



PARKS AND RECREATION COMMISSION
Flagstaff Aquaplex
1702 N. Fourth St.
Wednesday, May 15, 2019
4:00 p.m.



A G E N D A

1. Call to Order
2. Roll Call
 - _____ Commissioner Brian Bloom (Chair) _____ Commissioner Crockett
 - _____ Commissioner Steven Flanagan _____ Commissioner Jennifer Grogan
 - _____ Commissioner Ryan Martin _____ Commissioner Jim Stratton (Co-Chair)
 - _____ Commissioner Aurelia Yazzie
3. Welcome new Commissioners: Steven Flanagan and Aurelia Yazzie (Introductions of all Commissioners. Please talk a bit about your interest in the Commission and your background.)
4. Approval of the April 17, 2019 Minutes
5. Public Participation

This portion of the meeting is for items that are **NOT** on the agenda. The Commission cannot act on items presented during the public participation of the agenda. The Commission is prohibited by the open meeting law from discussing or considering the item until such time that the item is officially placed on an agenda. **Please limit comments to five minutes.**
6. Action Items
 - A. Election of Chair and Co-Chair for 2019
7. Discussion Items
 - A. Flagstaff Open Space Stewards program – Kaeli Wells
 - B. Joe C. Montoya Community and Senior Center presentation – Matt Faulk
 - C. Commission meeting date/time/location discussion – Rebecca Sayers
 - D. Buffalo Park updates – restrooms and other potential amenities – Amy Hagin
 - E. Pickleball/tennis update – Rebecca Sayers and Amy Hagin
 - F. Graffiti wall update – Rebecca Sayers and Amy Hagin
8. Reports
 - A. Monthly highlights of Parks – attached
 - B. Monthly highlights of Recreation - attached
 - C. Monthly highlights of Open Space - attached
9. Informational items to and from Commissioners and Staff
10. Agenda Items for June 19, 2019 meeting
11. Adjournment



For special accommodations, please notify Cathy Guetschow at (928) 213-2316 at least two business days prior to the scheduled meeting time.

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on MAY 10, 2019 at 2:00 p.m. in accordance with the statement filed by the Parks and Recreation Commission with the City Clerk.

Dated this 10 day of May 2019 .

Cathy Guetschow, Parks and Recreation Administrative Specialist

PARKS AND RECREATION COMMISSION
Wednesday, April 17, 2019
SUMMARIZED MINUTES – DRAFT for approval

Members Present

Brian Bloom
Bert Crockett
Ryan Martin
Jim Stratton

Staff Present

Amy Hagin
Rebecca Sayers
Claire Harper
Emry Pensinger
Martin Ince
Joseph Nagle
Shawn Mullaney

Others Present

none

1. CALL TO ORDER

Co-Chair Stratton called the meeting of April 17, 2019 to order at 4:05 p.m.

2. ROLL CALL

Chair Bloom, Co-Chair Stratton, and Commissioners Martin and Crockett were present for roll call. Commissioners Behrens and Grogan were absent for roll call.

3. APPROVAL OF THE February 20, 2019 MINUTES

Motion made by Chair Bloom to approve the February 20, 2019 minutes as written. Motion seconded by Co-Chair Stratton. Motion passed unanimously with four (4) yea votes.

4. PUBLIC PARTICIPATION - none

5. DISCUSSION ITEMS

A. FUTS and Active Transportation Master Plans

Martin Ince, Multimodal Transportation Planner, presented the Flagstaff Urban Trail System (FUTS) and Active Transportation Master Plans. The FUTS Master Plan guides the development of the urban trail system. The Active Transportation Master Plan focuses on strategies, actions, projects, and programs to improve the pedestrian and bicycle environment in Flagstaff. Both master plans implement the goals and policies of the *Flagstaff Regional Plan 2030: Place Matters* regarding walking, biking, and trails. Commissioner Crockett inquired about how the trails are accessible to all. Ince informed the Commission that they have worked with the Commission on Inclusion and Adaptive Living and all trails should be accessible to ADA guidelines but is sometimes difficult due to the topography in town. There was discussion about new developments and how they would incorporate new FUTS trails. The Master Plan identifies those FUTS segments and requires that they be constructed as part of the development.

B. Workforce GIS for Parks Snow Plow Operations mapping demonstration

Joseph Nagle, Parks Student Intern, gathered data and put information into a digital WorkForce assignment system. Parking lots, shovel routes, track/tractor routes, high priority downtown locations, lower priority locations, and courtesy locations are color coded and assigned to staff. This program will allow staff to track completed assignments in real time. It is accessible via a mobile app that can be used on desktops and tablets.

C. Pollinator Pilot Project at Citizen's Cemetery

Emry Pensinger, Parks Supervisor, presented the Pollinator Pilot Project at Citizen's Cemetery. The project goal is to help support the health and growth of pollinators. The project will be

divided into four quadrants, two of which will be irrigated and two non-irrigated. Staff has selected one seed mix and is working with Northern Arizona University and Master Gardeners to select a second seed mix. A natural habitat that requires little to no maintenance is desired. Native plant species will be the main component of the seed mixes, although some non-Arizona species that are beneficial to pollinators and do well in this climate will also be considered.

D. Budget and Revised Service Level updates

Rebecca Sayers, Parks and Recreation Director, updated Commissioners on fiscal year 2020 (FY20) budget and revised service level funding that is being proposed in the City Manager's budget for City Council consideration. Highlights include the Boulder Point/West Side Park funding to begin design and construction and ongoing funding for Siler Homes Activity Center.

E. Dream Court Installation at Cogdill/Boys & Girls Club and ribbon cutting

Rebecca Sayers shared that a Dream Court will be installed in partnership with Parks and Recreation, Flagstaff Police Department, Bridge Church, and Nancy Lieberman Charities. The ribbon cutting will be on Sunday, April 28 at 2 p.m.

F. Girls Softball Little League updates

Amy Hagin, Parks Manager, shared that the dugout at Continental Field Five received a roof cover and Parks staff installed a gate to enclose the outfield. A new pad for Girls Softball storage was created. Staff is starting to research batting cage options for Girls Softball for FY20. All of these requests were included on the Girls Softball Little League "wish list."

G. Boulder Point/West Side Park update

\$500,000 has been awarded for FY20 to begin community outreach, design and start construction.

H. Resignation of Commissioner Behrens effective May 1, 2019

Commissioner Behrens has resigned effective May 1, 2019

6. REPORTS

- A. Monthly highlights of Parks – no questions or discussion
- B. Monthly highlights of Recreation – no questions or discussion
- C. Monthly highlights of Open Space – no questions or discussion

7. INFORMATION ITEMS TO AND FROM COMMISSIONERS AND STAFF

None.

8. AGENDA ITEMS FOR MAY 15, 2019 MEETING

Open Space Volunteer Program Presentation
Joe C. Montoya program and facility updates
Pickleball and tennis update
Update on buffalo at Buffalo Park
Buffalo Park restrooms

9. ADJOURNMENT

The meeting adjourned at 5:11 p.m.

Memorandum

To: Parks and Recreation Commission
From: Amy Hagin, Parks Manager
Date: May 15, 2019
Re: April Monthly Highlights

Special Projects

- Cheshire Park improvements completed. A new playground, new soft fall surfacing and a new sun shade have been installed. Later in May/June Parks staff will install a ramada at the park
- The Foxglenn Park sidewalk project is nearing 80% complete. The sidewalks look amazing.
- The Hal Jensen Center ramada construction is complete
- Parks installed four (4) new hose bibs, a backflow preventer and other equipment for the Urban Farm Incubator at the Mogollon Yard
- Commissioner Crockett attended a parks tour

Maintenance

Following is a list of the maintenance tasks completed:

- Water being turned on at all parks with maintenance and repairs occurring for irrigation systems, drinking fountains and other water needs
- Turf aerating and thatching under-way at many park grounds
- Pre-emergent applied where applicable to ready for the summer season

Vandalism

There were nine (9) incidents of vandalism damage to report for April. Total damage for the month is \$1,700. More information about the incidents is listed in the vandalism report:

- Thorpe Park \$ 50
- Bushmaster Park \$450
- Foxglenn Park \$150
- BMX “The Basin” \$750
- Ponderosa Park \$300

Parks Maintenance Vandalism Reports

1/1/19-12/31/19

Date	Location/Site	Description of Vandalism	Misc.	Irrigation	Graffiti	Playground	Restrooms
1/3/19	Bushmaster Park	Graffiti on benches			\$50		
1/4/19	Bushmaster Park	Graffiti on recycle bins			\$50		
1/10/19	Foxglenn Park	Graffiti in skate track			\$50		
1/10/19	BMX "The Basin"	Graffiti in bowl			\$100		
1/10/19	Bushmaster Park	Graffiti in skate track			\$50		
1/20/19	Bushmaster Park	Graffiti on restroom building			\$50		
1/23/19	BMX "The Basin"	Graffiti in skate bowls			\$50		
1/23/19	BMX "The Basin"	Graffiti in skate bowl and ramada			\$100		
1/24/19	Joel Montalvo Park	Graffiti on bleachers			\$25		
2/1/19	Foxglenn Park	Graffiti in skate track			\$100		
2/1/19	Bushmaster Park	Graffiti in skate track			\$50		
2/1/19	Ponderosa Park	Braffiti on BBQ grill			\$25		
2/6/19	Bushmaster Park	Graffiti in bathroom			\$25		
2/9/19	Ponderosa Park	Graffiti on tables			\$25		
2/9/19	Bushmaster Park	Graffiti in restroom			\$25		
2/10/19	Heritage Square	Graffiti in restroom			\$50		
2/12/19	Bushmaster Park	Graffiti on tables			\$25		
2/15/19	Foxglenn Park	Graffiti in bathroom			\$25		
3/7/19	Thorpe Handball Court	Graffiti on walls			\$200		
3/7/19	Bushmaster Park	Graffiti in restroom			\$25		
3/8/19	Foxglenn Park	Graffiti in restrooms			\$300		
3/9/19	Ponderosa Park	Graffiti on tables			\$25		
3/16/19	Foxglenn Park	Graffiti in skatetrack			\$200		
3/16/19	Bushmaster Park	Graffiti in skatetrack			\$200		
3/17/19	Heritage Square	Graffiti in restroom			\$25		
3/29/19	Bushmaster Park	Graffiti in restroom			\$25		
4/9/19	Bushmaster Park	Graffiti in skate park			\$25		
4/10/19	Bushmaster Park	Graffiti in restroom			\$25		
4/12/19	Foxglenn Park	Graffiti in restroom			\$100		
4/15/19	Bushmaster Park	Graffiti in skate park			\$400		
4/16/19	Foxglenn Park	Graffiti in skate track			\$50		
4/16/19	BMX "The Basin"	Graffiti in bowls			\$400		
4/17/19	BMX "The Basin"	Graffiti in bowls			\$350		
4/17/19	Ponderosa Park	Graffiti in ramada and tables			\$300		
4/18/19	Thorpe Park	Graffiti on tables			\$50		

	\$0	\$0	\$3,575	\$0	\$0
Total				\$ 3,575	

Memorandum

To: Parks and Recreation Commission
From: Rebecca Sayers, Parks and Recreation Director
Date: May 15, 2019
Re: April 2019 Recreation Highlights

Aquaplex

- Radiant Heating and Cooling has been replacing all the ball valves on the roof solar thermal panels. There are a few remaining valves that need to be replaced and once they are finished the system should be able to be turned on. Staff will continue to work with the contractor to get the system online within the next few weeks.
- The pool main circulation pump has lost its seal. The pump was replaced with a new one and the old one sent for repair.
- Climate Control Resources was called due to boiler #1 blowing a fuse and shutting down. This left the facility running on only one boiler for a brief period. Staff was able to replace the fuse and get the system back up and running, but contractors are doing preventive maintenance to ensure that the issue was isolated and not anything major.
- The entire locker room, cabanas, and pool area are closed from May 1-24 for the completion of the flooring project. The contractors will also be taking care of a punch list from the work last year. Members are able to put their membership on hold during the closure to ensure they receive all their membership benefits.
- The entire Aquaplex facility was closed from May 6-8 for the Annual Cleaning Closure. This year's closure consisted of water replacement in the pool, floor cleaning, touch-up painting, and deep cleaning equipment and supply areas.

Athletics

- Spring Adult Volleyball concluded in April with 205 regular season games and 46 tournament games officiated.
- The Winter Coed Adult Hockey session ended on April 14 and had four games officiated for the month.
- First Session Adult Softball has a total of 114 teams registered. There are 15 different leagues that will play, which are made up of nine Coed Leagues and six Men's Leagues. Games start May 5 and will be played Sunday through Friday except for Tuesdays.
- The 4th Annual "Chillin' in the Pines Hockey Classic" was held on May 3-5 and was sold out with 14 teams registered across three different divisions.
- Athletics staff attended a Field Prep Maintenance and Procedure training that was hosted by the Parks Department.
- Staff met with PrimeTime about the change of venue for their end of season tournament on May 18. The venue that was agreed upon was the Thorpe Park Softball Fields, in which they will have access to all four softball fields and the Duck Pond Field as well.

Community Events

- Bubble Palooza will take place on Saturday, May 18 from 10:00 a.m.- 1:00 p.m. on the back-soccer field at Foxglenn Park. The event celebrates the magic of bubbles and includes bubble crafts, the science behind bubbles, a bubble dance party, bubble blowing contest, bubble drinks and more.
- Musicians for Concerts in the Park have been finalized. All concerts begin at 5:30 p.m. on Wednesday evenings. June concerts will be held at Jim Cullen Park and July concerts will be held at Bushmaster Park under the Community Ramada. Below is a lineup of the scheduled performances:
 - June 5- Lucky Lenny
 - June 12- Tommy Dukes Band
 - June 19- The Reckless Band
 - June 26- Two Hand Union
 - July 3- Buddy Martell and the Tailgate Band
 - July 10- Rock Nine
 - July 17- Celtic sponsored
 - July 24- Theone and the Hello Rose
 - July 31- Thunder and Lighting

Hal Jensen Recreation Center

- Hal Jensen staff met with the Hunger Free Alliance to discuss outreach and marketing strategies for the “Summer Feeding Program.” Staff also attended a screening of a child resilience documentary with a Q&A panel.
- The Daddy Daughter Ball was held on Saturday, April 13 from 7:00-10:00 p.m., at the Joe C. Montoya Community & Senior Center. The event was sold out with 100 participants taking part in pictures, arts & crafts, dancing, and a catered meal.
- A group of students from the Criminal Justice Department displayed artwork from children of incarcerated parents. They also handed out informational material on the effects that incarceration has on the people that support them, specifically children.
- This year’s Northern Arizona’s Got Talent event will be held at Flagstaff High School, with auditions being held on May 8 and 15, semi-finals on May 22 and finals on May 29.
- Staff helped promote the “Flagstaff Parks and Recreation Saving Arizona Blood Drive” on Thursday, May 2 from 12:00-5:00 p.m. at the Flagstaff Aquaplex.

Jay Lively Activity Center

- The Jay Lively Ice Arena’s roof reconstruction project continued through the month of April. City of Flagstaff and Loven Contracting staff meet weekly to discuss the progress of the roof replacement project.
- Jay Lively staff installed safety gates for the skate sharpening area and the Zamboni exit to increase safety and awareness of these potentially hazardous areas. Arena staff purchased and installed new wiring for the Sirius satellite radio system and moved the antenna to accommodate the new roof design.
- The City of Flagstaff Coed Hockey League, NAU Ice Hockey Club, and the Flagstaff Adult Hockey League user groups wrapped up their Fall/Winter seasons in the month of April. The Flagstaff Youth Hockey Association held tryouts for their 12U, 14U, and 16U travel teams. The NAU Ice Hockey Club held their first spring prospect camp during the month.

- The Center held 29 Public Skate sessions, 14 Adult Sticks and Pucks sessions, 11 Adult Open Hockey sessions, and 20 Adult Skate Sessions.

Joe C. Montoya Community and Senior Center

- AARP Tax Preparation concluded their annual free tax preparation after serving more than 700 community residents. Tax preparation took place at the Joe C. Montoya Community and Senior Center and at the Downtown Library. The number of people served was tripled from last year.
- The second installment of the Flagstaff Project speaker series took place on Monday, April 29 from 2:00–4:00 p.m. The series is designed to showcase local speakers to share stories and facts about the history of Flagstaff and surrounding communities. This edition featured stories from Indigenous People along with information provided by a Kinlani Bordertown Dormitory staff member that covered migrations of tribes in and around Northern Arizona.
- Staff worked in partnership with NAU's College of Nursing this semester. The Nursing Program had six soon to be graduates spend one day each week learning interpersonal communication skills with the Center's senior clientele.

Siler Homes Activity Center

- The Siler Homes Activity Center remained closed throughout the month of April due to leaks in the outdoor gas line. Repairs were made to the gas line on April 26 and the Center reopened on May 6, to the delight of over 40 children participants.

Memorandum

To: Parks and Recreation Commission
From: Robert Wallace, Open Space Specialist
Date: May 15th, 2019
Re: Monthly Open Space Program Report – April 2019

Observatory Mesa Natural Area Updates:

- We are working with American Conservation Experience to survey the property for management needs.

Picture Canyon Natural and Cultural Preserve Updates:

- Staff are completing the final report for the Recreational Trails Program grant in partnership with Arizona State Parks.
- Invasive plant abatement is taking place.

McMillan Mesa Natural Area:

- Management plan drafting and review in process.

Schultz Creek Trailhead:

- Staff are reviewing community feedback from open houses and the community forum survey.

Open Space Program Updates:

- The Open Spaces Commission completed their strategic plan and are setting up subcommittee groups to act on selected priorities.
- Staff are working to complete tasks associated with the awarded Invasive Plant Grant.
- Flagstaff's Earth Day Celebration.
- Lights out Flagstaff elementary school presentations:
 - Puente de Hozho: 4/22/19
 - Killip Elementary: 4/26/19
 - Marshall Elementary: 5/29/19
 - DeMiguel Elementary: 5/2/19
- Know Your Clan Conference contributions in partnership with the Flagstaff Dormitory.
- Bike Olympics 2019, promoting alternative transportation to Flagstaff Open Space Arbor day event attendance
- Arbor day award acceptance and event attendance
- Scientist in the Classroom Picture Canyon field trip marked the conclusion of a six-part STEM career education series. This partnership was made possible through the Scientists in the Classroom program coordinated by Flagstaff STEM City and the Open Space Program. Flagstaff Open Space is thankful to have been involved with sharing the benefits of the outdoors and encouraging personal growth in Flagstaff's youth.



2019 Bike Olympics 2019



Arbor Day Phoenix Event



11th Tree City USA Awarded to Flagstaff



Scientist in the Classroom fieldtrip

Events Coming Up:

- 05/15/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 05/23/19, 6-7:30PM Thankful Thursday. Volunteer project followed by social event. 419 N. Mogollon St.
- 05/29/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 06/06/19, 6-7:30PM Thankful Thursday. Volunteer project followed by social event. Picture Canyon Preserve
- 06/12/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 06/15/19, 9-11AM. Bug Safari, Frances Short Pond.
- 06/26/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 07/10/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 07/24/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 08/07/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve
- 08/21/19, 7-10AM. Wednesday Weed Walk, Picture Canyon Preserve

Note: Please contact Robert Wallace at Robert.wallace@flagstaffaz.gov if you would like additional information related to any of the above-mentioned projects.