

DRAFT MINUTES

PARKS AND RECREATION COMMISSION MINUTES
MONDAY, JANUARY 13, 2025

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

1. **Call to Order**

Chair Parsons called the meeting to order at 4:07 pm.

2. **Roll Call**

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

Stephen Parsons (Chair) -- present
Austin Kerr (Co-chair) -- present
Jill Christensen -- present (Teams)
Neil Frazier -- present (Teams)
Autumn Layden/McLeod -- present (Teams)
Ryan Martin -- absent
Josh Stackhouse -- absent
Councilmember Anthony Garcia - absent

STAFF AND OTHERS PRESENT

Amy Hagin, Assistant Parks and Recreation Director
Tyrone Johnson, Recreation Manager
Haley Reynolds, Events and Marketing Manager
Rebecca Sayers, Parks, Recreation, Open Space and Events Division Director
Annie Ridgell, PROSE Administrative Specialist

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**

Co-Chair Kerr motioned to approve the November 18, 2024 minutes as written. Commissioner Christiansen 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. **Vote for Chair and Co-Chair for 2025**

Commissioner Kerr motioned for the Chair and Co-Chair appointments remain the same with Parsons as Chair and Kerr as Co-Chair. Commissioner Frazier seconded. The vote was all in favor.

B. **Courtesy Snow Berm Relocation and Snow Heroes Information**

To recap from City Council meeting of last week on January 7th, 2025, where Gino Leoni (Parks Manager) & Steven Thompson (Sustainability Manager) presented on both the Courtesy Berm Relocation and Snow Heroes Programs. The Courtesy Berm Relocation Program is managed and implemented by PROSE. Staff discussed specifics about the PROSE program regarding within city limits only and that the berm created at the end of the driveway is relocated once the roadway has been plowed.

C. **Review of Current 5-Year Capital Plan**

Amy reviewed the details of the 5 Year Capital Improvement Plan and gave a brief update of current and upcoming projects, including the following:

- o Sport Courts at Bushmaster Park
- o West Side Park
- o Heritage Square restroom
- o Ponderosa Park reconstruction
- o Hal Jensen Recreation Center air conditioning
- o Thorpe Park / Indigenous Community Cultural Center
- o Cheshire Park running track and field which is in Fiscal Year 2025-26
- o Continental Park which includes design funding starting in Fiscal Year 2026-27

D. **Goals for 2025**

There was general conversation that the Commission's goals are in line with the Capital Improvement Plan as presented. Staff offered ideas such as Commission meetings in different locations to see PROSE operations first-hand, including meetings at other Recreation Centers and field trips to parks. Commissioners were supportive of these ideas.

7. **City Council Liaison Report - Councilmember Deborah Harris**

Councilmember Anthony Garcia was not able to attend.

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

PROSE Monthly Newsletter

- November PROSE Newsletter
- December PROSE Newsletter

- Commissioners expressed appreciation for the year-end review including the annual total of trail counts. They also applauded the new signs around Thorpe Park and asked if there is any movement on opening the Aquaplex on Sunday. Staff are looking into this possibility and can provide updates at a future meeting.

9. Informational items to and from Commissioners and Staff

- Co-Chair Kerr noted a recent conversation with the local Executive Director of Boys and Girls club, and they would like to make a presentation to the Commission in the coming months
- Chair Parsons noted that the Museum of Northern Arizona seems to be embarking on a Master Plan process, which staff may want to be involved in given proximity to the Cheshire Park expansion project.
- Commissioner Christensen gave an update on the Art Wall project, noting that the applicant would like to come back to the Commission with an update in the coming months

10. Agenda Items for next meeting

- Presentation on BBB Recreation funding and 5--10-year capital improvement plan
- For the March 17, 2025, meeting, a sport court update and west side park update, and possibly a Hal Jensen air conditioning update.

11. Adjournment

Chair Parsons adjourned the meeting at 5:37.