



# MINUTES

## City of Flagstaff Open Spaces Commission

Monday, July 25th, 2016  
4:00 pm – 6:00 pm

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Council Chambers, City Hall  
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:

Bryan Burton, Chair  
Rick Miller (via phone)  
Carrie Eberly  
Jim Burton (absent)  
Steve Dorsett  
Stephen Hirst (absent)  
(vacancy)

#### CITY STAFF:

Elizabeth Emery, Open Space Specialist  
Nicole Woodman, Sustainability Manager  
Charity Lee, Real Estate Manager  
Martin Ince, Multi-Modal Planner  
Libby Champagne, Sustainability Aide  
Neil Gullickson, Planning and Development  
Manager  
Ladd Vagen, Director of Information  
Technology

### **I. GENERAL BUSINESS**

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

Commission Chair Bryan Burton 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 June 27th, 2016 Meeting Minutes**

Commissioner Eberly motioned to approve the June 27<sup>th</sup> 2016 meeting minutes.  
Commissioner Dorsett seconded the motion and all commissioners voted in favor.

**4. Approval of July 20th, 2016 Meeting Minutes**

Commissioner Dorsett motioned to approve the July 20<sup>th</sup> 2016 meeting minutes.  
Commissioner Eberly seconded the motion and all Commissioners voted in favor.

**5. Discussion Items**

**A. Conditional Use Permits for Telecommunications Tower, Neil Gullickson**

Ladd Vagen, Director of Information Technology, answered questions about the new City Telecommunications Towers. The City will be building a microwave network to create its own communication network. This will release the City from working with third party providers. The current tower behind Buffalo Park will be replaced with an identical, but sturdier tower. A second tower will be installed at a City warehouse facility on the east side of town. The tower near Buffalo Park will not impact Open Space. This was held as a public hearing for the proposed Conditional Use Permit and there were no members of the public present.

**B. Matrix City-Owned Parcels from the July 20<sup>th</sup> Tour, Betsy Emery**

The Commission unanimously voted that parcel **104-08-011A** provides open space value due the buffer it provides, its scenic and ecological value due to Sinclair Wash. The Flagstaff Urban Trail System provides accessibility, connectivity, recreation, as well as Arroyo Park. The Commission noted that this parcel could potentially provide agricultural value in the future for the low-income housing neighborhood that is located on the parcel. . The Commission noted that the parcel provides a connection to Willow Bend.

The Commission unanimously voted that parcel **104-09-002D** provides open space value due to the buffer it provides for roads and trails in the area, as well as its ecological and scenic values. There is a community garden located on the parcel, providing agricultural value. Additionally, the parcel provides accessibility for students to access NAU and has recreational value.

The Commission unanimously voted that parcel **104-12-003C** provides open space value due to the buffer it provides, its scenic and ecological value and the accessibility, and recreation it provides. The Commission discussed splitting the parcel to allow development in the upper, northwest portion of the parcel and designating the lower portion of the parcel and the canyon as open space.

The Commission unanimously voted that parcel **104-12-002** provides open space value because it provides a buffer, has substantial scenic value, and Sinclair Wash and the wetlands provide ecological value. The FUTS trail provides connectivity and recreation. The Commission noted that the City could divide the parcel in the future and designate the southwest portion of the parcel as open space.

The Commission unanimously voted that parcel **104-13-008G** has open space value due the buffer it provides, its scenic value, and the ecological values of the wash. This parcel was purchased as part of the Rio de Flag flood control project and there is a planned FUTS trail for the parcel, which will provide connectivity and recreation.

The Commission unanimously voted that parcel **103-13-008J** has open space value because it provides a buffer between two industrial areas, is very scenic, and the wash provides ecological value. The FUTS trail provides connectivity and recreation.

The Commission unanimously voted that parcel **104-07-009** has open space value because it was purchased for the Rio de Flag Project. If that project falls through, this should be designated as open space because it provides a buffer to commercial areas, provides scenic and ecological values.

The Commission unanimously voted that parcel **104-07-007C** has open space value because it was purchased for the Rio de Flag Project. If that project falls through, this should be designated as open space because it provides a buffer to commercial areas, provides scenic and ecological values.

The Commission unanimously voted that parcel **104-12-001A** has open space value because it provides a buffer for the trail, and has a wetland that provides scenic and ecological values. The FUTS trail and Arizona Trail provide connectivity and recreational value.

The Commission unanimously voted that parcel **106-05-001A** has open space value because it provides a buffer for the trail, and has a wetland that provides scenic and ecological values. The FUTS trail provides connectivity and recreational value. The Commission noted that the northern portion of the parcel does not meet open space criteria.

- C.** Determine Usable Portion of Venus and Cheshire Parcels, Martin Ince  
Multi-Modal Planner, Martin Ince, worked with the Commission to determine the usable portions of City-owned parcels along the Karen Cooper Trail (102-10-021P and 102-10-022C). This is a follow up to the Commission's previous review of City-owned parcels. The City Council asked the Commission to determine if there is any developable portion of either of these parcels. Both parcels are located in Coconino County and do not have sewer and water services. Upon discussion, the Commission determined that parcel 102-10-022C does not have development potential given the constraints of the FUTS trail, Venus Drive, and the floodplain of the Rio de Flag. However, approximately 1 acre of parcel 102-10-021P could be sold to be developed as a home site. Commissioner Eberly motioned that parcel 102-10-022C be recommended to City Council to be left entirely as open space. Commissioner Miller seconded the motion and all Commissioners voted in favor. Commissioner Dorsett would like staff to further investigate parcel 102-10-021P and bring back a potential lot size and details associated with selling the property while protecting the Karen Cooper Trail.
- D.** Open Space Management Update, Betsy Emery  
Elizabeth Emery, Open Space Specialist, update the Commission on the trail construction project at Picture Canyon. American Conservation Experience and National Park Service crews began constructing the 75 foot Waterbird Trail on July 25<sup>th</sup>. Crews are expected to complete work in early September. The Open Space Program has begun working with Pilkington Advertising Design to develop marketing materials for Picture Canyon, including brochures. Trail signs should be installed soon at Picture Canyon. Ms. Emery notified the Commission that North Rain Valley Road, which accesses the northern portion of Picture Canyon, is a

privately owned and maintained road. Moving forward, this road will provide authorized access to that portion of the Preserve and a gate will be installed. The Commission will have more opportunities to provide feedback on the Picture Canyon interpretive signs throughout the process. Additionally, Observatory Mesa infrastructure is being mapped by the Open Space Aide. 75% of the Mesa has now been mapped.

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

Ms. Emery thanked Libby Champagne for taking notes for the Commission over the last eight months. Ms. Emery encouraged Commissioners to determine if they would like to serve as Vice Chair. The discussion will be revisited during the August meeting. The Commission vacancy will remain open until City Council returns from their summer recess in September.

**7. Agenda Items for Next Meeting – August 22<sup>nd</sup>, 2016**

- A.** Regional Transportation Planning Process Update, David Wessel
- B.** Conserve to Enhance Program, Nicole Woodman
- C.** Continued Venus Parcel Discussion
- D.** Open Space Management Update, Betsy Emery

**8. Adjournment**

Commissioner Dorsett motioned to adjourn the meeting at 5:35 pm. The motioned was seconded by Commissioner Eberly and all voted in favor.

**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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Elizabeth Emery, Open Space Specialist