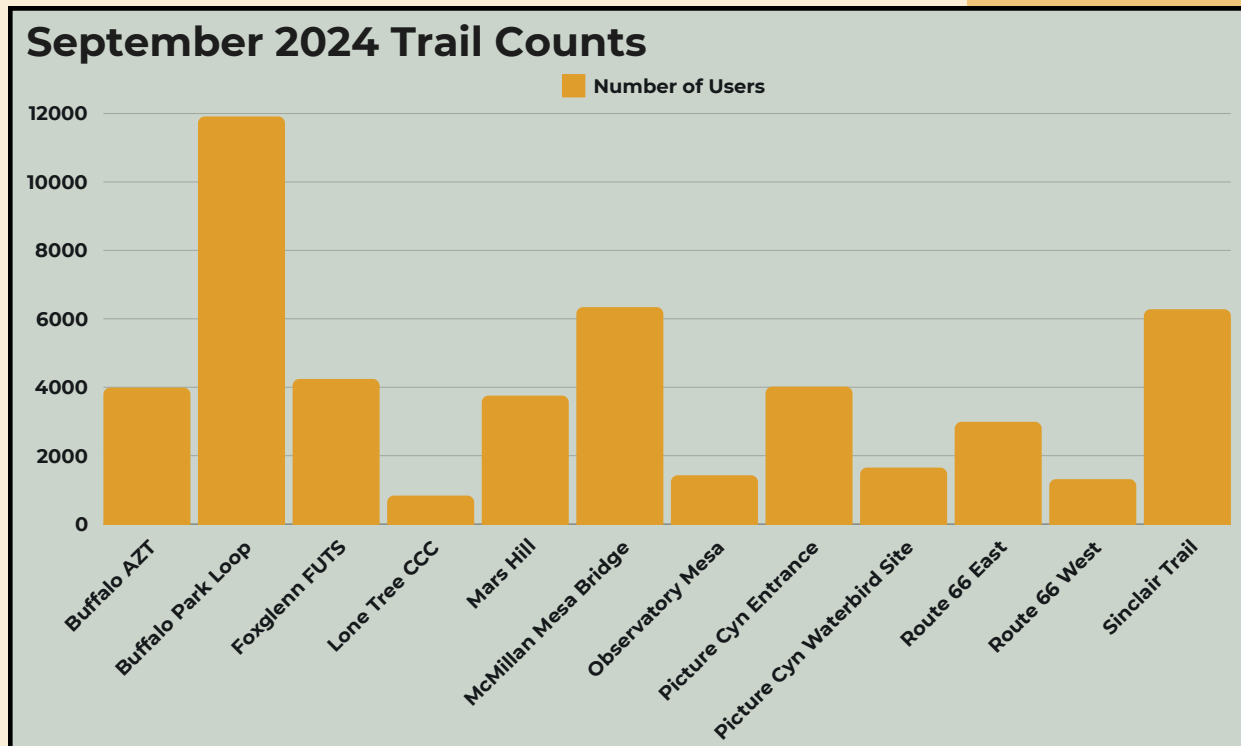


Thomas McKenna

Winterization Underway

As fall turns to winter, the Parks team has been working diligently to prepare the parks' infrastructure for winter conditions. Some of these tasks include, evacuating water from the irrigation and drinking fountain lines utilizing compressed air and isolating the water connections. This is crucial to prevent freezing and cracking pipes which leads to future problems.

Farewell and Many Thanks to Paul McGuire & Andy Bunten



Two of Parks' long-time coworkers, Paul McGuire and Andy Bunten, retired this month. Andy worked for the City for fourteen years and Paul thirty-three. Many friends and coworkers gathered for a goodbye celebration. We are sincerely grateful for their contributions and wish them well in their retirement.



Pumpkins floating in the pool

RECREATION



Pumpkin Plunge event

Aquaplex Pumpkin Plunge Event

The Aquaplex hosted a new Halloween event this year called the Pumpkin Plunge with over two-hundred participants. The event offered the opportunity to swim in the pool amongst floating pumpkins and pick a favorite one to decorate or take home and carve. Both adults and kids enjoyed this unique twist on the pumpkin patch experience. Thank you to Viola's for discounting these pumpkins to make this an affordable event for the community.

Girl dressed as a scarecrow painting her pumpkin



Jay Lively Activity Center Spooky Skate Event

The Spooky Skate event at Jay Lively Activity Center was a total hit for the community. Kids, teens, and adults showed



up in costume to skate for free and have some fun. Staff set up a trick-or-treat house where kids could enter and receive bag of candy and the facility was well decorated with cobwebs, pumpkins, and all things spooky. Over two hundred people came out to skate and spectate.



The cake walk at the Halloween Carnival

RECREATION

Hal Jensen Halloween Carnival Event

The Hal Jensen Halloween Carnival was a major success seeing over one-hundred people through the event. Kids and parents enjoyed playing fun games to win candy, making crafts to take home, and trying their luck at the ever so popular cake walk. The costumes were very creative, spooky, and cute!



Girl dressed as a butterfly showing off her crafts



Kid in costume playing the ring-toss



Girl dressed as Wednesday with her 'ghost in a jar' craft and fully committed to the character



Jr Suns Basketball Clinic

Jr Suns Basketball Clinic

The Hal Jensen Recreation Center hosted a free youth basketball clinic with the Jr Suns program. Forty-six kids participated in the clinic. The kids learned some exercises to practice passing and dribbling skills and played some fun games to work on their shooting accuracy. At the end of the clinic, a basketball signed by Kevin Durant was raffled off.



Students learning how to measure water flow



Student getting a water sample

OPEN SPACE

Mount Elden Middle School Field Trip

Open Space hosted two hundred and forty seventh grade students from Mount Elden Middle School at Picture Canyon over the course of two days to learn about water. Students rotated between stations where they learned how to measure water flow, test the water for chemicals, and took a short tour of the Wildcat Wastewater Treatment Plant. Many thanks to the partners that made this field trip possible: Sarah Jablon with City of Flagstaff Water Services, Cory Mueller and staff at the Wildcat Water Treatment Plant, and MEMS teachers and chaperones.



Students learning about the wastewater treatment process



Volunteers from Gore

Volunteers from W.L. Gore Help with Trail Work at Picture Canyon

A group of staff from W.L. Gore volunteered a day out of their work week to help restore several unauthorized trails at Picture Canyon. Restoring unauthorized trails is imperative to preserving the area's natural state. New unauthorized trails appear frequently, but with the help of volunteers, Open Space is able to stay on top of this important task. In addition, this work helps fulfill the in-kind match to our AZ State Parks RTP (Recreational Trails Program) grant.



Unauthorized trail before



Unauthorized trail after



EVENTS, MARKETING & ATHLETICS

Fall Colors!

Fall is a great time for photos. The Events and Marketing Coordinator has been circulating the parks to capture some of this beauty for the website and future marketing purposes.

Indoor Volleyball is in Session!

Fall 2024 Volleyball is back in action! Our Athletics Coordinator has been working diligently to schedule the thirty-four teams to play throughout the week at various high schools and middle schools.



Winter Wonderland and Tree Lighting

The Winter Wonderland and Tree Lighting event is just around the corner! Join us downtown on Saturday, December 7th for this free, family-friendly event! There will be hot cocoa, s'mores, crafts, live music and more! The tree lighting will take place at

6:15pm. Be sure to stick around and take a photo with Santa!



FREE!

DOWNTOWN FLAGSTAFF FOUNDATION AND CITY OF FLAGSTAFF PARKS, RECREATION, OPEN SPACE, AND EVENTS PRESENTS

WINTER WONDERLAND AND TREE LIGHTING

SATURDAY, DECEMBER 7
STARTING AT 2:30PM
HERITAGE SQUARE

LIVE MUSIC * HOT COCOA
SANTA * S'MORES * CRAFTS



FLC: FLAGSTAFF LOCAL COMMUNITY FOUNDATION
PROSE: COMMUNITY PARTNERSHIP FOR OPEN SPACE AND RECREATION