



# MINUTES

## City of Flagstaff Open Spaces Commission

Monday, January 25, 2016  
4:00 pm – 6:00 pm

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City of Flagstaff City Hall Steps  
211 W. Aspen Ave., Flagstaff, Arizona

A quorum of the Flagstaff City Council may be in attendance of the Open Spaces Commission meeting.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact 928-213-2175 (774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

### **CALL TO ORDER**

#### COMMISSION MEMBERS:

Rick Miller, Chair  
Bryan Burton  
Jim Burton  
Jessica Gist  
Carrie Eberly

#### CITY STAFF:

Betsy Emery, Open Space Specialist  
Nicole Woodman, Sustainability Manager  
Libby Champagne, Sustainability Aide  
Charity Lee, Real Estate Manager  
Martin Ince, Multi-Modal Planner

### **I. GENERAL BUSINESS**

#### **1. Call to Order**

Chair Miller called the meeting to order at 4:04 pm.

#### **2. Public Participation**

At this time, any member of the public may address the Commission on any subject that is not scheduled before the Commission on that day. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item which is not listed on the prepared agenda. Commission members may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

#### **3. Approval of December 2, 2015 Meeting Minutes**

Commissioner Bryan Burton moved to approve the December 2<sup>nd</sup>, 2015 meeting minutes. Commissioner Gist seconded the motion. The motion was approved by all.

4. **Discussion Items**

**A. Schultz Y Property Acquisition, Martin Ince**

Multi-Modal Planner, Martin Ince, asked the Commission for direction on the acquisition of a one acre portion of private land that would act as a new trailhead for Schultz Pass. Ince provided the Commission with a brief history of the parcel including the pattern of illegal parking caused by the current trailhead location. The benefits of the proposed trailhead location include: proximity to current and proposed FUTS, an established pattern of use, and the need for minimal construction to create the trailhead.

Real Estate Manager, Charity Lee, spoke to the Commission about the land acquisition for the trailhead. A formal appraisal was not done on the parcel. However, Lee used prices of similar parcels to determine a possible price of \$68,818 for the one acre needed for the trailhead. Funding would come from the FUTS and Open Space Bond and the purchase would need City Council approval. The trailhead would have 45 parking spaces and would most likely be maintained by the Forest Service. Commissioner Bryan Burton asked if utilities would need to be brought on site for bathroom and water bottle filling facilities. Lee did not have an answer. Commissioner Gist moved to recommend that the City move forward with its efforts but return with more information about the land owner, appraisal and Forest Service involvement. The motion was seconded by Commissioner Bryan Burton. The motion carried unanimously.

**Matrix Remaining City-owned Parcels along the Rio de Flag near Museum of Northern Arizona**

The Commission unanimously voted that parcel 102-10-021P has some open space value on the east side because the parcel provides a buffer, scenic value, and the ecological value of the Rio de Flag. There is a driveway and potential for development in the rest of the parcel.

The Commission unanimously voted that parcel 102-10-022C has some open space value on the east side because the parcel provides a buffer, scenic value, and the ecological value of the Rio de Flag. There is potential for development in the rest of the parcel.

Parcel 111-01-001E contains a buffer, the FUTS trail, some scenic value, accessibility, connectivity and recreation. Proposed development could easily protect the FUTS trail. The Commission unanimously agreed that the parcel provides open space value.

The Commission unanimously voted that parcel 111-01-009P has no open space value and should be removed from the list. The plot should be brought to the attention of the Sustainability Section as a possible plot for a community garden.

The Commission unanimously voted that parcel 111-01-010E has no open space value because the parcel was purchased as a Right of Way for the FUTS trail on Fort Valley Road.

The Commission unanimously voted that parcel 111-01-013D has no open space value because the parcel was purchased as a Right of Way for the FUTS trail on Fort Valley Road.

The Commission unanimously voted that parcel 111-02-005 has open space value because of the buffer it provides, its ecological value due to the Rio de Flag and pond, its scenic value, and its accessibility.

The Commission unanimously voted that parcel 111-02-006B has open space value on the east side because of the buffer it provides along the trail.

The Commission unanimously voted that parcel 111-09-082 has open space value because of the buffer it provides, its scenic value, the presence of the Rio de Flag and wetlands, and its access to the park.

The Commission unanimously voted that parcel 111-09-084 has open space value because of the buffer it provides, its scenic value, the presence of the Rio de Flag and wetlands, and its access to the park.

The Commission unanimously voted that parcel 111-22-056 has open space value because of the buffer it provides, its scenic value, the presence of the Rio de Flag. The parcel has limited development potential given the steep slopes on the parcel.

Commission unanimously voted that parcel 111-22-058 has open space value because of the FUTS trail within its borders.

The Commission unanimously voted that parcel 111-22-059 has open space value because of the buffer it provides, its scenic and ecological value, and its accessibility and recreation value.

The Commission unanimously voted that parcel 111-23-049 has open space value because of the buffer it provides, the cabins on the north parcel that are a cultural resource, its scenic value, and its accessibility and recreation value.

The Commission unanimously voted that parcel 111-23-050 has open space value that is concentrated in the northern portion of the parcel and within the FUTS corridor given the buffer it provides for the Rio de Flag, FUTS trail, and commercial properties along Highway 180.

The Commission unanimously voted that parcel 111-23-051 has open space value because of the buffer it provides, and its scenic and ecological value.

The Commission unanimously voted that parcel 111-23-052 has open space value because of the buffer it provides, and its scenic and ecological value.

The Commission unanimously voted that parcel 111-23-054 has no open space value and should be removed from the list.

**B. Matrix City-owned Parcels in Downtown Flagstaff area**

Staff Liaison Emery led the Commission in a discussion of City-owned parcels in Downtown Flagstaff. Chair Miller noted that there was no benefit to the Commission reviewing the open space value of lots with buildings, parking lots or parks. The Commission directed Staff Liaison Emery to remove all such parcels from the list.

Downtown parcels that border the Rio de Flag will still be reviewed in the Matrix. The Commission chose to put off their review until they can find a time to tour the parcels. Staff Liaison Emery will coordinate a time for the Commission to take a fieldtrip sometime in February.

**5. Information Items To and From Commissioners and Staff**

Staff Liaison Emery updated the Commission on the two open Commission seats. The City Council should seat one commissioner at the February 17<sup>th</sup> Council meeting and the next seat should be filled by March. Staff Liaison Emery notified the Commission that the Forest Service has released travel management actions that will occur on Observatory Mesa and asked if the Commission would like to see a formal presentation and submit comments. The Commission would like both and Chair Miller requested this item be added to the next agenda. Commissioner Jim Burton informed the Commission about a natural area in Portland that provided a good example of open space management. Commissioner Eberly and Jim Burton requested a final copy of the Picture Canyon interpretive signs.

**6. Agenda Items for Next Meeting – February 22, 2016**

- A. Bike and Pedestrian Plan Presentation, David Wessel
- B. Regional Open Space Management Options, Scott Anderson
- C. Forest Service Travel Management Rule Revisions, Mike Dechter
- D. Schultz Y Acquisition, Martin Ince and Charity Lee
- E. Open Space Management Update, Betsy Emery

**7. Adjournment**

Commissioner Bryan Burton motioned to adjourn the meeting at 5:49 pm. Commissioner Jim Burton seconded the motion. All voted in favor of adjourning the meeting.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m. in accordance with the statement filed by the Disability Awareness Commission with the City Clerk.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Chris Monteverde, Administrative Specialist