



# MINUTES

## City of Flagstaff Open Spaces Commission

March 26<sup>th</sup>, 2018

4:00 pm – 6:00 pm

### COUNCIL CHAMBERS, CITY HALL

211 West Aspen Avenue, 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 928-213-2154. 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

Jackie Thomas

David Zimmerman

#### STAFF LIAISON:

Betsy Emery, Open Space Specialist

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

Chair Burton called the meeting to order at 4:00pm

#### 2. **Roll Call**

Commissioners B. Burton, J. Burton, Kalinowski, Hirst, Miller, and Zimmerman were present for roll call. Commissioner Thomas was absent.

#### 3. **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.

Nat White thanked the Commission for their hard work and dedication over the past 15 years since the Commission was established.

**4. Approval of March 1<sup>st</sup>, 2018 Meeting Minutes**

Commissioner Burton motioned to approve the March 1<sup>st</sup>, 2018 meeting minutes. Commissioner Hirst seconded the motion. All voted in favor.

**5. Business**

**A. Finalize Review of APN 109-02-001S for Open Space Value (10 Minutes) – Betsy Emery**  
Requested Action: Matrix and Motion

Ms. Emery stated that the scenic easement that is on parcel APN 109-02-001S was originally established in 1969 and was abandoned in 1992. The ideals from the easement were incorporated into the McMillian Mesa Specific Plan, which applies to the privately-owned lands immediately adjacent to McMillan Mesa Natural Area. Chair Burton opened the discussion to the public. Nat White stated that the parcel was a potential location for the Safeway gas station, however, the City Council at that time decided against placing it in that location. After further discussion, Commissioner Burton motioned to include their recommendation that the “triangle portion” of APN 109-02-001S has no open space value according to their matrix. Commissioner Kalinowski seconded the motion. All voted in favor.

**B. Arizona State Land Department Proposed Land Trade (10 Minutes) – Betsy Emery**  
Requested Action: Informational Update

City Council and Coconino County Board of Supervisors had a joint meeting to discuss the proposed land trade between Arizona State Land Department, Hopi Tribe, and Coconino National Forest on Monday, March 12<sup>th</sup>, 2018. Ms. Emery provided a brief synopsis of the meeting to the Commissioners, including information about the Navajo-Hopi Land Dispute Settlement which is the basis for the proposed trade. City Council and Coconino County Board of Supervisors drafted a letter to the federal government suggesting them to investigate an alternative option.

**C. Open Spaces Commission Strategic Plan Discussion and Update (35 Minutes) - Betsy Emery**  
Requested Action: Update and Adopt

The Commission briefly discussed how the Open Spaces Commission Strategic Plan is currently more a vision document than a strategic plan. Chair Burton recommended that this item be tabled to a future meeting that can be dedicated to in-depth strategic planning. The Commission will do this in May.

**D. McMillan Mesa Natural Area Management Plan Review and Discussion (35 Minutes) - Betsy Emery**  
Requested Action: Input

Ms. Emery presented a slideshow displaying key items from the McMillian Mesa Natural Area Management Plan. The presentation included the current

conditions, management goal, policies, and potential improvements identified in each of the chapters of the management plan (i.e. natural resources, forest health, wildlife, cultural and historic resources, public use, access management, and recreation). The Commissioners provided feedback and recommendations for the draft. Ms. Emery will send the draft to the Commissioners for further edits once it is ready.

## **6. Reports and Updates**

### **A. Open Space Management Update (5 Minutes) – Betsy Emery**

Requested Action: Informational

Ms. Emery stated that there has been movement on the Schultz Creek Trailhead construction project. The City Manager recommended additional funding (\$75,000) for the Schultz Creek Trailhead construction project in the FY 2019 budget for City Council to review. The initial \$23,000 will be carried over to the next fiscal year. If the City Council approves the additional \$75,000, Staff will have \$98,000 to complete the project next year. Staff is currently working with primary stakeholders to identify key considerations for the project, which will be shared with the engineer next month. The City Manager also recommended for the Open Space Specialist to become a permanent position in the recommended budget. Rick Miller shared that this is his last meeting as a Commissioner and the Commission thanked him for his significant dedication to open space in the community.

### **B. Open Space Program Events and Volunteer Update (5 Minutes) – Erin O’Keefe**

O’Keefe

Requested Action: Informational

Tabled for the next meeting.

## **7. Information Items To and From (5 Minutes) – All**

Chair Burton recommend cancelling the April 2018 commission meeting and resuming back in May for an extended meeting dedicated to reviewing and updating the Commission’s Strategic Plan. Ms. Emery will send possible meeting dates via doodle poll to the Commissioners.

A bike share program will be launching a six month pilot on April 4<sup>th</sup>.

## **8. Future Agenda Items (5 Minutes) – All**

**A. Commission Strategic Plan Discussion, Betsy Emery**

**B. Bike Share Program, Nicole Antonopolous**

**C. Observatory Mesa Natural Area Access and Trail Planning, Betsy Emery/Martin Ince**

**D. Schultz Creek Trailhead Management and Visioning, Betsy Emery**

**E. Acquisition Priorities for Open Space and FUTS, Betsy Emery/Martin Ince**

## **9. Adjournment**

Adjourned by unanimous consent at 6:03pm.

**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.

\_\_\_\_\_  
Betsy Emery, Staff Liaison