



MINUTES

City of Flagstaff Open Spaces Commission

January 28th, 2019

4:00 pm – 6:00 pm

STAFF MEETING ROOM, CITY HALL

West-wing, upstairs to the left

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

Jackie Thomas

William Wilson

Stephen Hirst

Jim Burton

David Zimmerman

STAFF LIAISON:

Robert Wallace, Open Space Specialist

1. Call to Order

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

2. Roll Call

Chair Burton

Vice-Chair Kalinowski

Commissioner Wilson

Commissioner Burton

Commissioner Hirst

Commissioner Thomas

Commissioner Zimmerman

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.

Jack Welch, 2600 East 7th, asked the Commission about three pieces of property that are marked “open space” and yet are never mentioned during Open Spaces Commission meetings. These properties are located at sites on Lone Tree, Cedar Avenue, Ponderosa Trails, and the prairie dog colony at Foxglen. Mr. Welch request clarification on these properties because he has heard that these parcels are not protected and could be developed. Mr. Robert Wallace, Open Space Specialist, shared that these parcels are not open space. Mr. Wallace also mentioned that Mr. Welch’s question brings up the question of what is open space and how does the public perceive open space. The commission requested that an update be provided on the parcels at the February meeting.

Mr. Nat White (no address provided) shared a new effort underway in Flagstaff focused on viewsheds. Viewsheds are not protected and some open spaces may have their viewsheds affected as Flagstaff continues to grow. This is a long term effort. Mr. White also added a comment about the parcels labeled open space throughout the city. He mentioned that John Sliva, previous Community Development Director, was tasked with labeling areas that were marked as significant natural resources in the Regional Plan.

4. Approval of November 26th, 2018 Meeting Minutes

Commissioner Thomas motioned to approve the November 26th, 2018 minutes. The motion was seconded by Commissioner Hirst. All voted in favor.

5. Business

A. Open Spaces Commission Vacancy (2 Minutes) – Robert Wallace, Requested Action: Informational

Commissioner Libby Kalinowski stepped down from the Open Spaces Commission. Chair Burton and Mr. Wallace asked that the commissioners try to recruit a new commissioner to fill the open seat. Ms. Kaeli Wells, AmeriCorps VISTA, is going to put together some recruitment language to share via email and the Open Spaces Facebook page.

B. Schultz Creek Usage Survey (2 Minutes) – Robert Wallace, Requested Action: Informational

Ms. Wells requested help from the commissioners to hang door hangers with information about the Schultz Creek trailhead project. The project timeline was pushed back slightly due to confusion about the difference between the Schultz Creek trailhead parcel and the Schultz Pass Meadows parcel. An online survey is open to gather input on the Schultz Creek trailhead project.

C. Milton/180 Corridor Proposal and Impacts to Observatory Mesa (15 minutes) – All, Requested Action: Discussion

The Arizona Department of Transportation (ADOT) is working on plans to reduce traffic on US 180 through the US 180 and Milton Road Corridor Master Plans. Two of three proposals in these plans propose to place a road on Observatory Mesa that would cut through the legally designated open space parcels. The proposed road would affect the parcel in several ways: it would cut through

Northern Goshawk habitat, affect a number of springs and tanks, and affect the trail concept plan for the parcel.

Mr. Wallace requested that the commissioners familiarize themselves with the alternatives and help the community understand these alternatives as well. The commission expressed interest in providing a statement, but agreed to first read the plan documents. Mr. Wallace put a discussion of the alternatives on the February commission agenda.

D. Open Spaces Commission Strategic Planning (1 hour and 25 minutes) – All,
Requested Action: Discussion
The commissioners discussed and edited their Open Spaces Commission Strategic Plan (“Strategic Plan” or “Plan”).

The commission’s mission is “to advocate and support the completion and implementation of the Flagstaff Open Space system, while preserving current Flagstaff Open Space, and providing equitable recreational opportunities and educational experiences.” The commission added ‘and implementation’ to the mission.

Chair Burton asked Martin Ince, Multi-Modal Planner, about whether or not the City currently addresses e-bicycle and e-scooter use on the Flagstaff Urban Trail System (FUTS). Mr. Ince noted that the Arizona legislature passed a bill in the house and senate last year that classifies e-bikes into three categories. However, e-scooters were not part of the bill. Mr. Ince added that the City has the discretion to decide what types of e-bikes and e-scooters should be allowed on the FUTS, if any. The Forest Service considers e-bikes to be motorized vehicles and therefore does not allow them on non-motorized routes. Chair Burton suggests better definition of “non-motorized” on the FUTS. Mr. Wallace suggested including better definition of “non-motorized” as an Action Item in the Strategic Plan.

Mr. Wallace sought feedback on the Strategic Plan Goals, Strategies, Action Items, and Priority Action Items for 2019. Chair Burton thought that there needed to be a definition of the Open Space Program at the beginning of the Strategic Plan. Commissioner Burton requested clarification on the terms “long-range” and “long-term” in the Flagstaff City Code Title 2-20-001-0003 – Duties.

Chair Burton noted that the Strategic Plan highlights a need to fundraise in order to support the 3,200 acres of legally-designated open space. Chair Burton suggested organizing the Action Items in a prioritized list based on what actions need to be completed before other ones can be finished. The commission suggested making this a five year plan.

Commissioner Thomas likes the inclusion of short-term, mid-term, and long-term timeframes. She thought a chart would be needed to show what would happen each year in the next five years to help map out the commission’s work moving forward.

The commissioners discussed funding needs and strategies as outlined under Goal 6 of the Strategic Plan. They requested clarification on what it costs to manage

open space. Mrs. Antonopoulos mentioned that ideally they would spend \$100 per acre, an amount based off open space program budgets in other southwestern communities. The commissioners suggested creating an estimated budget of the costs of implementing open space-related. They acknowledged that grant research, grant writing, and funding will be important in moving the plan forward.

Commissioner Thomas suggested that the commission adopt the performance measures for the Goals. Adopting the performance measures would give the Commission a chance to test out the measures for six months or one year and then return to them to determine their effectiveness in measuring performance. The commission tabled the performance measures discussion for next meeting. Commissioner Burton offered to create milestones for the performance measures.

Mr. Wallace requested written feedback from commissioners by the end of the week. The commissioners liked the plan overall and agreed that they would be interested in adopting it at the February commission meeting. They felt like the plan has a good layout and would be useful to future commissioners. They liked the idea of looking at the Plan annually to revisit how the commission is doing. Mr. Wallace suggested that one commissioner be chosen to make sure the annual actions in the Plan get completed.

6. Reports and Updates

A. Open Space Management Report (5 Minutes) - Robert Wallace

Mr. Wallace shared that American Conservation Experience is working in Picture Canyon this week.

The Picture Canyon Working Group is working on their own strategic plan. They would like to share their strategic plan with the Open Spaces Commission and learn about the commission's strategic plan.

Chair Burton will not be available for the February commission meeting. Chair Burton made a motion that Commissioner Hirst run the February commission meeting in his absence. Commissioner Zimmerman seconded the motion. All voted in favor.

B. Open Space Events and Outreach Report (5 Minutes) – Kaeli Wells

Kaeli Wells, AmeriCorps VISTA, shared that staff would host two events in March. First, staff will work with the Kaibab National Forest to host the next Indigenous Youth Service Academy (IYSA) event on the forest with IYSA participants helping to catalogue traditional plants. In addition, staff will be doing educational outreach at STEM Night at the Dome.

Ms. Wells added that staff are working on a stewardship program for the Open Space program. The stewardship program would give volunteers the opportunity to help monitor and maintain the City's open space parcels. Chair Burton emphasized that the program should focus on all three parcels and suggested a plant survey be conducted on Observatory Mesa. The name of the stewardship program has yet to be determined. Staff are holding off on setting a name until the commission makes a decision about the potentially changing name of the Open Space program and commission. Staff will narrow down a list of names and

survey the community to make a final decision on the name. Staff will bring a name to be voted upon by the commission at the February meeting.

7. **Information Items To and From** (5 Minutes) – All
None.

8. **Future Agenda Items** (5 Minutes) - All
 - A. Parcels Labeled as Open Space – Informational
 - B. Schultz Meadow for Affordable Housing – Discussion
 - C. Open Space Program and Commission Name – Discussion and Vote
 - D. Open Spaces Commission Strategic Planning – Discussion and Vote

9. **Adjournment**
Chair Burton adjourned the meeting at 6:00pm.

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 _____, 2019.



Robert Wallace, Staff Liaison