



MINUTES

City of Flagstaff Open Spaces Commission

Tuesday, August 1st, 2017
4:00 pm – 6:00 pm

Staff Conference Room, City Hall
211 W. Aspen Ave
Flagstaff, AZ 86004

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
Libby Kalinowski, Vice-Chair
Rick Miller
Jim Burton
Stephen Hirst (Absent)
Jackie Thomas
David Zimmerman, Planning and Zoning Commission (Absent)

I. GENERAL BUSINESS

1. Call to Order

Chair Burton called the meeting to order at 4:05pm.

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.

No public participation.

3. **Approval of June 26th, 2017 Meeting Minutes**

Commissioner Miller motioned to approve the June 26th, 2017 minutes. Vice-Chair Kalinowski seconded the motion. All voted in favor.

4. **Discussion Items**

A. Duties and Responsibilities of Board and Commission Members, Christina Parry
Ms. Parry, Senior Assistant City Attorney, came to the Commission to review the duties and responsibilities of City Commissioners. Ms. Parry gave a brief presentation about how the Commission serves as an advisory board to City Council. Ms. Parry shared that the Commission can make written recommendations to Council by routing them through the City Manager's Office. Additionally, Ms. Parry informed the Commission that it cannot express formal support for any election issue. The Commissioners discussed how they can express their personal interests outside of the Commission, but should clearly identify themselves as not speaking on behalf of the Commission.

B. Open Space Criteria and Matrix Discussion, Nicole Woodman

Ms. Woodman, Sustainability Manager, presented an updated Open Space Criteria and Matrix to the Commission for review and discussion. The Commission agreed to remove agriculture from the matrix since grazing is not allowed on legally-designated open space and the separate interal process involved with establishing community gardens on City parcels. The Commission discussed how defining the buffer criteria is difficult since it has a unique definition depending on the setting. The Commission also agreed to include educational opportunities as a criterion in the matrix. Ms. Woodman also suggested three other columns: Staff Considerations, Potential Other Uses, and Miscellaneous. The Commission decided to group these criteria into one overarching Considerations column. Chair Burton opened the floor for public participation. Mike Wilson, 3639 S Cheryl Dr, stated that staff consideration as a criteria could influence the outcome of a parcel being valued as open space.

C. Matrix Adjacent Parcels to Observatory Mesa Natural Area, Nicole Woodman

With the new matrix, Ms. Woodman asked the Commission to review a series of privately-owned parcels adjacent to Section 6 of Observatory Mesa Natural Area for their collective value as open space. Ms. Woodman stated that this is a hypothetical conversation, and the City Manager requested to bring these parcels into dialogue. The Commission reviewed parcels **111-050-02C, 111-050-02J, 111-050-02H, 111-050-02K, 111-050-02L, 111-050-02F, and 111-050-02E** collectively. The Commission discussed that these parcels provide a buffer to neighboring Linwood Heights and Section 8 of Observatory Mesa Natural Area. The Commission also discussed how there likely isn't any cultural or historical values on the parcels. The Commission stated that the parcels protect scenic value, provide ecological value, and has connectivity to the adjacent sections of Observatroey Mesa Natural Area. The Commission discussed how the parcels provide recreation and educational opportunities. The Commission emphasized how having a "butterfly corner" connecting Section 6 and Section 8 could provide better access and trail opportunities on Observatory Mesa Natural Area. Commissioner Miller motioned to recommend that parcels **111-050-02C, 111-050-02J, 111-050-02H, 111-050-02K, 111-050-02L, 111-050-02F, and 111-050-02E** have open space value. Vice-Chair Kalinowski seconded the motion. All voted in favor.

- D. Process for Identifying Potential Future Open Space Acquisitions, Nicole Woodman
Ms. Woodman shared that staff is working with the City's internal GIS team to see how potential future open space acquisitions will fit with the Regional Plan. The Commission will not review County-owned parcels for their open space value until City Council gives the Open Spaces Commission direction.
 - E. Schultz Meadow Affordable Housing Update, Nicole Woodman
Ms. Woodman stated that there has been a strong community effort to protect the City-owned Schultz Meadow parcel from development. Since City Council removed Schultz Meadow from the RFP, a citizen petition was submitted to the City Manager's Office to preserve the parcel as open space. City Council will review the petition and determine if Schultz Meadow should be designated as open space during their August 15th, 2017 meeting.
 - F. McMillan Mesa Management and Donation Update, Betsy Emery
Ms. Emery, Open Space Specialist, updated the Commission on McMillan Mesa. Ms. Emery received the environmental site assessment for the 3 parcels that Caven Development is interested in donating to the City for incorporation into McMillan Mesa. The assessment stated that there are no chemical issues, but notes multiple social trails, vehicular access points, and boundary encroachment on the parcels. Ms. Emery is in the process of organizing a site visit with representatives from Caven Development to discuss next steps.
 - G. Open Space Management Update, Betsy Emery
Ms. Emery briefly shared that bridge at Picture Canyon Natural and Cultural Preserve has been refurbished. Ms. Emery stated that the Open Space Program organized a significant volunteer season at Picture Canyon this summer.
- 5. Information Items To and From Commissioners and Staff**
Ms. Emery shared that the next Commission meeting is on September 25th, 2017 located in Council Chambers. Ms. Woodman shared that the High Occupancy Housing Plan draft is available online for public comment. Commissioner Miller went to the Flagstaff Open Space, Parks, and Recreation Program (FOSPR) meeting, and FOSPR would like a list of potential projects from the Commission. Ms. Emery stated they Commission can discuss potential projects as an upcoming agenda item.
- 6. Upcoming Agenda Items**
- A. Open Space Capital Improvement List, Betsy Emery
 - B. City of Flagstaff Housing Section Overview, Sarah Darr
 - C. Acquisition Priorities for Open Space and FUTS, Betsy Emery/Martin Ince
 - D. Donations of Open Space as Part of the Development Process, Community Development Staff
 - E. Schultz Meadow Affordable Housing Update, Nicole Woodman
 - F. McMillan Mesa Management and Donation Update, Betsy Emery
 - G. Schultz Creek Trailhead Update, Betsy Emery
 - H. Continued Venus Parcel Discussion, Martin Ince
 - I. Indigenous Youth Service Academy at Picture Canyon Natural and Cultural Preserve, Erin O'Keefe
- 7. Adjournment**
Unanimous adjournment at 6:13pm.

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 _____, 2017.

Elizabeth Emery, Open Space Specialist